

ELK ISLAND CATHOLIC SEPARATE REGIONAL DIVISION NO. 41
MINUTES OF THE PUBLIC BOARD MEETING
HELD ON WEDNESDAY, MAY 27, 2020 AT 2:30 P.M.
CENTRAL LEARNING SERVICES, SHERWOOD PARK, ALBERTA

Present	Mr. Ted Paszek – Chair - video-conference Mrs. Le-Ann Ewaskiw – Vice-Chair - video-conference Mr. Ron Baier – Trustee – video-conference Mr. Jean Boisvert – Trustee – video-conference Mrs. Teresa Makowecki – Trustee – video-conference Mr. Al Stewart – Trustee – video-conference Mrs. Michelle Szott – Trustee – video-conference Mr. Shawn Haggarty – Superintendent Mrs. Cindy Wang - Secretary-Treasurer Mrs. Therese de-Champlain-Good – Assistant Superintendent, Educational Excellence Mr. Paul Corrigan – Assistant Superintendent, Faith & Wellness
Absent	0
Also present	Mrs. Marie Frederick – Recording Secretary Mrs. Susan Johnson – Director, Communications Mr. Ryan Arndt – Director, Business Services Mrs. Lisa Wispinski – Executive Assistant
Public	0
Call to Order	Chair Ted Paszek called the meeting to order at 2:30 p.m.
Prayer	Trustee Ron Baier led everyone in prayer and asked everyone to remember: <ul style="list-style-type: none">• all the staff and students who have lost loved ones or who are struggling or suffering;• front-line workers during this time of the COVID-19 crisis;• and to those who have lost loved ones to COVID-19.
O' Canada	Chair Ted Paszek welcomed everyone to the meeting and everyone joined together in the singing of O'Canada.
Acknowledgement	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 **045/2020** **Trustee Michelle Szott** moved to adopt the Agenda as circulated.

CARRIED

Minutes of Public Board Meeting of April 22, 2020 **046/2020** **Trustee Al Stewart** moved that the minutes of the Public Board Meeting of April 22, 2020 be adopted as circulated.

CARRIED

FAITH FORMATION

Assistant Superintendent Faith & Wellness, Paul Corrigan spoke on Virtuous Leadership and recommended the App “Hallow” which presents daily meditations based on Catholic Spiritual Practice.

PRESENTATION & DELEGATIONS:

Finance/Business Services

Director of Business Services, Ryan Arndt presented on the Finance/Business department and highlighted its work during the 2019/2020 school year.

Trustees thanked Mr. Arndt for his informative presentation and asked him to pass on the Trustees’ thanks and appreciation for all of the work Business Services does. It is always an eye opener to see some of the intricacies of the financial operations. The controls that are in place are very reassuring.

UNFINISHED BUSINESS:

Policy 3 - Role of the Trustee

Trustee Teresa Makowecki briefed Trustees on revised Policy 3 – Role of the Trustee. Trustees asked questions and made comments.

In the future the definition of governance needs to be looked at. Everyone needs to be on the same page.

Trustees thanked the Policy Committee for all of their hard work on the changes made.

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047/2020 **Vice-Chair Le-Ann Ewaskiw** moved that revised Policy 3 – Role of the Trustee be given third reading.

CARRIED

NEW BUSINESS:

Policy 7 – Board Operations

Superintendent Shawn Haggarty briefed Trustees on the proposed revisions to Policy 7 – Board Operations. Trustees discussed the policy and asked questions.

It was noted that there will be a change in the wording to replace Bourinot’s Rules to Roberts Rules of Order.

048/2020 **Trustee Michelle Szott** moved that the Board give first reading to revised Policy 7 – Board Operations.

CARRIED

049/2020 **Trustee Al Stewart** moved that the Board give second reading to Policy 7 – Board Operations.

CARRIED

050/2020 **Vice-Chair Le-Ann Ewaskiw** moved that the Board go to third reading.

CARRIED UNANIMOUSLY

051/2020 **Trustee Teresa Makowecki** moved that the Board give third reading to Policy 7 – Board Operations.

CARRIED

Bylaw No. 001-2020 - Electoral Boundaries

052/2020 **Trustee Al Stewart** moved that the Board give first reading to Bylaw No. 001 – 2020 – Electoral Boundaries.

CARRIED

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053/2020 **Trustee Jean Boisvert** moved that the Board give second reading to Bylaw No. 001 – 2020 – Electoral Boundaries.

CARRIED

054/2020 **Trustee Al Stewart** moved that the Board go to third reading of Bylaw No. 001 – 2020 – Electoral Boundaries.

CARRIED UNANIMOUSLY

055/2020 **Vice-Chair Le-Ann Ewaskiw** moved that the Board give third reading to Bylaw No. 001 – 2020 – Electoral Boundaries.

CARRIED

Policy 4 – Trustee Code of Conduct

Trustee Teresa Makowecki briefed Trustees on the proposed revisions to Policy 4 – Trustee Code of Conduct.

