

# Edmonton Catholic Separate School District #7

## Minutes of the Regular Board Meeting

2008–2009: #11

April 14, 2009  
7:00 p.m.

Board Room  
Catholic Education Services  
9807–106 Street

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### 1. Call to Order

**Chairperson Engel** called the meeting to order at 7:12 p.m.

**Trustee Olsen** began the meeting with the opening prayer.

#### **Present**

Debbie Engel, Chairperson  
Rudy Arcilla  
Marilyn Bergstra, Vice-Chairperson  
Becky Kallal  
Cindy Olsen  
Kara Pelech  
Jim Urlacher

#### **Consent Agenda**

**Trustee Arcilla** moved approval of the Consent Agenda that included the following items:

- A. Deaths of Former Trustees  
Edward Stack  
Catherine Chichak
- B. Death of Staff member, Denise Black

CARRIED

#### **Agenda**

**Trustee Urlacher** moved approval of the April 14, 2009, Regular Board Agenda, as circulated.

CARRIED

### 2. Minutes

#### **2.1 Minutes of the Previous Meetings**

**Trustee Olsen** moved that the minutes of the Regular Meeting of March 24, 2009, be approved as circulated.

CARRIED

#### **2.2 Matters Arising from the Minutes of the Previous Meeting**

### **3. Business of the Meeting**

#### **3.1 Administrative Business**

##### **A. Reports for Information**

##### **B. Reports Requiring Action**

#### **3.2 Board Business**

##### **A. Reports for Information**

###### **(i) HeART 2 Art Program**

**Trustee Olsen** moved that the Board of Trustees of Edmonton Catholic Schools

- (a) receives as information the HeART 2 Art Program presentation and congratulates Nathan Kasoweskuik, kindergarten student from St. Martin Ukrainian School and Nelson Adkin, Grade 10 student from J. H. Picard School, whose art work was selected for the 2008 HeART 2 Art Contest, and
- (b) sends a letter of commendation to Edmonton Youth Council Members who have graduated from Edmonton Catholic Schools acknowledging their time and commitment as Youth Council Members.

CARRIED

##### **B. Reports Requiring Action**

###### **(i) Revision to Organizational Bylaw**

**Trustee Kallal** moved that the Board of Trustees gives first reading to revise seriatim the Organizational Bylaw, as follows:

###### Section 1.0 Definitions and Interpretations

In this section, definitions for the types of meetings that the Board holds were added, and the entries were alphabetized.

###### Section 3.0 Authority, Powers, and Duties of the Board

A statement was added indicating that in creating and applying policy, the Board will interact with administration openly and with transparency, and one point about Board and Superintendent responsibilities for policy was divided into two for role clarity.

###### Section 4.0 Board Governance Policies

There were no changes to the content, but this section was renamed (from Bylaws) and its position in the document was changed.

###### Section 5.0 Officers of the Board

Some minor changes to subheadings were made. Several duties of the Chairperson were added, and some restrictions on this role were stipulated. A subsection on the duties of trustees was added, as were some duties to the Secretary and Treasurer.

Section 6.0 Meetings of the Board

Definitions of the various types of meetings that the Board holds were added, and the content of Board Planning Meetings that can be publicly disclosed was clarified, as were some points related to Special ((Public) Meetings.

Section 7.0 Rules, Policies, and Procedures Governing Meetings of the Board

The process through which members of the Public can bring presentations to the Board was more clearly laid out.

Section 8.0 Committees of the Board

Definitions of the designations and authorities of committees of the Board were added, the requirements for committee terms of reference were standardized, and some changes were made to reflect current practices.

Section 9.0 Internal Auditor

Points related to the Internal Auditor were previously entered in the Administrative Staff section; this was made into a separate section, and the terms rewritten for clarity. Specific duties were added.

Section 10.0 Administrative and Teaching Staff

These two sections were put together.

Section 11.0 Conflict of Interest

The requirement that a Board sanction for a conflict of interest could only be issued after a Code of Conduct Hearing was included in this section.

