

<p>CALL TO ORDER OPENING PRAYER</p> <p>Approval of Agenda</p> <p>Previous Minutes</p> <p>Business Arising from the Minutes</p> <p>Presentation: Off Campus Education</p> <p>Presentation: Budgetary Assumptions</p> <p>Presentation: Joint Catholic Education Video</p>	<p>Regrets</p> <p>7102/0317 Danny Ponjavic</p> <p>7103/0317 Ken Tratch</p> <p>7104/0317 Bob Spitzig</p>	<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, MARCH 22, 2017, COMMENCING AT 6:00 P.M.</p> <p>BOARD Vice Chair Pat Bremner Trustee Frances Cote Trustee Judy Lane Trustee Terry O'Donnell Trustee Danny Ponjavic Trustee Bob Spitzig Trustee Ken Tratch</p> <p>ADMINISTRATION Superintendent of Schools Chris Smeaton Deputy Superintendent Brian Macauley Secretary-Treasurer Lisa Palmarin Recording Secretary Anisha Gatner</p> <p>Regrets Board Chair Bryan Kranzler</p> <p>Vice Chair Pat Bremner called the March 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. She then led the opening prayer, provided by St. Patrick School in Taber.</p> <p>Trustee Ken Tratch added the following item to the March 22, 2017 Board Meeting:</p> <ul style="list-style-type: none"> • B.5: Letter of Support for the Lethbridge Performing Arts Centre <p>M/C That the agenda for the March 22, 2017 Board Meeting be approved, as amended.</p> <p>M/C That the minutes of the February 22, 2017 Regular Meeting of the Board be approved, as presented.</p> <p>M/C That the minutes of the March 9, 2017 Special Meeting of the Board be approved, as presented.</p> <p>There was no business arising from the minutes.</p> <p>Off-Campus Coordinator Devon Farrar, provided an overview of the major programs that pertain to off-campus education: Work Experience, the Registered Apprenticeship Program, and the Green Certificate. She also presented statistics that indicate the growing level of student participation at each Holy Spirit high school. Lastly, she spoke about her goals and areas of focus for the upcoming school year. Ken Tratch indicated that he would be interested in further connecting Ms. Farrar's work with the Business and Education Committee via the Lethbridge Chamber of Commerce.</p> <p>The Board thanked Devon for her exceptional work in continuing to develop a robust divisional off-campus program for all Holy Spirit Catholic School Division students.</p> <p>Based on the provincial budget, released on March 16, 2017, Secretary-Treasurer Lisa Palmarin provided a presentation to the Board about the division's Budgetary Assumptions for 2017/2018.</p> <p>The Board reviewed the video, jointly produced by the school division and the ATA Local No. 5, to promote the importance of Catholic Education in the province of Alberta.</p>
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ACTION ITEMS

**Three Year Capital Plan
(2018-2021)**

B.1 The Board reviewed a draft version of the Three Year Capital Plan for 2018-2021. Secretary Treasurer Lisa Palmarin noted that upcoming capital priorities include a request for an elementary school in West Lethbridge, to alleviate enrolment pressures, and the modernization of St. Francis Junior High School, as the school's current configuration is not conducive to 21st Century learning.

**7105/0317
Ken Tratch**

M/C That the Board of Trustees receives and files the draft Three Year Capital Plan for 2018-2021;
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.

**5th on 5th Youth Services
"A Taste of Lethbridge"**

B.2 5th on 5th Youth Services support Lethbridge and area youth through alternative educational programs and services. As part of their annual fundraising they will be hosting the, "A Taste of Lethbridge," event on April 29, 2017 at the Servus Sports Centre in Lethbridge.

**7106/0317
Bob Spitzig**

M/C That the Board of Trustees purchases a minimum of two (2) tickets to attend the 5th on 5th Youth Services fundraiser, "A Taste of Lethbridge," on April 29, 2017.

