

**ELK ISLAND CATHOLIC SEPARATE REGIONAL DIVISION NO. 41**  
**MINUTES OF THE PUBLIC BOARD MEETING**  
**HELD ON WEDNESDAY, NOVEMBER 27, 2019 AT 2:30 P.M.**  
**CENTRAL LEARNING SERVICES, SHERWOOD PARK, ALBERTA**

<b>Present</b>	<b>Mr. Ted Paszek – Chair</b> <b>Mrs. Le-Ann Ewaskiw – Vice-Chair</b> <b>Mr. Ron Baier – Trustee</b> <b>Mr. Jean Boisvert – Trustee</b> <b>Mrs. Teresa Makowecki – Trustee</b> <b>Mr. Al Stewart - Trustee</b> <b>Mrs. Michelle Szott – Trustee</b> <b>Mr. Shawn Haggarty – Superintendent</b> <b>Mrs. Cindy Wang - Secretary-Treasurer</b> <b>Mrs. Thérèse deChamplain-Good – Assistant Superintendent, Educational Excellence</b> <b>Dr. Lorraine Court – Assistant Superintendent, Inclusive Learning Services</b>
<b>Absent</b>	0
<b>Also present</b>	Mrs. Marie Frederick – Recording Secretary Mrs. Susan Johnson – Director, Communications Mr. Benji Waser, MNP LLP Mr. Chris Cholak - MNP LLP
<b>Public</b>	2
<b>Call to Order</b>	Chair Ted Paszek called the meeting to order at 2:30 p.m.
<b>Prayer</b>	Vice-Chair Le-Ann Ewaskiw 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 Ted Paszek 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.

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**Additions to the Agenda**      **098/2019**      **Trustee Michelle Szott** moved to adopt the Agenda as circulated.

**CARRIED**

**Minutes of Public Board Meeting of October 16, 2019**      **099/2019**      **Vice-Chair Le-Ann Ewaskiw** moved that the minutes of the Public Board Meeting of October 16, 2019 be adopted as circulated.

**CARRIED**

**NEW BUSINESS:**  
**2018/2019 Audited Financial Statements (AFS)**

On behalf of the Audit Committee, Trustee Teresa Makowecki indicated that the Audit Committee had met on November 20<sup>th</sup> and the Committee recommended the approval of the 2018/2019 Audited Financial Statements.

Secretary-Treasurer Cindy Wang presented the 2018-2019 Audited Financial Statements as well as the Management Discussion and Analysis for the 2018/19 School Year.

Revenue: \$86,272,156  
Expenses: \$83,084,326  
Surplus: \$3,187,830

Trustees asked questions.

Ms. Wang thanked the auditor, MNP LLP and indicated that the auditor has a high level of professionalism, standards and quality of work. Ms. Wang noted that Elk Island Catholic Schools has a very good accounting system and process.

**2018/2019 Audit Report and the Management Letter**

The Division's Auditor, Mr. Benji Waser, MNP LLP reviewed the 2018/19 Auditor's Report. Mr. Waser indicated that the statements are not materially misstated. This was a clean audit.

Mr. Waser presented the Management letter and indicated that all concerns expressed in the Management Letter have been addressed by the school division.

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**100/2019** **Trustee Teresa Makowecki** moved that the Board of Trustees approve the reserve balances as presented in the Schedule of Changes in Accumulated Surplus in the draft 2018/19 Audited Financial Statements.

**CARRIED**

**101/2019** **Trustee Teresa Makowecki** moved that the Board of Trustees approve the 2018/2019 Audited Financial Statements as presented.

**CARRIED**

Chair Ted Paszek thanked the Auditors for all of their work on the Audit. Chair Ted Paszek thanked Secretary-Treasurer Cindy Wang and asked Ms. Wang to pass on the Board's appreciation for all of her team's work preparing for the Audit.

