



**Evergreen Catholic Separate School Division Public Meeting - Board of Trustees Regular Board Meeting:**

Monday, November 14, 2022, at 1:00 p.m.

*In-Person a Division Office*

*Public – welcome to attend in-person or public live event*

**A. Call to Order & Prayer**

- 1) Call meeting to order – Board Chair McBride
- 2) Opening Prayer – Trustee Gerald Bernakevitch
- 3) Treaty 6 Acknowledgement Statement - Trustee Luka Wilson

“Evergreen Catholic Separate School Division acknowledges Treaty 6 territory – the ancestral and traditional territory of the Cree, Saulteaux (So-toe), Blackfoot, Métis, Dene (De-nay) and Nakota Sioux (Sue). We acknowledge all the many First Nations, Métis, and Inuit whose footsteps have marked these lands for centuries.”

- 4) Introduction of media and Public – Board Chair McBride

**B. Consideration of the Agenda**

1. Additional Information
2. **MOTION:** Approval of Agenda
3. **MOTION:** Approval of Draft Minutes – October 11, 2022, Regular Board Meeting

**C. Delegations – Presentation from Metrix Group LLP (Auditor’s report)**

**D. Business**

1. **OLD BUSINESS** – none
2. **NEW BUSINESS**

**MOTION – Audited Financial Statements**  
That the Board of Trustees of Evergreen Catholic Separate School Division approve the release of the August 31, 2022, Audited Financial Statements as presented.

**MOTION – Transfer of Reserves**  
That the Board of Trustees of Evergreen Catholic Separate School Division make the following transfers between Unrestricted Surplus and Operating/Capital Reserves at August 31, 2022 as presented:

Use of Reserves		
To:	<b>Unrestricted Surplus</b>	<b>\$2,357,858</b>
	<b>System Administration</b>	<b>\$32,057</b>
Contribution to Operating Reserves		
To:	<b>School &amp; Instruction Related Operating Reserves</b>	<b>\$1,382,659</b>
	<b>Operations and Maintenance Operating Reserves</b>	<b>\$50,000</b>
	<b>System Administration</b>	<b>\$32,057</b>
From:	<b>Unrestricted Surplus</b>	<b>\$1,464,716</b>

**MOTION – Third and Final Reading – Policy 1 – Division Foundational Statements**

That the Board of Trustees of Evergreen Catholic Separate School Division approve the third and final reading of Policy 1 – Division Foundational Statements, as presented.

**MOTION – Third and Final Reading – Policy 4 – Appendix B – Trustee Code of Ethics**

That the Board of Trustees of Evergreen Catholic Separate School Division approve the third and final reading of Policy 4 – Appendix B – Trustee Code of Ethics, as presented.

**MOTION – Third and Final Reading – Policy 7 – Appendix B - Board Budget**

That the Board of Trustees of Evergreen Catholic Separate School Division approve the third and final reading of Policy 7 – Appendix B – Board Budget, as presented.

**E. Information Items – Administrator’s Reports**

1. **Superintendent Report (Cindy Escott) Attachment**

- 1) Ministry/GOA Updates – Attached
- 2) Mary’s Meals Fundraising Update - Attached
- 3) GrACE Newsletter - Attached
- 4) Grade 1 Prayer Partner Program
- 5) Catholic Education Sunday – Nov 6, 2022 and Nov 20, 2022 - Attached
- 6) Archdiocese Update
- 7) Teacher Board Advisor Committee (TBAC): Dec 12 at 9:30 a.m.
- 8) School Classroom Visits/Reading
- 9) ATA Teachers’ Convention
- 10) Parent Engagement Survey
- 11) Deputy Superintendent - HR Report (Duane Hagen)
- 12) Associate Superintendent - Learning Report (Terri Lynn Guimond)

2. **Financial Reporting (Secretary Treasurer, Franco Maisano)**

- 1) 2021-2022 Expenditures to August 31, 2022 – Final
  - Summary of Expenses by Program 21-22
  - Summary of Expenses by School Budgets 21-22
  - Trustee Expenses Report
- 2) 2022-2023 Expenditures to October 31, 2022
  - Summary of Expenses by Program 22-23
  - Summary of Expenses by School Budgets 22-23
  - Trustee Expenses Report – October 2022

