



Annual Rate Payer's Meeting
Loyminster Roman Catholic Separate School Division

Holy Rosary High School, Library
April 22, 2009 @ 8:00 p.m.

Meeting Agenda

1. Opening Prayer – Mr. Joe Halbach
2. Welcome and introductory Comments:
Board of Education – Chairperson Mrs. Laurie Makichuk.
3. Annual Meeting Business Items
 - 3.1 Election of Chairperson for the Meeting.
 - 3.2 Election of Secretary for the Meeting.
 - 3.3 Adoption of Agenda.
 - 3.4 Adoption of Minutes of the 2006/2007 Annual Meeting Held April 16, 2008.
 - 3.5 Business Arising from Minutes.
 - 3.6 Chairperson's Report.
 - 3.7 Finance Report.
 - 3.8 Superintendent of Instruction Report.
 - 3.9 Superintendent of Student Services Report.
 - 3.10 Director of Education Report.
 - 3.11 Discussion and question period of Annual Meeting Items.
 - 3.12 Adjournment of Business Meeting.
4. Closing Prayer – Mr. Joe Halbach

LLOYDMINSTER R.C.S.S.D. #89

MINUTES FOR THE 2006/07 ANNUAL MEETING OF ELECTORS

held

April 16, 2008

TIME AND PLACE: The Annual Meeting of Electors for the 2006/2007 fiscal year was held at St. Joseph's School on April 16, 2008 and commenced at 7:30 p.m. with approximately 25 people in attendance.

OPENING PRAYER: The meeting opened with a prayer led by Mrs. Paula Scott.

WELCOME: Mrs. Laurie Makichuk, Chairperson of the Board of Education, welcomed all those present and thanked them for attending the meeting.

ELECTION OF CHAIRPERSON: Mr. Doug Robertson called for nominations for Chairperson of the meeting.

Mrs. Laurie Makichuk / Mr. Aaron Oakes nominated Mr. Dale Howland as Chairperson.

Mr. Doug Robertson called for any other nominations for Chairperson three times. There were no other nominations.

CARRIED

Mr. Dale Howland was declared Chairperson for the meeting.

Mr. Dale Howland took over as Chairperson for the meeting.

ELECTION OF SECRETARY: Mr. Dale Howland called for nominations for Secretary of the meeting.

Mr. Bob Androschuk / Mr. Joe Halbach nominated Mr. Tom Schinold as Secretary.

Mr. Dale Howland called for any other nominations for Secretary three times. There were no other nominations.

CARRIED

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April 16, 2008**

Mr. Tom Schinold was declared Secretary for the meeting.

Mr. Tom Schinold took over as Secretary for the meeting.

**ADOPTION OF
AGENDA:**

Mrs. Roxanne Ludu / Mr. Kevin McKean moved that the agenda be adopted as presented.

CARRIED

**ADOPTION OF
MINUTES:**

Mrs. Paula Scott / Mrs. Roxanne Ludu moved that the Annual Meeting Minutes of May 2, 2007 be adopted as circulated.

CARRIED

**BUSINESS ARISING
FROM THE MINUTES:**

There was no business arising from the minutes.

CHAIRMAN'S REPORT:

Mrs. Laurie Makichuk / Mrs. Roxanne Ludu moved the adoption of the Chairman's Report as presented.

CARRIED

FINANCE REPORT:

Mr. Tom Schinold / Mrs. Patrice Arnold moved the adoption of the Finance Report as presented.

CARRIED

**DIRECTORS/ADMINISTRATORS'
REPORT:**

Presented by Mr. Aubrey Patterson, Mr. Kevin Kusch and Mr. Doug Robertson. Mr. Doug Robertson / Mr. Joe Halbach moved the adoption of the Directors'/Administrators' Reports as presented.

CARRIED

**Annual Board Meeting Minutes
April 16, 2008**

DISCUSSION AND QUESTION PERIOD:

Mr. Doug Robertson asked if there were any questions on any of the reports that were given.

1. Mr. Tom Cavanagh questioned the size of the operating fund surplus and if it was an ongoing growing surplus?

Mr. Tom Schinold replied that there were several extenuating circumstances that contributed to a significant surplus in the operating fund for 2006/07. The first being that it was a transitional year and changes to the way the Department handled tuition fees contributed to the surplus. There were additional Alberta grants that were higher than budget because of increased enrolments. On the expenditure side the St. Joseph's roof project was delayed as only one tender was received that was significantly over budget. Also, the Holy Rosary site development was incomplete and funds will be carried over for this year. Mr. Schinold also stated that in the long term he would like to see the operating fund surplus and reserves about 50% of the total annual operating budget. In 2007-08 we have budgeted for a balanced budget (zero surplus).

