

## Lloydminster Roman Catholic Separate School Division No.89



### Board of Education and Organizational Meeting Agenda

7:00 p.m. November 26, 2014

Prayer: Mr. Calvin Fendelet

*Lloydminster Catholic School Division will nurture the spiritual, intellectual, social, and physical development of each student in a faith-centered community.*

- 1) Call to Order
- 2) Organizational Meeting
  - a) Nomination of Chairperson
  - b) Nomination of Vice-Chairperson

**\*\* Review of Board Meeting Norms**
- 3) Adoption of Agenda
- 4) Adoption of Minutes:
  - a) October 22, 2014 Board Meeting Minutes
- <> 5) Parent Delegation

#### ***Board Discussion / Directions:***

- 6) Organizational Meeting
  - a) Appointment of Attendance Councilor
  - b) Appointments / Representative
    - i) Archdiocese Representative
    - ii) OH&S Representative
    - iii) Promotions Representative (Greeting Cards. etc.)
    - iv) SCSBA Board of Directors'
    - v) SSBA Members' Council
    - vi) School Community Council
    - vii) Faith Celebrations
  - c) Signing Authority
  - d) Appointment of Auditor
  - e) Board Meetings: Dates and Times
  - f) Board of Education Indemnity and Expense Rates:
    - Chairperson Honorarium
    - Vice-Chairperson Honorarium
    - Indemnity Rates
    - Special Meeting Rates
    - Hotels
    - Non-Hotel Stay

Meals  
Mileage  
Technology Allowance (Recommendation \$500/year)  
Administration Rates

- 7) Faith Leadership
  - a) Advent Celebration: Update
  
- 8) Accountability to Provincial Government
  - a) Annual Report 2013-2014: Approval
  - b) SSBA Annual Report
  - c) Board of Education Strategic Plan: Overview
  - d) Alberta Human Services: Update
  
- 9) Accountability to Community
  - a) Media Report
  - b) School Community Council
    - i) Election Report
    - ii) SCC Action Plans
  - c) Knights of Columbus Request for Access

***Administrative Items:***

- 10) Educational Leadership
    - a) HRHS 2014-2015 Award Recipients
    - b) 2<sup>nd</sup> Assessment Reading Data Report: Update
  
  - 11) Personnel Management
    - a) Personnel Report
    - b) LINC Agreement: Ratification
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- 12) Information Items
  
  - 13) Correspondence
  
  - 14) Identification of Emergent Items:
  
  - 15) Closing Prayer
  
  - 16) Adjournment

**December Prayer: Mr. Chris Carnell**

**LLOYDMINSTER R.C.S.S.D. #89**  
**BOARD OF EDUCATION MINUTES**

**To**

**November 26, 2014**

Prayer at 7:00 p.m.

**TIME AND PLACE:** The meeting commenced at 7:30 p.m. in the Board Room

**ATTENDANCE:** Mrs. Paula Scott  
Mrs. Michelle Rusteika  
Mrs. Laurie Makichuk  
Mr. Chris Carnell  
Mrs. Erin MacDuff  
Mrs. Jill Wytrykusz  
Mr. Calvin Fendelet (arrived at 7:20 pm)

Mr. Doug Robertson (Director of Education)  
Mrs. Melanie Stelmaschuk (Superintendent of Administration)  
Mr. Kevin Kusch (Superintendent of Student Services)

**ABSENT:** Mr. Aubrey Patterson (Superintendent of Instruction)

Prayer led by Mrs. Paula Scott.

**ORGANIZATION MEETING:**

Mr. Doug Robertson called the Organization Board Meeting to order.

Mr. Doug Robertson called for nominations for Chairperson of the Board.  
Mrs. Michelle Rusteika nominated Mrs. Paula Scott.

Mr. Doug Robertson called for nominations three times and called for nominations to be closed.

14/11/26-01 Mrs. Laurie Makichuk moved that nominations close.  
Close Nominations

**CARRIED**

Mrs. Paula Scott was declared Chairperson and took over as Chair of the meeting.



Mrs. Paula Scott called for nominations for Vice-Chairperson of the Board.

Mrs. Jill Wytrykusz nominated Mrs. Michelle Rusteika .

Mrs. Paula Scott called for nominations three times and called for nominations closed.

**14/11/26-02**  
**Close Nominations**

Mr. Chris Carnell moved that nominations close.

**CARRIED**

Mrs. Michelle Rusteika was declared Vice-Chairperson.

**ADDITIONS:**

9.c. Knights of Columbus (Request for access)

**14/11/26-03**  
**Agenda**

Mrs. Jill Wytrykusz moved that the Board of Education adopt the agenda, as amended.

**CARRIED**

**14/11/26-04**  
**October 22, 2014**  
**Minutes**

Mrs. Erin MacDuff moved that the Board of Education adopt the October 22, 2014 Board Meeting minutes with the amendment to spelling correction of Jill Wytrykusz last name.

**CARRIED**

7:15 – 7:30 pm Parent Delegation

- The Board of Education heard presentation as part of a parent delegation. The presentation lasted approximately 15 minutes.

**14/11/26-05**  
**Attendance**  
**Counselor**

Mrs. Laurie Makichuk moved that Mr. Kevin Kusch, Superintendent of Student Services, be appointed Attendance Counselor.

**CARRIED**

**14/11/26-06**  
**Archdiocese**  
**Representative**

Mr. Calvin Fendelet moved that Mrs. Michelle Rusteika be appointed as the Archdiocese representative.

