

<p><b>CALL TO ORDER</b> <b>OPENING PRAYER</b></p> <p><b>Approval of Agenda</b></p> <p><b>Previous Minutes</b></p> <p><b>Business Arising from the Minutes</b></p> <p><b>Presentation: School Fees</b></p> <p><b>ACTION ITEMS</b> <b>Operating Budget 2017/2018</b></p>	<p><b>Regrets:</b></p> <p>7169/0617 Ken Tratch</p> <p>7170/0617 Bob Spitzig</p> <p>B.1</p> <p>7171/0617 Pat Bremner</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, JUNE 28, 2017, COMMENCING AT 6:05 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 Bob Spitzig Trustee Ken Tratch</p> <p><b>ADMINISTRATION</b> Superintendent of Schools Chris Smeaton Deputy Superintendent Brian Macauley Secretary-Treasurer Lisa Palmarin Recording Secretary Anisha Gatner</p> <p>Trustee Danny Ponjavic</p> <p>Board Chair Bryan Kranzler called the June 28, 2017 Regular Board Meeting to order at 6:05 p.m. He acknowledged 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 and then led the opening prayer, provided by Catholic Central High School in Lethbridge.</p> <p><b>M/C That the agenda for the June 28, 2017 Board Meeting be approved, as amended.</b></p> <p>The following items were added to the June 28, 2017 Board Agenda:</p> <ul style="list-style-type: none"> <li>• B.8: Exterior Signage for the St. Basil Catholic Education Centre</li> </ul> <p><b>M/C That the minutes of the June 28, 2017 Regular Meeting of the Board be approved, as presented.</b></p> <p>There was no business arising from the minutes.</p> <p>In compliance with recent government legislation, Superintendent Chris Smeaton and Secretary Treasurer Lisa Palmarin provided a presentation to the Board regarding the development of a new administrative procedure for school fees, as well as a summary of costs that are expected to be charged by each division school over the 2017/2018 school year. This information will be forwarded to Alberta Education for the Minister's review and approval and posted on the division website.</p> <p>Some concern was raised about how tight the government's timelines were in rolling out <i>Bill 1: An Act to Reduce School Fees</i>, especially since guiding regulations were not provided until June 6, 2017. It was also noted that, given the lateness in the school year, the administrative procedure has not gone through proper channels. Consequently, neither the ATA nor the LLT have reviewed it yet, though their feedback will be sought in September. Lastly, it was expressed that the entire process pertaining to school fees has been incredibly arduous and that it infringes heavily on the autonomy of the Board since these and all future changes to school fees require Ministerial approval before proceeding.</p> <p><b>M/C That the Board of Trustees approves the Holy Spirit Catholic School Division's Operating Budget for 2017/2018;</b></p>
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**Share the Mission Award**

**B.2** Given the prestigious nature of the Share the Mission Award, the committee indicated that the nominations received this year did not provide sufficient evidence to make a sound decision. As a result, it was determined that no Share the Mission Award recipient would be selected for the 2016/2017 year.

**ASBOA Past President's Scholarship**

**B.3** Secretary Treasurer Lisa Palmarin indicated that the Association of School Business Officials of Alberta (ASBOA) wishes to provide \$1500 to the school division to fund scholarship(s) in appreciation for their support of Mrs. Palmarin's past work on the ASBOA Executive, particularly as the organization's president in the 2015/2016 year.

It was suggested that the following parameters be set out for the proposed scholarship(s):

- That two scholarships of \$750 be awarded.
- That the funds be given to two deserving Holy Spirit Catholic School Division alumni who graduated between 2009 and 2017.
- That the successful recipient(s) be entering their second year of study in the Business Administration Program offered at Lethbridge College. Preference would be given to students majoring in accounting.

The Board of Trustees congratulated Lisa Palmarin for this well-deserved honour and thanked her for her significant contributions to ASBOA.

7172/0617  
Ken Tratch

**M/C** That the Board of Trustees approves the parameters recommended in awarding the \$1500 provided through the "ASBOA Past President's Scholarship."

**Board Self-Evaluation**

**B.4** The Board reviewed its annual self-evaluation, which was conducted on June 15, 2017.

7173/0617  
Judy Lane

**M/C** That the Board of Trustees approves the Board Self-Evaluation Report, as developed at the facilitated workshop of June 15, 2017;

**AND FURTHER, that the Board Chair be authorized to monitor the priorities and suggestions agreed to and bring items forward for Board consideration, as deemed appropriate.**

**Superintendent Evaluation**

**B.5** The Board reviewed its annual evaluation of the Superintendent, which was conducted on June 15, 2017.

7174/0617  
Ken Tratch

**M/C** That the Board of Trustees approves the Superintendent's Evaluation Report, as developed in the evaluation workshop of June 15, 2017, as an accurate accounting of the Superintendent's performance for the period September 1, 2016 to June 15, 2017;

**AND FURTHER that the Board of Trustees authorizes the Board Chair to make any technical edits required and to sign the report on the Board's behalf.**

**Board Meeting Schedule 2017/2018**

**B.6** The Board reviewed a draft version of the 2017/2018 Board Meeting Schedule. It was suggested that the November 2017 meeting be moved to the 29<sup>th</sup> instead of the 22<sup>nd</sup>. This will allow administration to have additional time to prepare both the budget and the Annual Education Results Report / Three Year Education Plan.

