

		<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, APRIL 26, 2017, COMMENCING AT 6:00 P.M.</p> <p>BOARD Board Chair Bryan Kranzler 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>Board Chair Bryan Kranzler called the April 26, 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. Trustee Frances Cote then led the opening prayer, provided by St. Joseph School in Coaldale.</p>
<p>CALL TO ORDER OPENING PRAYER</p>		
<p>Approval of Agenda</p>	<p>7122/0417 Ken Tratch</p>	<p>M/C That the agenda for the April 26, 2017 Board Meeting be approved, as presented.</p>
<p>Previous Minutes</p>	<p>7123/0417 Ken Tratch</p>	<p>M/C That the minutes of the March 22, 2017 Regular Meeting of the Board be approved, as presented.</p>
<p>Business Arising from the Minutes</p>		<p>There was no business arising from the minutes.</p>
<p>Presentation: Edwin Parr Nominee</p>		<p>Ms. Caitlyn Kasprick, a teacher from Father Leonard Van Tighem School in Lethbridge, has been selected as the Holy Spirit Catholic School Division nominee for the ASBA's "Edwin Parr Award," which recognizes excellence in first year teaching. The Board reviewed the video created for Ms. Kasprick's interview and formally congratulated her on her nomination.</p>
<p>Presentation: Vimy Ridge</p>		<p>Teacher Shelley Kirkvold and Catholic Central High School students, Alice Federkeil and Rebecca Martin, spoke about their recent trip to Vimy Ridge to commemorate the 100th anniversary of that First World War battle, which took place on April 9, 1917.</p>
<p>ACTION ITEMS</p>		
<p>Infrastructure Maintenance Renewal (IMR) Plan</p>	<p>B.1</p>	<p>Secretary Treasurer Lisa Palmarin and Plant Operations Coordinator Mike Herauf provided an overview of the division's Infrastructure Maintenance Renewal (IMR) Plan for 2017 to 2019.</p>
<p></p>	<p>7124/0417 Ken Tratch</p>	<p>M/C That the Board of Trustees approves the Infrastructure Maintenance Renewal (IMR) Plan for 2017 to 2019, as presented.</p>
<p>Xerox Contract Extension</p>	<p>B.2</p>	<p>Secretary Treasurer Lisa Palmarin provided a memorandum to the Board, indicating that an extension of the Xerox contract would be prudent since the company plans to refresh our schools' current fleet, decreasing anticipated maintenance costs, and provide DocuShare, a software program that will assist the division in achieving paperless automation. The company has also offered a \$15,000 sponsorship to help fund support staff professional development.</p>
	<p>7125/0417 Bob Spitzig</p>	<p>M/C That the Board of Trustees approves the extension of the proposed contract with Xerox, as outlined;</p>

<p>Special Board Meeting to Approve the Budget</p>	<p>B.3</p>	<p>AND FURTHER, directs the Superintendent of Schools to sign the contract on behalf of the school division.</p> <p>Given the lateness of the budget this year, a request has been put forward to hold a Special Board Meeting to approve the division's 2017/2018 Budget closer to the deadline.</p>
<p>Board Working Session to Review the ThoughtExchange Results</p>	<p>7126/0417 Pat Bremner</p> <p>B.4</p>	<p>M/C That the Board of Trustees schedules a Special Meeting of the Board to approve the division's 2017/2018 Budget on Wednesday, May 31, 2017 at 5:00 p.m.</p> <p>In order to give the Board of Trustees ample time to review the survey information received from staff, parents, and community members through the ThoughtExchange processes, hosted from March 6, 2017 to April 3, 2017, it is recommended that a Board Working Session be held before the next Regular Board Meeting.</p>
<p>Teacher Board Advisory Committee (TBAC) Meeting</p>	<p>7127/0417 Judy Lane</p> <p>B.5</p>	<p>M/C That the Board of Trustees schedules a Board Working Session to review the division's ThoughtExchange results on Wednesday, May 17, 2017 at 6:00 p.m.</p> <p>In keeping with TBAC's Terms of Reference, two (2) meetings will be held per year; one in the fall and one in the spring. The spring meeting has been scheduled for May 11, 2017 at 5:00 p.m.</p>
<p>Edwin Parr Banquet</p>	<p>7128/0417 Frances Cote</p> <p>B.6</p>	<p>M/C That the Board of Trustees brings the following items forward for discussion at the upcoming Teacher Board Advisory Committee Meeting on May 11, 2017:</p> <ul style="list-style-type: none"> • Professional Development • Threat to Catholic Education based on the Theodore Case in Saskatchewan <p>The Board approved the purchase of tickets to accompany the division's Edwin Parr Nominee to the Banquet in Taber on May 10, 2017.</p>
<p>Fundraiser in Honour of Father Kevin Tumback's Birthday</p>	<p>7129/0417 Pat Bremner</p> <p>B.7</p>	<p>M/C That the Board of Trustees purchases, a minimum of, two (2) tickets to attend the Edwin Parr Awards Ceremony at the Heritage Inn in Taber, Alberta on May 10, 2017.</p> <p>Board Chair Bryan Kranzler, Vice Chair Pat Bremner, Trustee Frances Cote, Trustee Judy Lane, Trustee Terry O'Donnell, Trustee Bob Spitzig, Trustee Ken Tratch, Superintendent Chris Smeaton, and Deputy Superintendent Brian Macauley all agreed to join Ms. Kasprick and her guests at the Edwin Parr Awards Ceremony.</p>
<p>Lethbridge Regional Police Service's Fundraiser</p>	<p>7130/0417 Bob Spitzig</p> <p>B.8</p>	<p>M/C That the Board of Trustees purchases, a minimum of, two (2) tickets to attend Father Kevin Tumback's 60th Birthday Celebration Fundraiser on June 2, 2017.</p> <p>Trustee Bob Spitzig agreed to attend the event on behalf of the Board.</p> <p>The Lethbridge Regional Police Service is hosting a fundraising event on May 27, 2017.</p>
<p>Meeting with Local MLAs</p>	<p>7131/0417 Judy Lane</p> <p>B.9</p>	<p>M/C That the Board of Trustees purchases, a minimum of, two (2) tickets to attend the Lethbridge Regional Police Services' fundraiser on May 27, 2017.</p> <p>Though no trustees are available to attend, two (2) division employees will be asked if they may attend on behalf of the division.</p> <p>The Board discussed scheduling a meeting with local MLAs to discuss matters of mutual interest.</p>
<p>Meeting with Local Parish Priests</p>	<p>7132/0417 Pat Bremner</p> <p>B.10</p>	<p>M/C That the Board of Trustees directs the Superintendent of Schools to organize a meeting with Holy Spirit Catholic School Division's local MLAs.</p> <p>The Board determined that a meeting should also be scheduled with the division's Parish Priests to discuss matters of mutual interest.</p>