2. Mr. Tom Cavanagh questioned if surplus operating funds can be transferred for capital fund expenditures?

Mr. Tom Schinold said that the Board can re-direct funds from operating fund to the capital fund for future building requirements.

3. Mrs. Carmel Florizone had a question / concern about kindergarten children riding with the high school students under the new bussing arrangements beginning next fall. Also, there is a concern regarding the distance a kindergarten child will have to walk to get to a bus.

Mr. Doug Robertson responded that having kindergarten children riding busses with high school students should not be an issue as this is common in all rural bussing and other city systems.

4. Mrs. Florizone asked how the full day kindergarten was going to operate in regards to scheduling.

Mr. Robertson stated that the kindergarten program would operate every second day in a six day cycle. In that way a program would not be adversely affected because of holidays and days off on Fridays and Mondays.

5. Mrs. Florizone asked if the schedule has been set?

Mr. Robertson said that the school year calendar has been set and the school dates will be pre-determined and would not change throughout the year.

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ADJOURNMENT: Mrs. Paula Scott / Mrs. Laurie Makichuk moved that the business meeting adjourn.

CARRIED

Superintendent of Administration

Date

Chairperson's Report

Annual Meeting Report – April 22, 2009

Last year's report, I spoke of moving to Policy Governance and aligning our mode of operation. We have indeed worked through a full year and continue to clearly define the Board of Educations roles and responsibilities.

Later this spring we will participate in our first formal board evaluation. Once we complete the evaluation, we will review our findings. The next step will be developing a "Trustee's Information Handbook". This is an election year, and the Board of Education feels this booklet will be timely.

Our Catholic Youth Program that partners with St. Anthony's Parish is now recognized throughout both Alberta and Saskatchewan. With the wonder of its development, the group has been invited to participate at a provincial Catholic Conference in Saskatoon. The Group will lead the music ministry at the youth portion, as well as host a concurrent session for adults. The group will share insight to the development of this unique program.

At this time, I would like to formally express gratitude to Fr. Jan and Fr. Bo for their continued commitment and support to our families, students and community. We are truly blessed.

On a political note, recently the Saskatchewan Provincial government made an announcement to join the other eight Canadian provinces to adopt setting standardized mill rates across the province. While in discussion with Minister of Learning, Ken Krawtez and his deputies, he assures trustees that this process will indeed provide equity and still allow autonomy for individual boards. The Minister states that this is in fact a work in progress.

Respectfully submitted,

**Mrs. Laurie Makichuk
Chairperson**

Finance Report

Annual Meeting Report - April 22, 2009

Mr. Chairman, Electors and Guests:

I am pleased to report that the 2007/08 school year has been a good financial year for the Lloydminster Catholic School Division. The Division ended the year on August 31, 2008 with a modest current year consolidated surplus of \$316,594.

The 2007/08 year offered challenges to the school division as we made adjustments to meet Saskatchewan Ministry of Learning requirements that all divisions move towards new financial reporting and towards Public Sector Accounting Board (PSAB) compliance. The major change was to get the schools ready to report school generated funds, as part of the school division financials reporting, starting the beginning of the 2008/09 school year.

We still follow the calendar year for local taxation purposes and for 2008 had set a mill rate of 4.50 mills for the City of Lloydminster under the Alberta assessment basis and 12.8102 for the Saskatchewan rural areas using the Saskatchewan assessment basis. Recent 2009 Saskatchewan budget announcements have indicated school divisions will no longer be setting individual mill rates but there will be common provincial rates set. Although, there will have to be a unique solution, as yet to be determined, for the Lloydminster situation.

I have included excerpts from the audited Financial Statement that show the Statement of Financial Position and the Statement of Financial Activities and Fund Balances. The full Financial Statements will be available upon request. I have also attached an Expenditures by Function and Economic Classifications report. This report gives a further breakdown of the major expenditure classifications by salaries, goods and services, debt service and capital expenditures.

I would like to thank you for the trust and confidence you have placed in me as I oversee the school division's financial matters.

