

HOLY FAMILY C.R.D. NO. 37  
REGULAR BOARD MEETING MINUTES  
April 12, 2011

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**CALL TO ORDER:** Chair Lavoie called the Regular Board Meeting to order at 10:00 a.m. in Peace River, Alberta.

**ATTENDANCE:** In attendance: Chair Lavoie, Trustees G. Ostermeier, C. Lizée, A. Polard, R. Lanctot, K. Whalen, R. David, B. Wright, and M. Michaud, Superintendent B. Turpin, Secretary-Treasurer H. Diaz and Recording Secretary C. Doris.

**ABSENT:** Trustee Valiquette.

**PRAYER:** Superintendent Turpin led the meeting in a group prayer "Easter Light".

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

7.2.7 ASEBP Premium Rate Notification for the 2011-2012 School Year

7.3.5 The Education Act – Information Session – May 4, 2011

7.3.6 Discussion re: AISI Presentations

9.1.1 ACSTA Board of Directors' Retreat – April 7, 2011 Report

10.2.1 renumbered 10.2.2.

**73-04-11**

CARRIED

**REGULAR BOARD MEETING  
MINUTES – MARCH 22, 2011:**

Trustee David moved the Board adopt the minutes of the Regular Board Meeting of March 22, 2011, as presented.

**74-04-11**

CARRIED

**ST. ANDREW'S TRIP TO IRELAND,  
SCOTLAND, ENGLAND:**

Trustees received the letter from Dan Gillmor, St. Andrew's School, informing the Board that they would be attending Mass during their trip to Ireland, Scotland and England.

*April 12, 2011*

**GLENMARY TRIP TO ITALY AND FRANCE:**

Trustees received the letter from Adriana Creelman, Teacher at Glenmary and the Superintendent's response informing the Teacher that attending Mass during their trip to Italy and France is not optional.

**DRAFT JOINT BOARD MEETING AGENDA WITH PEACE RIVER S.D. NO. 10:**

The Draft Agenda for the Joint Board Meeting with Peace River School Division No. 10 on May 17, 2011, was reviewed. Superintendent Turpin will review the Phimester Building Agreement at the May Board Meeting with trustees. If trustees have other items for the agenda please forward them to the Superintendent.

**INSURANCE POLICY FOR CANCELLATION FOR FOREIGN EXCURSIONS:**

The Educational Tours Cancellation Insurance Policy for foreign excursions was reviewed. Trustee Whalen questioned what happens when a trip is cancelled for a medical situation. Secretary-Treasurer Diaz noted the standard trip cancellation insurance. Trip cancellation insurance is added automatically to ticket price unless cancelled within 30 days of ticket issuance.

**AD HOC COMMITTEE RE: EXCELLENCE IN SUPPORT AND PROMOTION OF ABORIGINAL EDUCATION:**

Trustee Wright moved the Board strike an Ad Hoc Committee for: Excellence in Support and Promotion of Aboriginal Education and appoint Trustees Whalen, Lizée and David as committee members.

**75-04-11**

**CARRIED**

**BOARD ANNUAL WORKPLAN:**

The Board reviewed the Annual Work Plan.

**HOLY FAMILY MATTERS:**

Trustee Lizée will do an article on the First Communion.

**DRAFT BUDGET UPDATE:**

Secretary-Treasurer Diaz reported that the Budget is due May 31, 2011. A Pooling meeting was held with administrators and senior administrators on April 11, 2011.

**SPECIAL BOARD MEETING:**

Trustee Whalen moved the Board schedule a Special Board Meeting for the presentation and approval of the 2011-2012 Budget on May 25, 2011, at 1:00 p.m.

**76-04-11**

**CARRIED**

Superintendent Turpin thanked Secretary-Treasurer

Diaz for the hours she spent in preparing for the pooling budget meeting and commended her for her hard work and dedication.

Secretary-Treasurer Diaz thanked Superintendent Turpin for working as a team in the preparation of next year's budget.