7133/0417
Judy Lane

M/C That the Board of Trustees directs the Superintendent of Schools to organize a meeting with Holy Spirit Catholic School Division's local Parish Priests.

A brief recess was called at 7:34 p.m. The Board reconvened at 7:43 p.m.

INFORMATION ITEMS

<p>School Nutrition Program Expansion</p>	<p>C.1</p>	<p>The Board reviewed correspondence from Education Minister Eggen regarding an announcement by the government to expand school nutrition programs to include every publicly funded school jurisdiction in the province.</p> <p>Trustee Ken Tratch requested further information about the school nutrition programs that currently exist in the division, the number of students that access these programs, the impact that the Mother Teresa Fund has had on these programs, and how the proposed government funding of roughly \$141,000 would change program delivery.</p>
<p>Bishop Frederick Henry Retirement</p>	<p>C.2</p>	<p>All are welcome to attend the event the Diocese of Calgary is organizing to honour Bishop Frederick Henry's retirement on April 30, 2017 at the Commonwealth Centre in Calgary.</p>
<p>ASBA Spring General Meeting</p>	<p>C.3</p>	<p>In preparation for the ASBA Spring General Meeting, which will be held from June 5 to 6, 2017 in Red Deer, Alberta, the Board reviewed the <i>ASBA Budget & Bylaws Bulletin</i>.</p>
<p>ERDI Update</p>	<p>C.4</p>	<p>Superintendent Chris Smeaton provided a memorandum to apprise the Board of his recent ERDI Meetings.</p>
<p>Administrative Procedures Revisions</p>	<p>C.5</p>	<p>The Board received an updated versions of the following Administrative Procedures:</p> <ul style="list-style-type: none"> • <i>Administrative Procedure 121: Alcohol Consumption on Division Premises or During School or Division Activities</i> • <i>Administrative Procedure 132: Protocol for School Lockdown</i> • <i>Administrative Procedure 401: Recruitment and Selection of School Administrators and Supervisory Staff</i>
<p>Bill 8: An Act to Strengthen Municipal Government</p>	<p>C.6</p>	<p>The Board reviewed correspondence and attachments from Education Minister Eggen regarding the introduction of <i>Bill 8: An Act to Strengthen Municipal Government</i> and how this legislation impacts education.</p>
<p>Saskatchewan Education Governance Report</p>	<p>C.7</p>	<p>The Board reviewed legislation introduced by the Government of Saskatchewan. <i>Bill 63: The Education Amendment Act, 2017</i>, proposes many changes to the way the education system in Saskatchewan is currently governed.</p>
<p>Canadian Student Tobacco, Alcohol, and Drugs Survey 2016/2017</p>	<p>C.8</p>	<p>A letter of thanks was received by the division for participating in the most recent <i>Canadian Student Tobacco, Alcohol, and Drugs Survey</i>. The results of the previous survey are also included for Board reference.</p>
<p>Director of Learning Update</p>	<p>C.9</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.10</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.11</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.12</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.13</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.14</p>	<p>The Board received the division enrolment report for March 31, 2017.</p>

POLICY REVIEW

Policy 19: Conflict of Interest and Nepotism

D.1 The Board reviewed *Policy 19: Conflict of Interest and Nepotism* and determined that clause 17 would be added to clarify that it is in conflict for staff members to serve on school council executives or on any charities associated with the school or school division.