Respectfully submitted,

**Mr. Tom Schinold
Superintendent of Administration**

LLOYDMINSTER ROMAN CATHOLIC SEPARATE SCHOOL DIVISION #89

Statement of Financial Position

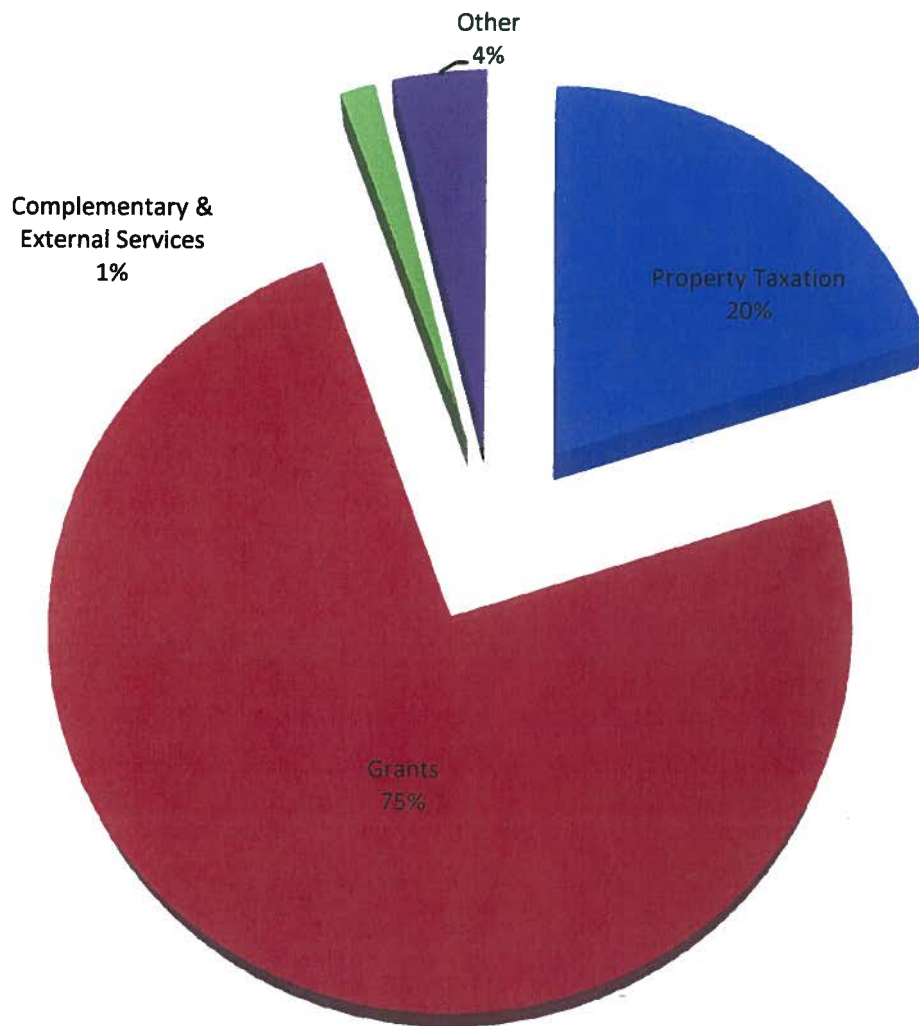
as at August 31, 2008

	Operating Fund	Capital Fund	Other Funds	Current Yr Total	Prior Yr Total
Financial Assets					
Cash	1,757,973	-	-	1,757,973	2,711,357
Short Term Investments	7,500,000	-	-	7,500,000	6,500,000
Taxes Receivable	392,547				
Less Allowance	(10,000)	382,547		382,547	261,382
Provincial Grants Receivable	-	-		-	
Other Receivables	288,370	7,904	-	296,274	315,048
Inventories for sale	-			-	
Long Term Investments	-	-	-	-	155,574
Other Assets	202,136	-	-	202,136	
Interfund Debt Receivable	-	-	4,882,272		
Total Financial Assets	10,131,026	7,904	4,882,272	10,138,930	9,943,361
Liabilities					
Bank Indebtedness	-	95,048	-	95,048	48,279
Provincial Grant Overpayment	-	-		-	
Other Payables	639,604	-	-	639,604	524,778
Short Term Loans	-	-		-	
Debentures		93,056		93,056	139,582
Capital Loans		-		-	
Other Long Term Debt		-		-	
Other Liabilities	1,026,843	-	-	1,026,843	1,294,175
Interfund Debt Payable	1,966,301	2,915,971	-		
Total Liabilities	3,632,748	3,104,075	-	1,854,551	2,006,814
Net Financial Assets (Debt)	6,498,278	(3,096,171)	4,882,272	8,284,379	7,936,547
Non Financial Assets					
Physical assets		35,420,531		35,420,531	35,089,394
Inventory of supplies	-	-	-	-	
Prepaid Items	44,759	-	-	44,759	29,471
Total Non Financial Assets	44,759	35,420,531	-	35,465,290	35,118,865
Net Assets	6,543,037	32,324,360	4,882,272	43,749,669	43,055,412
Equity in Physical Assets		35,327,475		35,327,475	34,949,812
Fund Balances	6,543,037	(3,003,115)	4,882,272	8,422,194	8,105,600
School Position	6,543,037	32,324,360	4,882,272	43,749,669	43,055,412

