



EVERGREEN CATHOLIC SEPARATE REGIONAL DIVISION No. 2

MINUTES

Regular School Board Meeting of
The Board of School Trustees

MONDAY, September 12, 2011, @ 2:10 P.M.

Located at Division Office – Knights of Columbus Room

A. CALL TO ORDER/OPENING PRAYER

The Chairman called the meeting to order at 2:15 p.m.
Opening Prayer was led by Chairman Vasseur.
Introduction of media - None

ROLL CALL

Robert Vasseur	Chairman
Ronald McKay	Vice-Chair
Caren Mueller	Trustee
Joseph MacLellan	Trustee
Anne Gauthier	Trustee
Mel Malowany	Trustee
Marian Walshe	Trustee
Richard Yaceyko	Trustee
Cindi Vaselenak	Superintendent
Michael Hauptman	Deputy Superintendent
Jackie Gilbert	Secretary-Treasurer
Diane Wilvers	Executive Assistant

B. ACTION ITEMS

CONSIDERATION OF THE AGENDA

(a) ACTION ITEMS – None

(b) INFORMATION ITEMS - None

(c) APPROVAL OF AGENDA

11-044 MUELLER

CARRIED

That the Agenda be approved.

C. ROUTINE MATTERS

(a) APPROVAL OF MINUTES –

11-045 YACEYKO

CARRIED

That ECSRD No. 2 approve the Minutes of the June 13, 2011 Regular Board Meeting as circulated.

BUSINESS ARISING OUT OF THE MINUTES

(i) none

D. NEW BUSINESS

11-046 MCKAY

CARRIED

Teacher Board Advisory Committee – That Evergreen CSRD No. 2 Board agree to set up a Board committee to liaison with the ATA Local regularly (two - three times per year).

11-047 MCKAY

CARRIED

Board Office – That Evergreen CSRD No. 2 Board recommend Administration to prepare a business plan complete with cost and space analysis.

DELEGATIONS

FROM NON-STAFF SOURCES –	None
FROM STAFF SOURCES-	None

E. INFORMATION**(a) SUPERINTENDENT**

1. **June Diploma/PAT Results** (Released to the public October 5, 2011)
2. **Alberta Human Rights Act** - letter was distributed to the schools.
3. **September Enrolment (Preliminary numbers)**
Total enrolment (*as of September 1st)
 - Gerard Redmond** (projected 343, current 345)
 - Holy Spirit** (projected 347, current 349)
 - John Paul II** (projected 624, current 634)
 - St. Gregory** (projected 224, current 213)
 - St. Joseph** (projected 582, current 607)
 - St. Marguerite** (projected 463, current 475)
 - St. Mary** (projected 266, current 267)
 - St. Thomas Aquinas** (projected 715, current 740)
 - ECO (N/A)**
4. **Boundary update**
Summary of feedback regarding proposed K-4 boundary changes in Spruce Grove: (Website received 15 inquiries or issues from 13 different people)
Website analytics: 162 downloads of rural boundary information, 253 urban boundary. Boundary feedback on website is still open. Principals have been encouraging parents to provide response to the proposed boundary changes.
5. **Teacher Board Advisory committee**
The superintendent met with Local ATA President. Proposal for joint committee attached. (See Motion)
6. **Board Fall Retreat**
Strength Finder analysis was distributed and all Board members. Trustees asked to complete the Strength Finder 2.0 online evaluation prior to the retreat and forward to Superintendent. Draft Agenda for the Board Retreat was reviewed.
7. **Alberta Winter Games**
Preliminary information was provided. Principals are in the process of recruiting mayors and site supervisors. Superintendent has met with PSD and AWG to discuss details related to the use of schools. Representatives of the AWG will present at the November Board meeting.
8. **Correspondence** from Alberta Education regarding the exemption from the Closure of Schools Regulation requirements for ECSR schools in Spruce Grove; in preparation for the upcoming opening of of High School.
9. **Faith Development day**
Ray Côté, along with Karen Koester, created an online survey to gather feedback re: faith development day. The presentation from the Keynote Speaker is available on SharePoint.
10. **Update staffing**

11. Website analytics (attachment)

We now have the capability to generate data and determine the number of people who are accessing the website and downloading documents. An example of a report is provided.

12. Admin Procedure 261 (National/International trips)

Superintendent has seen an increase in the number of international field trip requests. Please review AP 261.

13. School Reviews (Deputy Superintendent)

As a continuous improvement goal for the division we will be conducting two school reviews each year in our various communities. This process is a one week long involving assistance from AB Ed using their tools for schools improvement kit.

(b) SECRETARY-TREASURER

(1) **Financial Update as of August 31, 2011** as presented by Jackie Gilbert.

- a) **Summary of Expenses by Program**
- b) **Summary of Expenses by School – Operating Budgets**
- c) **Summary of Trustee Expenses**

(c) **DIRECTOR OF FACILITIES & TECHNOLOGY** as presented by Sime Fatovic.

(1) **Capital Update**

New High School is expected to be completed by the end of 2011. Inspections and commissioning have begun. Division office proposal was discussed (See Motion). Current three year capital plan includes a new school in Stony Plain and the reconfiguration of Portables at JP11.

(2) **Technology Update**

(3) **Maintenance/IMR**

F. FROM TRUSTEES

Correspondence –

Jacque Hansen – Discussing upcoming initiatives from ASBA

StarFest2011 – Seeking fundraising

- (a) Catholic Leadership – None
- (b) Negotiations – None
- (c) Finance – None
- (d) Properties and Transportation –None
- (e) Education and Public Relations –
- (f) Joint Membership –
- (g) ACSTA –
- (h) ASBA - Zone meeting is next Friday

EVENTS WITHIN & OUTSIDE THE DIVISION

Review of Trustee Events Calendar

11-048 WALSHE **CARRIED**
That the meeting go in camera at 5:05 p.m.

11-049 WALSHE **CARRIED**
That the meeting come out of camera at 5:55 p.m.

FUTURE BUSINESS

NEXT BOARD MEETING – Monday, October 17, 2011 at 2:00 p.m. – Knights of Columbus Board Room

CLOSING PRAYER & ADJOURNMENT

11-050 MACLELLAN
That the meeting be adjourned at 5:56 p.m.



Mr. Robert Vasseur, Board Chair



Jackie Gilbert, Secretary-Treasurer