**CARRIED**



14/11/26-07  
OH & S  
Representative

Mrs. Michelle Rusteika moved that Mrs. Erin MacDuff and Mr. Chris Carnell be appointed as the Occupational Health and Safety Representative.

**CARRIED**

14/11/26-08  
Promotions  
Representative

Mrs. Michelle Rusteika moved that Mrs. Jill Wytrykusz be appointed as the Promotions Representative.

**CARRIED**

14/11/26-09  
SCSBA  
Board of Directors  
Representative

Mrs. Lauie Maikchuk moved that the Chairperson be appointed as the representative for the SCSBA Board of Directors

**CARRIED**

14/11/26-10  
SSBA  
Representative

Mr. Calvin Fendelet moved that the Chair and Vice-Chairperson be appointed as the representative for the SSBA Members' Council.

**CARRIED**

14/11/26-11  
SCC  
Representatives

Mrs. Laurie Makichuk moved that Mrs. Jill Wytrykusz and Mrs. Erin MacDuff be appointed as School Community Council's Representatives.

**CARRIED**

14/11/26-12  
Faith Celebrations

Mrs. Michelle Rusteika moved to create an Ad Hoc Committee of Mr. Mr. Chris Carnell and Mr. Calvin Fendelet as Faith Celebrations Representatives.

**CARRIED**

14/11/26-13  
Signing Authority

Mr. Chris Carnell moved that the signing authorities for the Board of Education be any of the following: Chairperson; Vice-Chairperson; Superintendent of Administration; Director of Education.

**CARRIED**

14/11/26-14  
Auditors

Mrs. Michelle Rusteika moved that the Board of Education appoint the firm of Wilkinson Livingston Stevens as auditors.

**CARRIED**

14/11/26-15

Mr. Calvin Fendelet moved that Committee of the Whole meeting

Handwritten signatures in black ink, appearing to be initials or names, located at the bottom right of the page.

**Meeting Dates & Times**

be set for the Second Wednesday of each month commencing at 7:00 p.m.  
The Board Meeting dates and time be set for the Fourth Wednesday of each month commencing at 7:00 p.m.

The Board of Education adopted the 2014-2015 Regular Board Meeting and Committee of the Whole schedule:

**Committee of the Whole Meetings:      Regular Board Meetings:**

December 17, 2014	December 17, 2014
January 14, 2015	January 28, 2015
*February 11, 2015	February 25, 2015
March 11, 2015	March 25, 2015
April 1, 2015	April 22, 2015
May 13, 2015	May 27, 2015
June 10, 2015	June 24, 2015
July 2015 no meeting	July 2015 no meeting
August 2015 no meeting	August 26, 2015
September 9, 2015	September 23, 2015
October 14, 2015	October 28, 2015
November 18, 2015	November 25, 2015

**CARRIED**

**14/11/26-16  
Indemnity and  
Expense Rates**

Mrs. Jill Wytrykusz moved that the Board of Education approve the Indemnity and Expense rates as follows:

Chairperson Honorarium	\$7,956.00
Vice-Chairperson Honorarium	\$3,978.00
Indemnity Rates	\$566.00
Special Meeting	\$200.00
Hotel	At Cost
Non-Hotel Stay per night	\$25.00
Meals	
Breakfast \$15.00 + GST	
Dinner \$15.00 + GST	
Supper \$30.00 + GST	- \$60.00 + GST

**Mileage**

The mileage per diem is a sliding scale based on the local retail price per litre of gas on the first day of the month. The mileage per diem would remain in place for the month. The rates would be as follows:

<b><u>Price/Litre</u></b>	<b><u>Rate/Km</u></b>
\$1.10 or less	\$.47



\$1.15	\$ .48
\$1.20	\$ .49
\$1.25	\$ .50
\$1.30	\$ .51
\$1.35	\$ .52
\$1.40	\$ .53
\$1.45	\$ .54
\$1.50	\$ .55

Technology Allowance rate of \$500/year.

Administration will be paid at the same rate for hotels, meals and mileage.

**CARRIED**

**14/11/26-17  
2013-2014  
Annual Report**

Mrs. Erin MacDuff moved the Board of Education approve the 2013-2014 Annual Report, pending minor changes made after Ministry of Education and Finance format review and approval.

**CARRIED**

**14/11/26-18  
School Community  
Council**

Mr. Chris Carnell moved the Board of Education approve the 2014-2015 School Community Council Executive, as presented.

**CARRIED**

**14/11/26-19  
Knights of  
Columbus**

Mrs. Laurie Makichuk moved the Board of Education approve the Knights of Columbus to access through St. Joseph playground.

**CARRIED**

**14/11/26-20  
LINC**

Mrs. Jill Wytrykusz moved that the Board of Education approve the LINC Agreement 2014-2016, as presented.

**CARRIED**

**14/11/26-21  
Closed Session**

Mrs. Laurie Makichuk moved that the Board meeting move to a closed session.

**CARRIED**

There was a 60 minute recess.

**14/11/26-22  
Reconvene**

Mr. Chris Carnell moved that the regular meeting reconvene.


**CARRIED**

Mr. Calvin Fendelet led the closing prayer.

**14/11/26-23**  
**Adjournment**

Mr. Chris Carnell moved that the Board meeting adjourn.

**CARRIED**

  
\_\_\_\_\_  
Chairperson of the Board

  
\_\_\_\_\_  
Superintendent of Administration

Dec 17, 2014  
Date

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