

		<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 CATHOLIC EDUCATION CENTRE ON WEDNESDAY, FEBRUARY 22, 2017, COMMENCING AT 6:00 P.M.</p> <p>BOARD Board Chair Bryan Kranzler Trustee Frances Cote Trustee Judy Lane Trustee Terry O'Donnell Trustee Danny Ponjavic Trustee Bob Spitzig</p> <p>ADMINISTRATION Superintendent of Schools Chris Smeaton Deputy Superintendent Brian Macauley Secretary-Treasurer Lisa Palmarin Recording Secretary Anisha Gatner</p> <p>Regrets Vice Chair Pat Bremner Trustee Ken Tratch</p> <p>Board Chair Bryan Kranzler called the February 22, 2017 Regular Board Meeting to order at 6:00 p.m. after acknowledging that the land on which we stand is the traditional territories of the Blackfoot Nations and the people of the Treaty 7 region in southern Alberta. He then led the opening prayer, provided by St. Francis Junior High School.</p> <p>Approval of Agenda 7078/0217 M/C That the agenda for the February 22, 2017 Board Meeting be approved, as presented. Bob Spitzig</p> <p>Previous Minutes 7079/0217 M/C That the minutes of the January 25, 2017 Regular Meeting of the Board be approved, as presented. Bob Spitzig</p> <p>Business Arising from the Minutes There was no business arising from the minutes.</p> <p>Presentation: Continuous Improvement Plan Quarterly Report Superintendent Smeaton provided the 2nd quarterly update regarding the division's Continuous Improvement Plan. He spoke about those activities conducted over the last three months that relate to the Board's goals: Catholic Faith; literacy and numeracy; equitable educational outcomes for First Nations, Metis and Inuit learners, and well-engaged stakeholders.</p> <p>ACTION ITEMS</p> <p>Bylaw 2017/01 to Adjust Electoral Boundaries B.1 As indicated at the January 25, 2017 Regular Meeting of the Board, in preparation for the 2017 School Board Elections, an amendment to the electoral boundaries must be approved before March to bring in those lands described in Ministerial Order #012/2014, an order for the addition of the Bow Island Ward into the Holy Spirit Roman Catholic Separate Regional Division No. 4.</p> <p>7080/0217 M/C That the Board of Trustees completes the third reading of amended Bylaw 2017/01 to Adjust Electoral Boundaries. Bob Spitzig</p> <p>7081/0217 M/C That the Board of Trustees approves amended Bylaw 2017/01 to Adjust Electoral Boundaries. Bob Spitzig</p> <p>Three Year Capital Plan (2018-2021) DRAFT B.2 The Board reviewed a draft version of the Three Year Capital Plan for 2018-2021.</p> <p>7082/0217 M/C That the Board of Trustees receives and files the draft Three Year Capital Plan for 2018-2021; Judy Lane</p> <p>AND FURTHER, that the Board of Trustees directs the Superintendent of Schools to finalize and present the Three Year Capital Plan for 2018-2021 at the March 2017 Regular Board Meeting.</p>
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<p>Council of School Council Agenda – March 6, 2017</p>	<p>B.3</p>	<p>The Board indicated that it would like to engage in a facilitated conversation during the upcoming March 6, 2017 meeting to discuss the school division's current priorities. A few information items will also be provided for review.</p>
<p>Wood's Homes 13th Annual Children's Benefit Dinner</p>	<p>7083/0217 Judy Lane</p>	<p>M/C That the Board of Trustees places following items on the Council of School Council Chairs' Meeting, scheduled for March 6, 2017:</p> <ul style="list-style-type: none"> • School Division Priorities • Alberta School Council Association Conference and Annual General Meeting • Continuous Improvement Plan Update • Capital Plan / Enrolment
