

Lloydminster Roman Catholic Separate School Division No.89



Board of Education Meeting Agenda

7:00 p.m. November 26, 2025

Prayer: Mrs. Laurie Makichuk

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

Treaty Land Acknowledgement

- 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, 2025 Board Meeting Minutes

Board Discussion / Directions:

- 5) Organizational Meeting
 - a) Appointment of Attendance Counselor
 - b) Appointments / Representative
 - i) ACSTA Representative
 - ii) Archdiocese Representative
 - iii) OH&S Representative
 - iv) Promotions Representative
 - v) SCSBA Board of Directors
 - vi) SSBA Representative
 - vii) SCC Liaison
 - viii) Indigenous Liaison Representative
 - 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

Hotels
Non-Hotel Stay
Meals
Mileage
Technology Allowance
Administration Rates

- 6) Accountability to Community
 - a) *LCSD Communications*
 - b) ACSTA 2025 AGM and Conference
 - c) *SSBA Board Chairs Meeting*
 - d) SSBA 2025 Fall General Assembly
- 7) Accountability to Provincial Government
 - a) Annual Report Approval
 - b) School Community Council
 - i) SCC Executive
 - ii) Action Plan
 - c) Accessibility Plan
- 8) *Board / Director Relations*
 - a) *Business Arising from the Minutes*
- 9) Faith Leadership
 - a) *LCSD Advent Mass*
- 10) Fiscal Accountability
 - a) August 31, 2025 Financial Statements
 - b) Audit Findings Letter
- 11) Policy
 - a) Board Annual Work Plan
 - b) Policy 4 Trusteeship Conduct and Ethics, Appendix D Annual Declaration of Potentially Conflicting Interest Form

Administrative Items:

- 12) Organizational Management
 - a) Administrative Procedures
- 13) Personnel Management
 - a) Personnel Report
- 14) Information Items

- 15) Correspondence
 - a) Announcement Archbishop – Designate Stephen Hero

16) Identification of Emergent Items

17) Closing Prayer

18) Adjournment

December Prayer: Mrs. Michelle Rusteika

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

MINUTES OF THE REGULAR BOARD MEETING

Wednesday, November 26, 2025

TIME AND PLACE: The meeting commenced at 7:01 p.m. in Board Room.

ATTENDANCE: Mrs. Paula Scott (Chair)
Mrs. Michelle Rusteika
Ms. Andrea Zerr
Ms. Carleen Weinkauff
Mr. Jarett Fischer
Ms. Kate Shirley (formerly Carnell)
Mrs. Laurie Makichuk

Ms. Glenda Kary, Director of Education
Mrs. Melanie Stelmaschuk, Chief Financial Officer
Mr. Vince Orioux Superintendent of Education
Ms. Andrea Fallscheer, Superintendent of Learning (Virtual)

ADDITION: 15.a. Government of Saskatchewan Minister of Education letter

Prayer led by Mrs. Laurie Makichuk.

Treaty Acknowledgement by Ms. Glenda Kary.

ORGANIZATION MEETING:

Ms. Glenda Kary called the Organizational Board Meeting to order at 7:03 p.m.

Ms. Glenda Kary called for nominations for Chairperson of the Board.

Mrs. Michelle Rusteika nominated Mrs. Paula Scott to be Board Chair.
Second by Ms. Kate Shirley.

Ms. Glenda Kary called for nominations three times and called for nominations to be closed.

25/11/26-01 Mrs. Michelle Rusteika moved that nominations close.

Close

Nominations

CARRIED

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



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

Mrs. Laurie Makichuk nominated Mrs. Michelle Rusteika.
Second by Ms. Kate Shirley.

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

25/11/26-02
Close
Nominations

Mrs. Laurie Makichuk moved that nominations close.

CARRIED

Mrs. Michelle Rusteika was acclaimed Vice-Chair.

25/11/26-03
Agenda

Ms. Kate Shirley moved that the Board of Education adopt the agenda, as amended.

CARRIED

25/11/26-04
October 22, 2025
Minutes

Mr. Jarett Fischer moved that the Board of Education adopt October 22, 2025 Board Meeting minutes, as presented.

CARRIED

25/11/26-05
Attendance
Counselor

Ms. Andrea Zerr moved that Mrs. Andrea Fallscheer, Superintendent of Learning, be appointed Attendance Counselor.

CARRIED

25/11/26-06
ACSTA
Representative

Mr. Jarett Fischer moved that Mrs. Paula Scott be appointed as the ACSTA Representative.

CARRIED

25/11/26-07
Archdiocese
Representative

Ms. Andrea Zerr moved that Mrs. Paula Scott be appointed as the Archdiocese Representative.