Vice Chair Pat Bremner and Trustee Bob Spitzig volunteered to attend on behalf of the Board.

**Rotary Club Event
to Support the
"Ready, Set, Go"
Program**

B.3 The Rotary Club is putting on a fundraising event that will support, "Ready, Set, Go," a back to school readiness program that aids many Holy Spirit Catholic School Division families in Lethbridge. The event is scheduled for April 8, 2017 at the Lethbridge Multicultural Centre.

**7107/0317
Judy Lane**

M/C That the Board of Trustees purchases a, "No password, no party," sponsorship for the Rotary Club's April 8, 2017 event, in support of the "Ready, Set, Go" program.

**Letter to the
Minister of Education –
St. Patrick, Taber
Phasing/Decanting
Costs**

B.4 Given the large costs associated with decanting the students of St. Patrick School in Taber, it is recommended that a letter be penned to the Minister of Education, requesting that efficiencies be sought to offset the costs to the Board.

**7108/0317
Frances Cote**

M/C That the Board of Trustees directs the Board Chair to pen a letter to the Minister of Education, requesting that the modernization of St. Patrick School in Taber be reviewed to determine if potential efficiencies could be used to offset the cost of decanting.

**Letter of Support
for the Lethbridge
Performing Arts Centre**

B.5 The inclusion of the Lethbridge Performing Arts Centre in the 2018-2027 Capital Improvement Program comes before Lethbridge City Council soon. In preparation, the Allied Arts Council has requested that the Holy Spirit Catholic School Division forward a letter of support.

**7109/0317
Ken Tratch**

M/C That the Board of Trustees directs the Board Chair to pen a letter of support for the inclusion of a Performing Arts Centre in City of Lethbridge's 2018-2027 Capital Improvement Program.

A recess was called at 7:08 p.m. The Board reconvened at 7:17 p.m.

INFORMATION ITEMS

**Catholic Education
Sunday Collection 2016**

C.1 The Board's reviewed correspondence between the division and the Diocese of Calgary regarding the funds received from the Catholic Education Sunday collection held over the November 5/6, 2016 weekend. The division received \$10,966.82 as a result of the generosity of the diocese. This money will be used to support student retreats in the coming school year.

**The Most Rev. F.B.
Henry – CCSTA 2017
Higgins Award Recipient**

C.2 The recently retired Bishop of the Diocese of Calgary, the Most Reverend Frederick Henry, has been selected as the recipient of the CCSTA 2017 Higgins Award.

<p>CASS Annual Conference Update</p>	<p>C.3</p>	<p>Superintendent Chris Smeaton provided a memorandum to update the Board about the recent College of Alberta School Superintendents (CASS) Annual Conference.</p>
<p>Administrative Procedure Revisions</p>	<p>C.4</p>	<p>The Board received an updated version of <i>Administrative Procedure 513: Fundraising</i>. This information will now be placed on the division website.</p>
<p>Second Quarter Financial Report with End of Year Projections</p>	<p>C.5</p>	<p>Secretary-Treasurer Lisa Palmarin prepared and provided the Second Quarter Financial Report with Year End Projections for Board information.</p>
<p>Director of Learning Update</p>	<p>C.6</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.7</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.8</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.9</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.10</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.11</p>	<p>The Board received the division enrolment report for February 28, 2017.</p>
<p><u>POLICY REVIEW</u></p>		
<p>Policy 14: Appeals and Hearings on Student Matters</p>	<p>D.1</p>	<p>The Board reviewed <i>Policy 14: Appeals and Hearings on Student Matters</i> and determined that no changes were required at this time.</p>
<p></p>	<p>7110/0317 Frances Cote</p>	<p>M/C That the Board of Trustees approves <i>Policy 14: Appeals and Hearings on Student Matters</i>, as presented.</p>
<p>Policy 16: School Closure</p>	<p>D.2</p>	<p>The Board reviewed <i>Policy 16: School Closure</i> and determined that no changes were required at this time.</p>
<p></p>	<p>7111/0317 Judy Lane</p>	<p>M/C That the Board of Trustees approves <i>Policy 16: School Closure</i>, as presented.</p>
<p>Policy 17: Awards</p>	<p></p>	<p>The Board reviewed <i>Policy 17: Awards</i> and determined that no changes were required at this time.</p>
<p></p>	<p>7112/0317 Bob Spitzig</p>	<p>M/C That the Board of Trustees approves <i>Policy 17: Awards</i>, as presented.</p>
<p><u>BOARD REPORTS</u></p>		
<p>Board Chair's Report</p>	<p>E.1</p>	<p>Board Chair Bryan Kranzler provided a report about recent correspondence, planning and events, and activity.</p>
<p></p>	<p>7113/0317 Bob Spitzig</p>	<p>M/C That the Board of Trustees receives and files the Board Chair's Report for March 22, 2017.</p>
<p>ASBA Zone 6 Report</p>	<p>E.2</p>	<p>Board Chair Bryan Kranzler, alternate Board representative to the ASBA Zone 6, provided a report to the Board regarding recent business, events, and activities.</p>
<p></p>	<p>7114/0317 Bob Spitzig</p>	<p>M/C That the Board of Trustees receives and files the ASBA Zone 6 Report for March 22, 2017.</p>

