

Lloydminster Roman Catholic Separate School Division No.89



Board of Education Meeting Agenda

7:00 p.m. November 27, 2024

Prayer: Mrs. Michelle Rusteika

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

Treaty Land Acknowledgement

Presentations: We Acknowledge by Mr. Scott Young

- 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 23, 2024 Board Meeting Minutes

Board Discussion / Directions:

- 5) Organizational Meeting
 - a) Appointment of Attendance Counselor
 - b) Appointments / Representative
 - i) Archdiocese Representative
 - ii) OH&S Representative
 - iii) Promotions Representative
 - iv) SCSBA Board of Directors
 - v) SSBA Representative
 - vi) SCC Liaison
 - vii) First Nations 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) *Kary Communications*
 - b) *ACSTA 2024 AGM and Conference*
 - c) *Archdiocese Board & Superintendent Meeting*
 - d) *SSBA Proposed Bylaw Amendments and Resolutions for 2024 AGM*
 - e) *ASBA Position Statements Fall General Meeting 2024*
 - f) *Monthly Minute Board of Education Messages*

- 7) Accountability to Provincial Government
 - a) Annual Report Approval
 - b) School Community Council
 - i) SCC Executive
 - ii) Action Plan

- 8) *Board / Director Relations*
 - a) *Business Arising from the Minutes*

- 9) Faith Leadership
 - a) *LCSD Advent Mass*
 - b) *Christmas Celebration – Priest Honorarium*

- 10) Fiscal Accountability
 - a) August 31, 2024 Financial Statements
 - b) Audit Findings Letter

- 11) Policy
 - a) Board Annual Work Plan
 - b) Policy 4 Trusteeship Conduct and Ethics

Administrative Items:

- 12) Educational Leadership
 - a) Spirit of the Youth and Religious Education Congress

- 13) Organizational Management
 - a) Administrative Procedures
 - b) LCSD Emergent System Results

<> 14) Personnel Management
a) Personnel Report

15) Information Items

16) Correspondence

- a) SSBA Letter of Congratulations to Hon. Everett Hindley, Minister of Education
- b) LCSD Letter of Congratulations to Hon. Everett Hindley Minister of Education
- c) Letter of Congratulations to Hon. Colleen Young, Minister of Energy and Resources
- d) Archbishop Student Advisory Council letter

17) Identification of Emergent Items

18) Closing Prayer

19) Adjournment

December Prayer: Mr. Cal Fendelet

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

MINUTES OF THE REGULAR BOARD MEETING

Wednesday, November 27, 2024

TIME AND PLACE: The meeting commenced at 7:00 p.m. in Board Room.

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

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

Mr. Scott Young, Principal, Father Gorman Community School (left at 7:18 p.m.)

Prayer led by Mrs. Michelle Rusteika.

Treaty Acknowledgement by Mrs. Paula Scott.

Presentation: We Acknowledge by Mr. Scott Young

ORGANIZATION MEETING:

Mr. Scott Young called the Organizational Board Meeting to order at 7:14 p.m.

Mr. Scott Young called for nominations for Chairperson of the Board.

Mrs. Laurie Makichuk nominated Mrs. Paula Scott to be Board Chair.
Second by Mrs. Kate Carnell.

Mr. Scott Young called for nominations three times and called for nominations to be closed.

24/11/27-01 Mrs. Michelle Rusteika moved that nominations close.
Close Nominations

CARRIED

A handwritten signature in black ink, appearing to be the initials 'MS' followed by a stylized flourish.

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.

Mr. Cal Fendelet nominated Mrs. Michelle Rusteika.
Second by Ms. Andrea Zerr.

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

24/11/27-02
Close Nominations

Mrs. Kate Carnell moved that nominations close.

CARRIED

Mrs. Michelle Rusteika was acclaimed Vice-Chair.

24/11/27-03
Agenda

Mrs. Kate Carnell moved that the Board of Education adopt the agenda, as presented.

CARRIED

24/11/27-04
October 23, 2024
Minutes

Mrs. Laurie Makichuk moved that the Board of Education adopt October 23, 2024 Board Meeting minutes, as presented.

CARRIED

24/11/27-05
Attendance
Counselor

Mrs. Michelle Rusteika moved that Mr. Vince Orioux, Superintendent of Learning, be appointed Attendance Counselor.