7134/0417
Judy Lane

M/C **That the Board of Trustees accepts *Policy 19: Conflict of Interest and Nepotism*, as amended.**

Policy 20: Fiscal Stewardship

D.2 The Board reviewed *Policy 20: Fiscal Stewardship* and determined that no changes were required at this time.

7135/0417
Frances Cote

M/C **That the Board of Trustees accepts *Policy 20: Fiscal Stewardship*, as presented.**

BOARD REPORTS

Board Chair's Report

E.1 Board Chair Bryan Kranzler provided a report about recent correspondence, planning and events, and activity.

7136/0417
Pat Bremner

M/C **That the Board of Trustees receives and files the Board Chair's Report for April 26, 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.

7137/0417
Judy Lane

M/C **That the Board of Trustees receives and files the ACSTA Report for April 26, 2017.**

ASBA Zone 6 Report

E.2 Trustee Bob Spitzig, Board representative to the ASBA Zone 6, provided a verbal report to the Board regarding recent business, events, and activities.

7138/0417
Bob Spitzig

M/C **That the Board of Trustees receives and files the ASBA Zone 6 Report for April 26, 2017.**

Health and Wellness Committee Report

E.4 Board Chair Bryan Kranzler, Board representative to the Health and Wellness Committee, provided a report to the Board regarding recent committee business, events, and activities.

7139/0417
Pat Bremner

M/C **That the Board of Trustees receives and files the Health and Wellness Committee Report for April 26, 2017.**

Team Lethbridge Report

E.5 Trustees Danny Ponjavic and Ken Tratch, Board representatives to Team Lethbridge, provided a verbal report to the Board regarding recent business, events, and activities. They noted that plans are underway for the mission to be held from November 7 to 9, 2017.

7140/0417
Danny Ponjavic

M/C **That the Board of Trustees receives and files the Team Lethbridge Report for April 26, 2017.**

Joint City / School Boards' Liaison Committee Report

E.5 Board Chair Bryan Kranzler and Trustee Ken Tratch, Board representatives to the Joint City / School Boards' Liaison Committee, provided a verbal report to the Board regarding recent business, events, and activities. They noted that the groups discussed the City's emergency evacuation plan, the continued inability to provide bussing in Paradise Canyon, the practice of providing transit passes to disadvantaged students and the hope to extend this program to their families, the provision of barrier-free playgrounds in the future, the relocation of the Rogers telecommunication tower, and the request for school division's to provide a letter of support to the City in order to access funds to increase the size of newly constructed school gymnasiums to benefit the Lethbridge community.

7141/0417
Ken Tratch

M/C **That the Board of Trustees receives and files the Joint City / School Boards' Liaison Committee Report for April 26, 2017.**

ADVOCACY

**Meeting with Education
Minister David Eggen**

F.1 The Board of Trustees hosted a meeting with Minister David Eggen on March 31, 2017 at St. Teresa of Calcutta School. The Minister also had the opportunity to tour the school and meet many of the students.

**7142/0417
Bob Spitzig**

M/C That the Board of Trustees approves the continuation of the April 26, 2017 Regular Meeting of the Board beyond 9:00 p.m.

**Board of Trustees' Long
Service Recognition
Awards Evening**

F.2 The Board of Trustees' Long Service Recognition Awards will take place this year on Tuesday, May 9, 2017 at St. Martha's Church, beginning with Mass at 5:00 p.m.

Retirement Banquet

F.3 Plans are currently underway to host the Board's Retirement Banquet, honouring retiring staff members, on Tuesday, June 13, 2017 at the Lethbridge Lodge. Cocktails will begin at 6:00 p.m.

**Individual Trustee
Advocacy**

F.4 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 April 26, 2017 Report.

**7143/0417
Terry O'Donnell**

M/C That the Board of Trustees receives and files the Superintendent's Report for April 26, 2017.

**Deputy Superintendent's
Report**

G.2 The Board received the Deputy Superintendent's April 26, 2017 Report.

**7144/0417
Bob Spitzig**

M/C That the Board of Trustees receives and files the Deputy Superintendent's Report for April 26, 2017.

**Secretary Treasurer's
Report**

G.2 The Board received the Secretary Treasurer's April 26, 2017 Report.

**7145/0417
Frances Cote**

M/C That the Board of Trustees receives and files the Secretary Treasurer's Report for April 26, 2017.

ADJOURNMENT

**7146/0417
Pat Bremner**

M/C That the Board of Trustees convenes to the Committee of the Whole at 9:03 p.m.

**7147/0417
Pat Bremner**

M/C That the Board of Trustees reconvenes to the Regular Board Meeting at 9:08 p.m.

**7148/0417
Pat Bremner**

M/C That the Board of Trustees adjourns the Regular Board Meeting of April 26, 2017 at 9:08 p.m.

Board Chair

Secretary-Treasurer