

**ELK ISLAND CATHOLIC SEPARATE REGIONAL DIVISION NO. 41**  
**MINUTES OF THE REGULAR BOARD MEETING**  
**HELD ON WEDNESDAY, JUNE 14, 2017 AT 2:40 P.M.**  
**CENTRAL LEARNING SERVICES, SHERWOOD PARK, ALBERTA**

|   |                 |   |
|---|-----------------|---|
| <b>Present</b>  |                 | <p><b>Mrs. Justine Wright – Chair</b><br/> <b>Mr. Jean Boisvert – Vice-Chair</b><br/> <b>Mr. Ron Baier – Trustee</b><br/> <b>Mrs. Charlene Melenka –Trustee</b><br/> <b>Mr. Ted Paszek – Trustee</b><br/> <b>Mrs. Michelle Szott – Trustee</b><br/> <b>Mr. Shawn Haggarty – Deputy Superintendent</b><br/> <b>Mr. Ryan Stierman - Secretary-Treasurer</b></p> |
| <b>Absent</b>   |                 | <b>Mr. Michael Hauptman – Superintendent</b>  |
| <b>Also present</b>                                     |                 | <p>Mrs. Marie Frederick – Recording Secretary<br/> Mrs. Susan Johnson – Communication &amp; Engagement<br/> Coordinator</p>   |
| <b>Public</b>   |                 | 0   |
| <b>Call to Order</b>                                    |                 | Chair Justine Wright called the meeting to order at 2:40 p.m.   |
| <b>Prayer</b>   |                 | Trustee Ted Paszek led everyone in prayer and asked everyone to remember all the staff and students who have lost loved ones or who are struggling or suffering.  |
| <b>O' Canada</b>  |                 | Chair Justine Wright welcomed everyone to the meeting and everyone joined together in the singing of O’Canada.  |
| <b>Acknowledgement</b>                                  |                 | We acknowledge that we are on the traditional land of Treaty No. 6, and home of Métis Nation of Alberta Zone 4. We also acknowledge the Inuit and other diverse Indigenous peoples whose ancestors have marked their territory since time immemorial, a place that has welcomed many peoples from around the world to make their home here.                   |
| <b>Additions to the Agenda</b>                          | <b>080/2017</b> | <b>Trustee Michelle Szott</b> moved to adopt the Agenda as circulated.  |
|   |                 | <b>CARRIED</b>  |
| <b>Minutes of Regular Board Meeting of May 17, 2017</b> | <b>081/2017</b> | <b>Trustee Michelle Szott</b> moved that the minutes of the Regular Board Meeting of May 17, 2017 be adopted as circulated.   |
|   |                 | <b>CARRIED</b>  |

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**PRESENTATION & DELEGATIONS:**

**ITEMS FOR INFORMATION:**

**Board Evaluation  
Summary**

Chair Justine Wright referred Trustees to the Board Evaluation Summary of the previous Regular Board Meeting.

**Correspondence:**

Chair Justine Wright indicated that the Board of Trustees received a card from Mrs. Deb Nelson, Curriculum Consultant, thanking them for the words of encouragement on her retirement.

**Trustee Reports:**

**ACSTA Report**

Trustee Michelle Szott referred Trustees to her report on the Alberta Catholic Schools' Trustee Association's meetings held on May 24<sup>th</sup> and May 25<sup>th</sup> for information. The next meeting will be September 15, 2017.

**CCSTA**

Trustee Charlene Melenka referred Trustees to the Canadian Catholic School Trustees' Association (CCSTA) 2017 AGM Meeting Report and the CCSTA Board of Directors' and AGM Highlights for information.

**ASBA SGM 2017**

Chair Justine Wright referred Trustees to her attached report on the Alberta School Board Associations' SGM 2017 and the list of resources for School Boards for information.

**082/2017** **Trustee Ron Baier** moved that Elk Island Catholic Schools' Board of Trustees draft a motion to present to the Alberta School Boards' Association (ASBA) regarding a harassment policy for ASBA activities.