CARRIED

24/11/27-06
Archdiocese
Representative

Mrs. Laurie Makichuk moved that Mrs. Paula Scott be appointed as the Archdiocese Representative.

CARRIED

24/11/27-07
OH&S
Representatives

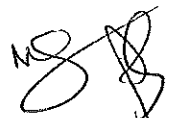
Mr. Cal Fendelet moved that Ms. Andrea Zerr and Mrs. Paula Scott be appointed as the Occupational Health and Safety Representatives.

CARRIED

24/11/27-08
Promotions
Representative

Mr. Cal Fendelet moved that Ms. Andrea Zerr be appointed as the Promotions Representative.

CARRIED



24/11/27-09
SCSBA
Board of Directors
Representative

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

CARRIED

24/11/27-10
SCC
Liaison

Mr. Cal Fendelet moved that Mrs. Laurie Makichuk be appointed as the School Community Council Liaison.

CARRIED

24/11/27-11
First Nations
Liaison

Mrs. Michelle Rusteika moved that Mrs. Kate Carnell and Mr. Cal Fendelet be appointed as the First Nations Liaisons.

CARRIED

24/11/27-12
Signing Authority

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

CARRIED

24/11/27-13
Meeting Dates
2024-2025

Mrs. Michelle Rusteika moved that the Committee of the Whole and Board of Education meeting schedule for 2024-2025 be accepted, as presented.

CARRIED

24/11/27-14
Indemnity and
Expense Rates

Mr. Cal Fendelet moved that the Board of Education approve the Indemnity and Expense rates as presented.

The Board Chair shall receive an honorarium of \$1,721.94 per month. The Board Vice-Chair shall receive an honorarium of \$1,291.45 per month. Trustees shall receive an honorarium of \$860.97 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

**24/11/27-15
2023-2024
Annual Report**

Mrs. Kate Carnell moved that the Board of Education approve the 2023-2024 Annual Report pending minor changes or updates after Ministries of Education and Finance format review and approval.

CARRIED

**24/11/27-16
SCC Executive**

Mrs. Laurie Makichuk moved that the Board of Education approve the 2024-2025 School Community Council Executive, as presented.

CARRIED

**24/11/27-17
SCC Action Plans
and Budgets**

Mrs. Laurie Makichuk moved that the Board of Education approve the 2024-2025 School Community Council Action Plans and Budgets, as presented.

CARRIED

**24/11/27-18
Priest Honorarium**

Ms. Andrea Zerr moved that the Board of Education approve the honorariums to the current Priests and Deacon to reflect the amount of work being done.

CARRIED



24/11/27-19
Audit Financial
Statements and
Board Audit
Findings Letter

Mrs. Michelle Rusteika moved that the Board of Education approve the August 31, 2024 Audited Financial Statements, pending minor changes made after the Ministry of Education and Finance format review and approval.

CARRIED

24/11/27-20
Board Annual
Work Plan

Mr. Cal Fendelet moved that the Board of Education approve the Board Annual Work Plan as a document to be revised throughout the year.

CARRIED

24/11/27-21
Spirit of the Youth
and Religious
Education Congress

Ms. Andrea Zerr moved that the Board of Education approve the proposed co-curricular travel opportunity to Los Angeles and Anaheim, California, USA from February 19, 2025 to February 24, 2025.

CARRIED

24/11/27-22
Closed Session

Mrs. Laurie Makichuk moved that the Board meeting move to a closed session at 9:27 p.m.

CARRIED

24/11/27-23
Reconvene

Ms. Carleen Weinkauff moved that the Board meeting move out of closed session at 9:48 p.m.

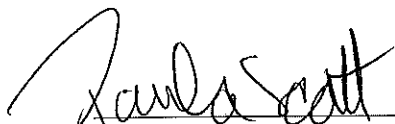
CARRIED

Mrs. Michelle Rusteika led the closing prayer.

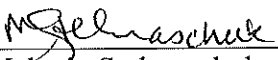
24/11/27-24
Adjournment

Ms. Andrea Zerr moved that the Board meeting adjourn at 9:50 p.m.

CARRIED



Paula Scott
Chairperson of the Board



Melanie Stelmaschuk, CPA, CA
Chief Financial Officer

December 11, 2024
Date