056/2020 **Trustee Al Stewart** moved that revised Policy 4 – Trustee Code of Conduct with Appendices A, B, C be given first reading.

CARRIED

057/2020 **Trustee Teresa Makowecki** moved that revised Policy 4 – Trustee Code of Conduct with Appendices A, B, C be given second reading.

CARRIED

058/2020 **Trustee Teresa Makowecki** moved that revised Policy 4 – Trustee Code of Conduct with Appendices A, B, C go to third reading.

CARRIED UNANIMOUSLY

059/2020 **Trustee Al Stewart** moved that revised Policy 4 – Trustee Code of Conduct with Appendices A, B, C be given third reading.

CARRIED

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**2020-2021 School Year
Budget**

Secretary-Treasurer, Cindy Wang, briefed Trustees on the 2020-2021 School Year Budget.

Revenue:	\$79,702,500
Expenses:	\$79,792,632
Deficit:	\$90,132

Trustees asked questions on the Budget and Secretary-Treasurer, Cindy Wang provided clarification.

Meeting Break

The Board took a break from the meeting at 4:00 p.m.

The Board resumed their meeting at 4:13 p.m.

Secretary-Treasurer Cindy Wang briefed Trustees on the School Fees Maximum, the new fees and the fee increases over 5%.

Trustees asked questions and Secretary-Treasurer Cindy Wang provided further clarification.

060/2020 **Trustee Al Stewart** moved that the Board of Trustees approve the 2020/2021 Budget, including school fees, as presented in the 2020/2021 Budget Report.

CARRIED

Trustees and the Superintendent thanked Secretary-Treasurer Cindy Wang for all of her work on the budget. It was a tremendous amount of work.

Superintendent's Report:

Superintendent Shawn Haggarty highlighted his report:

- Assurance Planning Meetings
- Advocacy Meetings
- Catholic Education Week
- GrACE Committee
- Infrastructure Maintenance and Renewal (IMR) – there will be a focus on more labour intensive projects. Most of the projects will be contracted out.

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061/2020 **Trustee Michelle Szott** moved that the Board accept the Superintendent's report for information.

CARRIED

Secretary-Treasurer's Report:

Secretary-Treasurer Cindy Wang highlighted her report:

1. April Financial Report
2. April Governance Report
3. Division Insurance
 - Insurance Briefing
 - Indicative Market Pricing

It is Administration's recommendation to join the Alberta Risk Managed Insurance Consortium (ARMIC). ASBIE was unable to provide a quote due to the uncertainty around their future.

Superintendent Shawn Haggarty indicated that there has been a great deal of work on the issue of insurance and the consideration of various possibilities.

Trustees asked questions and made comments.

062/2020 **Trustee Ron Baier** moved that the Board direct Administration to proceed with the Alberta Risk Managed Insurance Consortium (ARMIC).

CARRIED UNANIMOUSLY

Superintendent Shawn Haggarty expressed his appreciation of the Secretary Treasurer's work. The Board expressed their appreciation of the Secretary-Treasurer's thorough work on this.

063/2020 **Trustee Le-Ann Ewaskiw** moved that the Board accept the Secretary-Treasurer's report for information.

CARRIED

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ITEMS FOR INFORMATION:

Correspondence:

Chair Ted Paszek briefed Trustees on the correspondence that the Board received:

- Graduation Information:
 - Archbishop Jordan Catholic School
 - St. Andre Bessette Catholic School
 - Our Lady of Mount Pleasant Catholic School
 - St. Mary Catholic School
- Office of the Archbishop
 - St. Nicholas Catholic School
 - Letter to the Faithful – Resumption of Mass
 - News Release – Mass resumes with conditions

Trustee Reports:

Trustee Teresa Makowecki attended St. Mary's Graduation Ceremony which was held out of doors and expressed her appreciation for this wonderful event.

ASBA

Trustee Jean Boisvert gave a report on the last meeting of the Alberta School Boards' Association for information.

- Budget
- COVID-19 costs
- Graduate exams - cost savings
- School year start and ending dates
- Edwin Parr Award

ACSTA

Trustee Michelle Szott reported on the Alberta Catholic School Trustees' Association for information.

064/2020 Trustee Michelle Szott moved to go in-camera.

CARRIED

The Board went into camera at 5:20 p.m.

065/2020 Trustee Michelle Szott moved that the Board come out of camera.

CARRIED

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The Board came out of camera at 5:41 p.m.

066/2020 **Vice-Chair Le-Ann Ewaskiw** moved to accept the Trustee reports for information.

CARRIED UNANIMOUSLY

**Board Meeting
Evaluation Form**

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

Closing Prayer

Trustee Jean Boisvert ended the meeting with a prayer.

Adjournment

Chair Ted Paszek declared the meeting adjourned at 5:43 p.m.

BOARD CHAIR

SECRETARY-TREASURER
