

Minutes of the regular meeting of the Board of Trustees of Canadian Rockies Regional Division No. 12 held on Tuesday, March 19, 2019 at 7:00 p.m. at Exshaw School.

**Trustees Present:**

C. Picard (Chair), A. Rheume, J. Smith, S. Rowed  
Absent: L. Sunderland

**Administration and Staff:**

C. MacPhee, Superintendent  
M. Guindon, Secretary Treasurer  
K. Gregovic, Controller / Assistant Secretary Treasurer  
N. Dack-Doi, Principal Exshaw  
N. Trottier, Principal LGMS  
C. Kestle, Assistant Principal LGMS  
N. Miles, Principal, BCHS  
D. McKibbin, Principal BES  
C. Rogers, Principal CCHS  
B. Wityshyn, Principal ERS  
J. Bowes, Executive Assistant

Recorder

**1. Call to Order**

The Chair called the meeting to order at 7:00 p.m. with a quorum of trustees present and called for any additions, deletions or changes to the agenda.

**2. Approval of Agenda**

Motion: S. Rowed

That the agenda be approved with the following amendments:

- 2.1 Addition: Action Item 5.3 Homeschooling
- 2.2 Addition: Information Item 6.4 LGMS Quebec Trip
- 2.3 Addition: In Camera TEBA

Carried

**3. Presentation**

3.1 [Elizabeth Rummel School - Education Plan - Achievements and Areas of Focus](#)

3.2 [Lawrence Grassi Middle School - Education Plan - Achievements and Areas of Focus](#)

**4. Approval of Minutes**

4.1 [Regular Meeting](#)

Motion: J. Smith

That the minutes of the February 13, 2019 regular meeting be approved as presented.

Carried

Agenda

378-1819

Regular Mtg Minutes

379-1819

Special Mtg Minutes 380-1819

#### **4.2** [Special Meeting](#)

Motion: A. Rheume

That the minutes of the February 20, 2019 special meeting be approved as presented.

Carried

#### **5. Action Items -**

CCHS International Travel 381-1819

##### **5.1** [CCHS International Travel](#)

Motion: J. Smith

That the board approve the Canmore Collegiate High School concert and jazz bands travel to the Heritage Festival in Seattle, Washington, USA from April 24th to April 28th, 2019 with all documentation, procedures and planning in place.

Carried

Request from Board Chair that international trips be brought forward to the board with more advance time to review any travel advisories. Superintendent noted that travel advisories can change and be updated multiple times during the course of trip planning, so he will bring updates for these trips to the board a few times before final approval is asked for.

2019-2020 Learning Calendar 382-1819

##### **5.2** [2019-2020 Learning Calendar](#)

Motion: J. Smith

Be it resolved that the Board adopt the 2019-2020 Learning Calendar as presented

Carried

Homeschooling 383-1819

##### **5.3** [Homeschooling](#)

Motion: A. Rheume

Be it resolved that the Board approve the decision to cease supporting homeschooling as an option within CRPS.

Carried

#### **6. Information / Discussion**

##### **6.1** [Superintendent Report](#)

- Pre-Budget Discussions
  - Secretary treasurer beginning a draft budget to share with administrators outlining the possible challenges
  - Alberta Education has given an extension until June for submitting a budget. This may change with the upcoming provincial election
  - No provincial budget as yet to build a divisional budget
  - Ministry removed CEU cap for current and next school year. This could change if there is a new government. Also removed prerequisites for some high school courses if principal decides it is in the best interest of the student
  - \$160,000 (CUE cap) need not be extracted in building the draft budget as previously thought
  - Normal enrollment projections being carried out
  - Salary grid increases for all staffing groups
  - Everything will remain the same except a balanced budget will be brought forward and staffing will be determined with that in mind

