



EDMONTON
CATHOLIC SCHOOLS

Board of Trustees

Special Public Board Meeting

2010-2011: #13

Date: May 31, 2011
Time: 5:00 p.m.
Location: Room 206, Catholic Education Services
9807-106 Street, Edmonton AB T5K 1C2
Phone: 780 441-6002
Web: www.ecsd.net

A G E N D A

1. Call to Order 5 Min

- 1.1 Opening Prayer B. Kallal
- 1.2 Roll Call
- 1.3 Agenda

2. Business of the Meeting

2.1 Board Business, Reports Requiring Action

- A. Disposition of Our Lady of Lourdes C. Karbonik, R. Chomyc
- B. First Reading, Revisions to the Organizational Bylaw B. Kallal
- C. First Reading, GP#12, Trustee Attendance at Board Meetings by Electronic Means B. Kallal
- D. Terms of Reference, Trustees Sitting on District Committees B. Kallal
- E. First Reading, Amendments to GP#11, Trustee Remuneration & Expenses B. Kallal

3. Adjournment

- 3.1 Closing Prayer B. Kallal
- 3.2 Motion to Adjourn

BOARD OF TRUSTEES

Becky Kallal, Ward 71
Larry Kowalczyk, Ward 72

Cindy Olsen, Ward 73
Debbie Engel, Ward 74
John Acheson, Ward 75

Marilyn Bergstra, Ward 76
Laura Thibert, Ward 77

SUPERINTENDENT

Joan Carr

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May 31, 2011 Public Board Meeting 2.1A

To: The Board of Trustees

From: Joan Carr
Superintendent

Originators: Ron Chomyc
Assistant Superintendent Facilities Services

Carole Karbonik
General Counsel

Re: Disposal of Assets – Our Lady of Lourdes

The Administration is requesting Board approval to proceed with the sale of Our Lady of Lourdes property to the City of Edmonton.

The Board at the March 16, 2010 Board Planning meeting approved the following recommendation: “That the Board approve the Administration submit to the City of Edmonton an offer to the City the sale of Our Lady of Lourdes property for \$3,500,000.”

Since that Board approval, the administration has followed the process as set out in the Joint Use Agreement (JUA) Land with respect to the disposal of the property. The administration has also continued negotiations with the City of Edmonton and obtained subsequent appraisals in addition to the initial April, 2008 appraisal. An appraisal in October, 2009 by Frost & Associates valued the property at \$2,160,000 to \$2,400,000. A subsequent appraisal by Colliers in June, 2010 valued the property at \$2,810,000. Through further negotiation, both the administration and the City arrived at a mutually agreeable price of \$3,200,000 for Our Lady of Lourdes property.

In support of the sale to the City of Edmonton, a real estate purchase agreement has been drafted with the assistance of the parties’ respective administrations and legal counsels. The District, through General Counsel, retained external legal counsel experienced with past District dispositions to assist with the negotiation of the agreement and the closing of the transaction. It is expected that the closing of the sale will occur on July 29, 2011.

The City has leased Our Lady of Lourdes property from Edmonton Catholic Schools for the past ten plus years for their Emergency Response school training site. The real estate purchase agreement recognizes that this lease will terminate upon closing of the sale. The City has indicated that they will continue to use the property for that purpose.

As per the requirements set forth in the *School Act*, ministerial approval of the sale has been requested. As part of the District's request, the Minister was provided with a copy of the real estate purchase agreement as information and to ensure that any terms required on the part of the Minister were adequately incorporated into the agreement. Approval of the sale was received by the District from the Minister of Infrastructure and the Minister of Education on May 24, 2011.

Recommendation

Administration recommends that the Board of Trustees move to:

- a. Approve the sale of the Our Lady of Lourdes property to the City of Edmonton for \$3,200,000.00, subject to the terms and conditions contained in the real estate purchase agreement, as attached; and,
- b. Reaffirm that signing authority is provided to the Superintendent and Treasurer in relation to any and all instruments and documents necessary to give legal effect to the disposition of this property, pursuant to Article 17.2 of the Organizational Bylaw.

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May 31, 2011 Special Public Board Meeting 2.1B

To: The Board of Trustees

From: Becky Kallal, Chair
Board Policy Development and Review Committee

Re: First Reading, Revisions to Organizational Bylaw

According to the Board Planning Cycle the Organizational Bylaw was scheduled to be reviewed this year. The Board Policy Development and Review Committee reviewed the Bylaw and the proposed changes were subsequently discussed in a Board Planning Committee Meeting. Revisions are being presented to the Board at the May 31, 2011, Special Public Meeting for consideration.

The amendments include minor housekeeping revisions.