**F. Trustee Reports**

Review Trustee correspondence and emails, surveys, and professional development

**View documents under ‘Trustee Reports’**

- Correspondence – ASEBP Trustee Call for Interest
- Correspondence – ASBA FGM Bulletin
- Condolences – Passing of Roy Goulet, Conseil Scolaire Franco
- Online Survey – Alberta Budget 2023

**Documents for Information/Discussion:**

1. **ASBA Updates** – Trustee Representative (Trustee Luka Wilson, Representative)
  - Past Meeting** – Update and discussion
  - Next Meeting** – Update and discussion
2. **ACSTA Updates** – Trustee Representative (Trustee Bernakevitch)
  - Past Meeting** – Update and discussion
  - Next Meeting** – Update and discussion
3. **RCASB (Rural Caucus)**
  - Updates (Fagnan, McKay, Cargill)

**Committee Updates from Trustees – Action Items on Planner,** *updated as of November 14, 2022, DW*

<b>COMMITTEE MEMBERSHIP</b> as of Org Mtg June 13, 2022	
<b>CATHOLIC STEWARDSHIP</b> <b>Subcommittee: GrACE</b> (as of Sept 1, 2022) Pastor of Holy Trinity Parish Trustees Clem Fagnan, Jennifer Landry, Jeri Wilson Cindy Escott Superintendent Karen Koester (Religious Ed. Coordinator) Derek Brown (Principal, Holy Spirit Catholic School) Paul Dunphy (Principal, St. Peter the Apostle CHS) Melissa Lafleur (Teacher, St. Peter the Apostle) Barb Marchant (Principal Fr. Gerard Redmond) Janique LaFrance (Teacher, Fr. Gerard Redmond) Ryan Elsenheimer (Network Manager)	Jennifer Landry (Chair)
<b>ADVOCACY, COMMUNITY ENGAGEMENT AND PUBLIC RELATIONS (and TBAC)</b> <b>**TBAC meets annually December, May</b> (Cargill-Chair, McBride, L Wilson)	Margaret Cargill (Chair)  2022-23 TBAC meetings – May/December
<b>FINANCE/AUDIT (FAC)</b> <b>(McKay – Chair, Bernakevitch, J Wilson)</b>	Ron McKay (Chair)
<b>Policy Review Committee</b> <b>(J Wilson – Chair, McBride, Landry)</b>	Jeri Wilson (Chair)
<b>JOINT MEMBERSHIP</b> <b>(McKay – Chair, Jeri Wilson, Landry)</b>	Ron McKay (Chair)
<b>JOINT USE REPRESENTATIVE TO COMMUNITY</b> 1. Spruce Grove – Luka Wilson 2. Stony Plain – Jennifer Landry 3. Devon – Margaret Cargill 4. Westlock – Clem Fagnan 5. Hinton – Ron McKay	
<b>LABOUR RELATIONS</b> (Bernakevitch-Chair, Cargill, McKay)  <b>**TEBA representative is Trustee Bernakevitch</b>	Gerald Bernakevitch (Chair)
<b>FACILITIES &amp; PROPERTIES</b> <b>(Fagnan (Chair), Bernakevitch, McKay)</b>	Clem Fagnan (Chair)
<b>TRANSPORTATION</b> <b>(L Wilson- Chair, Fagnan, Cargill)</b>	Luka Wilson (Chair)
<b>Board of Trustee - SCHOOL REPRESENTATIVES</b> **to attend school events, fundraisers, school council meetings, etc.	
St. Teresa Learning Centre – JR and SR – Spruce Grove	Luka Wilson
Holy Spirit Catholic School – Devon	Margaret Cargill
St. Gregory Catholic School/Fr. Gerard Redmond – Hinton	Ron McKay
St. John Paul II Catholic School – Stony Plain	Jennifer Landry
St. Joseph Catholic School – Spruce Grove	Jeri Wilson
St. Marguerite Catholic School – Spruce Grove	Luka Wilson
Saint Mary Catholic School – Westlock	Clem Fagnan
St. Peter the Apostle Catholic High School – Spruce Grove	Luka Wilson
St. Thomas Aquinas Catholic School – Spruce Grove	Gerald Bernakevitch

**Trustee Calendar - Calendar of Events - Review upcoming events**

**Closed Session if necessary**

- MOTION:** Closed session

**Next Board Meeting (s) – December 12, 2022**

**Motion for Adjournment**

- MOTION:** Adjourn the meeting

**Closing Prayer – Trustee Gerald Bernakevitch**