**CARRIED**

**083/2017** **Vice-Chair Jean Boisvert** moved that the Trustees' Reports be accepted for information.

**CARRIED**

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**Superintendent's Report:**

On behalf of Superintendent Michael Hauptman, Deputy Superintendent Shawn Haggerty referred Trustees to the attached Superintendent's report:

- Correspondence:
  - Letter to the Minister of Education
  - Letter of gratitude
- Meeting Information Requests and Action items from previous Board Meeting:
  - Administrative Procedure 110 – School Councils
  - Division website changes
- Capital Projects Update:
  - St. André Bessette Catholic School tour
- Committee Requests:
  - Policy Committee
  - Superintendent Relations Committee
- Community Engagement:
  - County of Strathcona Social Framework Approved. Thanks to Lorraine for her involvement
  - Healing Mass – Thursday, June 15<sup>th</sup> and recognition of Father Jack's contribution

**084/2017**    **Trustee Ron Baier** moved that the Board accept the Superintendent's report for information.

**CARRIED**

**Secretary-Treasurer's Report**

Secretary-Treasurer Ryan Stierman highlighted his report:

1. Financial Report for period ending May 31<sup>st</sup>, 2017
2. Board Governance Report for period ending May 31<sup>st</sup>, 2017
3. 2016/2017 Infrastructure, Maintenance, Renewal (IMR) Report

**085/2017**    **Trustee Ted Paszek** moved that the Board accept the Secretary-Treasurer's report for information.

**CARRIED**

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**UNFINISHED BUSINESS:**

**Policy 7 – Board Operations – 2<sup>nd</sup> reading**                      **086/2017**      **Vice-Chair Jean Boisvert** moved that the Board give 2<sup>nd</sup> reading to the changes to Policy 7 – Board Operations.

**CARRIED UNANIMOUSLY**

**087/2017**      **Trustee Michelle Szott** asked that the Board amend Policy 7 to remove the faith formation addition.

**CARRIED**

**088/2017**      **Trustee Charlene Melenka** moved that under Policy 7 - Appendix A - Trustee Honorarium/Expense Schedule under Rural Travel Allowance that it be amended to read Mileage Reimbursement.

**CARRIED**

**089/2017**      **Trustee Charlene Melenka** moved that in Policy 7 - Appendix A in addition to the policy it read that Trustees from the wards Vegreville and Camrose and Fort Saskatchewan travelling over 80 kilometers will receive a distance allowance of \$500 per year.

**CARRIED**

**FOR:**

Trustee Ron Baier  
Trustee Charlene Melenka  
Trustee Ted Paszek  
Trustee Michelle Szott  
Chair Justine Wright

**AGAINST:**

Vice-Chair Jean Boisvert

**090/2017**      **Vice-Chair Jean Boisvert** moved to amend Policy 7 so that the Honorarium for the position of Chair, Vice-Chair and Trustee revert back prior to what it was before the first reading.

**DEFEATED**

**FOR:**

Vice-Chair Jean Boisvert

**AGAINST:**

Trustee Ron Baier  
Trustee Charlene Melenka

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Trustee Ted Paszek  
Trustee Michelle Szott  
Chair Justine Wright

**Policy 7 – Board  
Operations – 3<sup>rd</sup> reading**

**091/2017**

**Vice-Chair Jean Boisvert** moved that the Board give 3<sup>rd</sup> reading to the changes to Policy 7 – Board Operations as presented with the two amendments of 2<sup>nd</sup> reading.

**CARRIED**

**Policy 8 – Board  
Committees – 2<sup>nd</sup>  
reading**

**092/2017**

**Vice-Chair Jean Boisvert** moved that the Board give 2<sup>nd</sup> reading to the changes to Policy 8 – Board Committees as presented.

**CARRIED**

**Policy 8 – Board  
Committees – 3<sup>rd</sup>  
reading**

**093/2017**

**Vice-Chair Jean Boisvert** moved that the Board give 3<sup>rd</sup> reading to the changes to Policy 8 – Board Committees as presented.

**CARRIED**

**Fort Saskatchewan  
Reconfiguration**

Deputy-Superintendent Shawn Haggarty briefed Trustees on the feedback from the community regarding the Fort Saskatchewan Reconfiguration.

**094/2017**

**Trustee Ron Baier** moved that the Board of Trustees approve the following configuration for Fort Saskatchewan for the 2018-2019 school year:

- That the Board of Trustees transfers Our Lady of the Angels Catholic School Grades 5, 6, 7, and 8 Programs to the St. John Paul II Catholic School commencing June 30, 2018.
- That the Board of Trustees transfers St. John Paul II Catholic School Grades 9, 10, 11, 12 Programs to the St. André Bessette Catholic High School commencing June 30, 2018.
- That the Board of Trustees establishes Our Lady of the Angels Catholic School as an ECS to grade 4 program commencing June 30, 2018.

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- That the Board of Trustees sets the attendance boundaries of St. John XXIII Catholic School as the Fort Saskatchewan lands west of Hwy 21, up to Hwy 15 west commencing June 30, 2018.
- That the Board of Trustees sets the attendance boundaries of Our Lady of the Angels Catholic School as the lands in Sturgeon County, rural lands east and north of Fort Saskatchewan and Fort Saskatchewan Lands east of Hwy 21 and north of Hwy 15 west commencing June 30, 2018.