LLOYDMINSTER ROMAN CATHOLIC SEPARATE SCHOOL DIVISION #89
Statement of Financial Activities and Fund Balances
for the period ending August 31, 2008

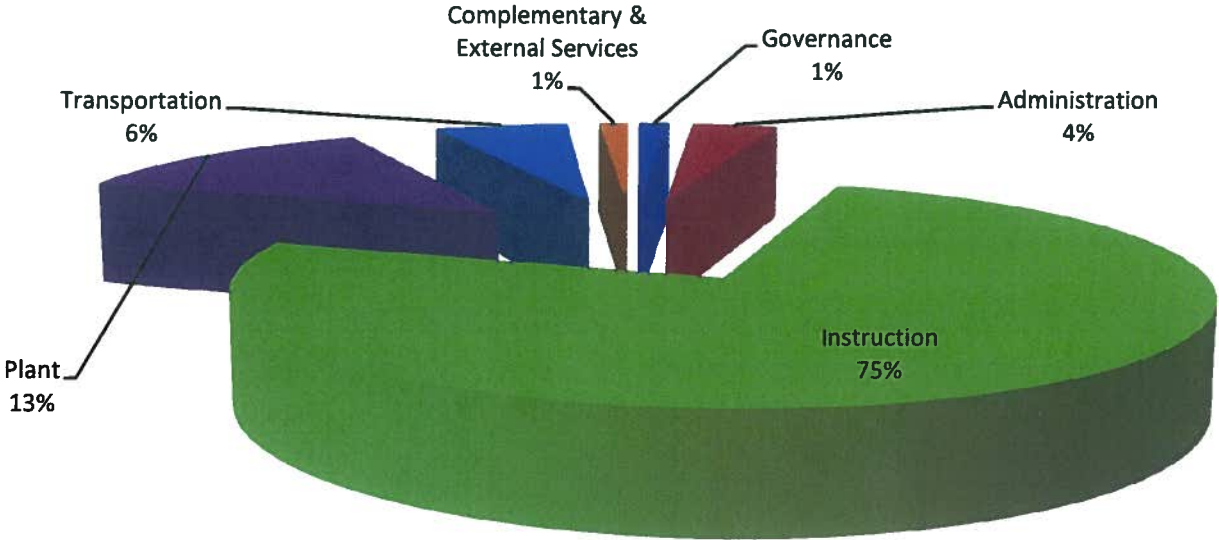
	Operating Fund	Capital Fund	Other Funds	Current Yr Consolidated	Current Yr Budget	Prior Yr Consolidated
REVENUES						
Property Taxation	3,069,515		-	3,069,515	3,077,336	3,037,058
Grants	11,389,172	61,798		11,450,970	11,066,500	10,716,063
Tuition and Related Fees	400	-		400	24,000	455,743
Supplementary Services	-			-	-	-
Complementary Services	61,562	-		61,562	55,000	195,830
External Services	170,300	-		170,300	160,000	-
Other	603,715	8,375	-	612,090	404,000	452,362
Total Revenues	15,294,664	70,173	-	15,364,837	14,786,836	14,857,056
EXPENDITURES						
Governance	184,953	-		184,953	192,000	123,822
Administration	511,707	-		511,707	446,603	420,289
Instruction	11,317,499	-		11,317,499	11,354,982	10,203,602
Plant	1,908,939	66,289		1,975,228	2,480,739	1,705,103
Transportation	558,618	264,848		823,466	680,486	665,096
Tuition and Related Fees	-	-		-	-	-
Supplementary Services	-	-	-	-	-	-
Complementary Services	5,902	-		5,902	4,500	150,567
External Services	167,397	-		167,397	167,991	-
Interest and Bank Charges	294	15,271	-	15,565	15,472	22,105
Total Expenditures	14,655,309	346,408	-	15,001,717	15,342,773	13,290,584
Excess (Deficiency) of Revenue over Expenditure	639,355	(276,235)	-	363,120	(555,937)	1,566,472
Interfund Transfers to (from)						
for Capital Expenditures	(331,137)	331,137	-			
for Debt Repayment	-	-	-			
for Reserves	466,022	-	(466,022)			
Excess (Deficiency) after Interfund Transfers	774,240	54,902	(466,022)	363,120	(555,937)	1,566,472
Long Term Capital Debt Issued		-		-	-	
Long Term Capital Debt Repaid		(46,526)		(46,526)	(46,526)	(61,926)
Surplus (Deficit) for the Year	774,240	8,376	(466,022)	316,594	(602,463)	1,504,546
Opening Fund Balances	5,768,797	(3,011,491)	5,348,294	8,105,600	8,105,600	6,601,054
Closing Fund Balances	6,543,037	(3,003,115)	4,882,272	8,422,194	7,503,137	8,105,600

