



HOLY FAMILY

Catholic Regional Division No. 37

Peace River - Grimshaw - Manning - McLennan - High Prairie - Valleyview

Regular Board Meeting

Meeting Type : REGULAR BOARD MEETING

Date : Tuesday, November 15, 2011

Start time : 10:00 AM

Location : Catholic Education and Conference Centre, Peace River, AB

MINUTES

CALL TO ORDER

Chair Lavoie called the Regular Board Meeting to order at 10:14 a.m. in Peace River, Alberta.

ATTENDANCE

Present were: **Board Chair** - Dianne Lavoie, **Vice-Chair** - Kelly Whalen, **Trustees** - Carmelle Lizee, Ann Polard, Ryk David, Denise Valiquette, Beatrice Wright, Rene Lanctot; **Superintendent** - Betty Turpin; **Assistant Superintendent of Student Services**, Jim Taplin; **Secretary-Treasurer** - Helen Diaz; and **Recording Secretary**, Carmen Doris.

Absent - Margaret Michaud

PRAYER

The meeting started with a video presentation entitled, "Beatitudes" provided by Faith Permeation Coordinator, John Kuran, followed by a group prayer led by Chair Lavoie.

ADOPTION OF AGENDA

Resolution #RB20111115.1001

Trustee Valiquette MOVE to adopt the agenda for the Regular Board Meeting (2011/10/18) with the following additions:

- Early Retirement - In Camera (#20111114001)
- ASBA Ballot Committee Request (#20111114002)
- Facilities and Transportation Committee - Possible Meeting dates - (#20111114003)
- Agenda Package - Delivery

CARRIED

REGULAR BOARD MEETING MINUTES OF OCTOBER 18, 2011

(ADOPTION OF MINUTES)

Resolution #RB20111115.1002

Trustee Lizee moved the Board adopt the minutes of the Regular Board Meeting of October 18, 2011, as amended:

Page 5 - missing **Trustee Polard**.

CARRIED

**PUBLIC MEETING IN
MCLENNAN - NOVEMBER 9,
2011 - DELEGATION:
LARRY STEWART - 3:00
P.M.**

(REGULAR BUSINESS)

Superintendent Turpin informed the Board that Larry Stewart will appear as a delegation at 3:00 p.m. to give a debriefing of the information gathered from stakeholders at the Public Meeting held in McLennan on November 9, 2011.

HOLY FAMILY MATTERS

(REGULAR BUSINESS)

Trustee Whalen will submit his article for the December Holy Family Matters. Trustee Valiquette will prepare the article for January.

**BOARD ANNUAL
WORKPLAN**

(REGULAR BUSINESS)

Superintendent Turpin reviewed the November schedule and noted the Board Retreat date has not been set.

Superintendent Turpin asked Board members to bring ideas for a Board Retreat at the January Meeting. Trustee David had previously suggested a Sweat Lodge. The Board Retreat will be discussed again at the January Board Meeting to make a decision and set a date.

**COMBINED 2009-2010 AERR
AND 2011-2014
THREE-YEAR EDUCATION
PLAN**

(REGULAR BUSINESS)

Resolution #RB20111115.1003

Vice-Chairman Whalen moved the Board approve the Combined Annual Education Results Report (AERR) 2010-11 and 2011-2014 Three-Year Education Plan as presented.

CARRIED

Superintendent Turpin gave an overview of the Three-Year Education Plan.

The Board directed administration to schedule a Special Board Meeting after the audit, ideally in June, to establish a framework for the Three-Year Education Plan.

Resolution #RB20111115.1004

Trustee Valiquette Move the meeting continue In camera at 11:29 a.m.

CARRIED

Resolution #RB20111115.1005

Trustee Valiquette MOVE: the meeting continue in public at 11:44 a.m.

CARRIED

**STUDENT DISCIPLINE AND
APPEALS COMMITTEE -
HEARING OF NOVEMBER 7,**

While In Camera the Board discussed the Student Discipline Hearing of November 10, 2011 and Personnel Matters.

2011

(IN CAMERA)

**SUPERINTENDENT'S
NOVEMBER REPORT**

(SUPERINTENDENT'S REPORT)

The Board received Superintendent Turpin's November Monthly report as information.

Superintendent Turpin added an overview of the Student Referrals to Attendance Board and provided an example of a letter sent to a parent from the Attendance Board to her report.

Assistant Superintendent, Jim Taplin, also provided information on the success the Division has experienced by referring students to the Attendance Board and also added to the explanation of the process.

