

HOLY FAMILY C.R.D. NO. 37  
REGULAR BOARD MEETING MINUTES  
September 14, 2010

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**CALL TO ORDER:** Chair Valiquette called the Regular Board Meeting to order at 10:15 a.m. in Peace River, Alberta.

**ATTENDANCE:** In attendance: Chair Valiquette; Vice-Chair Lavoie; Trustees C. Lizée, A. Polard, G. Ostermeier, R. Lanctot, T. Seerey, and T. Tarpey, Superintendent B. Turpin; Secretary- Treasurer H. Diaz; and recording secretary C. Doris.

**ABSENT:** Trustees Wright and David.

**PRAYER:** Vice-Chair Lavoie led the meeting in a group prayer.

**ADOPTION OF AGENDA:** Trustee Lizée moved the Board adopt the agenda with the following additions:

4.12 Request from Glenmary School re: Approval of SEVEC Trip to Quebec, February 2011 – requires approval in principle

6.2.9 Government of Alberta, Infrastructure, School Facility Evaluations, dated August 25, 2010

7.3 Personnel Committee Meeting of September 14, 2010 (no minutes available)

9.1.3 2010 ACSTA AGM and Convention – registration information

**274-09-10** CARRIED

**REGULAR BOARD MEETING MINUTES – AUGUST 20, 2010:** Trustee Polard moved the Board adopt the minutes of the Regular Board Meeting of August 20, 2010, as presented.

**275-09-10** CARRIED

**TRANSPORTATION – GRIFFITH STUDENT:**

Trustee Polard moved the Board ratify administration's decision to not approve transportation from Grimshaw to Peace River for the Griffith Student as per Board Policy.

**276-09-10**

CARRIED

**TRANSPORTATION REQUEST – MCGREGOR STUDENT:**

Trustee Seerey moved the Board ratify administration's decision to not approve transportation from Grimshaw to Peace River for the McGregor student as per Board Policy.

**277-09-10**

CARRIED

**LONG SERVICE AWARDS FOR TRUSTEES:**

Trustee Ostermeier will be receiving the 18-year ASBA Long Service Award and Trustee Valiquette will be receiving the 12-year ASBA Long Service Award at the September 16, 2010 ASBA Zone 1 Meeting.

The Board directed administration to inquire if there are 39-year Long Service Awards as Trustee Lanctot qualifies.

There were no trustees eligible for an ACSTA Long Service Award.

**REQUEST FOR INCREASE IN DONATION TO ANNUAL ABORIGINAL GATHERING AND POWWOW:**

Superintendent Turpin informed the Board that Peace River School Division No. 10 provides a \$2,000.00 donation to the Annual Aboriginal Gathering and Powwow.

Trustee Tarpey moved the Board increase the donation provided to the Annual Aboriginal Gathering and Powwow from \$1,000.00 to \$2,000.00 commencing the 2010-2011 school year.

**278-09-10**

CARRIED

The Board directed administration to encourage the students from St. Andrew's School to participate in the graduation ceremony at the Annual Aboriginal Gathering in Peace River.

**BOARD ANNUAL WORKPLAN:** Chair Valiquette reviewed the Board Annual Work Plan.

**HOLY FAMILY MATTERS:** Deadline is the 15<sup>th</sup> of the month.

**IN CAMERA:** Vice-Chair Lavoie moved the meeting continue in camera at 10:50 a.m.

**279-09-10** CARRIED

**IN PUBLIC:** Trustee Polard moved the meeting continue in public at 11:35 a.m.

**280-09-10** CARRIED

While in camera the Board discussed the Tripartite Discussions on Sustaining Workforce Stability and personnel items.

**DELEGATION: MARY BRIAND, MENTORSHIP PROGRAM:** At 11:37 a.m., Mary Briand, Mentorship Program, appeared as a delegation and gave a presentation on the Mentorship Program which is to assist and coach first year teachers. This program also applies to teachers who are new to the Division. The purpose is to provide support and opportunities to meet with other teachers from whom they can learn new skills, acquire more tools for teaching and who can help them become part of the culture of the school. Mary showed a video of the new teachers in the mentorship program in the 2009-2010 school year.

Chair Valiquette thanked Mary for her presentation at 12:10 p.m.

**RECESS:** The meeting recessed for lunch at 12:11 p.m.

**RECONVENE:** The meeting reconvened at 12:45 p.m.

**TRIPARTITE COLLABORATION ON  
WORKFORCE STABILITY:**

Vice-Chair Lavoie moved the Board authorize ASBA to represent the Board's interests during the Tripartite discussions on Sustaining Workforce Stability and Enabling Continued Collaboration on Transformation in the K – 12 Education System.

**281-09-10**

CARRIED

The Board directed administration to set up conference call meetings when the need arises to discuss issues arising from Tripartite discussions. An email will be sent to trustees with date and time of conference calls. Trustees in remote areas will need to be contacted by telephone to inform them of conference call meetings.

**PERSONNEL MATTER:**

Trustee Lizée moved the Board ratify the Chair and Vice-Chair's decision to authorize ASBA Legal to forward a letter to a former employee requesting him to cease and desist sending letters to the Board regarding his termination.

**282-09-10**

CARRIED

**BOARD SELF-EVALUATION:**

Chair Valiquette reminded trustees to complete the Board Self-Evaluation pre-assignment and noted the date for the Board Evaluation and Superintendent Evaluation is set for October 8, 2010, at 9:30 a.m.