Highlights are as follows:

- **In the Definitions and Interpretation section:**
 - the point on the definition of “presentations” was revised slightly
- **In the membership of the Board section:**
 - the revisions acknowledge that the number of wards for election of trustees is now seven
- **In the Authorities, Powers and Duties of the Board section:**
 - the term “Mission” has been revised to the term “Foundation Statement” to reflect what is currently used
- **In the Board Governance Policies section:**
 - revisions have been made to allow for electronic copies of policy revisions
 - the Chair’s duties have been revised to reflect GP#7 Chair’s Role which was amended this year
 - trustees’ duties have been revised to acknowledge trustees responsibility of being fully aware of the District’s Foundation Statement and of developing policies that focus on end results
 - duties of the secretary were revised to remove the obligation of the secretary to provide support to all standing and ad hoc Board committees
- **In the Rules, Policies and Procedures Governing Meetings of the Board section:**
 - the section on quorum was revised to include reference to the *School Act* and to allow for trustees to attend board meetings by electronic means
 - the part on motions and voting has been revised to include more specificity on debate of motions
 - the part on presentations by members of the public to the Board has been revised to accommodate both formal presentations to the Board and comments by individual members of the public at Board Meetings

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- **In the Committees of the Board section:**
 - what constitutes the quorum of a Board committee was specified
 - the practice was changed so that trustee representation on standing committees of the Board is determined at the annual organizational meeting
 - provision was made to allow the Board to augment Board committees with members of the public
- **In the Amendment and Revision of the Organizational Bylaw section,**
 - the terms “amendment” and “revision” were defined

Revisions to the Organizational Bylaw require three readings. The revisions to the Bylaw will be presented to the Board for first and second readings at the Special Public Meeting on May 31, 2011. Should the Board give unanimous approval, third and final reading may be given at this meeting.

Recommendation

That the Board of Trustees gives first reading to the Organizational Bylaw, as revised.

That the Board of Trustees gives second reading to the Organizational Bylaw, as revised.

Encls.

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May 31, 2011 Special Public Board Meeting 2.1C

To: The Board of Trustees

From: Becky Kallal, Chair
Board Policy Development and Review Committee

Re: First Reading, GP#12, Trustee Attendance at Board Meetings by Electronic Means

At the end of 2009, the *Miscellaneous Statutes Amendment Act, 2009* received royal assent. One section of the Act amends Section 71 of the *School Act*, enabling trustees to participate in meetings via video or teleconference.

This policy was written to set out this Board's understanding of the circumstances under which trustees of the Edmonton Catholic School Board are able to attend Board meetings by electronic means.

New Governance Policies require three readings. The new GP#12, Trustee Attendance at Board Meetings by Electronic Means will be presented to the Board for first and second readings at the Special Public Meeting on May 31, 2011. Should the Board give unanimous approval, third and final reading may be given at this meeting.

Recommendation

That the Board of Trustees gives first reading to GP#12, Trustee Attendance at Board Meetings by Electronic Means.

That the Board of Trustees gives second reading to GP#12, Trustee Attendance at Board Meetings by Electronic Means.

Encls.

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May 31, 2011 Public Board Meeting 2.1D

To: The Board of Trustees

From: Becky Kallal, Chair
Board Policy Development and Review Committee

Re: Draft Terms of Reference for Trustees Sitting on District Committees

Some time ago, trustees identified the need for Terms of Reference to guide those trustees who are invited to sit on District committees.

The draft Terms of Reference for Trustees Sitting on District Committees were discussed informally at the Board Planning Committee Meeting of May 24th Board Planning Meeting.

These are now being presented for formal consideration and are attached.

Recommendation

That the Board of Trustees approves the Terms of Reference for Trustees Sitting on District Committees.

Encls.

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May 31, 2011 Special Public Board Meeting 2.1E

To: The Board of Trustees

From: Becky Kallal, Chair
Board Policy Development and Review Committee

Re: First Reading, GP#11 Trustee Remuneration and Expenses Amendments

According to policy, the Board reviews GP#11 Trustee Remuneration & Expenses on an annual basis. The Board Policy Development and Review Committee reviews and presents to the Board any suggested amendments. This policy has been reviewed and discussed by the Board Planning Committee and is now being brought to the Board for consideration at the May 31, 2011, Special Public Board Meeting.

Many of the changes were of a housekeeping nature.

Highlights of the amendments include the following:

- An update of the honoraria to reflect what trustees currently receive
- Clarification of the some of the categories under which trustees can claim attendance honoraria
- A cap placed on the amount that trustees can claim for attendance at District-paid events
- Some changes were made to miscellaneous expense claims. For example, a cap was placed on the amount of money trustees can claim for meals when attending certain events. Another example is the amount that each trustee is given to spend per school for expenses arising from school council meetings in his or her ward per year was increased from \$50 to \$100 dollars

Amendments to Governance Policies require three readings. The amendments to GP#11, Trustee Remuneration and Expenses will be presented to the Board for first and second readings at the Special Public Meeting on May 31, 2011. Should the Board give unanimous approval, third and final reading may be given at this meeting.

Recommendation

That the Board of Trustees gives first reading to GP#11 Trustee Remuneration & Expenses.

That the Board of Trustees gives second reading to GP#11 Trustee Remuneration & Expenses
Encls.