Superintendent Turpin asked Board members how they would like their agenda package delivered - Ann - Purolator to hospital - Carmelle - Purolator at St. Andrew's School - Ryk - DHL to Sturgeon Lake Band Office - Rene - DHL to their drop off - Denise - DHL to the drop off - Kelly and Dianne - Carmen drops off - Beatrice - check to see if DHL delivers to the Sucker Creek Band Office.

**ASSISTANT
SUPERINTENDENT OF
STUDENT SERVICES -
ROLE OVERVIEW**

(SENIOR ADMIN REPORT)

The Assistant Superintendent of Student Services' presentation was deferred to a future board meeting. The Assistant Superintendents' Reports will commence at the December Board Meeting.

The meeting recessed at 12:04 p.m.

The meeting reconvened at 12:44 p.m.

**SECRETARY-TREASURER'S
NOV. REPORT**

(SECRETARY TREASURER'S REPORT)

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

- Budget Status Report as at October 31, 2011
- Accounts Paid and Payroll for October 2011
- Infrastructure Maintenance Renewal Project
- Maintenance Upgrades
- By-Election for Grimshaw Ward - No nominations were received.

INFORMATION

**BOARD CALENDAR OF
MEETINGS/EVENTS -
UPDATE**

(CHAIR'S REPORT)

The Board received the Chair's report as information including the following items:

- Board Calendar of Events
- Meeting with MLA Goudreau - the Board directed

administration to schedule a meeting with MLA Goudreau to ask him to present the video that is being produced by PivotWest to the Minister.

- Meeting with School Councils
- Meeting with the Archbishop - December 2, 2011
- Thank you from Marie Cailliau
- Discussion re: Ward Structure
- Minister's Meeting with Board Chairs - December 5, 2011
- Bill 18 - Education Act.

Trustees would like Fundraising to be discussed with the Archbishop at the December 2, 2011, meeting. Chair Lavoie asked trustees to forward items for discussion to herself or Superintendent Turpin.

INFORMATION

DISCUSSION RE: WARD STRUCTURE - MOVING FORWARD

(CHAIR'S REPORT)

Chair Lavoie noted March 31, 2013 is the deadline to submit a by-law to the Minister to restructure the wards.

Resolution #RB20111115.1006

Vice-Chair Whalen moved that a Committee of the Whole Meeting be scheduled early in the new year to review the existing ward structure.

CARRIED

Resolution #RB20111115.1007

Trustee Valiquette moved the Board hold a by-election for Ward 1 High Prairie Ward on February 13, 2012.

CARRIED

Resolution #RB20111115.1008

Trustee Valiquette moved the Board hold a by-election for Ward 4 Electoral Subdivision 2 on January 16, 2012.

CARRIED

TEACHER-BOARD ADVISORY COMMITTEE MEETING MINUTES - OCTOBER 18, 2011

(STANDING COMMITTEE REPORTS)

Resolution #RB20111115.1009

Trustee Lizée moved the Board adopt the minutes of the Teacher-Board Advisory Committee Meeting of October 18, 2011, as presented.

CARRIED

FORT VERMILION VISIT - OCTOBER 28, 2011

(STANDING COMMITTEE REPORTS)

Trustee Lanctot gave a verbal report on the visit at St. Mary's Elementary School in Fort Vermilion on October 28, 2011. He noted the condition of the school facility is good. Superintendent Turpin reported on the Religious Education Program offered at St. Mary's and noted that Faith Permeation Coordinator, John Kuran, is willing to travel to Fort Vermilion, in the future, to meet with the Religion teacher.

ACSTA/ASBA POLICIES, BYLAWS AND

Resolution #RB20111115.1010

Trustee Valiquette moved the Board adopt the minutes of the

**RESOLUTIONS REVIEW
COMMITTEE MEETING -
NOVEMBER 8, 2011**

(STANDING COMMITTEE REPORTS)

ACSTA/ASBA Policies, Bylaws and Resolutions Review Committee Meeting of November 8, 2011, as presented.

CARRIED

**AD HOC COMMUNITY
ENGAGEMENT MEETING -
MOTION TO DISSOLVE**

(STANDING COMMITTEE REPORTS)

The dissolving of the Ad Hoc Committee re: Community Engagement was postponed until the work is completed. An Ad Hoc Committee Meeting was scheduled on December 13, 2011, at 10:00 a.m.