Consolidated Revenue by Source for the year ending August 31, 2008



Property Taxation	\$	3,069,515
Grants	\$	11,450,970
Complementary & External Services	\$	231,862
Other	\$	612,490
Total	\$	15,364,837

Consolidated Expenditures by Function for the year ending August 31, 2008



Governance	\$	184,952.54
Administration	\$	527,272.00
Instruction	\$	11,317,499.23
Plant	\$	1,975,228.01
Transportation	\$	823,466.38
Complementary & External Services	\$	173,298.90
	\$	15,001,716.57

STATEMENT OF EXPENDITURE BY FUNCTION AND ECONOMIC CLASSIFICATION

Lloydminster Roman Catholic Separate School Division No. 89
Expenditure by Function and Economic Classification
for the period ending August 31, 2008

Classification	Salaries & Benefits	Goods & Services	Debt Service	Capital Expenditures	Total
Function					
Governance	90,955	93,998		-	184,953
Administration	325,612	186,095		-	511,707
Instruction	10,399,564	917,935		-	11,317,499
Plant and Maintenance	613,654	1,295,285		66,289	1,975,228
	323,896				
Transportation		234,722		264,848	823,466
Tuition and Related Fees	-	-		-	-
Complementary Services	-	5,902		-	5,902
External Services	64,607	102,790		-	167,397
Interest and Bank Charges			15,565		15,565
Total	11,818,288	2,836,727	15,565	331,137	15,001,717

Superintendent of Instruction

Annual Meeting Report – April 22, 2009

Continuous Improvement in Assessment Practices, Curriculum and Technology

Assessment: This school year is the third and final year of an Alberta Initiative for School Improvement (AISI) project that we designed to improve our assessment and evaluation practices. In the previous two years, we worked extensively with teachers to improve assessment practices, in particular in building better assessments and in many cases, common assessments across grade levels in many subject areas. This year, we have continued our work with teachers, but have also focused on involving students in setting goals, tracking growth and giving feedback to their teachers. Furthermore, we have been ensuring learning targets are not only communicated to students, but posted on boards and referred to during instruction. We are confident that our assessments from April to June 2009 will demonstrate improved learning.

Career Education: The Career Center and the development of career opportunities at Holy Rosary are an incredible success story. Our students all receive career education services that are second to none! There are many students involved in apprenticeship programs, students are entering competitions and winning awards for skills in trades, students are mentoring in professional positions in Lloydminster, record numbers are taking Career Explorations courses, students are working in partnership with CKSA to build radio and television advertisements and learn to work in Communications, and the list goes on and on! If anyone hasn't had the opportunity to learn more about this fascinating program and Career Center, we would welcome a visit to check things out. We are always looking for more partnerships to enhance career education and to serve our community better. The career education staff is phenomenal in supporting students and would love to discuss all options with parents or community members interested!