Section 12 Inspection of Records and Confidential Information  
Minor changes to reflect adherence to the *Freedom of Information and Protection of Privacy Act* were made.

Section 13.0 Sanctions and Censure

This section was created and the applicable part of the bylaw was extensively reworked, primarily to clearly set out a complaint procedure, procedures for code of conduct hearings, possible sanctions and censures, and the potentiality of payment of legal costs.

Section 19.0 Budget and Fiscal Management

A minor addition was made in order to formally allow the Board to bring forward a deficit budget where current surpluses would be used to cover it.

Section 23 Amendment and Revision of Organizational Bylaw

The section was expanded to include the procedure for revising the Bylaw.

Several sections of the Bylaw were moved to improve the flow of the material. Numerous small grammatical and syntactical revisions were made throughout the document.

**Trustee Bergstra** moved that an amendment be made to Page 12, section 6.4A by:

A. striking the words “*may, at the discretion of the Board be disclosed following the meeting*”

And replacing with “*is public*”

B. adding to the end of the sentence after the word “items” “*and the personal comments of members present during Planning Meetings*”

Section 6.4A would then read:

*“Planning Meetings of the Board are meetings that are closed to the public but the content of the discussion is public except for the content of in-camera discussion items and the personal comments of members present during Planning Meetings.”*

At 8:02 p.m. Chairperson Engel gave the chair to Trustee Bergstra so that she could speak to the amendment. At 8:07 p.m. Chairperson Engel assumed the chair.

The vote was taken on the amendment and it was.... DEFEATED

In Favor: M. Bergstra

Opposed: R. Arcilla  
D. Engel  
B. Kallal  
C. Olsen  
K. Pelech  
J. Urlacher

Vice-Chairperson Bergstra assumed the chair while Chairperson Engel spoke to first reading at 8:12 p.m. At 8:13 p.m. Chairperson Engel assumed the chair.

The vote on first reading was taken and it was..... CARRIED

In Favor: R. Arcilla  
D. Engel  
B. Kallal  
C. Olsen  
K. Pelech  
J. Urlacher

Opposed: M. Bergstra

***Second Reading***

**Trustee Kallal** moved that the Board of Trustees gives second reading to the revisions of the Organizational Bylaw.

CARRIED

In Favor: R. Arcilla  
D. Engel  
B. Kallal  
C. Olsen  
K. Pelech  
J. Urlacher

Opposed: M. Bergstra

***Motion to Approve Interim Technical and Confirming Changes to the Organizational Bylaw***

**Trustee Kallal** moved that Legal Services be authorized to correct article and section designations, punctuation and cross references and to make such other technical and conforming changes to the Organizational Bylaw as may be necessary to reflect the intent of the Board.

CARRIED

**(ii) GP#11 Trustee Remuneration and Expenses**

**Trustee Kallal** moved that the Board of Trustees gives first reading to the amendments of GP#11, Trustee Remuneration and Expenses.

CARRIED

**Trustee Kallal** moved that the Board of Trustees gives second reading to the amendments of GP#11, Trustee Remuneration and Expenses.

CARRIED

**Trustee Kallal** moved that the Board of Trustees gives third and final reading to the amendments of GP#11, Trustee Remuneration and Expenses.

UNANIMOUSLY CARRIED

**(iii) Trustee Kallal** moved that the Board of Trustees approves the revised Terms of Reference for the Board of Trustees Awards Committee, as presented.

CARRIED

**(iv) Terms of Reference, Board Planning Committee**

**Trustee Kallal** moved that the Board of Trustees approves the revised Terms of Reference for the Board of Trustees Board Planning Committee.

CARRIED

### 3.3 New Business

#### 4. Adjournment

**Trustee Olsen** said the closing prayer.

**Trustee Bergstra** moved that the meeting adjourn at 8:32 p.m.

CARRIED

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Chairperson

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Corporate Secretary