

		<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 27, 2019, COMMENCING AT 6:00 P.M.</p>																							
	<p style="text-align: center;"><b>Present</b></p>	<p><b>BOARD</b></p> <table border="0"> <tr><td>Board Chair</td><td>Judy Lane</td></tr> <tr><td>Vice Chair</td><td>Bob Spitzig</td></tr> <tr><td>Trustee</td><td>Pat Bremner</td></tr> <tr><td>Trustee</td><td>Frances Cote</td></tr> <tr><td>Trustee</td><td>Bryan Kranzler</td></tr> <tr><td>Trustee</td><td>Philip Mack</td></tr> <tr><td>Trustee</td><td>Keith McDonald</td></tr> <tr><td>Trustee</td><td>Danny Ponjavic</td></tr> <tr><td>Trustee</td><td>Ken Tratch</td></tr> </table> <p><b>ADMINISTRATION</b></p> <table border="0"> <tr><td>Deputy Superintendent</td><td>Brian Macauley</td></tr> <tr><td>Secretary-Treasurer</td><td>Lisa Palmarin</td></tr> <tr><td>Recording Secretary</td><td>Rhonda Kawa</td></tr> </table>	Board Chair	Judy Lane	Vice Chair	Bob Spitzig	Trustee	Pat Bremner	Trustee	Frances Cote	Trustee	Bryan Kranzler	Trustee	Philip Mack	Trustee	Keith McDonald	Trustee	Danny Ponjavic	Trustee	Ken Tratch	Deputy Superintendent	Brian Macauley	Secretary-Treasurer	Lisa Palmarin	Recording Secretary
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<p><b>CALL TO ORDER</b> <b>OPENING PRAYER</b></p>		<p>Board Chair Judy Lane called the February 27, 2019 Regular Board Meeting to order at 6:00 p.m. She 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. Trustee Keith McDonald led in a prayer provided by the Social Justice Leadership Group of École St. Mary School.</p>																							
<p style="text-align: center;">Approval of Agenda</p>	<p style="text-align: center;">7608/0219 Ken Tratch</p>	<p><b>M/C That the agenda for the February 27, 2019 Board Meeting be approved, as amended.</b></p> <p>The following item was added to the February 27, 2019 Board Agenda:</p> <ul style="list-style-type: none"> <li>• B.7 GrACE Committee</li> <li>• B.8 Selection of Superintendent/ CEO</li> </ul>																							
<p style="text-align: center;">Previous Minutes</p>	<p style="text-align: center;">7609/0219 Bryan Kranzler</p>	<p><b>M/C That the minutes of the January 23, 2019 Regular Meeting of the Board be approved, as presented.</b></p>																							
<p style="text-align: center;">Business Arising from the Minutes</p>		<p>There was no business arising from the minutes.</p>																							
<p><b>PRESENTATION</b></p> <p style="text-align: center;">Moving Forward with Brain Science</p>		<p>Director of Support Services Michelle MacKinnon and First Nations, Metis and Inuit Division Principal Annette BruisedHead spoke to the Board about their recent presentation at the Palix Learning Day in Calgary which focused on The Brain Story and Trauma Informed School Communities. They presented on how Holy Spirit Catholic School Division has engaged with brain science over the past years and the Division's plans going forward.</p>																							
<p style="text-align: center;">Continuous Improvement Plan Quarterly Report</p>		<p>Deputy Superintendent Brian Macauley provided the Continuous Improvement Plan Quarterly Report for Board review.</p>																							
<p style="text-align: center;">Enrolment Projections</p>		<p>Secretary Treasurer Lisa Palmarin provided a presentation to the Board regarding anticipated enrolment projections for Holy Spirit Catholic School Division from 2019 until 2028.</p>																							
<p><b>ACTION ITEMS</b></p> <p style="text-align: center;">Three Year Capital Plan (2020-2023) DRAFT</p>	<p style="text-align: center;">B.1</p>	<p>Secretary-Treasurer provided a draft version of the, "Three Year Capital Plan" (2020-2023), for Board review.</p>																							