<p>Volunteer Lethbridge's "Leaders of Tomorrow" Gala</p>	<p>B.4</p>	<p>Wood's Homes is a multi-service and community-owned organization that supports Lethbridge children and their families through their Emergency Youth Shelter and Home Connections programs. Their annual fundraiser will be held on May 6, 2017 at the Lethbridge Lodge.</p>
<p>APEX Youth Awards Banquet</p>	<p>7084/0217 Bob Spitzig</p>	<p>M/C That the Board of Trustees purchases a minimum of two (2) tickets to attend Wood's Homes 13th Annual Children's Benefit Dinner on May 6, 2017.</p> <p>Board Chair Bryan Kranzler and Superintendent Chris Smeaton agreed to attend on behalf of the Board.</p>
<p>Use of Capital Reserves for St. Patrick School (Taber) Decanting</p>	<p>B.5</p>	<p>Volunteer Lethbridge annually honours youth in the Lethbridge community through their "Leaders of Tomorrow Awards." This year the banquet is scheduled for April 26, 2017. Unfortunately, this date coincides with the Board's April Meeting. It was suggested that two tickets still be purchased for division staff to attend.</p>
<p>Appointment of a Returning Officer for the 2017 School Board Elections</p>	<p>7085/0217 Danny Ponjavic</p>	<p>M/C That the Board of Trustees purchases a minimum of two (2) tickets to attend Volunteer Lethbridge's "Leaders of Tomorrow" Gala on April 26, 2017.</p>
<p>Use of Capital Reserves for St. Patrick School (Taber) Decanting</p>	<p>B.6</p>	<p>The community of Taber annually honours youth through the "APEX Youth Awards." This year the banquet is scheduled for March 22, 2017. Unfortunately, this date coincides with the Board's March Meeting. It was suggested that two tickets still be purchased for division staff to attend.</p>
<p>Appointment of a Returning Officer for the 2017 School Board Elections</p>	<p>7086/0217 Judy Lane</p>	<p>M/C That the Board of Trustees purchases a minimum of two (2) tickets to attend the "APEX Youth Awards" on March 22, 2017.</p>
<p>Appointment of a Returning Officer for the 2017 School Board Elections</p>	<p>B.7</p>	<p>The construction phase for the modernization of St. Patrick School in Taber is slated to begin July 2017 to ensure that the school is ready for students in September 2018. To expedite this phase of the project, the students of St. Patrick School will need to be decanted to an alternate location. Since the Government of Alberta does not cover the costs associated with decanting, it is recommended that the Board of Trustees sets aside capital reserves to fund this necessary expenditure.</p>
<p>Appointment of a Returning Officer for the 2017 School Board Elections</p>	<p>7087/0217 Danny Ponjavic</p>	<p>M/C That the Board of Trustees uses capital reserves to fund the decanting of students at St. Patrick School (Taber) during the modernization of the school.</p>
<p>Appointment of a Returning Officer for the 2017 School Board Elections</p>	<p>B.8</p>	<p>School Board Elections are scheduled to take place on October 16, 2017. In preparation, Secretary-Treasurer Lisa Palmarin has been in conversation with City of Lethbridge Clerk and Returning Officer, Aleta Neufeld. She has indicated that she would be willing to also serve as the Returning Officer for Holy Spirit Catholic School Division for the upcoming 2017 elections.</p>
<p>Appointment of a Returning Officer for the 2017 School Board Elections</p>	<p>7088/0217 Terry O'Donnell</p>	<p>M/C That the Board of Trustees appoints City of Lethbridge Clerk, Aleta Neufeld, as the Returning Officer for Holy Spirit Roman Catholic Separate Regional Division No. 4 for the 2017 School Board Elections.</p> <p>Other municipalities will serve as Deputy Returning Officers for a given ward. The Town of Taber has also agreed to set up a polling station in Bow Island for the election there.</p>