**2010-2011 LONG SERVICE AWARDS:** The list of Long Service Awards recipients for the 2010-2011 was received as information. The list of year-end ceremonies will be provided at the May Board Meeting for trustees to schedule their attendance.

**ALBERTA EDUCATION'S INFORMATION SESSION – CLOSING THE LOOP:** Feedback from the Alberta Education's Regional Information Sessions was received as information.

**2011-2012 SCHOOL YEAR CALENDARS:** Trustee David moved the Board approve the 2011-2012 School Year Calendar for Peace River/Grimshaw/Manning and Valleyview Schools, as presented.

**77-04-011** CARRIED

The High Prairie Calendar will be brought for approval at the May Board Meeting.

**TENDER FOR FLOORING AT PROVIDENCE SCHOOL:** Trustee Whalen moved the Board approve the tender from United Floors at the rate of \$48,393.00 plus GST for the Flooring Project at Providence School.

**78-04-011** CARRIED

**MEETING WITH SCHOOL BOARDS RE: TRANSPORTATION GRANT FORMULA:** Trustee Polard moved the Board authorize the Chair and Superintendent to attend the Transportation Grant Formula meeting on April 20, 2011, at the Legislature Building in Edmonton.

**79-04-011** CARRIED

**AISI PRESENTATION:** At 11:30 a.m. Mr. MacLellan and Mr. MacDonald, Grade 5 Teachers from St. Stephen's School and the grade 5 students gave a presentation on the Canadian Regions using their hand made plaster models.

Chair Lavoie and Superintendent Turpin thanked the group for a very interesting presentation.

**RECESS:** The meeting recessed at 12:00 noon.

**RECONVENE:** The meeting reconvened at 12:35 p.m.

Trustee Lanctot arrived at 12:45 p.m.

**POLICY REVIEW:** Trustee Lizée moved the Board approve Policy 1 Division Foundational Statements, as amended.

**80-04-11** CARRIED

The Board deferred the approval of amendments to Policy 3 Role of the Trustee to the May Board Meeting.

**IN CAMERA:** Trustee Lanctot moved the meeting continue in camera at 1:15 p.m.

**81-04-11** CARRIED

**IN PUBLIC:** Trustee Lanctot moved the meeting continue in public at 2:30 p.m.

**82-04-11** CARRIED

While in camera, the Board discussed the ACSTA Board of Directors' Meeting and Personnel Matters.

**ASBA EDWIN PARR AWARD:** The Board requested Chair Lavoie to send a letter to Division Principals regarding the ASBA Edwin Parr Award Nominations.

**SUPERINTENDENT'S REPORT:** The Board received the Superintendent's Report for April as information.

**SECRETARY- TREASURER'S REPORT:** The Board received the Secretary-Treasurer's Report, including the following items, as information:

- Budget Status Report – March 31, 2011
- Accounts Paid and Payroll for March 2011
- Infrastructure Maintenance and Renewal Projects
- Maintenance Upgrades – 518
- Providence School Modernization Update

- ASEBP Premium Notification for the 2011-2012 School Year
- Letter from the ATA re: Rate Increases for 2011-2012
- Letter from the ATA re: Increases for 2011-2012

**CHAIR’S REPORT:**

The Chair’s Report was received as information, including the following items:

- Electronic Board Package Demonstration – Possible dates April 19, 21 or May 2. – Secretary-Treasurer Diaz confirmed two Webinar Sessions on April 19<sup>th</sup> starting at 1:00 p.m.
- Invitation from Rosary School to Margaret Michaud, Manning Trustee – Trustee Michaud will attend the Rosary School Council Meeting on May 2, 2011, and the “Coffee and Cake to meet our New Trustee” on May 4, 2011.
- Board Retreat – June 15, 2011 – Will be held at Peace Island. A space is available for a meeting. The agenda will include Faith Permeation and Personality Traits.
- Father Joseph’s Farewell Evening – May 6, 2011  
The Board directed administration to purchase an appropriate gift for Father Joseph’s Farewell and also for the other Parish Priests that are leaving.