	<p>7610/0219 Ken Tratch</p>	<p>M/C That the Board of Trustees receives and files the draft Three Year Capital Plan (2020-2023);</p> <p><b>AND FURTHER, that the Board of Trustees directs the Superintendent of Schools to finalize and present the Three Year Capital Plan (2020-2023) at the March 2019 Regular Board Meeting.</b></p> <p>A meeting with Minister Shannon Phillips is to be arranged to discuss mutual future planning.</p>
<p><b>Council of School Council Agenda: March 4, 2019 Meeting</b></p>	<p>B.2</p>	<p>The Board discussed what items should be added to the agenda for the upcoming meeting with the Council of School Council Chairs.</p>
<p><b>Alberta School Councils' Association (ASCA) Conference Registration</b></p>	<p>7611/0219 Frances Cote</p>	<p>M/C That the Board of Trustees places the following items on the agenda for the Council of School Council Chairs' Meeting, scheduled on Monday, March 4, 2019:</p> <ul style="list-style-type: none"> <li>• Alberta School Council Association Conference &amp; Annual General Meeting</li> <li>• Provincial Elections             <ul style="list-style-type: none"> <li>a. Letter by Minister Eggen</li> </ul> </li> <li>• Trustee Elections 2021</li> <li>• GrACE</li> </ul>
<p><b>6<sup>th</sup> Annual McFamily Charity Gala and Auction</b></p>	<p>7612/0219 Bob Spitzig</p>	<p>M/C That the Board of Trustees pays the registration fee for up to 5 (five) school council members, or interested parents, to attend the upcoming Alberta School Councils' Association Conference and Annual General Meeting in Edmonton, Alberta.</p>
<p><b>Kinsmen Club Mardi Gras Gala</b></p>	<p>7613/0219 Bryan Kranzler</p>	<p>M/C That the Board of Trustees supports the Family Centre and Lethbridge McDonald Restaurants Annual McFamily Charity Gala and Auction on March 14, 2019 by purchasing 4 (four) tickets to attend.</p>
<p><b>Alberta Teachers' Association (ATA) Local No. 5 Collective Agreement</b></p>	<p>7614/0219 Pat Bremner</p>	<p>M/C That the Board of Trustees supports the Kinsmen Club Mardi Gras Gala on March 9, 2019 by purchasing a minimum of 2 (two) tickets to attend.</p> <p>A table of 8 will be purchased for the Early Learning Team to attend the Kinsmen Club Mardi Gras Gala on behalf of the Board.</p>
	<p>7615/0219 Bryan Kranzler</p>	<p>M/C That the Board of Trustees directs the Superintendent of Schools to find an appropriate date for members of the ATA Local No.5 Negotiating Committee to meet to sign the Collective Agreement (September 1, 2016 to August 31, 2018) between the Holy Spirit Roman Catholic Separate Regional Division No.4 and the Alberta Teachers' Association Local No.5, subject to the ratification by the Alberta Teachers' Association;</p>

**GrACE Committee**

**B.7** The Division has been tasked with forming a divisional committee for GrACE.

**7616/0219  
Bob Spitzig**

**M/C** **That the Board of Trustees form a regional Grateful Advocates for Catholic Education (GrACE) committee with representation from all communities served by the Holy Spirit Catholic School Division and that the Board Chair and Superintendent of Schools sit as ex-officio members of the committee.**

**Selection of Superintendent**

**B.8** The selection process by the Board of Trustees for a new Superintendent of Schools for Holy Spirit Catholic School Division has concluded with the short listing and interviewing of potential candidates. A job offer will be made to the successful candidate.

**7617/0219  
Bob Spitzig**

**M/C** **That the Board of Trustees make an offer of employment for the position of Superintendent of Schools / CEO of Holy Spirit Roman Catholic Separate Regional Division No.4 to candidate #1, conditional on receipt of ministerial approval, mutual agreement on a contract of employment, and a police information check and an intervention record check both satisfactory to the Board;**

**AND FURTHER, that the Board of Trustees designate the Board Chair and Vice Chair to conclude the negotiation of the contract with the preferred candidate.**

**INFORMATION ITEMS**

**Joint Election Forum**

**C.1** Holy Spirit Catholic School Division and Lethbridge School District No. 51 will plan and hold joint candidate forums for the upcoming elections with a focus on education.

**Leadership Quality Standard Certification**

**C.2** With the recent changes by Alberta Education in Leadership Quality Standards senior and school administrators attended a two day Leadership Quality Standard Certification In-Service Program.

**2019 Alberta Catholic School Trustees Association (ACSTA) SPICE and Blueprints Retreats**

**C.3** Attached for Board reference is the Alberta Catholic School Trustees' Association (ACSTA) SPICE and Blueprints Retreats being held May 2-5, 2019 and May 7-10, 2019 respectively in Kananaskis, Alberta.

**Modular Approval for Father Leonard Van Tighem School**

**C.4** Alberta Education recently approved the installation of two new fully funded modulars at Father Leonard Van Tighem School. This project is to be completed by the commencement of the 2019-2020 school year.

**Mental Health Capacity Building Enhancement Grant**

**C.5** Alberta Health Services has allocated funding to Holy Spirit Catholic School Division through the Mental Health Capacity Building (MHCB) Grant. Michelle MacKinnon Director of Support Services outlined for the Board of Trustees where the funds will be utilized.

**Holy Spirit Spiritual Development Day**

**C.6** Holy Spirit Catholic School Division Spiritual Development Day 2019 will be held on March 18, 2019 at Catholic Central High School. Sarah Hart, singer, writer and storyteller will be the guest speaker.

**C21 Canada Winter Meetings**

**C.7** The agenda for the C21 Canada Winter Meetings, being attended by Superintendent Chris Smeaton in Vancouver from February 27-28, 2019, was presented for Board reference.

**Director of Learning Update**

**C.8** Lorelie Lenaour, Director of Learning, provided a report to the Board, apprising them of recent division activity related to Learning.