INFORMATION ITEMS

<p>A Gift and a Legacy – Stained Glass Artwork from Trustee Tratch</p>	<p>C.1</p>	<p>In November 2016, Trustee Ken Tratch presented a new stained glass creation to the Board of Trustees of the Holy Spirit Catholic School Division, which is displayed in the board room at the St. Basil Catholic Education Centre. A document highlighting each of the three pieces of artwork that Mr. Tratch has donated to the division was provided for Board information.</p>
<p>Arts Alive and Well in the Schools</p>	<p>C.2</p>	<p>The Board received an invitation for the 40th annual “Art’s Alive and Well in the Schools” event from May 7, 2017 until June 11, 2017. As per Policy 17: Awards, the school division will, again, be donating \$100 to fund the event’s Junior High/Middle School Award of Merit.</p> <p>Board Chair Bryan Kranzler volunteered to bring greetings on behalf of the Board of Trustees at the “Arts Alive and Well in the Schools” opening ceremonies on May 7, 2017.</p>
<p>Enrolment Projections</p>	<p>C.3</p>	<p>Secretary-Treasurer Lisa Palmarin provided enrolment projections for 2017-2026 to assist the Board in planning for the 2017/2018 school year and beyond.</p>
<p>Financial Reporting Profile</p>	<p>C.4</p>	<p>Secretary-Treasurer Lisa Palmarin provided the division’s Financial Reporting Profile analysis for the 2015/2016 school year.</p>
<p>Joint Carillon Advertisement</p>	<p>C.5</p>	<p>A draft version of the joint advertisement that Calgary Catholic, Christ the Redeemer, Conseil scolaire FrancoSud, Medicine Hat Catholic, and Holy Spirit School Division plan to publish in the Carillon to welcome Bishop McGrattan to the Diocese of Calgary was provided for Board information.</p>
<p>Lethbridge Performing Arts Centre</p>	<p>C.6</p>	<p>The Board reviewed a brochure developed by the Allied Arts Council of Lethbridge, advocating for the development of a new Performing Arts Centre.</p>
<p>C21 Canada Meetings</p>	<p>C.7</p>	<p>Superintendent Chris Smeaton provided a verbal report about the C21 Canada Meetings he recently attended.</p>
<p>Director of Learning Update</p>	<p>C.8</p>	<p>Lorelie Lenaour, Director of Learning, provided a report to the Board, apprising them of recent division activity related to Learning.</p>
<p>Director of Religious Education Update</p>	<p>C.9</p>	<p>Joann Bartley, Director of Religious Education, provided a report to the Board, apprising them of recent division activity related to Religious Education.</p>
<p>First Nations, Métis, and Inuit Education Update</p>	<p>C.10</p>	<p>Joann Bartley, Director of Religious Education, provided a report to the Board, apprising them of recent division activity related to First Nations, Métis, and Inuit Education.</p>
<p>Director of Support Services Update</p>	<p>C.11</p>	<p>Michelle Mackinnon, Director of Support Services, provided a report to the Board, apprising them of recent division activity related to the Support Services Department.</p>
<p>Holy Spirit Stars</p>	<p>C.12</p>	<p>The Board reviewed the activities and achievements of the division’s students and staff over the past month.</p>
<p>Enrolment Data Update</p>	<p>C.13</p>	<p>The Board received the division enrolment report for January 31, 2017.</p>
<p><u>POLICY REVIEW</u></p>		
<p>Policy 18: Board Governance and Operations</p>	<p>D.1</p>	<p>The Board reviewed <i>Policy 18: Board Governance and Operations</i>, and associated appendices, and determined that the following changes were required:</p> <ul style="list-style-type: none"> • Given the increased geographic area within Ward 5, clause 4.4, was amended so that travel between the town sites of Taber and Bow Island may be eligible for reimbursement. • The section of Appendix A referring to “Hospitality” was moved within <i>Policy 18: Board Governance and Operations</i>, as a new section 5. • The newly numbered section 6, pertaining to “Signing Officers of the Board,” was amended to reflect the precedence of those positions listed.

- The newly numbered clause 6.2 was amended to align with clause 4 in *Policy 10: Board Delegation of Authority*.
- For both clause 6.2 in *Policy 18* and clause 4 in *Policy 10*, the value of the contracts for which the Superintendent of Schools may sign was increased to \$250,000.