**PRESENTATION & DELEGATIONS:**

**Inclusive Learning Services**

Superintendent Shawn Haggarty introduced Assistant Superintendent, Inclusive Learning Services, Lorraine Court who gave a presentation on the Inclusive Learning Services department.

Dr. Court answered questions from Trustees.

**Achievement/Diploma Results**

Assistant Superintendent, Education Excellence, Thérèse deChamplain-Good presented the following:

- 2018-2019 Summary Jurisdiction Results Report
- 2018-2019 Jurisdiction Results Report

Ms. deChamplain-Good thanked Ms. Debbie Rowley and Ms. Kari Morgan of Alberta Education for attending these presentations by Dr. Court and herself. Alberta Education and Elk Island Catholic Schools support each other.

Chair Ted Paszek thanked Dr. Court and Ms. Thérèse deChamplain-Good for their presentations and welcomed the Alberta Education representatives.

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**UNFINISHED  
BUSINESS:**

**NEW BUSINESS  
cont'd:**

Superintendent Shawn Haggarty thanked Secretary-Treasurer Cindy Wang for the endless hours she has put in. Ms. Wang has been working very hard.

**2019-2020 Fall Budget  
Update**

Secretary-Treasurer Cindy Wang highlighted the 2019 – 2020 Fall Budget update.

Revenues: \$81,073,292  
Expenses: \$81,324,560  
Deficit: (\$251,269)

Ms. Wang answered Trustee questions.

**102/2019** **Trustee Jean Boisvert** moved that the Board of Trustees approve the 2019 - 2020 Fall Budget Update as presented.

**CARRIED**

**Modular Classroom  
Program Submission**

Secretary-Treasurer Cindy Wang highlighted the Modular Classroom Program submission for 2020/2021.

Trustees thanked Ms. Wang for this thorough report.

Ms. Wang answered Trustee questions.

**103/2019** **Trustee Michele Szott** moved that the Board approve the 2020/2021 Modular Classroom Program and direct Administration to submit the proposal to Alberta Education for approval.

**CARRIED**

**Policy Committee  
Briefing**

Superintendent Shawn Haggarty briefed Trustees on the Education Act's required changes to the Board's policies. These are essentially housekeeping changes.

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**Policy Committee –  
Omnibus motion**

**104/2019**

**Trustee Teresa Makowecki** moved that the Board approve the following revised policies to achieve compliance with the Education Act as presented for first reading:

- Policy 2 – Role of the Board
- Policy 2 Appendix C
- Policy 3 – Role of the Trustee
- Policy 4 – Trustee Code of Conduct
- Policy 4 – Appendix C
- Policy 7 – Board Operations
- Policy 8 – Board Committees
- Policy 11 – Delegation of Authority
- Policy 12 – Role of the Superintendent
- Policy 14 – Appeals and Hearings Regarding Student Matters
- Policy 15 – Hearing on Teacher Transfers
- Policy 17 – Retirement of Facilities
- Policy 1 – Divisional Foundation Statements
- Policy 5 – Role of the Board Chair
- Policy 6 – Role of the Vice-Chair
- Policy 9 – Board Representatives
- Policy 10 – Policy Making
- Policy 16 – Recruitment and Selection of Personnel
- Policy 18 – Student Transportation

**CARRIED**

**105/2019**

**Trustee Teresa Makowecki** moved that the Board approve the following revised policies to achieve compliance with the Education Act as presented for second reading:

- Policy 2 – Role of the Board
- Policy 2 Appendix C
- Policy 3 – Role of the Trustee
- Policy 4 – Trustee Code of Conduct
- Policy 4 – Appendix C
- Policy 7 – Board Operations
- Policy 8 – Board Committees
- Policy 11 – Delegation of Authority
- Policy 12 – Role of the Superintendent
- Policy 14 – Appeals and Hearings Regarding Student Matters

