

**ELK ISLAND CATHOLIC SEPARATE SCHOOL DIVISION**  
**MINUTES OF THE PUBLIC BOARD MEETING**  
**HELD ON WEDNESDAY, NOVEMBER 25, 2020 AT 2:38 P.M.**  
**CENTRAL LEARNING SERVICES, SHERWOOD PARK, ALBERTA**

**Present**

**Mr. Ted Paszek – Chair**  
**Mrs. Le-Ann Ewaskiw – Vice-Chair – via video-conference**  
**Mr. Ron Baier – Trustee**  
**Mr. Jean Boisvert – Trustee**  
**Mrs. Teresa Makowecki – Trustee – via video-conference**  
**Mr. Al Stewart – Trustee**  
**Mrs. Michelle Szott – Trustee – via video-conference**  
**Mr. Shawn Haggarty – Superintendent**  
**Mrs. Cindy Wang - Secretary-Treasurer**  
**Mr. Paul Corrigan – Assistant Superintendent, Faith & Wellness – via video-conference**  
**Mr. Brett Cox – Assistant Superintendent, Human Resource Services**

**Absent**

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**Also present**

Mrs. Marie Frederick – Recording Secretary  
Ms. Andrea Haston – Religious Education Consultant – via video-conference  
Mrs. Susan Johnson – Director, Communications  
Mrs. Lisa Wispinski – Executive Assistant  
Mr. Benji Waser – MNP LLP – via video-conference

**Public**

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**Call to Order**

Chair Ted Paszek called the meeting to order at 2:38 p.m.

**Prayer**

Vice-Chair Le-Ann Ewaskiw led everyone in prayer and asked everyone to remember those who have lost loved ones and to remember all students, parents and staff during this difficult time.

**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**      **098/2020**      **Trustee Ron Baier** moved to adopt the Agenda as circulated.

**CARRIED**

**Minutes of Public Board Meeting of October 14, 2020**      **099/2020**      **Trustee Michelle Szott** moved that the minutes of the Public Board Meeting of October 14, 2020 be adopted as circulated.

**CARRIED**

**FAITH FORMATION**

Assistant Superintendent Faith & Wellness, Paul Corrigan led Trustees in faith formation. Prepare, prepare, prepare. Advent is all about preparation.

**PRESENTATION & DELEGATIONS:**

**Inclusive Learning Services Presentation**

The presentation on Inclusive Learning Services was tabled to the next meeting. Dr. Court was unable to attend.

**UNFINISHED BUSINESS:**

**Policy 14 – Appeals and Hearings Regarding Student Matters**

On behalf of the Policy Committee, Trustee Teresa Makowecki briefed Trustees on revised Policy 14 – Appeals and Hearings Regarding Student Matters.

**100/2020**      **Trustee Teresa Makowecki** moved that revised Policy 14- Appeals and Hearings Regarding Student Matters be given second reading.

**CARRIED**

**101/2020**      **Trustee Teresa Makowecki** moved that revised Policy 14- Appeals and Hearings Regarding Student Matters be given third reading.

**CARRIED**

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**NEW BUSINESS:**

**Locally Developed Course  
Approval – Film  
Appreciation**

Superintendent Shawn Haggarty referred Trustees to his briefing on the locally developed courses – Film Appreciation 15 (3 credits), 25 (3 credits) and 25 (5 credits).

**102/2020** **Trustee Ron Baier** moved on November 25, 2020 that the Board of Trustees of Elk Island Catholic Separate School Division approves the following courses entitled:

- LDC1384, Film Appreciation 15, for 3 credits only acquired from Wild Rose School Division for the authorization period September 1, 2020 to August 31, 2021.
- LDC2384, Film Appreciation 25, for 3 credits acquired from Wild Rose School Division for the authorization period September 1, 2020 to August 31, 2021.
- LDC2384, Film Appreciation 25, for 5 credits acquired from Wild Rose School Division for the authorization period September 1, 2020 to August 31, 2021.

**CARRIED**

**Alberta School  
Foundation Fund**

**103/2020** **Trustee Al Stewart** moved that be it resolved that Elk Island Catholic Separate School Division opt out of the Alberta School Foundation Fund, and Division 4 of Part 6 of the Education Act (2012) does not apply to this Board.

**CARRIED**

**Audited Financial  
Statement (AFS) for year  
ended August 31, 2020**

On behalf of the Audit Committee, Trustee Michelle Szott indicated that the Audit Committee and Mr. Benji Waser of MNP LLP met on November 18<sup>th</sup> and reviewed the Audited Financial Statement for the year ended August 31, 2020. The Committee recommended the approval of the 2019/2020 Audited Financial Statements.

**2019/2020 Audit Report  
and the Management  
Letter**

The Division's Auditor, Mr. Benji Waser, MNP LLP reviewed the 2019/2020 Auditor's Report. Mr. Waser indicated that the statements are not materially misstated. This was a clean audit with no fault. There was no fraud or errors.

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

Mr. Waser indicated that this was MNP's second year doing Elk Island Catholic Schools' Audit and the Management team, including the Secretary-Treasurer's finance team, worked well with the auditors and the Audit went very smoothly.

