

		<p>MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE HOLY SPIRIT ROMAN CATHOLIC SEPARATE REGIONAL DIVISION NO. 4, HELD AT THE ST. BASIL EDUCATION CENTRE ON MONDAY, JANUARY 27, 2016, COMMENCING AT 6:00 P.M.</p> <p><b>BOARD</b>  Board Chair Bryan Kranzler  Vice Chair Pat Bremner  Trustee Frances Cote  Trustee Judy Lane  Trustee Terry O'Donnell  Trustee Danny Ponjavic  Trustee Ken Tratch  Trustee Bob Spitzig</p> <p><b>ADMINISTRATION</b>  Superintendent of Schools Chris Smeaton  Deputy Superintendent of Schools Brian Macauley  Secretary-Treasurer Lisa Palmarin  Recording Secretary Anisha Gatner</p> <p>Board Chair Bryan Kranzler called the January 27, 2016 Regular Board Meeting to order at 6:00 p.m. Trustee Terry O'Donnell led with a prayer provided by a Grade 9 student from St. Catherine School in Picture Butte.</p>	
CALL TO ORDER OPENING PRAYER			
Approval of Agenda	6826/0116 Ken Tratch	M/C	That the agenda for the January 27, 2016 Board Meeting be approved, as presented.
Previous Minutes	6827/0116 Bob Spitzig	M/C	That the minutes of the December 16, 2015 Regular Meeting of the Board be approved, as presented.
Business Arising from the Minutes			There was no business arising from the minutes.
<b>ACTION ITEMS</b>			
Instructional Resource Fees	B.1		Current instructional resource fees are set at \$45 for elementary, \$55 for junior high, and \$65 for senior high school students. The Government of Alberta has committed to decreasing school fees for the 2016/2017 school year. To accomplish this, per pupil funding rates may be increased. In response to this information, the Board decided to proactively eliminate instructional resource fees.
	6828/0116 Pat Bremner	M/C	That the Board of Trustees eliminates the collection of instructional resources fees for the 2016/2017 school year.
Representation to the Community and Social Development Committee	B.2		The City of Lethbridge's Community and Social Development Group is seeking an educational trustee representative to serve for a two (2) year term. Historically, this position alternates between Lethbridge School District No. 51 and Holy Spirit Catholic School Division.
	6829/0116 Bob Spitzig	M/C	That Trustee Ken Tratch be selected to serve as the educational representative to the City of Lethbridge's Community and Social Development Committee for the 2015/2016 and 2016/2017 school years.
Three Year Faith Plan Trustee Representation	B.3		Trustee representation is sought for a committee being established to develop the division's new 2016-2019 Three Year Faith Plan.
	6830/0116 Bob Spitzig	M/C	That Trustee Danny Ponjavic be selected to serve as the Board's representative in developing the division's 2016-2019 Faith Plan.
Greatness in Leadership	B.4		"The 2nd Greatness in Leadership" event is being organized by Teamworks Training Institute, Select People Solutions, and the ENMAX Centre.

**Family Centre & Lethbridge McDonald Restaurants Annual Charity Gala & Auction**

6831/0116  
Judy Lane

Tickets will be offered to 75 Holy Spirit Catholic School Division high school students to attend. In order to further support the event, the Board of Trustees agreed to purchase a table.

M/C **That the Board approves the purchase of a table to attend "The 2nd Greatness in Leadership" event on February 23, 2016.**

B.5 The Lethbridge Family Centre is working with Lethbridge-based McDonald's Restaurants to raise funds for the Ronald McDonald House in southern Alberta, which provides accommodation for out-of-town families who have sick children receiving medical attention in Calgary.

6832/0116  
Bob Spitzig

M/C **That the Board of Trustees supports the Family Centre & Lethbridge McDonald Restaurants Annual Charity Gala & Auction on March 17, 2016 by purchasing four (4) tickets to attend.**

**INFORMATION ITEMS**

Blessed Mother Teresa Staffing Process

C.1 Deputy Superintendent Brian Macauley spoke to correspondence provided to all staff, detailing the process that will be used in staffing the new north Lethbridge school, Blessed Mother Teresa.

First Quarter Financial Reporting

C.2 Secretary-Treasurer Lisa Palmarin provided the First Quarter Financial Report for Board review.

Grant for "Brain for Active Learning" Project

C.3 Holy Spirit Catholic School Division is the successful recipient of a \$50,000 grant from the Alberta Healthy School Community Wellness Fund for the project, "Brain Food for Active Learning."

Alberta Education Zone 6 Director's Report

C.4 The Board received and filed the "Director's Report" from Mr. Ron Taylor, Director of Alberta Education's Zone 6 Branch Services.