7089/0217
Bob Spitzig

M/C

That the Board of Trustees approves *Policy 18: Board Governance and Operations*, as amended.

AND FURTHER, that clause 4 of *Policy 10: Board Delegation of Authority* be amended to align with the changes suggested in *Policy 18: Board Governance and Operations*.

(A record of the vote was requested. There were four (4) in favour and two (2) opposed)

BOARD REPORTS

Board Chair's Report

E.1

Board Chair Bryan Kranzler provided a verbal report about recent correspondence, planning and events, and activity.

7090/0217
Bob Spitzig

M/C

That the Board of Trustees receives and files the Board Chair's Report for February 22, 2017.

ACSTA Report

E.2

Trustee Judy Lane, Board representative to the ACSTA, provided a report to the Board regarding recent business, events, and activities. She added that the southern school divisions were planning to submit Bishop Frederick Henry's name for an ACSTA "Honourary Life Membership" Award. The Board of Trustees was supportive of this submission.

7091/0217
Judy Lane

M/C

That the Board of Trustees receives and files the ACSTA Report for February 22, 2017.

ASBA Zone 6 Report

E.3

Trustee Bob Spitzig, Board representative to the ASBA Zone 6, provided a report to the Board regarding recent business, events, and activities. He added to his report the news that President Helen Clease has stepped down from the position for health reasons.

7092/0217
Bob Spitzig

M/C

That the Board of Trustees receives and files the ASBA Zone 6 Report for February 22, 2017.

Wisdom and Visioning Circle Report

E.4

Vice Chair Pat Bremner, Board representatives to the division's Wisdom and Visioning Circle, provided a report to the Board regarding the recent February 10, 2017 meeting.

7093/0217
Danny Ponjavic

M/C

That the Board of Trustees receives and files the Wisdom and Visioning Circle Report February 22, 2017.

Standing Committee Update

E.5

Superintendent Chris Smeaton spoke to the Standing Committee's current work. The concept has evolved so that, rather than supporting an "Innovative Scholarship Program," a special day will be planned that focuses on bringing together junior and senior high students from across the division to work collaboratively on solving a problem related to agri-business.

7094/0217
Bob Spitzig

M/C

That the Board of Trustees receives and files the Standing Committee Update for February 22 2017.

ADVOCACY

Budget Consultation

F.1

Maria Fitzpatrick, MLA for Lethbridge-East, and Minister Shannon Phillips, MLA for Lethbridge-West, hosted a Budget Consultation on Friday, February 3, 2017 from 2:30-4:30 p.m. at the Lethbridge Multicultural Centre. Board Chair Bryan Kranzler and Trustee Danny Ponjavic attended on behalf of the Board.

Graduation Schedules and Planning for 2017

F.2

To assist in Board planning, as well as the planning for each of the high schools within the division, the schedules for each school's upcoming Graduations was presented. The Board discussed who would attend and participate in each.

**Individual Trustee
Advocacy**

F.3 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.

**ADMINISTRATIVE
REPORTS**

Superintendent's Report

G.1 The Board reviewed the Superintendent's February 22, 2017 Report.

**7095/0217
Frances Cote**

M/C That the Board of Trustees receives and files the Superintendent's Report for February 22, 2017.

**Deputy Superintendent's
Report**

G.2 The Board received the Deputy Superintendent's February 22, 2017 Report.

**7096/0217
Judy Lane**

M/C That the Board of Trustees receives and files the Deputy Superintendent's Report for February 22, 2017.

**Secretary-Treasurer's
Report**

G.3 The Board received the Secretary-Treasurer's February 22, 2017 Report.

**7097/0217
Bob Spitzig**

M/C That the Board of Trustees receives and files the Secretary-Treasurer's Report for February 22, 2017.

ADJOURNMENT

**7098/0217
Bob Spitzig**

M/C That the Board of Trustees adjourns the Regular Board Meeting of February 22, 2017 at 7:49 p.m.

Board Chair

Secretary-Treasurer