

		MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE HOLY SPIRIT ROMAN CATHOLIC SEPARATE SCHOOL DIVISION, HELD AT THE ST. BASIL CATHOLIC EDUCATION CENTRE ON WEDNESDAY, MAY 22, 2024, COMMENCING AT 3:06 P.M.	
	Present	BOARD Board Chair Vice Chair Trustee Trustee Trustee Trustee Trustee Trustee Trustee	Carmen Mombourquette Thomas Machacek Frances Cote Tricia Doherty Blake Dolan Linda Ellefson Roisin Gibb Cheralan O'Donnell Bob Spitzig
		ADMINISTRATION Superintendent of Schools Deputy Superintendent Acting Secretary-Treasurer Recording Secretary	Ken Sampson Anthea Boras Amanda Lindemann Rhonda Kawa
CALL TO ORDER OPENING PRAYER		Board Chair Carmen Mombourquette called the May 22, 2024 Regular Board Meeting to order at 3:06 p.m. He acknowledged that the land on which we stand is the traditional territories of the Blackfoot Nations and the people of the Treaty 7 region in southern Alberta. St. Francis Junior High School teacher, Wade Kast, led the Board with a prayer by students from St. Francis Junior High School.	
Approval of Agenda	10550/0524 Linda Ellefson	M/C	That the agenda for the May 22, 2024 Board Meeting be approved, as amended. The following item was added to the agenda: B.8 Superintendent Replacement
Previous Minutes	10551/0524 Tom Machacek	M/C	That the minutes of the April 24, 2024 Regular Meeting of the Board be approved, as presented. There was no business arising from the minutes.
Business Arising from the Minutes			
<u>PRESENTATION</u> Edwin Parr Nominee			Mr. Wade Kast, a teacher from St. Francis Junior High School in Lethbridge, was selected as the Holy Spirit Catholic School Division nominee for the ASBA's "Edwin Parr Award," which recognizes excellence in first year teaching. The Board formally congratulated him on the nomination.
<u>ACTION ITEMS</u> Three-Year Education Plan 2024/2027	B.1		The Board reviewed a draft version of the Three-Year Education Plan for 2024-2027 which was prepared in accordance to the responsibilities under the <i>Education Act</i> and the <i>Fiscal Planning and Transparency Act</i> . This document will be placed on the division's website.
	10552/0524 Tricia Doherty	M/C	That the Board of Trustees approves the Three-Year Education Plan 2024-2027, authorizing the Board Chair to make any incidental corrections, as necessary; AND FURTHER, that the Three-Year Education Plan 2024-2027 be submitted to Alberta Education by the May 31, 2024 deadline and posted on the division's website.

Operating Budget 2024/2025	B.2	Acting Secretary Treasurer Amanda Lindemann presented the Operating Budget for the 2024/2025 school year, developed using the New Funding and Assurance Model by Alberta Education, noting that the division-funding shortfall for 2024/2025 will be \$411,352 dollars.
Memorandum of Agreement with CUPE 1825	10553/0524 Linda Ellefson	M/C That the Board of Trustees approves Holy Spirit Catholic School Division's Operating Budget for 2024/2025; AND FURTHER, authorizes the submission of the Operating Budget for the 2024/2025 school year to Alberta Education.
Meeting with Local Priests Agenda Items	10554/0524 Tom Machacek	M/D That the Board of Trustees amends the Operating Budget for 2024/2025 by adding 0.5 FTE teacher into the budget to the amount of \$56,000, specifically for St. Michael's School, Bow Island. A brief recess was called at 5:24 p.m. The Board reconvened at 5:37 p.m.
Meeting with Local MLAs Agenda Items	B.3	Local negotiations between the Holy Spirit Catholic School division and CUPE 1825 have come to a conclusion. As a result, a Memorandum of Agreement (MOA) has been developed and requires Board ratification.
Locally Developed Courses	10555/0524 Blake Dolan	M/C That the Board of Trustees ratifies the Memorandum of Agreement, effective September 1, 2020 to August 31, 2024, between the Holy Spirit Roman Catholic Separate School Division and CUPE 1825; AND FURTHER, that the members of both negotiating committees be thanked for their efforts and hard work in reaching this agreement.
Meeting with Local Priests Agenda Items	B.4	The Board of Trustees is scheduled to meet with the division's local parish priests on June 13, 2024. In preparation for this meeting, the Board provided direction regarding items for the agenda.
Meeting with Local MLAs Agenda Items	10556/0524 Tom Machacek	M/C That the Board of Trustees places the following items on the agenda for the meeting with the division's local parish priests: • Year 3 Faith Plan Overview • Sacramental Preparation • Presence and Role of Clergy / Deacons in Schools • Ministry Training for Students and Staff • Support for Diocesan Renewal in Schools • GrACE Advocacy in Parishes
Meeting with Local MLAs Agenda Items	B.5	The Board of Trustees is attempting to schedule a meeting with the division's local MLAs in June of 2024. In preparation for this meeting, the Board provided direction regarding items for the agenda.
Locally Developed Courses	10557/0524 Tom Machacek	M/C That the Board of Trustees places the following discussed items on the agenda for the meeting on the agreed date with the division's local MLAs: • Weighted Moving Average – Carmen Mombourquette • Funding Shortfall Letter to Minister of Education – Blake Dolan • Impact on Bill 18 for School Boards – Tom Machacek • Capital Plan – Tricia Doherty • Cell Phone Usage in Schools – Roisin Gibb
	B.6	A list of locally developed/acquired courses was presented for Board consideration and approval before being submitted to Alberta Education.

