



EVERGREEN CATHOLIC SEPARATE REGIONAL DIVISION No. 2

MINUTES

Regular School Board Meeting of
The Board of School Trustees

TUESDAY, November 8, 2010 @ 3:00 P.M.

Located at Division Office – Knights of Columbus Room

A. CALL TO ORDER/OPENING PRAYER

The Chairman called the meeting to order at 3:10 p.m.
Introduction of media - Dave Clark, Pivot West.

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
Jacqueline Gilbert	Secretary-Treasurer
Sime Fatovic	Director of Facilities and Technology Services
Sheila Shumate	Director of Student Services
Diane Wilvers	Senior Executive Assistant

B. ACTION ITEMS

CONSIDERATION OF THE AGENDA

(a) ACTION ITEMS

(b) INFORMATION ITEMS

(1) Commemorative 'Shovel' of the JPII school opening (Walshe)

(c) APPROVAL OF AGENDA

10-151 MALOWANY

CARRIED

That the Agenda be approved as circulated.

A. ROUTINE MATTERS

(a) APPROVAL OF MINUTES –

10-152 MACLELLAN

CARRIED

That the Minutes of the October 12, 2010 Regular Board Meeting be approved as circulated.

BUSINESS ARISING OUT OF THE MINUTES

(i) none

D. NEW BUSINESS**10-153 MCKAY CARRIED**
Budget 2010-2011

That the Evergreen Catholic Separate Regional Division No. 2 approve the updated 2010-2011 Budget as presented.

10-154 MCKAY CARRIED
Reserve Transfers

That the Evergreen Catholic Separate Regional Division No. 2 make the following transfers between Unrestricted Surplus and Operating/Capital Reserves at August 31, 2010:

To:	Instruction Operating	\$ 80,000
	School Based Operating	\$1,088,197
	System Admin. Operating	\$ 75,000
	Buildings Capital	\$ 12,000
	Vehicles Capital	\$ 25,500
From:	Unrestricted Surplus	\$1,280,697

10-155 MCKAY CARRIED
Audited Financial Statements

That the Evergreen Catholic Separate Regional Division No. 2 approve the release of the August 31, 2010 Audited Financial Statements as presented.

10-156 MCKAY CARRIED
Reserve Transfers

That the Evergreen Catholic Separate Regional Division No. 2 make the following transfers Unrestricted Surplus and Operating Reserves at September 1, 2010:

From:	School Based Operating	(\$1,088,197)
	(School Budget Surplus/Deficit Carry-fwds)	
	Instruction Operating	(\$293,200)
	(Technology Resource Allocations)	
To:	Unrestricted Surplus	\$1,381,397

10-157 MUELLER CARRIED
Alberta School Foundation Fund – Opting Out

The Division has the ability, as a separate school board, to collect its own taxes and opt out of the Alberta School Foundation Fund (ASFF). Per S171 (4) of the School Act, a board shall only make or rescind a resolution to opt out after the date of a general election under the Local Authorities Act and before December 31 of the same year. Notification of this motion shall be provided to the Minister of Education and all affected municipalities/counties.

THAT the Evergreen Catholic Separate Regional Division No. 2 opt out of the Alberta School Foundation Fund (ASFF) commencing with the 2011 taxation year.

DELEGATIONS**FROM NON-STAFF SOURCES – Presentation Audited Financial Statements ending Aug 31, 2010**