Director of Learning Update

C.5 Lorelie Lenaour, the Director of Learning, provided a report apprising the Board of recent division activity related to Learning.

Director of Religious Education Update

C.6 Joann Bartley, the Director of Religious Education, provided a report apprising the Board of recent division activity related to Religious Education.

FNMI Update

C.7 Joann Bartley, the Director of Religious Education, provided a report apprising the Board of recent division activity related to FNMI learning.

Director of Support Services Update

C.8 Michelle Mackinnon, Director of Support Services, provided a report apprising the Board of recent division activity related to the Support Services Department.

Holy Spirit Stars

C.9 The Board reviewed the activities and achievements of the division's students and staff over the past month.

Enrolment Data Update

C.10 The Board received the division enrolment report for December 18, 2015.

**POLICY REVIEW**

Policy 11: Staff Code of Conduct

D.1 Given the direction of the province and the work of the CCSSA, it is important that strong language be used to ensure safe and caring learning environments. As such, the Board determined that the following amendments would be made to *Policy 11: Staff Code of Conduct*:

- Clause 8, "Be an example of, and witness to, theology, philosophy, values, and practices of the Catholic Church," was moved from the last clause in the policy to the first clause.
- The language of the clause (previously numbered 5) was strengthened to state: "Maintain a safe and caring learning environment for all, free from all types of harassment, intimidation, bullying, substance abuse, physical violence, mental or emotional abuse, and/or any other forms of inappropriate conduct."
- A new clause 7 was added: "Ensure actions and language are free from bias or discrimination towards (but not limited to) race, religious beliefs, colour, gender, sexual orientation or identity, physical or mental limitations, ancestry / place of origin, marital status of parents or family circumstances."

	6833/0116 Ken Tratch	M/C That the Board of Trustees approves <i>Policy 11: Staff Code of Conduct</i> , as amended.
Policy 12: Teaching Staff Reduction	D.2	The Board reviewed <i>Policy 12: Teaching Staff Reduction</i> and determined that no changes were required at this time.
	6834/0116 Frances Cote	M/C That the Board of Trustees approves <i>Policy 12: Teaching Staff Reduction</i> , as presented.
Policy 13: Hearings on Teacher Matters	D.3	The Board reviewed <i>Policy 13: Hearings on Teacher Matters</i> and determined that no changes were required at this time.
	6835/0116 Judy Lane	M/C That the Board of Trustees approves <i>Policy 13: Hearing on Teacher Matters</i> , as presented.
<b><u>BOARD REPORTS</u></b>		
Board Chair's Report	E.1	Board Chair Bryan Kranzler updated the Board about recent correspondence, planning and events, and activity.
	6836/0116 Bob Spitzig	That the Board of Trustees receives and files the Board Chair's Report for January 27, 2016
ASBA Zone 6 Report	E.2	Trustee Bob Spitzig, Board representative to the ASBA Zone 6, provided a report to the Board regarding recent ASBA business, events, and activities.
	6837/0116 Bob Spitzig	M/C That the Board of Trustees receives and files the ASBA Zone 6 Report for January 27, 2016.
Joint Lethbridge City / School Boards' Liaison Committee	E.3	Board Chair Bryan Kranzler and Trustee Ken Tratch provided the meeting notes from the January 20, 2016 meeting of the Joint Lethbridge City / School Boards' Liaison Committee.
	6838/0116 Ken Tratch	M/C That the Board of Trustees receives and files the Joint Lethbridge City / School Boards' Liaison Committee Report for January 27, 2016.
<b><u>ADVOCACY</u></b>		
Individual Trustee Advocacy	F.1	Each Trustee provided a brief update about the activities they have been engaged in to advocate for the Board and school division over the past month.
<b><u>ADMINISTRATIVE REPORTS</u></b>		
Superintendent's Report	G.1	The Board reviewed the Superintendent's January 27, 2016 Report.
	6840/0116 Bob Spitzig	M/C That the Board of Trustees receives and files the Superintendent's Report for January 27, 2016.
Deputy Superintendent's Report	G.2	The Board reviewed the Deputy Superintendent's January 27, 2016 Report.
	6841/0116 Pat Bremner	M/C That the Board of Trustees receives and files the Deputy Superintendent's Report for January 27, 2016.
Secretary-Treasurer's Report	G.3	The Board reviewed the Secretary-Treasurer's January 27, 2016 Report.
	6842/0116 Terry O'Donnell	M/C That the Board of Trustees receives and files the Secretary-Treasurer's Report for January 27, 2016.
ADJOURNMENT	6843/0116 Ken Tratch	M/C That the Board of Trustees adjourns the Regular Board Meeting of January 27, 2016 at 7:23 p.m.
<p>_____</p> <p>Board Chair</p>		<p>_____</p> <p>Secretary-Treasurer</p>