**AD HOC COMMITTEE
MEETING MINUTES RE:
TRUSTEE COMPENSATION
- NOVEMBER 9, 2011**

(STANDING COMMITTEE REPORTS)

Resolution #RB20111115.1011

Trustee Lizee moved the Board adopt the minutes of the Ad Hoc Committee Meeting re: Trustee Compensation Review of November 9, 2011, as presented.

CARRIED

**2011-11-02 ASBA ZONE 1
MEETING**

(OTHER COMMITTEES)

A Facilities and Transportation Committee Meeting was scheduled on November 18, 2011, following the meeting with Kevin Feehan, at the Westin Hotel in Edmonton.

The next ASBA Zone 1 Meeting is January 19th, 2012, in High Prairie. Nan Bartlett has been re-elected as Chair. The ASBA Zone 1 Report was received as information.

**GRIMSHAW COMMUNITY
SERVICES COMMITTEE
MEETING - OCTOBER 24,
2011**

(OTHER COMMITTEES)

The meeting notes of the Grimshaw Community Services Meeting of October 24, 2011, submitted by Chair Lavoie, were received as information.

**ASBALE 2ND LANGUAGE
CAUCUS MEETING -
NOVEMBER 20, 2011**

(ASSOCIATION BUSINESS)

The invitation to November 20, 2011 ASBALE Meeting at the Westin Hotel in Edmonton was received as information.

**ASBA MEMBER VALUE
STATEMENT**

(ASSOCIATION BUSINESS)

The ASBA Member Value Statement was received as information. The Board is satisfied with the services received from ASBA.

**ASBA STRATEGIC PLAN
2011-2014**

(ASSOCIATION BUSINESS)

The Board scheduled an ACSTA/ASBA Policies, Bylaws and Resolutions Review Committee Meeting following the Ad Hoc Community Engagement Community Meeting on December 13, 2011, to review the ASBA Strategic Plan 2011-2014. The agenda review will be at 8:30 a.m.

**2011-11-07 TRIPARTITE
DISCUSSION UPDATE**

(ASSOCIATION BUSINESS)

The November 7, 2011, email was received for information.

LITERATURE CIRCLE

(PROFESSIONAL DEVELOPMENT)

The participants discussed - Chapter Three " Staying Focused on Achievement" using the Literature Circle presentation format.

Superintendent Turpin asked Trustees if they wished to continue the book study using the Literature Circle. Consensus was to continue with this format for now. Chapter Four will be sent out to trustees.

**BOARD MEETING
EVALUATION FORM**

Chair Lavoie reminded Trustees to complete the Board Meeting Evaluation form and submit.

Resolution #RB20111115.1012

Trustee Lizee moved the Board engage in a review of the financial system processes and controls for the Division.

CARRIED

**AD HOC COMMUNITY
ENGAGEMENT MEETING -
MOTION TO DISSOLVE**
(STANDING COMMITTEE REPORTS)

Larry Stewart appeared as a delegation at 3:16 p.m. to give a debriefing of the Public Meeting held at Providence School in McLennan on November 9, 2011.

Superintendent Turpin informed Larry that the Ad Hoc Committee will be meeting to summarize the data and that a document will be developed of what was heard and distributed to stakeholders.

Larry passed out an evaluation feedback form for trustees to complete and asked that it be returned to him.

Betty thanked Larry and Alberta Community Culture and Spirit for his hard work in facilitating the Public Meeting for Holy Family Catholic Regional Division. Chair Lavoie reiterated and thanked Larry for the work and his assistance prior to the public meeting.

Larry left the meeting at 3:30 p.m.

Travel to Conventions in Edmonton - Chair Lavoie informed trustees that Lux Liner leaves Peace River (Sawridge Hotel) at 7:00 a.m. daily and departs Edmonton at 2:30 p.m. daily.

Vice-Chair Whalen will be driving and leaving Peace River at 9:30 a.m. on Friday morning and can take trustees. Chair Lavoie and trustees Polard, Michaud and Valiquette (Donnelly Corner 10:00 a.m.) and Secretary-Treasurer Diaz will travel with Vice-Chair Whalen. Superintendent Turpin will return with Vice-Chair Whalen.

Trustee Lizee is driving and will take Trustee Wright. Trustee David and Lanctot will be traveling on their own.

CLOSING PRAYER

Chair Lavoie closed the meeting with a prayer.

ADJOURNMENT

Resolution #RB20111115.1013

Trustee Polard **MOVE:** That the meeting be adjourned at 3:42 p.m.

CARRIED

CHAIR

CORPORATE SECRETARY