

HOLY FAMILY C.R.D. NO. 37
REGULAR BOARD MEETING MINUTES
September 23, 2011

CALL TO ORDER: Chair Lavoie called the Regular Board Meeting to order at 10:02 a.m. in Peace River, Alberta.

ATTENDANCE: In attendance: Chair Lavoie, Vice-Chair Whalen, Trustees D. Valiquette, C. Lizée, A. Polard, B. Wright, R. Lanctot, M. Michaud, and R. David Superintendent B. Turpin, Assistant Superintendent of Technology and Human Resources, Charlie Bouchard, Secretary-Treasurer H. Diaz and Recording Secretary C. Doris.

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

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

- 4.7 Additional Appendix re: Delegation: Jason Gariepy, Communications
- 4.11 Contract for Caretaking at Holy Family School – Ruel Capili
- 4.12 AISI Cycle 5 – Announcement
- 4.13 Tender for the Purchase of Playground Equipment at Providence School
- 7.2.2 Revised Accounts Paid and Payroll – August 30, 2011
- 9.1 ACSTA Board of Directors’ Meeting – September 16, 2011 – Report submitted by Trustee Valiquette
- 10.1.3 ACSTA Fall General Meeting – Existing Room Reservations and Who will attend?
- 10.2.1.1 ASBA Legal Education Video-Conference Rescheduled to September 27, 2011
- 10.2.3 Email to Board Chairs #17, dated September 20, 2011, re: Transformation Sessions
- 10.2.4 Transformation Sessions – Key Messages – Submitted by Linda Vandenberg
- 10.2.5 ASBA 2010-2011 Annual Report

42-09-11

CARRIED

September 23, 2011

**DELEGATION: RICHARD ARNOLD –
BUSINESS OPERATIONS AND
STAKEHOLDERS BRANCH – ALBERTA
EDUCATION:**

Mr. Richard Arnold of the Business Operation and Stakeholders Branch at Alberta Education, appeared as a delegation at 10:12 a.m. to give an overview of the current ward structure for the Holy Family Catholic Regional Division No. 37 and presented the Board with different scenarios for restructuring and provided information on the legal requirements regarding establishment orders, the Local Authorities Election Act and sections 224-227 and 251 of the School Act and the laws governing by-elections.

At 10: 35 a.m. Chair Lavoie thanked Mr. Arnold for his presentation at which time Mr. Arnold left the meeting.

**ORGANIZATIONAL MEETING
MINUTES – AUGUST 30, 2011:**

Trustee Valiquette moved the Board adopt the minutes of the Organizational Meeting of August 30, 2011, as presented.

43-09-11

CARRIED

**REGULAR BOARD MEETING
MINUTES – AUGUST 30, 2011:**

Trustee Lizée moved the Board adopt the minutes of the Regular Board Meeting Minutes of August 30, 2011, as amended.

44-09-11

CARRIED

**HOLY FAMILY SCHOOL – LOBBYING
PLAN:**

A meeting with MLA Goudreau has tentatively been scheduled for October 18, 2011, at 4:00 p.m. Items for discussion will be Holy Family School in Grimshaw and Providence School in McLennan.

The Board directed administration to have a plaque made up for Holy Family School's 50th Anniversary for presentation by a trustee.

Superintendent Turpin will circulate the Value Scoping Report once it is finalized. A copy will be provided to Trustees, Holy Family School Council and MLA Goudreau.

ST. JOSEPH'S COLLEGE – GALA: Superintendent Turpin reported that St. Joseph's College will accept a donation in place of attending the Gala.

MEETING WITH FORT VERMILION SCHOOL DIVISION: A meeting with Fort Vermilion School Division has been tentatively scheduled for October 28th. Superintendent Turpin will confirm with a follow-up email.

BOARD ANNUAL WORK PLAN: A meeting was scheduled with the Archbishop on November 15th. The School Council Chairs Meeting was scheduled November 8th at 5:30 p.m. commencing with supper.

