



# HOLY SPIRIT CATHOLIC SCHOOLS BOARD MEETING BRIEFS

## 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



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

## ACTION ITEMS

### Transfers to Operating and Capital Reserves

Before the 2017/2018 Audited Financial Statements could be approved, the following transfers were ratified:

- \$51,577 from the Board's instruction operating reserve to fund Board funded capital additions.
- \$90,173 from the Board's Operations and Maintenance operating reserve to fund Board funded capital additions.
- \$50,543 from the Board's Board and System Administration operating reserve to fund Board funded capital additions.
- \$105,688 from the Board's Instruction capital reserve to fund Board funded capital additions.
- \$105,687 from the Board's Operations and Maintenance capital reserve to fund Board funded capital additions.
- \$105,687 from the Board's Board and System Administration capital reserve to fund Board funded capital additions.
- \$38,181 from the Board's unrestricted surplus to Restricted Operating Reserves for Operations and Maintenance.
- \$104,892 from the Board's unrestricted surplus to Restricted Operating Reserves for Instruction.
- \$128,755 from the Board's Restricted Operating Reserves for School Generated Funds to unrestricted surplus.
- \$35,420 from the Board's Restricted Operating Reserves for Board and System Administration to unrestricted surplus.
- \$52,689 from the Board's Restricted Operating Reserves for Transportation to unrestricted surplus.
- \$164,875 from the Board's unrestricted surplus to Restricted Capital Reserves for Instruction.
- \$266,012 from the Board's unrestricted surplus to Capital Reserves for Operations and Maintenance.
- \$94,690 from the Board's unrestricted surplus to Capital Reserves for Administration.

### Audited Financial Statements 2017/2018

The Auditor issued a clear opinion of the division's Audited Financial Statements for the 2017/2018 Fiscal Year. The Board approved the statements and directed that they be placed on the division website.

### Fall Budget Update 2018/2019

The updated 2018/2019 Fall Budget takes into consideration additional revenues and expenditures, as

well as actual September 30, 2018 enrolment numbers. The Board approved the updated budget, which will be placed on the website.

### 2017/2018 AERR and 2018-2021 TYEP

The Board approved the combined 2017/2018 Annual Education Results Report (AERR) and 2018-2021 Three Year Education Plan (TYEP), which will be placed on the division website.

### Council of School Council Chairs Agenda

The following items were added to the agenda for the Monday, December 3, 2018 meeting between School Council Chairs and the Board of Trustees:

- School Council Advocacy and Effective Communications
- School Council's Responsibility toward Trustee Elections
- New Curriculum
- GrACE
- Updated Fall 2018/2019 Budget
- 2017/2018 Annual Education Results Summary

### International Student Fees for 2019/2020

The Board reviewed and approved the International Student Fee Schedule for the 2019/2020 school year, noting that there are no changes from last year.

### S-Endorsement Certification for Drivers

The Government of Alberta legislated new requirements for drivers transporting students. The Board directed a letter be written to the Ministers of Education and Transportation requesting an extension to the deadline in order for Holy Spirit to be in full compliance.

### Lethbridge School District Scholarship Breakfast

The Board approved the purchase of tickets for this fundraiser that supports Innovation, Creativity and Entrepreneurship among students.

### Board Annual Work Plan

The Board reviewed and approved the amended Annual Work Plan, which will also be incorporated into *Policy 2, Appendix A*.

### Pincher Creek Daycare

The Board approved the potential transfer of Holy Spirit land to the Pincher Creek Community Early Learning Centre Ltd. for the building of a daycare and before/after school care facility.

## PRESENTATIONS

### Continuous Improvement Plan Review

Chris Smeaton, Superintendent of Schools, provided an overview of Holy Spirit Catholic School Division's 2016-2019 Three Year Education Priorities and highlighted the ongoing work of the Senior Administrative Leadership Team.

## POLICY REVIEW

### Policy 2: Role of the Board

The Board reviewed and included the following item under Political/ Advocacy:  
8.7 Advocate on the importance of the role of locally elected boards and trustees.

### Policy 3: Role of the Trustees

The Board reviewed this policy and determined that no changes were required.

### Policy 4: Trustee Code of Conduct

The Board reviewed this policy and determined that no changes were required.

## REPORTS

### Board Reports:

- Board Chair
- ACSTA
- ASBA

### Administrative Reports:

- Superintendent
- Secretary-Treasurer
- Director of Religious Education
- First Nations, Métis and Inuit Education
- Deputy Superintendent
- Director of Learning
- Director of Support Services

"Advent is here.

What a marvellous time in which to renew your desire,  
your nostalgia, your real longing for Christ to come –  
for him to come every day to your soul in the Eucharist.

The Church encourages us:  
Ecce veniet! – He is about to arrive!"

– Saint Josemaria Escriva, *The Forge*, 548

## INFORMATION ITEMS

### ATA Invitation to Advent Liturgy and Dinner

The Board received an invitation from the local ATA to attend their annual Advent Liturgy and Dinner on December 4, 2018.

### Playground Pilot Program

The Minister of Education has asked for the identification of the 5 highest priorities in terms of playground construction or replacement within the division. The Superintendent of Schools will be forwarding the submissions.

### Education Minister's Class Size Survey Requirements

The Minister of Education has updated the class size survey requirements for Alberta. It now includes an additional reporting template to capture how jurisdictions have allocated class size funding to schools.



HOLY SPIRIT STARS



*Congratulations to the  
following students and staff:*

**Liam Kitt** (St. Teresa of Calcutta, Lethbridge) - Finished 1st overall in Lethbridge BMX's 2018 season.

**Liam Marconi** (Father Leonard, Lethbridge) - Finished 3rd overall in Lethbridge BMX's 2018 season.

**Jasper Leger** (Father Leonard, Lethbridge) - Finished 4th overall in Lethbridge BMX's 2018 season.

**Brynn Iwaasa** (Father Leonard, Lethbridge) - Won gold and bronze medals at the Quebec International Judo Open and 2 gold medals at the Toronto Judo Open.

The following FLVT, Lethbridge students won the SAMFA Tier III Final with their Junior Cougars Bantam Football team:

- **Zoe Lenci**
- **Isaac Alexander**
- **Wyatt Kemble**
- **Carter Kain**
- **Nathan Pescetti**
- **Michael Friesen**
- **Patrick Bulger**
- **Kyle Metzler**
- **Marty Scott**
- **Ryan Nightingale**