

Minutes of a regular meeting of the Board of Trustees of the Red Deer Catholic Regional Schools, held August 26, 2014.

- Present: A. LaGrange
D. Bouchard
M. Hollman
L. McNiff
D. MacKay
G. Pelletier and
A. Watson, Trustees
V. P. Mason, Superintendent of Schools
K. R. Ledene, Assoc. Sup't – Faith Development
K. Finnigan, Assoc. Sup't – Inclusive Learning
J. P. Stewart, Assoc. Sup't - Personnel
K. Jaeger, Supervisor of Support Services
D. Khatib, Division Principal
R. Steeves, Secretary-Treasurer
J. Heidt, Executive Assistant

The meeting was called to order at 6:28 p.m.

ENCOUNTERING JESUS, THE LIVING WORD: Mr. Ledene, Superintendent of Faith Development, lead Trustees in opening scripture, meditation and prayer.

1. APPROVAL OF AGENDA

The Agenda was amended as follows:

- 14. TRANSPORTATION APP
- 15. WINE AND CHEESE AFTER OPENING MASS AUGUST 29, 2014.

14/08/26-01 - Watson

THAT THE AGENDA BE APPROVED AS AMENDED

CARRIED.

2. ADOPTION OF MINUTES

14/08/26-02 - Hollman

THAT THE MINUTES OF THE REGULAR MEETING OF JUNE 3, 2014, BE ADOPTED AS CIRCULATED

CARRIED.

3. BOARD SELF EVALUATION

14/08/26-03 - McNiff

THAT THE BOARD APPROVES THE BOARD SELF-EVALUATION REPORT, FOR THE 2013-2014 YEAR, AS DEVELOPED IN THE BOARD WORKSHOP OF JUNE 20, 2014.

CARRIED.

4. SUPERINTENDENT ANNUAL EVALUATION

14/08/26-04 - MacKay

THAT THE BOARD APPROVES THE CEO EVALUATION REPORT AS DEVELOPED IN THE BOARD WORKSHOP OF JUNE 20, 2014 AS AN ACCURATE ACCOUNTING OF THE SUPERINTENDENT'S PERFORMANCE RELATIVE TO THE ROLE EXPECTATIONS CONTAINED IN HIS JOB DESCRIPTION AND DEFINED IN THE *PERFORMANCE ASSESSMENT GUIDE*.

CARRIED.

5. JUNE 2014 DIVISION ACCOUNTABILITY REPORT

14/08/26-05 – MacKay

THAT THE BOARD APPROVES THE DIVISION ACCOUNTABILITY REPORT FOR THE PERIOD MARCH 1, 2014 - JUNE 27, 2014 AS PRESENTED.

CARRIED.

6. APPOINTMENT OF AUDITORS

14/08/26-06 – LaGrange

THAT THE BOARD APPROVES THE AUDITING FIRM OF MNP, FOR THE FISCAL YEAR ENDING AUGUST 31, 2015.

CARRIED.

7. INSTRUCTION ALLOCATION

The Superintendent and Senior Administration shared with Trustees the additional 2014-2015 instructional budget and explained how all funds used will align with LIFT. Several questions were asked and discussion ensued on each category of the budget considerations. The report will again be shared after Admin reviews in June, 2015 as to the outcomes of these budget considerations. The Board appreciated the focus of keeping substitute teachers to a minimum while continuing to focus on Professional Development.

8. RED DEER CATHOLIC SUPPORT SERVICES

The Associate Superintendent of Inclusive Learning shared with Trustees the Student Support Model. In this model there are professionals collaborating together to enhance classroom teachers and their needs. This is a big move toward the mental health concerns of students at Red Deer Catholic Regional Schools. The Board was thankful of the progression of the plan to date.