7175/0617  
Bob Spitzig

**M/C** That the Board of Trustees approves the Board Meeting Schedule for 2017/2018, as amended.

**School Council Chairs/Board of Trustees Meeting Schedule 2017/2018**

**B.7** The Board reviewed the draft 2017/2018 School Council Chairs/Board Meeting Schedule.

7176/0617  
Pat Bremner

**M/C** That the Board of Trustees approves the School Council Chairs/Board of Trustees Meeting Schedule for 2017/2018, as presented.

**Signage for the Exterior of the St. Basil Catholic Education Centre**

**B.8** Secretary Treasurer Lisa Palmarin spoke to this item, indicating that she had consulted with FWB Architects to determine potential costs and a design for a sign to be placed outside of the St. Basil Catholic Education Centre. The proposed visuals were presented to the Board for their review. The Board suggested that additional designs could be sought that would more closely align with the historical nature of the building.

*Trustee Ken Tratch recommended that Board Motion 7177/0617 be deferred until alternative designs could be pursued for further reflection.*

**7177/0617  
Pat Bremner**

**M/Defer That the Board of Trustees approves the transfer of funds from administration reserves to purchase a sign for the exterior of the St. Basil Catholic Education Centre.**

A brief recess was called at 7:18 p.m. The Board reconvened at 7:30 p.m.

**INFORMATION ITEMS**

**St. Michael's School (Pincher Creek) Blessing and Rededication**

**C.1** Anticipating the completion of the modernization of St. Michael's School in Pincher Creek this September 2017, plans are underway to host a Blessing and Rededication of the new building on St. Michael's Feast Day, which falls on Friday, September 29, 2017.

**"A Public Education" Hiatus**

**C.2** The Board reviewed correspondence from Mr. Erv Fehr, the producer of "A Public Education," indicating that production will be paused over the 2017/2018 school year to reconsider the show's format given changes in public television viewing habits.

**ACSTA Brochure: Your Taxes for Your Catholic Schools**

**C.3** A copy of the ACSTA's updated brochure, "Your Taxes for Your Catholic Schools," was provided for Board information. The Board discussed continuing to make the wider community aware of the need of declare their taxes towards Catholic Education by providing copies of this document to parishes in September and October 2017.

**Odyssey Full Time Language Assistant**

**C.4** Alberta Education has recently informed that Holy Spirit Catholic School Division will receive a full time French Language Assistant this coming 2017/2018 school year as a result of the generous assistance of the *Odyssey Program*.

**Lethbridge Early Years Coalition**

**C.5** The Board received the most recent spring newsletter put forward by the Lethbridge Early Years Coalition.

**South Region Parents as Teachers Certificate**

**C.6** Holy Spirit Catholic School Division was recently recognized for its ten years of partnership with the South Region Parents as Teachers Program.

**Third Quarter Financial Report with Year End Projections**

**C.7** Secretary Treasurer Lisa Palmarin provided the 2016/2017 Third Quarter Financial Report with Year End Projections for Board information.

**Ministerial Order #035/2017**

**C.8** The recently executed *Ministerial Order #035/2017: The Holy Spirit Roman Catholic Separate Regional Division No. 4 Electoral Ward Order*, was presented for Board information.

**Ministerial Order #036/2017**

**C.9** The recently executed *Ministerial Order #036/2017: School Fees and Costs Regulation*, was presented for Board information.

**Ministerial Order #037/2017**

**C.10** The recently executed *Ministerial Order #037/2017: School Transportation Regulation*, was presented for Board information.

**Ministerial Order #038/2017**

**C.11** The recently executed *Ministerial Order #038/2017: Modified Voting Procedure School Transportation Regulation*, was presented for Board information.

**Director of Learning Update**

**C.12** Lorelie Lenaour, Director of Learning, provided a report to the Board, apprising them of recent division activity related to Learning. The Board was particularly interested in the news that the division's music teachers had recently met to discuss best practices.