**A brief recess was called at 7:35 p.m. The Board reconvened at 7:45 p.m.**

**Director of Religious Education Update**

**C.9** Joann Bartley, Director of Religious Education, provided a report to the Board, apprising them of recent division activity related to Religious Education.

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<b>Director of Support Services Update</b>	<b>C.10</b>	Michelle MacKinnon, Director of Support Services, provided a report to the Board, apprising them of recent division activity related to the Support Services Department.
<b>First Nations, Métis and Inuit Education Update</b>	<b>C.11</b>	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.
<b>Holy Spirit Stars</b>	<b>C.12</b>	The Board reviewed the activities and achievements of the division's students and staff over the past month.
<b>Enrolment Data Update</b>	<b>C.13</b>	The Board received the division enrolment report for January 2019.
<b><u>POLICY REVIEW</u></b>		
<b>Policy 11: Staff Code of Conduct</b>	<b>D.1</b>	The Board reviewed <i>Policy 11: Staff Code of Conduct</i> , and updated the language to more closely align with Divisional expectations of staff conduct.
	<b>7618/0219 Ken Tratch</b>	<b>M/C That the Board of Trustees accepts Policy 11: Staff Code of Conduct as amended.</b>  The motion passed with 8 in favor and one against.
<b>Policy 12: Teaching Staff Reduction</b>	<b>D.2</b>	The Board reviewed <i>Policy 12: Teaching Staff Reduction</i> , and determined that no changes were required at this time.
	<b>7619/0219 Bryan Kranzler</b>	<b>M/C That the Board of Trustees accepts Policy 12: Teaching Staff Reduction as presented.</b>
<b>Policy 13: Hearings on Teacher Matters</b>	<b>D.3</b>	The Board reviewed <i>Policy 13: Hearings on Teacher Matters</i> , and determined that no changes were required at this time.
	<b>7620/0219 Frances Cote</b>	<b>M/C That the Board of Trustees accepts Policy 13: Hearings on Teacher Matters as presented.</b>
<b><u>BOARD REPORTS</u></b>		
<b>Board Chair's Report</b>	<b>E.1</b>	Board Chair Judy Lane provided a report about recent correspondence, planning and events, and activity.
	<b>7621/0219 Pat Bremner</b>	<b>M/C That the Board of Trustees receives and files the Board Chair's Report for February 27, 2019.</b>
<b>ACSTA Report</b>	<b>E.2</b>	Trustee Pat Bremner, Board representative to the ACSTA, provided a report to the Board regarding recent business, events, and activities.
	<b>7622/0219 Bob Spitzig</b>	<b>M/C That the Board of Trustees receives and files the ACSTA Report for February 27, 2019.</b>
<b>ASBA Report</b>	<b>E.3</b>	Trustee Bryan Kranzler, Board representative to the ASBA, was not able to provide a report at this time.
<b>Community Social Development</b>	<b>E.4</b>	Trustee Ken Tratch provided a report to the Board regarding recent business, events and activities for the Community Social Development Committee.
	<b>7623/0219 Ken Tratch</b>	<b>M/C That the Board of Trustees receives and files the Community Social Development Report for February 27, 2019.</b>
<b><u>ADVOCACY</u></b>		
<b>Graduation Planning 2019</b>	<b>F.1</b>	To assist in Board planning, as well as the planning for each of the high schools within the division, the schedules for upcoming graduation exercises were presented. The Board discussed who would attend and participate in each.

<p>February 27/19: page 5</p> <p><b>Individual Trustee Advocacy</b></p> <p><b><u>ADMINISTRATIVE REPORTS</u></b></p> <p><b>Superintendent's Report</b></p> <p><b>Deputy Superintendent's Report</b></p> <p><b>Secretary Treasurer's Report</b></p> <p><b>ADJOURNMENT</b></p>	<p><b>F.2</b></p> <p><b>G.1</b></p> <p><b>7624/0219</b> <b>Philip Mack</b></p> <p><b>G.2</b></p> <p><b>7625/0219</b> <b>Pat Bremner</b></p> <p><b>G.3</b></p> <p><b>7626/0219</b> <b>Bryan Kranzler</b></p> <p><b>7627/0219</b> <b>Ken Tratch</b></p>	<p>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.</p> <p>The Board reviewed the Superintendent's February 27, 2019 Report.</p> <p><b>M/C That the Board of Trustees receives and files the Superintendent's Report for February 27, 2019.</b></p> <p>The Board reviewed the Deputy Superintendent's February 27, 2019 Report.</p> <p><b>M/C That the Board of Trustees receives and files the Deputy Superintendent's Report for February 27, 2019.</b></p> <p>The Board reviewed the Secretary-Treasurer's February 27, 2019 Report.</p> <p><b>M/C That the Board of Trustees receives and files the Secretary Treasurer's Report for February 27, 2019.</b></p> <p><b>M/C That the Board of Trustees adjourns the Regular Board Meeting of February 27, 2019 at 8:09 p.m.</b></p> <p>_____</p> <p><b>Board Chair</b></p> <p>_____</p> <p><b>Secretary-Treasurer</b></p>
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