**MEYERS NORRIS PENNY –  
ENGAGEMENT LETTER:**

Trustee Seerey moved the Board approve the Engagement Letter for the year ending August 31, 2010, from Meyers Norris Penny, as presented.

**283-09-10**

CARRIED

**SUPPORT STAFF SURVEY RESULTS:**

This item was moved to 7.3 Personnel Committee.

**BUDGET DEVELOPMENT PROCESS  
UPDATE:**

The Board received the Budget Development Process Update which included the approval of the 2010-2011 budget.

**TRUSTEE HONORARIUM  
ADJUSTMENT:**

The Trustee Honorarium will be adjusted as per the Consumer Price Index. The Honoraria will be as follows:

Chair - \$214.00  
Vice-Chair - \$178.00  
Trustee - \$178.00

**POLICY HANDBOOK REVIEW:**

Chair Valiquette reminded trustees of the Policy Handbook Review scheduled on October 6, 2010, at 10:00 a.m.

**GLENMARY FRENCH EXCHANGE  
SEVEC TRIP TO QUEBEC:**

Trustee Lanctot moved the Board approve, in principle, the request from Glenmary School for the French Exchange with Ecole Notre-Dame de-la-Trinité in St. Georges, Quebec, through SEVEC in February 2011, as per Board Policy.

**284-09-10**

CARRIED

**SUPERINTENDENT'S REPORT:**

Trustee Lizée moved the Board receive the Superintendent's report, as presented under separate cover, as information.

**285-09-10**

CARRIED

Superintendent Turpin asked Trustees to provide more information on the Board Meeting Evaluations i.e. some items could have been sent just for information – would like items noted on the form so that we can take action.

**SECRETARY- TREASURER'S REPORT:**

Trustee Tarpey moved the Board receive the report of the Secretary-Treasurer, as information, including the following items:

- Budget Status Report – August 31, 2010
- Accounts Paid and Payroll for August 2010
- Infrastructure Maintenance and Renewal Projects
- Maintenance Upgrades – 518
- Providence School Modernization Update
- District Formation Update – Email from Richard Arnold, re: Valleyview Establishments
- PASI Go Live
- Reminder of Nomination Day – September 20, 2010

**286-09-10**

CARRIED

**CHAIR'S REPORT:**

Vice-Chair Lavoie moved the Board receive the Chair's Report, as information, including the following items:

- Thank you Card and Gift from 2010 Alberta Summer Games
- Thank you Card from Chris Doll

**287-09-10**

CARRIED

**PERSONNEL COMMITTEE MEETING OF SEPTEMBER 14, 2010 – DIVISION SUPPORT STAFF:**

Trustee Tarpey moved the Board accept the recommendation of the Personnel Committee and adjust the Support Staff Position Salary Grids (Administrative Procedure 440 Appendix C) as per the Compensation Adjustment Survey Results for 2010-2011 at the rate of 2.92%.

**288-09-10**

CARRIED

**CENTRAL SERVICES SUPPORT STAFF SALARY GRID:**

Trustee Tarpey moved the Board accept the recommendation of the Personnel Committee and that Category V be added to the Central Services Support Staff Position Classifications Administrative Procedure 440 Appendix C, effective the 2010-2011 school year.

**289-09-10**

CARRIED

**ACSTA BOARD OF DIRECTORS' MEETING:**

The agenda for the ACSTA Board of Director's Meeting of September 17, 2010, was provided for information.

**ASBA ZONE 1 MEETING:**

The next ASBA Zone 1 Meeting will be held on September 16, 2010, at the Sawridge Hotel in Peace River.

**JOINT USE OF FACILITIES – HIGH PRAIRIE:**

Trustee Ostermeier will attend the Joint-Use of Facilities Meeting in High Prairie on September 17, 2010.

**ACSTA HONORARY LIFE MEMBERSHIP:**

The completed ACSTA Honorary Life Membership for Wayne Doll was received as information and endorsed by Chair Valiquette. The nomination will be forwarded to ACSTA.

**ACSTA SUBMISSION OF RESOLUTIONS:** A reminder that the deadline for submission of resolutions to ACSTA by September 20, 2010. No resolutions were brought forward.

**ACSTA NOMINATIONS FOR EXECUTIVE POSITIONS:** The information regarding Nominations for Executive Positions at the 2010 Annual General Meeting and Convention was received as information.

**ACSTA AGM AND CONVENTION:** Chair Valiquette, Vice-Chair Lavoie, Trustees Lizée, Polard, and Ostermeier will attend the ACSTA AGM on November 19 – 21, 2010.

**ALBERTA LIEUTENANT GOVERNOR’S AWARD:** The information sent by ASBA re: Alberta Lieutenant Governor’s Award – call for nominations was received as information.

**ZONE 1 SERVICES BRANCH REPORT:** The ASBA/Alberta Education Zone 1 Services Branch report was received as information.

**BOARD MEETING EVALUATION FORM:** Chair Valiquette reminded trustees to complete the board meeting evaluation.

**OCTOBER BOARD MEETING:** The next meeting will be held on October 15, 2010, lunch will be at the River Rock Restaurant.

**COMMENTS:** Trustee Lizée informed trustees she had received positive comments on SHINE.

Superintendent Turpin noted that she had attended the St. Andrew’s Graduation and noted it was a very personal ceremony and it was very special.

**CLOSING PRAYER:** Chair Valiquette closed the meeting with a prayer.

**ADJOURNMENT:** Trustee Polard moved the meeting be adjourned at 2:45 p.m.

290-09-10

CARRIED

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CHAIR

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SECRETARY-TREASURER