HOLY FAMILY MATTERS: Deadline is 14th of the month. Trustee Polard will do the October article and Vice-Chair Whalen will do the November article.

BY-ELECTION FOR GRIMSHAW WARD 4 SUBDIVISION 2 : Trustee Valiquette moved the Board hold a by-election to fill the vacancy in the Grimshaw Ward 4 Subdivision 2 on November 14, 2011.

45-09-11

CARRIED

TELECONFERENCE WITH JASON GARIEPY, DIRECTOR – PIVOT WEST INC.: At 11:15 a.m., Jason Gariepy Director of Pivot West Incorporated, provided the Board with an overview on communication services PivotWest provides with a focus on school boards and municipalities.

Chair Lavoie thanked Mr. Gariepy for his presentation to the Board at 11:55 a.m.

The Board directed administration to contact Jason Gariepy and get a quote on the cost to promote Holy Family School and Providence School and bring information back to the October Board Meeting.

COMMUNICATIONS POSITION: The Board directed administration to further investigate implementing a communications position for the Division and bring information back to a future board meeting.

BOARD SELF-EVALUATION: Chair Lavoie reminded Trustees to complete the Board Self-Evaluation Questionnaire from Terry Gunderson and to return it by October 7th. The evaluation will commence at 9:30 a.m. on October 17, 2011.

TERMS OF AUDIT ENGAGEMENT: Trustee Polard moved the Board approve the Terms of Audit Engagement from MNP for the 2010-2011 school year, as presented.

46-09-11 CARRIED

CONTRACT FOR HOLY FAMILY SCHOOL CARETAKING: Trustee Lizée moved the Board approve the contract for the caretaking at Holy Family School to Ruel Capili at the rate of \$54,000.00 plus GST, per annum, commencing September 2011.

47-09-11 CARRIED

AISI CYCLE V – ANNOUNCEMENT: Superintendent Turpin shared the announcement from Alberta Education regarding the funding of AISI Cycle 5 from September 1, 2012 to August 31, 2015.

PLAYGROUND EQUIPMENT FOR PROVIDENCE SCHOOL: Trustee Lanctot moved the Board approve the tender for the purchase of playground equipment for Providence School to Peak Sales and Distribution at the rate of \$43,904.08 plus GST.

48-09-11 CARRIED

COMMITTEE OF THE WHOLE MEETING MINUTES OF SEPTEMBER 8, 2011: Trustee David moved the Board adopt the minutes of the Committee of the Whole Meeting of September 8, 2011, as presented.

49-09-11 CARRIED

POLICY 1 DIVISION FOUNDATIONAL STATEMENTS: Vice-Chair Whalen moved the Board accept the recommendation of the Committee of the Whole and approve amendments to Policy 1 Division Foundational Statements., as presented.

50-09-11 CARRIED

POLICY 2 ROLE OF THE BOARD: Trustee Lizée moved the Board accept the recommendation of the Committee of the Whole and approve amendments to Policy 2 Role of the Board, as presented.

51-09-11 CARRIED

POLICY 5 ROLE OF THE BOARD CHAIR: Trustee Polard moved the Board defer approval of Policy 5 Role of the Board until clarification of clause 3.5 is sought from Terry Gunderson at the Board Evaluation.

52-09-11 CARRIED

POLICY 6 ROLE OF THE VICE-CHAIR: Trustee Valiquette moved the Board accept the recommendation of the Committee of the Whole and approve amendments to Policy 6 Role of the Vice-Chair, as presented.

53-09-11 CARRIED

POLICY 7 BOARD OPERATIONS: Trustee Lizée moved the Board defer the approval of Policy 7 Board Operations until clarification of clause 2.4 is sought from Terry Gunderson at the Board Evaluation.

54-09-11 CARRIED

RECESS: The meeting recessed for lunch at 12:15 p.m.