Business and Education Committee Report

E.3

Trustee Ken Tratch, Board representative to the Business and Education Committee, provided a report to the Board regarding the recent committee business, events, and activities. He emphasized the Chamber's Leadership in Innovation Project (CLIP) that is currently being piloted in two schools, one of which is St. Patrick Fine Arts Elementary. Plans are underway to implement the program more broadly next year.

7115/0317
Ken Tratch

M/C That the Board of Trustees receives and files the Business and Education Committee Report for March 22, 2017.

Team Lethbridge Report

E.4

Trustees Danny Ponjavic and Ken Tratch, Board representatives to Team Lethbridge, provided a report to the Board regarding the recent business, events, and activities. Trustee Ponjavic noted that Team Lethbridge would require Holy Spirit Catholic School Division to update their profile.

7116/0317
Danny Ponjavic

M/C That the Board of Trustees receives and files the Team Lethbridge Report for March 22, 2017.

Innovation Standing Committee Update

E.5

Trustees Bob Spitzig and Ken Tratch, Board representatives to the Innovation Standing Committee, provided a verbal report to the Board regarding recent business, events, and activities. Plans continue to create a day long experience that would encourage students to be innovative in addressing an existing local challenge. EF Tours and other community members have been consulted to assist in determining how best to organize this event. It is hoped that it will be rolled out for the upcoming 2017/2018 school year.

7117/0317
Ken Tratch

M/C That the Board of Trustees receives and files the Innovation Standing Committee Update for March 22, 2017.

China/Japan Trade and Education Mission Report

E.6

Vice Chair Pat Bremner and Trustee Ken Tratch each provided a report to the Board about the China/Japan Trade and Education Mission they participated in from February 12 to 26, 2017. Both thanked the Board for supporting their attendance.

7118/0317
Ken Tratch

M/C That the Board of Trustees receives and files the China/Japan Trade and Education Mission Report for March 22, 2017.

ADVOCACY

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.

ADMINISTRATIVE REPORTS

Superintendent's Report

G.1

The Board reviewed the Superintendent's March 22, 2017 Report.

7119/0317
Danny Ponjavic

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

Deputy Superintendent's Report

G.2

The Board received the Deputy Superintendent's March 22, 2017 Report.

7120/0317
Judy Lane

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

ADJOURNMENT

7121/0317
Ken Tratch

M/C That the Board of Trustees adjourns the Regular Board Meeting of March 22, 2017 at 8:06 p.m.

Board Chair

Secretary-Treasurer