**EDUCATION ACT – INFORMATION SESSION – MAY 4, 2011:**

Chair Lavoie, Superintendent Turpin, and Secretary-Treasurer Diaz will attend the Education Act Information Session on May 4, 2011. Trustee Whalen will advise of his attendance later.

**AISI PRESENTATIONS:**

Trustee Michaud asked for the costs of the students coming for the AISI Board Presentations. Superintendent Turpin explained this is part of the AISI Project, “Listen to what the Kids Say” and the presentations are built into the AISI budget. The Feedback Sheet is to help provide feedback for the Annual AISI report.

**FACILITIES AND TRANSPORTATION COMMITTEE:** A Facilities Committee meeting will be held prior to the Facilities Tours on April 27, 2011, at 9:30 a.m. at St. Andrew's School to approve the Capital Plan. Secretary-Treasurer Diaz will send committee members a schedule for both days (April 27 and 28) prior to the meeting.

**PERSONNEL COMMITTEE:** An Annual Support Staff Meeting was scheduled on Monday, May 30, 2011, commencing with the Personnel Committee Meeting at 4:30 p.m. followed by the Support Staff Meeting at 5:30 p.m. starting with a supper.

**TEACHER-BOARD ADVISORY COMMITTEE MEETING – MARCH 22, 2011:** The Teacher-Board Advisory Committee meeting will commence at 5:00 p.m. on April 12, 2011, with a pre-meeting to appoint a Committee Chair followed by the meeting with teachers at 5:30 p.m.

**AD HOC COMMITTEE RE: COMMUNITY ENGAGEMENT – MCLENNAN:** Superintendent Turpin will contact Larry Stewart for a date as the first date provided is in conflict with two committee members attending Blueprints Conference.

**ACSTA BOARD OF DIRECTORS':** Trustee Lizée gave a verbal report on the Board of Directors' Meeting she attended on April 7 and 8, 2011. The report was received as information.

**ASBA ZONE 1 MEETING AGENDA – MARCH 24, 2011:** Trustee Valiquette will report on the ASBA Zone 1 Meeting of March 24, 2011, at the May Board Meeting.

**PEACE RIVER COMMUNITY SERVICES BOARD MEETING:** Chair Lavoie reported on the Peace River Community Services Meeting of March 23, 2011. The report was received as information.

**LESSER SLAVE LAKE INDIAN REGIONAL COUNCIL SUB-COMMITTEE:** Trustee Lizée moved the Board dissolve the Lesser Slave Lake Indian Regional Council Sub-Committee.

**83-04-11** CARRIED

**ASBA – ANNOUNCEMENT – HEATHER WELWOOD:** The announcement from ASBA regarding the appointment of Heather Welwood as an Educational Consultant was received as information.

**ACSTA/ASBA POLICIES, BYLAWS  
AND RESOLUTIONS REVIEW  
COMMITTEE MEETING:**

An ACSTA/ASBA Policies, Bylaws and Resolutions Review Committee Meeting was scheduled at 11:00 a.m. on May 25, 2011, prior to the Special Board Meeting.

**ASBA SPRING CONFERENCE IN RED  
DEER:**

Trustees were asked to return their choices of sessions so that Carmen can complete the registrations.

**BOOK STUDY:**

Superintendent Turpin asked Trustees if they wanted to use the Literature Circle model to read "The Essential School Board Book"- Discussion Director Kelly, Artistic Adventurer - Dianne, Vocabulary Enricher – Ann, Literary Luminary - Carmelle, Connector – Betty. The first chapter will be emailed to trustees.

**PROFESSIONAL DEVELOPMENT:**

Ryk reported on the Learning Together for Success Conference he attended in Calgary in March.

**BOARD MEETING EVALUATION  
FORM:**

Chair Lavoie reminded trustees to complete the Board Meeting Evaluation Form.

**CLOSING PRAYER:**

Chair Lavoie closed the meeting with a prayer.

**ADJOURNMENT:**

Trustee David moved the meeting be adjourned at 4:30 p.m.

**84-04-11**

**CARRIED**

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CHAIR

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SECRETARY-TREASURER