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

POWERPOINT – ECOLE PROVIDENCE GRADE 8 & 9 TRIP TO MARITIMES: The PowerPoint from Gary Fisher of the Providence School Grade 8 and 9 Trip to the Maritimes was viewed during lunch.

IN CAMERA: Vice-Chair Whalen moved the meeting continue in camera at 1:09 p.m.

55-09-11 CARRIED

IN PUBLIC: Vice-Chair Whalen moved the meeting continue in public at 1:38 p.m.

56-09-11 CARRIED

While in camera, the Board discussed St. Mary's Elementary School, S-Trip Company (Spring Grad Trip), Personnel, McLennan Town Council letter, ACSTA Directors' Meeting, and the contract for the Holy Family CRD No. 37 website.

SUPERINTENDENT'S REPORT:

The Board received the Superintendent's Report as information.

SECRETARY- TREASURER'S REPORT:

The Board received the Secretary-Treasurer's Report, including the following items, as information:

- Budget Status Report – August 31, 2011
- Accounts Paid and Payroll for August 2011
- Infrastructure Maintenance and Renewal Projects
- Maintenance Upgrades – 518
- Providence School Modernization Update
- Fall 2011 Update to the 2011-2012 Budget and Revised due date of November 30, 2011

CHAIR'S REPORT:

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

- Board Calendar of Meetings/Events
- ASBA Board Chairs Email #16, dated September 1, 2011 re: Upcoming Initiatives
- News Release September 6, 2011 "Census to be held in St. Albert, Morinville and Legal.

TEACHER-BOARD ADVISORY COMMITTEE MEETING:

The first meeting for the Teacher-Board Advisory Committee is scheduled for October 18, 2011, at 5:30 p.m. following the Board Meeting.

FORT VERMILION UNIFICATION AGREEMENT:

Previously discussed in camera.

ACSTA BOARD OF DIRECTORS:

Trustee Valiquette provided the Board with a written report of the September 16, 2011, meeting she attended. Included in her package were the meeting highlights, the agenda, a letter to Sandra Bannard from Minister of Education re: Bill 18, the proposed Budget and the Alberta PC Leadership Candidates on Education.

**ASBA ZONE 1 MEETING –
SEPTEMBER 15, 2011:**

Trustee Valiquette reported on the September 15, 2011, ASBA Zone 1. The notes were received as information. Trustee Whalen suggested that we send a framed picture of the RCMP receiving Friends of Education Award to each school.

**ACSTA BOARD OF DIRECTORS’
EMAIL #29, DATED SEPTEMBER 2,
2011 RE: ALBERTA PC LEADERSHIP
CANDIDATE S ON EDUCATION:**

Received as information.

**ACSTA 2011 AGM AND
CONVENTION – NOMINATION FOR
EXECUTIVE:**

Received as information.

ACSTA FALL GENERAL MEETING:

Trustees Lavoie, Whalen, Valiquette, Lanctot, Wright, Lizée, Polard, Michaud, David, Superintendent Turpin and Secretary-Treasurer Diaz will attend the ACSTA Fall General Meeting.

ASBA LEGAL EDUCATION:

The ASBA Legal Video Conference “Should You Ever Close the Door on Your Public” has been rescheduled to September 27, 2011, from 12:00 noon to 1:30 p.m.

**ASBA TRANSFORMATION MEETING
OF SEPTEMBER 20, 2011:**

Trustee Valiquette reviewed the notes Principal Linda Vandenberg submitted for the ASBA Transformation Session September 20, 2011.

ASBA 2010-2011 ANNUAL REPORT:

The ASBA 2010-2011 Annual Report was received as information.

BOOK STUDY:

Chapter 2 Building a Foundation for Student Success was reviewed using the Literature Circle. Superintendent Turpin provided Chapter 3 Staying Focused on Achievement for the Literature Circle at the October Board Meeting.

**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 Polard moved the meeting be adjourned at 3:10 p.m.

57-09-11

CARRIED

CHAIR

SECRETARY-TREASURER