9. PROPOSED TELUS WIRELESS TELECOMMUNICATIONS STRUCTURE

The Secretary Treasurer informed Trustees that Telus has approached the Division in regards to installing a cellular tower on the Transportation site. Telus is proposing the site in the southeast corner of the Transportation grounds which is generally unused space. They would lease the space for \$10,000 per year for 5 years. Upon termination of the lease, Telus will remove all equipment and shelter from the premises and cut off all foundations and moorings no less than one metre below grade. Telus will also carry \$5,000,000 in liability insurance on the premises.

10. POTENTIAL 2014-2015 BOARD MINI-RETREAT DATES

Trustees agreed to hold this year's mini-retreats on October 17, January 23 and March 20.

11. POTENTIAL 2014-2015 MEETING DATES WITH OTHER BOARDS AND MUNICIPAL OFFICIALS

Trustees discussed available dates to meet with other School Divisions and Municipal Officials. Meetings with the Town of Innisfail, City of Red Deer, Red Deer Public School Division, St. Thomas Aquinas School Division and Chinook's Edge School Division will be established.

12. DUTY TO REPORT – ADMINISTRATIVE PROCEDURE NO. 458

The Secretary Treasurer reviewed the proposed Administrative Procedure – Duty to Report. This now aligns with the suggestions from the Commissioner's Office, who has viewed the procedure. After some minor proposed changes, the procedure will proceed and will come into effect in the next 2 months.

13. ANTI-SPAM LEGISLATION

Parliament enacted an Anti-Spam Legislation which came into effect on July 1, 2014. This legislation is to protect individuals from receiving spam e-mail, texts or any other form of electronic communication without the consent of the individual.

On the first day of school each child will be provided with a form to be sent home which will discuss the legislation and have each parent or guardian allow/disallow the Division to send emails to them. If a parent or guardian fails to sign the form they will be deleted from the email list and correspondence will be required to be sent home with the student. Further, the legislation requires us to give the parents the ability to opt out of the emails at any time which will be provided at the bottom of each email sent out.

14. TRANSPORTATION APP

The Supervisor of Support Services reviewed the Transportation App that is part and parcel of the new web page. Information on all of the Red Deer Catholic bus routes will be updated daily on this App as well as on the website. The free App can be downloaded from the App store and is available for Apple products only at this time.

15. WINE AND CHEESE AFTER OPENING MASS AUGUST 29, 2014

14/08/26-07 – McNiff

THAT THE BOARD APPROVES THE CONSUMPTION OF WINE AT ST. THOMAS AQUINAS SCHOOL FOLLOWING THE OPENING MASS ON AUGUST 29, 2014.

INFORMATION ITEMS:

CAPITAL PROJECTS UPDATE

St. Marguerite Bourgeoys School

Work has progressed over the summer mainly in the Administration area and is scheduled to be done by the end of September. Any interior areas will be horded off to prevent staff/student access. Unfinished exterior areas will be fenced in by the time students arrive on school on the first day. A completion date of December remains attainable.

Notre Dame High School

Tenders for four portables have closed and been awarded. The work at Notre Dame High School has mostly been completed but modules are not completed to date. They are slated to be completed by August 29 at the earliest and delivery would be set for mid-September.

Camille

The subdivision appeal for the placement of two portables has now been approved and the Division is able to move forward. We currently have the project out for tender closing on September 4 and the anticipated occupancy is early October.

Fr. Henri Voisin School

The school is on schedule and will open to students on September 2.

St. Joseph High School

Nothing new to report.

ASBA UPDATE

Trustees were encouraged to listen to the Teleconference that will take place with the P.C. Leader Candidates.

ACSTA UPDATE

Trustees were reminded to put forward any resolutions for Annual General Meeting and the cut off is Sept 15.

EDUCATION FOUNDATION

A survey was done in regards to the Gala held in May and the results were positive.

CLOSING PRAYER

Trustee MacKay led the group in closing prayer.

ADJOURNMENT

14/08/26-08 -Bouchard

**THAT THE REGULAR MEETING
ADJOURN, THE TIME BEING 8:30 P.M.**

CARRIED.

(CHAIR)

(SECRETARY-TREASURER)