Mr. Phil Dirks

Hawkings Epp Dumont Chartered Accountants

FROM STAFF SOURCES - None

E. INFORMATION**(a) SUPERINTENDENT**

- (1) DRAFT Combined Three Year Plan and AERR** **Encl. E1**
Available on the website and a print copy is available upon request.
- (2) Education Act 2011** **Encl. E2**
Please review prior to ACSTA conference in November, be aware of proposed changes.
- (3) Occupational Health & Safety – Update**
- Partnership with Parkland School Division’s Safety Officer has been established and there will be school visits.
 - A Safety Resource/Inspections binder has been set up and will be distributed to every School Principal.
 - A compliance checklist is included and the Principal can administer the safety program within their schools and assess their safety requirements.
 - The PSD Safety Officer will meet on a quarterly basis with the School Principals. The Superintendent will be informed of compliance issues.
- (4) Review of Division’s Identity – Mission Statement, Vision and Adoption of Division Scripture** **Encl. E3**
Board to provide input into revamping the Mission Statement and Vision.
Adoption of the division Scripture – now that we have launched a new website, what is the system that directly links our identity. The Evergreen CSR brand will be maintained.
- (5) Update from Archbishop Smith – Meeting November 1, 2010**
Archbishop Smith clarified the gambling revenue from lottery funds.
New Trustee Commissioning Ceremony at the Basilica last night was excellent.
PDs on sacraments
- (6) Summary of – Inspiring Education, Action and Setting the Direction** **Encl. E4**
Summaries have been provided to use as a resource for Trustees.
- (7) ACSTA Jasper Spring Conference – March 11 to 13, 2010** **Encl. E5**
- Vasseur, Mueller and Malowany will meet to discuss planning committee membership.
 - Michelle, ACSTA will provide us with dates on planning committee.
 - Preparation for the November ACSTA AGM includes a presentation promoting our schools, small promo gift to all delegates advertising Evergreen as the Host of the 2011 Spring ACSTA Conference.
 - Walshe, Malowany, Gauthier, Yaceyko – Volunteer to host the hospitality room at The Westin. Michelle, ACSTA will provide grocery list.
- (8) Board of Trustees Retreat – Planning**
Planning of a Board of Trustees Retreat – please provide suggested dates.
- (9) Christmas Break – Division Office**
December 23 – office opened all day. Regular hours.
December 24 – office closed. Day granted by the Board.
December 27 – lieu day for Christmas Day which falls on a Saturday.
December 28 – lieu day for Boxing Day which falls on a Sunday.
December 29 – lieu day for New Years Day (falls on a Saturday)
December 30, 31 – (Thursday, Friday) office closed to the public. Staff to use vacation time or lieu time.
January 3- office reopens

(b) DEPUTY SUPERINTENDENT**(1) Presentation of Deputy's trip to China**

- Michael Hauptman reported on the establishment and signing of a partnership with Banan school division in Chongqing.
- Partnership is designed to promote future teacher exchanges and possible student educational programs.

(2) Evaluation process of School Administrators

Evaluation process and forms are currently being reviewed by all stakeholders. New process expected early in the new year.

(3) EXCEL Partnership with Newman College – Professional Development

- Partnership with STAR Catholic
- Eligible for full credit towards GDED and Masters Program.
- Staff is to be nominated and accepted into the program.
- This programs provides leadership training at all levels of a school community.

(4) New ECSRD Website – document management with SharePoint

- Staff with access via SharePoint which is a collaborative tool for staff to share and store documents.
- This will replace the 'staff login' as previously on the website.

(5) Tripartite Advisory Meeting Update

- Michael will be the representative on the five key priorities via video conferencing.
- Michael will circulate the questions and provide feedback to zone 2/3 CASS members
- ASBA- TriPartite info session by Heather , open to all Trustees

(6) School Act Framework

Michael distributed the summary of the upcoming school act review.

(c) SECRETARY-TREASURER

No report at this time.

(d) DIRECTOR OF FACILITIES AND TECHNOLOGY SERVICES**(1) New School Update – On Site walk-through on November 8, 2010**

- Construction of new school is on schedule (release date of Spring 2012).
- Currently constructed are the two gymnasiums, parking lot paved and curbed.
- Preliminary and Final Drawing reviews are ongoing.

(e) DIRECTOR OF STUDENT SERVICES**(1) SHP (Student Health Partnerships) Updates**

- Working with a new consultant, Patti Hill, within all SHPs Evergreen is involved in.
- LASHP new FCSS office opened in Devon.
- Funding will be requested to PEASHP for a pilot program to fund a behavioral consultant.
- 5 Occupational Therapy Modules are being piloted at St. Joseph School.
- ASHIP may have funding to hire behavioral consultant. Pembina Hills has shown ongoing support to Evergreen.

B. FROM TRUSTEES

- (a) Catholic Leadership – No
- (b) Negotiations – No
- (c) Finance - No
- (d) Properties and Transportation - No
- (e) Education and Public Relations – No

- (f) Joint Membership - No
- (g) ACSTA – upcoming ACSTA Convention and AGM; Superintendent Vaselenak is now the Past-President.

- (h) ASBA
 - Trustee Mueller has accepted the position as the Alternate Director 1 for Zone 2/3
 - Long service awards were presented to Trustee McKay, Trustee MacLellan and Trustee Mueller

- (i) Other
 - GROWTH – Trustee Mueller is a board member of the Growth Committee. The Committee is in need of an Alternate. Trustee MacLellan volunteered for the position.
 - St. Gregory is filling shoe boxes for the troops again today.
 - St. Gregory students will be entertaining at the Spring ACSTA Conference
 - Commemorative Shovel of the JPII school opening was discussed and Trustee Walshe will contact the school for more information.

EVENTS WITHIN & OUTSIDE THE DIVISION

See attached.

F. FUTURE BUSINESS

- (a) NEXT BOARD MEETING – Monday, December 6, 2010 at 2:00 p.m. - Knights Room

CLOSING PRAYER & ADJOURNMENT

10-158 MACLELLAN

That the meeting be adjourned at 6:22 p.m.

Mr. Robert Vasseur, Chairman

Mrs. Jacqueline Gilbert, Secretary-Treasurer