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- Policy 15 – Hearing on Teacher Transfers
- Policy 17 – Retirement of Facilities
- Policy 1 – Divisional Foundation Statements
- Policy 5 – Role of the Board Chair
- Policy 6 – Role of the Vice-Chair
- Policy 9 – Board Representatives
- Policy 10 – Policy Making
- Policy 16 – Recruitment and Selection of Personnel
- Policy 18 – Student Transportation

**CARRIED**

**106/2019**    **Trustee Teresa Makowecki** moved that the Board give the revised policies third reading.

**CARRIED UNANIMOUSLY**

**107/2019**    **Trustee Teresa Makowecki** moved that the Board approve the following revised policies to achieve compliance with the Education Act as presented for third reading:

- Policy 2 – Role of the Board
- Policy 2 Appendix C
- Policy 3 – Role of the Trustee
- Policy 4 – Trustee Code of Conduct
- Policy 4 – Appendix C
- Policy 7 – Board Operations
- Policy 8 – Board Committees
- Policy 11 – Delegation of Authority
- Policy 12 – Role of the Superintendent
- Policy 14 – Appeals and Hearings Regarding Student Matters
- Policy 15 – Hearing on Teacher Transfers
- Policy 17 – Retirement of Facilities
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- Policy 16 – Recruitment and Selection of Personnel
- Policy 18 – Student Transportation

**CARRIED**

The Board took a recess at 4:15 p.m.

The Board came out of recess at 4:35 p.m.

**Superintendent’s Report:**

Superintendent Shawn Haggarty highlighted his report:

- École Pere Kenneth Kearns Catholic School Modernization Letter
- École Pere Kenneth Kearns Catholic School Review
- Choice in Education Survey
- Approval Policy 7 – Appendix A
- Lead Testing in Elk Island Catholic Schools
- Budget/Staffing Reduction Adjustment.

Trustee Ron Baier left the meeting at 5:10 p.m.

**108/2019 Trustee Jean Boisvert** moved that the Board accept the Superintendent’s report for information.

**CARRIED**

**Secretary-Treasurer’s Report:**

Secretary-Treasurer Cindy Wang highlighted her report:

1. October Financial Report
2. October Governance Report
3. ASBIE Follow up (Superintendent and Secretary-Treasurer)
4. Update on Valleyview School site in Camrose

**In-Camera 109/2019 Trustee Jean Boisvert** moved that the Board go in camera.

**CARRIED**

The Board went into camera at 5:16 p.m.

Trustee Jean Boisvert left the meeting at 5:25 p.m.

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**110/2019** Trustee Michelle Szott moved that the Board come out of camera.

**CARRIED**

The Board came out of camera at 5:28 p.m.

**111/2019** Vice-Chair Le-Ann Ewaskiw moved that the Board accept the Secretary-Treasurer's report for information.

**CARRIED**

**ITEMS FOR INFORMATION:**

**Correspondence:**

Chair Ted Paszek referred Trustees to:

- Ukrainian Eparchy Annual Bishop's Dinner
- EICS Driver Appreciation

**Trustee Reports:**

**ACSTA**

Trustee Michele Szott referred Trustees to the Alberta Catholic School Trustees' Association (ACSTA) Board of Trustees meeting report.

**112/2019** Trustee Michelle Szott moved that the Board go in camera.

**CARRIED**

The Board went into camera at 5:39 p.m.

**113/2019** Trustee Michelle Szott moved that the Board come out of camera.

**CARRIED**

The Board came out of camera at 5:58 p.m.

**Rural Caucus**

Trustee Teresa Makowecki reported on the Rural Caucus. A survey will be sent out for Trustee participation.



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**114/2019**    **Trustee Al Stewart** moved to accept the Trustee reports for information.

**CARRIED**

**Board Meeting  
Evaluation Form**

Chair Ted Paszek asked Trustees to complete the Board Meeting Evaluation Form.

**Closing Prayer**

Trustee Teresa Makowecki ended the meeting with a prayer.

**Adjournment**

Chair Ted Paszek declared the meeting adjourned at 6:09 p.m.

**BOARD CHAIR**

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**SECRETARY-TREASURER**

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