CARRIED

25/11/26-08
OH&S
Representatives

Mrs. Laurie Makichuk moved that Mr. Jarett Fischer, Ms. Andrea Zerr and Mrs. Paula Scott be appointed as the Occupational Health and Safety Representatives.

CARRIED

25/11/26-09
Promotions
Representative

Mrs. Michelle Rusteika moved that Ms. Andrea Zerr be appointed as the Promotions Representative.



CARRIED

25/11/26-10
SCSBA
Board of Directors
Representative

Ms. Kate Shirley moved that Mrs. Michelle Rusteika be appointed as the representative for the SCSBA Board of Directors.

CARRIED

25/11/26-11
SSBA
Board of Directors
Representative

Mrs. Michelle Rusteika moved that Mrs. Paula Scott be appointed as the representative for the SSBA Board of Directors.

CARRIED

25/11/26-12
SCC
Liaison

Ms. Andrea Zerr moved that Mrs. Laurie Makichuk be appointed as the School Community Council Liaison.

CARRIED

25/11/26-13
Indigenous
Liaison

Mr. Jarett Fischer moved that Ms. Kate Shirley be appointed as the Indigenous Liaison.

CARRIED

25/11/26-14
Signing Authority

Ms. Carleen Weinkauff moved that the signing authorities for the Board of Education be any of the following: Chairperson; Vice-Chairperson; Chief Financial Officer; Deputy Director of Education and Director of Education.

CARRIED

25/11/26-15
Appointment of
Auditor

Ms. Kate Shirley moved that the Board of Education appoint the firm MNP as auditors for the 2025-2026 fiscal year.

CARRIED

25/11/26-16
Meeting Dates
2025-2026

Mrs. Laurie Makichuk moved that the Committee of the Whole and Board of Education meeting schedule for 2025-2026 be accepted, as presented.

CARRIED

25/11/26-17
Indemnity and
Expense Rates

Mr. Jarett Fischer moved that the Board of Education approve the Indemnity and Expense rates as amended.

The Board Chair shall receive an honorarium of \$1,962.18 per month. The Board Vice-Chair shall receive an honorarium of \$1,471.63 per month. Trustees shall receive an honorarium of \$981.09 per month.



Meeting Rates

Board of Education Special meeting rate \$200

Additional Meeting rates:

- Up to 4 hours at \$100
- Over 4 hours at \$200

Trustees shall receive an additional \$200.00 per day rate to each Trustee who is away on LCSD business out of the City of Lloydminster.

Hotel At Cost

Non-Hotel Stay per night \$25.00

Meals

Breakfast \$20.00 including GST

Dinner \$30.00 including GST

Supper \$40.00 including 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:

<u>Price/Litre</u>	<u>Rate/Km</u>
\$1.10 or less	\$.50
\$1.15	\$.51
\$1.20	\$.52
\$1.25	\$.53
\$1.30	\$.54
\$1.35	\$.55
\$1.40	\$.56
\$1.45	\$.57
\$1.50	\$.58

Technology Allowance rate of \$625/year.

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

CARRIED

**25/11/26-18
2024-2025
Annual Report**

Ms. Andrea Zerr moved that the Board of Education approve the 2024-2025 Annual Report pending minor changes or updates after Ministries of Education and Finance format review and approval.

CARRIED

**25/11/26-19
SCC Executive**

Mrs. Michelle Rusteika moved that the Board of Education approve the 2025-2026 School Community Council Executive, as presented.

CARRIED



25/11/26-20
SCC Action Plans
and Budgets

Mrs. Laurie Makichuk moved that the Board of Education approve the 2025-2026 School Community Council Action Plans and Budgets, as presented.

CARRIED

25/11/26-21
Audit Financial
Statements and
Board Audit
Findings Letter

Ms. Andrea Zerr moved that the Board of Education approve the August 31, 2025 Audited Financial Statements, pending minor changes made after the Ministry of Education and Finance format review and approval.

CARRIED

25/11/26-22
Board Annual
Work Plan

Ms. Kate Shirley moved that the Board of Education approve the Board Annual Work Plan as a document to be revised throughout the year.

CARRIED

25/11/26-23
Closed Session

Mrs. Michelle Rusteika moved that the Board meeting move to a closed session at 9:03 p.m.

CARRIED

25/11/26-24
Reconvene

Mrs. Laurie Makichuk moved that the Board meeting move out of closed session at 9:23 p.m.


CARRIED

Mrs. Laurie Makichuk led the closing prayer.

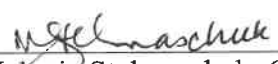
25/11/26-25
Adjournment

Ms. Andrea Zerr moved that the Board meeting adjourn at 9:56 p.m.

CARRIED



Paula Scott
Chairperson of the Board



Melanie Stelmaschuk, CPA, CA
Chief Financial Officer

November 26, 2025
Date