Secretary-Treasurer Cindy Wang presented the 2019-2020 Audited Financial Statements as well as the Management Discussion and Analysis for the 2019/2020 School Year.

Revenue: \$78,236,668  
Expenses: \$77,047,964  
Surplus: \$1,188,704

Ms. Wang thanked the auditor, MNP LLP and her finance team for all of their hard work on this year's audit. Ms. Wang also thanked the Audit Committee for their review and recommendation. The next meeting of the Audit Committee is scheduled for January 27, 2021 and the Committee will be reviewing the implementation of the management letter recommendations.

Trustees asked questions.

**104/2020** **Trustee Michelle Szott** moved that the Board of Trustees approve the 2019/2020 Audited Financial Statements as presented.

**CARRIED**

Trustees thanked everyone who worked on the 2019/2020 Audit including the outside auditor, MNP LLP, our Secretary-Treasurer, Cindy Wang, the finance team and the Audit Committee.

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**Superintendent's Report:**

Superintendent Shawn Haggarty highlighted his report:

- EICS COVID Re-Entry Plan
  - Extra-curricular participation recommendation
  - As mandated by the government, ECS to Grade 6 will continue in-class learning up to the Christmas break. Grade 7 to Grade 12 will go to on-line learning effective November 30<sup>th</sup>.
  - Students in the Pathways program will continue in-class learning.

Trustees asked questions of the Superintendent.

**105/2020** **Trustee Le-Ann Ewaskiw** moved that the Superintendent be delegated the authority to change the Christmas Break of the 2020-2021 school year should it be deemed appropriate.

**CARRIED**

**106/2020** **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. October Financial Report
2. October Governance Financial Report
3. COVID Expenditure Projection – Submission to Alberta Education
4. Insurance Update

**107/2020** **Trustee Teresa Makowecki** moved that the Board accept the Secretary-Treasurer's report for information.

**CARRIED**

**2019 – 2020 CCSSA**

Superintendent Shawn Haggarty briefed Trustees on the Council of Catholic School Superintendents of Alberta (CCSSA) Excellence in Catholic Education Award. It was

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noted that nominees will be presented, in person, with certificates and flowers tomorrow.

The CCSSA Nominees and the Edwin Parr Nominees joined the meeting at 4:00 p.m. via video-conference.

The 2020 CCSSA Nominees are:

Jocelyn Beliveau – Jean Vanier/St. Nicholas Catholic School  
Lana Froehler – Our Lady of Mount Pleasant Catholic School  
Angela Prenoslo – Madonna Catholic School

The 2020 CCSSA Elk Island Catholic Schools' Award Winner is Angela Prenoslo of Madonna Catholic School.

Trustees congratulated the award winner and all the nominees.

**108/2020** **Trustee Ron Baier** moved that the Board publically acknowledges and congratulates the Elk Island Catholic Schools' CCSSA Excellence in Catholic Education Award winner and nominees for their excellent work in facilitating the faith development of students.

**CARRIED**

**2019 – 2020 Edwin Parr  
Award Recognition**

Superintendent Shawn Haggarty briefed Trustees on the Alberta School Boards' Association's Edwin Parr Award – Outstanding First Year Teacher.

Nominees will be presented, in person, with certificates and flowers tomorrow.

The 2020 Nominees are:

Carly Chizawsky – Our Lady of Mount Pleasant Catholic School  
Sarah Fairful – Archbishop Jordan Catholic School  
Amie Gartner – Our Lady of Perpetual Help Catholic School  
Caitlin Lazarenko – Madonna Catholic School  
Eliza Siewert – Archbishop Jordan Catholic School  
Justine Wright – St. John XXIII Catholic School

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The 2020 Edwin Parr Winner is Caitlin Lazarenko of Madonna Catholic School.

**109/2020** **Trustee Al Stewart** moved that the Board publically acknowledge and congratulate the Elk Island Catholic Schools' ASBA Edwin Parr Award Nominees for having done an outstanding job in their first year of teaching.

**CARRIED**

Trustees congratulated all the nominees. The nominees for both awards make Elk Island Catholic Schools' a better place. All of their hard work is appreciated.

**ITEMS FOR INFORMATION:**

**Correspondence:**

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

- Alberta Bishops Catholic Education Sunday Letter
- ASBA Letter to Minister of Education 2020-10-20
- Greater St. Albert Catholic Schools Letter to Minister of Education 2020-10-30
- Alberta School Councils Association (ASCA) Correspondence to Superintendents – e-News

**Trustee Reports:**

**Staff Recognition/Long Service Awards Committee**

Trustee Michelle Szott reported on the work of the Staff Recognition/Long Service Awards Committee. The Committee met on November 25, 2020 to review the work that has been done. The gifts for the five year to thirty year recognition have been acquired. The Committee is currently in a holding pattern given the progress of the pandemic.

Trustee Teresa Makowecki reminded Trustees of the Bishop's Gala which is scheduled for Thursday, December 17, 2020 at 7:00 p.m. It is an 'armchair' gala.

**110/2020** **Trustee Michelle Szott** moved to accept the Trustee reports for information.

**CARRIED**

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**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 4:36 p.m.

**BOARD CHAIR**

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**SECRETARY-TREASURER**

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