- No major staff hiring until the budget has been determined, except what fits within the balanced budget
- Funds to be removed from balanced budget
  - CIF Funding \$303,000
  - Reserves \$150,000
  - OH&S was previously \$30,000; now with changes and new hire of full time OH&S Officer based on new legislation - \$120,000
  - Grid increases for all staffing groups
  - Approximately \$30,000 needed for Intellimedia development - requirement by government to digitize all student records
  - TEBA completing their work; approx \$60,000
  - Local bargaining funds
  - Large increase in legal fees
  - These all need to be taken into consideration when bringing forward a balanced budget
  - For many years reserves have been used to increase CRPS staffing needs. Not possible this year with an unknown budget due to a possible change in government.
  - Reserves will be saved until a budget has been determined
  - Hiring for present school year will be based on the balanced budget numbers
  - More hiring may take place in August or early September
  - Within this budget revenue of \$450,000 from International Student Program - possibly higher
  - Possible short-term summer programs again this year - \$150,000 in revenue
- High School Alignment
  - Principals from CCHS and BCHS will present at next board meeting
- BES Phase II meetings - conversations with architect and developer regarding change orders. Still aiming for May 17th as completion date
- Attended ID9 meeting regarding funding for CRPS.
  - Continue half and half kindergarten at BES - approved \$52,000 for staffing
  - Continue to fund for OLC \$50,000
  - Nature Explorers \$20,000
- Summer CALM - 222 registrations complete at this time. Expect to max out all sessions.
- Meeting with parent of high level skiers regarding possible partnerships with Alberta Alpine Ski Association utilizing some summer school courses. Will continue to explore that possibility.
- Meeting regarding funding formula with Brad Smith, Executive

Director and Senior Financial Officer, Alberta Education

- Leadership Grant - first reading for \$250,000. Hope to hear soon regarding approval.
- International Students - interest is great and we are turning away students. Have reached our current maximum availability. Require more homestay families. Homestay Coordinator will set up a table during parent/teacher conferences at all schools to introduce the program and possibly interest more homestay families.

## 6.2 [Deputy Superintendent Report](#)

Deputy Superintendent Parsons-Pack was away at a conference and was not able to attend the meeting. Superintendent MacPhee offered the report as information on the Deputy's behalf.

- Japanese group at CCHS - will return next year. Realize approximately \$55,000 revenue for a week
- Dual Credit Grant - \$50,000
- Mental Health Capacity Building (MHCB) Grant - Indigenous population \$247,000 a year for three years to support Indigenous students through CRPS
- Indigenous Language Grant- \$100,000
- Staffing contracts will be impacted due to staff returning from sick or other leaves, as well as unstable funding allotments

## 6.3 Secretary Treasurer Report

- Financial year to date
  - Half the year has expired so the assumption is 50% of revenues and expenses should be realized or very close to it. We are slightly over the 50% on both.
  - Not all costs are linear, as a result assumptions have been made based on history to extrapolate the remaining of the year.
  - As the report incorporates assumptions based on historical information, the report is qualified as the balance of the year may still have a different outcome
  - With the current year to date information and assumptions we foresee to end the year with a balanced budget or a very small surplus.
  - The anticipated reduction in CEU funding of \$160,880 is not a factor this year and next year; therefore, our initial estimates of a deficit of \$151,000 for this year will not be realized.

## 6.4 [LGMS Quebec Trip](#)

- Based on the information provided to the Superintendent, approval in principle is granted for Lawrence Grassi Middle School to begin researching a trip for Grade 7 and 8 students to travel to Montreal and Quebec City from June 16 to June 21, 2020.

## 7. Board Items.

### 7.1 Board Highlights

- Elizabeth Rummel School Education Plan

- Lawrence Grassi Middle School Education Plan
- New Grant Funding
- Canadian Rockies Public Schools 2019-2020 Learning Calendar
- International Program Homestay Families

## 7.2 Correspondence

7.2.1 [CASS Election Priorities](#)

7.2.2 [PSBAA Request for CRPS Student Presentation](#)

## 7.3 Trustee Reports

7.3.1 C. Picard

- Alberta Rural Education Symposium
- Attended Throne Speech

7.3.2 A. Rheaume

- Alberta Rural Education Symposium in Edmonton
- Rural Caucus meetings - independent group of rural boards

7.3.3 J. Smith

- TEBA meetings
- Exshaw Kindergarten Open House

7.3.4 L. Sunderland (absent)

7.3.5 S. Rowed

- Alberta Rural Education Symposium

## 8. Questions

- No questions

## 9. In Camera

In Camera

384-1819

Motion: J. Smith

That the Board go in camera at 9:15 p.m.

Carried

Out of Camera

385-1819

Motion: A. Rheaume

That the Board come out of camera at 9:30 p.m.

Carried

Adjourn

386-1819

Motion: J. Smith

That the meeting adjourn at 9:30 p.m.

Carried