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Director of Religious Education Update	C.13	Joann Bartley, Director of Religious Education, provided a report to the Board, apprising them of recent division activity related to Religious Education.
First Nations, Métis, and Inuit Education Update	C.14	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.
Director of Support Services Update	C.15	Michelle Mackinnon, Director of Support Services, provided a report to the Board, apprising them of recent division activity related to the Support Services Department.
Holy Spirit Stars	C.16	The Board reviewed the activities and achievements of the division's students and staff over the past month.
Enrolment Data Update	C.17	The Board received the division enrolment report for May 31, 2017.
<b><u>POLICY REVIEW</u></b>		
Policy Review Schedule for 2017/2018	D.1	The Board examined a list of policies that were reviewed, amended, and adopted over the 2016/2017 school year, as well as the tentative Policy Review Schedule for the 2017/2018 school year. The changes to the 2017/2018 Board Meeting schedule will also be reflected in the Policy Review Schedule.
	7178/0617 Pat Bremner	<b>M/C That the Board of Trustees approves the Policy Review Schedule for the upcoming 2017/2018 school year, as amended.</b>
<b><u>BOARD REPORTS</u></b>		
Board Chair's Report	E.1	Board Chair Bryan Kranzler provided a report about recent correspondence, planning and events, and activity. He noted that the Wellness Committee is endeavoring to develop a procedure to provide more continuity of its mandate in the division in the future.
	7179/0617 Frances Cote	<b>M/C That the Board of Trustees receives and files the Board Chair's Report for June 28, 2017.</b>
ACSTA Report	E.2	Trustee Judy Lane, Board representative to the ACSTA, provided a report to the Board regarding recent business, events, and activities. The Board was informed that Holy Spirit Catholic School Division has been asked to provide a video for the entertainment portion of the ACSTA Fall General Meeting in November 2017. Superintendent Smeaton is currently discussing how this may be accomplished with teachers at CCH and St. Francis Junior High School.
	7180/0617 Judy Lane	<b>M/C That the Board of Trustees receives and files the ACSTA Report for June 28, 2017.</b>
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.
	7181/0617 Bob Spitzig	<b>M/C That the Board of Trustees receives and files the ASBA Zone 6 Report for June 28, 2017.</b>
Community and Social Development Committee Report	E.4	Trustee Ken Tratch, Board representative to the City of Lethbridge's Community and Social Development Committee, provided a report to the Board regarding recent business, events, and activities. He also noted that Holy Spirit's two-year term on the committee is coming to an end. However, he would ask that future reports still be forwarded to ensure that the division is apprised of the committee's work.
	7182/0617 Ken Tratch	<b>M/C That the Board of Trustees receives and files the Community and Social Development Committee Report for June 28, 2017.</b>
<b><u>ADVOCACY</u></b>		
Meeting with the Town of Coaldale and Palliser School Division	F.1	A meeting between the Town of Coaldale, Palliser Regional School Division, and Holy Spirit Catholic School Division was held on May 31, 2017 in Coaldale. The Board reviewed the discussion notes forwarded by the Town of Coaldale.

**Meeting with Rural MLAs**

**F.2** The Board hosted a meeting with Cypress-Medicine Hat MLA Drew Barnes, Cardston-Taber-Warner MLA Grant Hunter, Little Bow MLA David Schneider, and Livingstone-Macleod MLA Pat Stier on Friday, June 23, 2017. The items discussed included:

- Catholic Education
- Bill 1: An Act to Reduce School Fees
- Strategic Priority Outcomes
- Capital Planning

**Meeting with Local Parish Priests**

**F.3** The Board hosted a meeting with local Parish Priests on June 27, 2017. The items discussed included:

- Threats to Catholic Education
- Current Publicly Funded Catholic Education in Alberta
- Sacramental Preparation
- The "Growing in Faith, Growing in Christ" Grades 1-4 Parish Portal

**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 June 28, 2017 Report.

7183/0617  
Pat Bremner

**M/C That the Board of Trustees receives and files the Superintendent's Report for June 28, 2017.**

**Deputy Superintendent's Report**

**G.2** The Board received the Deputy Superintendent's June 28, 2017 Report.

7184/0617  
Bob Spitzig

**M/C That the Board of Trustees receives and files the Deputy Superintendent's Report for June 28, 2017.**

**Secretary Treasurer's Report**

**G.3** The Board received the Secretary Treasurer's June 28, 2017 Report. Mrs. Palmarin indicated that the modulars for St. Patrick School should be delivered by July 10, 2017.

7185/0617  
Frances Cote

**M/C That the Board of Trustees receives and files the Secretary Treasurer's Report for June 28, 2017.**

**ADJOURNMENT**

7186/0617  
Bob Spitzig

**M/C That the Board of Trustees convenes to the Committee of the Whole at 8: 17 p.m.**

7187/0617  
Ken Tratch

**M/C That the Board of Trustees reconvenes to the Regular Board Meeting at 8:35 p.m.**

7188/0617  
Bob Spitzig

**M/C That the Board of Trustees adjourns the Regular Board Meeting of June 28, 2017 at 8:35 p.m.**

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**Board Chair**

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**Secretary-Treasurer**