



# HOLY SPIRIT CATHOLIC SCHOOLS BOARD MEETING BRIEFS



*Christ-centered  
learning communities  
where students  
are cherished  
and achieve  
their potential.*

## BOARD OF TRUSTEES

**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

## EXECUTIVE TEAM

**Superintendent**  
Chris Smeaton

**Deputy Superintendent**  
Brian Macauley

**Secretary-Treasurer**  
Lisa Palmarin

## ORGANIZATIONAL MEETING

The following positions and committees were established for the 2018/2019 school year:

**BOARD CHAIR:** Judy Lane (acclaimed)

**VICE CHAIR:** Bob Spitzig (acclaimed)

### STANDING COMMITTEES:

**ATA Local No. 5 Negotiating Committee:**  
Bryan Kranzler (Committee Chair),  
Judy Lane and Bob Spitzig

**CUPE 290 Negotiating Committee:**  
Pat Bremner (Committee Chair),  
Philip Mack and Danny Ponjavic

**CUPE 1825 Negotiating Committee:**  
Bob Spitzig (Committee Chair),  
Danny Ponjavic and Ken Tratch

**Audit Committee:**  
Bob Spitzig (Committee Chair),  
Danny Ponjavic and Ken Tratch

**Share the Mission Award Committee:**  
Bob Spitzig (Committee Chair),  
Frances Cote and Ken Tratch

### EXTERNAL COMMITTEES:

**Wisdom and Visioning Circle:**  
Judy Lane (Alt: Pat Bremner)

**ACSTA:** Pat Bremner (Alt: Keith McDonald)

**ASBA:** Bryan Kranzler (Alt: Ken Tratch)

**Business and Education Committee:**  
Ken Tratch

**Joint City/School Boards' Committee:**  
Keith McDonald and Ken Tratch

**Health & Wellness Committee:**  
Bryan Kranzler

### COMMITTEES REQUIRED BY CONTRACT:

**Teacher/Board Advisory Committee:**  
Frances Cote, Bryan Kranzler, and Philip Mack

**Teacher Employer Bargaining Authority:**  
Bob Spitzig

### AD HOC COMMITTEES:

**Team Lethbridge**  
Danny Ponjavic and Keith McDonald

### SCHOOL LIAISONS:

It has become the Board's practice that Trustees serve as liaisons to assigned schools. This ensures that there is a Board member present at important school events and that better communication exists between the schools and the Board in general:

**Catholic Central High:** Danny Ponjavic

**Children of St. Martha:** Ken Tratch

**Ecole St. Mary:** Keith McDonald

**Father Leonard Van Tighem:** Danny Ponjavic

**Our Lady of the Assumption:** Ken Tratch

**St. Catherine (Picture Butte):** Philip Mack

**St. Francis Junior High:** Keith McDonald

**St. Joseph (Coaldale):** Frances Cote

**St. Mary (Taber):** Pat Bremner

**St. Michael (Bow Island):** Pat Bremner

**St. Michael (Pincher Creek):** Judy Lane

**St. Patrick (Taber):** Pat Bremner

**St. Patrick Fine Arts :** Bob Spitzig

**St. Paul:** Bryan Kranzler

**St. Teresa of Calcutta:** Bob Spitzig

## REGULAR MEETING: PRESENTATIONS

### Exam Report and Accountability Pillar

Superintendent Chris Smeaton provided an overview of Holy Spirit Catholic School Division's results from the 2017/2018 Provincial Achievement Tests and Diploma Exams. The division's Accountability Pillar Summary Report for October 2018 was also formally presented.

### Mental Health Literacy

Coordinator of Counselling and Wellness Anita Lethbridge-Gross spoke to the Board about the division's recent efforts to incorporate curriculum that ensures that students are more aware of how to maintain good mental health as well as a better understanding of mental disorders, their treatments, the importance of decreasing stigma surrounding mental illnesses, and how to seek mental health assistance when required.

## REGULAR MEETING: ACTION ITEMS

### Catholic Education Sunday

To celebrate Catholic Education Sunday on the November 3-4, 2018 weekend, Board and administration volunteered to provide a brief message at each Mass within the division's parishes.

### Voluntary Retirement Opportunities

The Board makes the following offer to teachers:

*Any eligible teacher who, by December 14, 2018, submits his/her notice of retirement, effective January 31, 2019, will be offered a temporary teaching contract beginning February 1, 2019 until June 30, 2019.*

The Board makes the following offer to support staff:

*Any eligible member of the Local Authorities Pension Plan (LAPP) who, by December 14, 2018, submits his/her notice of retirement, effective January 31, 2019, will be offered a temporary contract of employment for February 1, 2019 until the June 2019 end date for the eligible member's position.*

### 2019/2020 Modular Classroom Program Submission

The Board directed that a new modular request be submitted to Alberta Education before November 2, 2018. The request will be made for 2 modular units and a link to mitigate enrolment pressures at Father Leonard Van Tighem School.

### Trustee Remuneration

Due to the income tax changes expected this January 2019, the Board approved an increase to Trustee honouraria and daily per diem rates, reflecting a hold harmless position in after tax dollars.

## REGULAR MEETING: POLICY REVIEW

The Board reviewed *Policy 18: Board Governance and Operations*, and associated appendices. In *Policy 18, Appendix A: Trustee Compensation, Allowances and Reimbursement Rates*, all references to taxable/non-taxable portions of the Trustee honorarium were removed to ensure compliance with anticipated changes to tax laws in January 2019. Honouria and daily per diem rates were also adjusted to reflect the hold harmless position in after tax dollars the Board approved via Board motion 7523/1018.

## REGULAR MEETING: INFORMATION ITEMS

### Daytona Homes Backpack Program

Holy Spirit Catholic School Division received \$21,050 through Daytona Homes' 11th Annual Backpack Program. These funds will be distributed by the next 'Read, Set, Go' campaign, which ensures back to school readiness for those families requiring additional assistance.

### Accountability Pillar Summary

The October 2018 Accountability Pillar Summary Report has been received from Alberta Education and placed on the division website.

### ASBA Fall General Meetings

The Board received information about the Annual General Meeting for the Alberta School Boards' Association (ASBA). In preparation for this meeting, the Board reviewed the ASBA's Policies Bulletin.

### ERDI Update

Superintendent of Schools Chris Smeaton updated the Board about his recent learnings from the past ERDI Conference.

### Wood Chips Removal at Ecole St. Mary

The Board reviewed the letter penned by the Board Chair expressing Holy Spirit Catholic School Division's commitment to advocate for school environments that are free of needles and drug-related debris in order to ensure the health and safety of all students. It was further noted that the parent community at Ecole St. Mary has recently requested that the wood chips in the playground be removed, since they make it difficult to find and safely dispose of needles/drug-related debris.

### Staff Appreciation Lunch

The Board received a schedule for the staff appreciation lunches it will host over the 2018/2019 school year.



## HOLY SPIRIT STARS

*Congratulations to the following students and staff:*



**Ann Van Roon** (St. Paul, Lethbridge) - Launched her own children's adventure novel for readers ages 9-14, "The Girl from the Bottom of the Sea," on September 27, 2018.

**Pat Bremner** (Trustee, Holy Spirit) - Just completed her CCS Program Certificate in Catholic School Trusteeship from Newsman Theological College.

The following FLVT, Lethbridge students placed in the "Barebones Run" that was held October 14, 2018 to raise funds for the Lethbridge & District Humane Society.

- Alyssa Wilson (1st)
- Grace Klohn (2nd)
- Tyson Klohn (3rd)