

## Lloydminster Roman Catholic Separate School Division No.89



### Board of Education Meeting Agenda

7:00 p.m. October 25, 2023

Prayer: Mr. Winson Avara

*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
  - \*\* Review of Board Meeting Norms
- 2) Adoption of Agenda
- 3) Adoption of Minutes
  - a) September 27, 2023, Board Meeting Minutes

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

- 4) Board / Director Relations
  - a) Business Arising from the Minutes
- 5) Accountability to Community
  - a) *Kary Communications*
  - b) *Remembrance Day Ceremony: Board Representative*
  - c) *ACSTA Governance Summit*
- 6) Accountability to Provincial Government
  - a) Year End Reserve Allocations
  - b) 2023-24 Relocatable Classroom Program Application
  - c) Ministry of Education Meeting
  - d) 2022-2023 Annual Report
  - e) Labour Update
- 7) Policy
  - a) Policy 4: Trusteeship Code of Conduct
  - b) Policy 7: Board Operations
  - c) Policy 17: Delegations

*Administrative Items:*

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- 8) Personnel Management
    - a) Personnel Report
  - 9) Organizational Management
    - a) Administrative Procedures
  - 10) Information Items
  - 11) Correspondence
    - a) Alberta/NWT Bishops Letter - 2023 Catholic Education Sunday
  - 12) Identification of Emergent Items:
  - 13) Closing Prayer
  - 14) Adjournment

**November Prayer: Mr. Cal Fendelet**

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

**MINUTES OF THE REGULAR BOARD MEETING**

**Wednesday, October 25, 2023**

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

**ATTENDANCE:** Mrs. Paula Scott (Chair)  
Mrs. Michelle Rusteika  
Ms. Andrea Zerr  
Mr. Cal Fendelet  
Mrs. Laurie Makichuk  
Mrs. Kate Carnell  
Mr. Winson Avara

Mr. Nigel McCarthy, Director of Education  
Mrs. Melanie Stelmaschuk, Chief Financial Officer  
Ms. Glenda Kary, Deputy Director of Education  
Mr. Vince Orioux, Superintendent of Learning

**ABSENT:**

Prayer led by Mr. Winson Avara.

**ADDITION:**

**23/10/25-01** Mrs. Kate Carnell moved that the Board of Education adopt  
**Agenda** the agenda, as presented.

**CARRIED**

**23/10/25-02** Ms. Andrea Zerr moved that the Board of Education approve the  
**September 27, 2023** September 27, 2023 Board Meeting minutes, as presented.  
**Minutes**

**CARRIED**

**23/10/25-03** Mr. Cal Fendelet moved that the Board of Education approve a net  
**Capital** reduction to Capital Maintenance and Renewal  
**Maintenance &** by (\$53,739).  
**Renewal Reserve**

**CARRIED**

**23/10/25-04** Mrs. Michelle Rusteika moved that the Board of Education approve a  
**School Generated** net increase to School Generated Funds by \$14,817.  
**Funds**

**CARRIED**

**23/10/25-05** Mr. Winson Avara moved that the Board of Education approve a  
**School Community** net increase to School Community Council reserve by \$36,356.  
**Council Reserve**

**CARRIED**

**23/10/25-06** Ms. Andrea Zerr moved that the Board of Education  
**Tangible Capital** approve to reduce the Designated for Tangible Capital Asset  
**Asset Expenditures** Expenditures by (\$1,017,818).

**CARRIED**

**23/10/25-07** Mrs. Laurie Makichuk moved that the Board of Education  
**PMR** approve a net reduction to the PMR maintenance project allocations  
by (\$8,955).

**CARRIED**

**23/10/25-08** Mrs. Kate Carnell moved that the Board of Education to  
**Facility** increase the Facility Renewal reserve by \$60,000.  
**Renewal Reserve**

**CARRIED**

**23/10/25-09** Mr. Cal Fendelet moved that the Board of Education  
**IT Resource** approve to increase the IT Resource Contingency by \$7,700.  
**Contingency**

**CARRIED**

**23/10/25-10** Mrs. Laurie Makichuk moved that the Board of Education  
**2023-2024** approve the 2023-2024 Relocatable Classroom Program  
**Relocatable** Application, as presented.  
**Classroom Program**  
**Application**

**CARRIED**

**23/10/25-11** Mrs. Kate Carnell moved that the Board of Education  
**Policy 17** approve the revisions to Policy 17, Delegations.  
**Delegations**

**CARRIED**

**23/10/25-12** Mr. Winson Avara moved that the Board of Education  
**Policy 7** approve the revisions to Policy 7, Board Operations.  
**Board Operations**

**CARRIED**



**23/10/25-13**  
**Closed Session**

Mrs. Laurie Makichuk moved that the Board meeting move to a closed session at 8:01 p.m.

**CARRIED**

**23/10/25-14**  
**Reconvene**

Mr. Winson Avara moved that the Board meeting move out of closed session at 8:26 p.m.

**CARRIED**

**23/10/25-15**  
**Ukrainian**  
**Refugee**

Mrs. Laurie Makichuk moved that the Board of Education approve the use of 2 classrooms to Ukrainian refugee and recently immigrated students at the request of the Ukrainian Catholic Eparchy for the purposes of cultural and language classes on Saturdays at an appropriate LCSD School free of charge for the 2023-2024 school year.

Mr. Winson Avara led the closing prayer.

**23/10/25-16**  
**Adjournment**

Mrs. Kate Carnell moved that the Board meeting adjourn at 9:01 p.m.

**CARRIED**



Paula Scott  
Chairperson of the Board



Melanie Stelmaschuk, CPA, CA  
Chief Financial Officer

December 6, 2023

Date