**CARRIED UNANIMOUSLY**

**NEW BUSINESS:**

**Catholic School Tax Brochure**

Trustee Michelle Szott referred Trustees to the attached Catholic School Tax Brochure produced by the Alberta Catholic School Trustees' Association. The ACSTA is asking for Boards to promote and encourage catholic supporters to show their support of catholic education by checking off the box.

**2017/2018 Preliminary Budget**

Secretary-Treasurer presented the 2017/2018 Preliminary Budget and highlighted the Executive Summary.

**095//2017** **Trustee Ted Paszek** moved that the Board approve the 2017/2018 Preliminary Budget as presented.

**CARRIED UNANIMOUSLY**

**Policy 18 – Student Transportation**

Secretary-Treasurer Ryan Stierman briefed Trustees on the need to revise Policy 18 – Student Transportation to ensure it aligns with the Government of Alberta's Bill 1, School Fees and Costs Regulation and the School Transportation Regulation that has just come into force.

**Policy 18 – Student Transportation – 1<sup>st</sup> reading**

**096/2017** **Vice-Chair Jean Boisvert** moved that the Board give 1<sup>st</sup> reading to the changes to Policy 18 – Student Transportation as read.

**CARRIED**

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- |   |                 |  |                            |
|---|-----------------|--|----------------------------|
| <b>Policy 18 – Student Transportation – 2<sup>nd</sup> reading</b>                  | <b>097/2017</b> | <b>Vice-Chair Jean Boisvert</b> moved that the Board give 2 <sup>nd</sup> reading to the changes to Policy 18 – Student Transportation as read.  | <b>CARRIED</b>             |
|   | <b>098/2017</b> | <b>Trustee Michelle Szott</b> moved to allow the 3 <sup>rd</sup> reading of Policy 18 – Student Transportation.  | <b>CARRIED UNANIMOUSLY</b> |
| <b>Policy 18 – Student Transportation – 3<sup>rd</sup> reading</b>                  | <b>099/2017</b> | <b>Vice-Chair Jean Boisvert</b> moved that the Board give 3 <sup>rd</sup> reading to the changes to Policy 18 – Student Transportation.  | <b>CARRIED</b>             |
| <b>Policy 21 – School Fees and Charges – 1<sup>st</sup> reading</b>                 | <b>100/2017</b> | <b>Vice-Chair Jean Boisvert</b> moved that the Board give 1 <sup>st</sup> reading to Policy 21 – School Fees and Charges as read.  | <b>CARRIED</b>             |
| <b>Policy 21 – School Fees and Charges – 2<sup>nd</sup> reading</b>                 | <b>101/2017</b> | <b>Vice-Chair Jean Boisvert</b> moved that the Board give 2 <sup>nd</sup> reading to Policy 21 – School Fees and Charges as read.  | <b>CARRIED</b>             |
|   | <b>102/2017</b> | <b>Trustee Michelle Szott</b> moved to allow the 3 <sup>rd</sup> reading of Policy 21 – School Fees and Charges.   | <b>CARRIED UNANIMOUSLY</b> |
| <b>Policy 21 – School Fees and Charges – 3<sup>rd</sup> reading</b>                 | <b>103/2017</b> | <b>Vice-Chair Jean Boisvert</b> moved that the Board give 3 <sup>rd</sup> reading to Policy 21 – School Fees and Charges.  | <b>CARRIED UNANIMOUSLY</b> |
| <b>2017-2018 School Fee Maximum Charges, New Fees and Significant Fee Increases</b> |                 | Secretary-Treasurer Ryan Stierman briefed Trustees on the 2017-2018 Fee maximums, new fees and fee increases and referred Trustees to the attached School Fees and Costs Regulation, the actual 2016-2017 School Fee Maximum amount charged, the proposed 2017-2018 School Fee Maximum Charges and the proposed 2017-2018 New Fees |                            |

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and Significant Fee Increases.

**104/2017**    **Trustee Ron Baier** moved that the Board of Trustees approve the 2017-2018 Fee Maximum Schedule as proposed.

**CARRIED**

**105/2017**    **Trustee Ron Baier** moved that the Board of Trustees approve the proposed 2017-2018 New Fees and Significant Fee increases as proposed.

**CARRIED**

**106/2017**    **Trustee Charlene Melenka** moved the Board hold the next Committee and Regular Board Meetings on September 20<sup>th</sup> and October 11<sup>th</sup> at 1:30 p.m. and 2:30 p.m. respectively.

**CARRIED**

**Closing Prayer**

Chair Justine Wright closed the meeting with a prayer

**Adjournment**

Chair Justine Wright declared the meeting adjourned at 6:15 p.m.

**BOARD CHAIR**

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**SECRETARY-TREASURER**

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