Curriculum: The Saskatchewan Ministry of Education is in its second year of renewing all K-12 curricula. To date, approximately 1/3 of curricula have been renewed, with the majority being at the Kindergarten and middle years (6-9) levels. Our division and school personnel have worked diligently to ensure new curricula are being skillfully implemented. Grades 10-12 subjects will see a great deal of change beginning in 2010, with a new grade 10 Math curriculum that offers more streamed courses; for example, there will be special Math programs for students entering science and math driven career paths, programs for those entering professional positions not involving as in-depth knowledge of Math and those going through Apprenticeship or Trades programs. We will keep our students and parents posted and parents are encouraged to speak to school principals or the academic and career counselors at Holy Rosary if there are any questions.

Technology: Continuing on from last year, we have once again made great strides in using technology to improve learning and instruction. Approximately 75% of our classrooms have or will have Smartboards by the end of this month and the majority of teachers have now participated in a videoconference learning session with their students. By the end of the next school year, our goal is to have a Smartboard in every classroom, expanded videoconference opportunities, and students using more interactive equipment like remote controls and laptops with webcams. Our staff is among the best trained and most innovative in the country and we will continue to offer students a strong technologically enhanced educational experience.

Respectfully submitted by

Aubrey Patterson, Superintendent of Instruction

Superintendent of Student Services

Annual Meeting Report - April 22, 2009

English As A Second Language

This year has seen a shift of English as a Second Language Programming to St. Mary School. With a strong effort and focus, programming has continued to emulate the programming at St. Joseph Elementary in previous years. We have seen an increase in students coming into our schools from other countries, many starting with very little English language.

Interagency Work

Continued work with our partners has led to some positive results this year. Protocols around Students in Care have been established with Child and Family Services Departments, and we are currently working on a protocol with Child and Family Services around sharing information to expedite investigations around child issues. This work has been openly completed with personnel being able to voice their current concerns and developing solutions.

Ministry of Education

A review of Lloydminster Catholic School Division practice in the area of Special Education completed by the Saskatchewan Ministry of Learning was held again this year. The process included identifying practices around delivery of services as well as how well we are identifying students requiring intensive supports. The Ministry was quite pleased with the School Division's level of commitment to working with its partners, and has asked to review some of the agreements we have been able to solidify in the past year.

Service Delivery

In an ongoing effort to improve services, the Learning Assistance Teachers are working at establishing goals and plans of action around seven areas of service delivery. This was seen as a key to ensure that services throughout the school division are parallel and continue to provide students with an enhanced opportunity to learn.

Respectfully submitted by

Kevin Kusch, Superintendent of Student Services

Director of Education Report
Annual Meeting Report - April 22, 2009

2008 – 2009 continues to be a year of restructuring with a number of key operational changes. The following is a brief description of identified highlights:

1. The Board of Education revised and re-crafted its' Policy Manual to reflect the "Roles Clarification Accountability" model of policy governance. As part of this transformation, all existing Administrative Procedures (AP) were reviewed and edited while new ones were created to guide administrative actions. This process was completed in June 2008 and implemented in August 2008. This very extensive document containing all AP's is available on the school division website.
2. As part of the policy governance implementation, the Board implemented a detailed CEO Appraisal process in June 2008. This structure now provides a framework for the development of an evaluation process for all senior administration and school-based administration. The evaluation process will be conducted annually as part of the CEO evaluation.
3. A complete reorganization of our student transportation procedures were implemented to begin our new 2008 school year. There were a total of eight significant recommendations implemented to support our programming and sustain transportation services in our growing city for the next 3- 5 year development cycle.
4. Our Board of Education and Local Teachers' Association concluded negotiations on a new local bargaining agreement. This "interest-based" approach worked very well concluding in a three-year agreement. This process also provided an opportunity to revise and update the new support staff agreement as well. Both documents are available online on the school division's website.
5. Our school division is committed to evolving and changing our practices to support and enhance the learning opportunities for all our students. We have created a school division improvement plan using the Ministry of Education's "Continuing Improvement Framework (CIF)." This CIF document provides the structure for a coherent school division improvement plan that provides for locally determined school improvement initiatives that reflect local school and community needs.
6. Our Board of Education fully recognizes the pressure of expanding enrollments at Ecole St. Thomas and has authorized administration to proceed with the development of detailed drawings without formal Ministerial approval. Our Board believes this work will help to shorten the process in stages 3 and 4 once our school division receives approval from the Ministry.

We continue to look to the past year for lessons and look optimistically to the future with anticipation.

Respectfully submitted by,

Doug Robertson, Director of Education

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Doug Robertson, Director of Education