10558/0524
Cheralan O'Donnell

M/C That the Board of Trustees for The Holy Spirit Catholic School Division, at its May 22, 2024 Regular Meeting, approves the use and implementation of the following Locally Developed Courses and their accompanying learning resources:

Course Name	Version	Course Code	First Approved Year	Last Approved Year
ESL Expository English Level 1 15	5 Credits (2024-2028)	LDC1271	2024-2025	2027-2028
ESL Expository English Level 2 15	5 Credits (2024-2028)	LDC1276	2024-2025	2027-2028
ESL Introduction to Mathematics 15	5 Credits (2024-2028)	LDC1350	2024-2025	2027-2028
Reading Development 15	3 Credits (2024-2028)	LDC1311	2024-2025	2027-2028
Reading Development 15	5 Credits (2024-2028)	LDC1311	2024-2025	2027-2028
Reading Foundations 15	3 Credits (2024-2028)	LDC1296	2024-2025	2027-2028
Reading Foundations 15	5 Credits (2024-2028)	LDC1296	2024-2025	2027-2028
Social Literacy 15	3 Credits (2024-2028)	LDC1023	2024-2025	2027-2028
Social Literacy 25	3 Credits (2024-2028)	LDC2023	2024-2025	2027-2028
Student-Centered Learning 15	3 Credits (2023-2027)	LDC1234	2024-2025	2026-2027
Traditional Land Based Learning 25	5 Credits (2024-2028)	LDC2248	2024-2025	2027-2028
Traditional Land Based Learning 35	5 Credits (2024-2028)	LDC3248	2024-2025	2027-2028

Outreach School Status

B.7

A motion is required by Alberta Education to authorize the division to make an Outreach School Status application for Trinity E-Learning as the school provides alternate education programming for students.

10559/0524
Cheralan O'Donnell

M/C That the Board of Trustees authorizes the Superintendent after having examined the Trinity E-Learning program to make an application to Alberta Education for approval of Outreach School Status.

Superintendent Replacement

B.8

With the resignation of our present Superintendent of Schools Ken Sampson, a new Superintendent must be in place before the beginning of the new 2024/2025 school year.

10560/0524
Bob Spitzig

M/C That the Board of Trustees authorizes the Board Chair to examine the possibility of appointing an interim Superintendent of Schools for the 2024/2025 school year;

AND FURTHERMORE, to post the Superintendent of Schools position as soon as applicable.

POLICY REVIEW

Policy 21: Public Interest Disclosure (Whistleblower Protection)

C.1

The Board reviewed *Policy 21: Public Interest Disclosure (Whistleblower Protection)* and determined that no changes were required at this time.

105561/0524
Roisin Gibb

M/C That the Board of Trustees accepts *Policy 21: Public Interest Disclosure (Whistleblower Protection)*, as presented.

Policy 22: Vaccination Protocol

C.2

The Board reviewed *Policy 22: Vaccination Protocol* and determined that no changes were required at this time.

10562/0524
Tricia Doherty

M/C That the Board of Trustees accepts *Policy 22: Vaccination Protocol*, as presented.

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Policy 23: Extra-Curricular Activity	C.3	As per <i>Policy 8: Policy Making</i> , a new policy must be adopted and recorded in the minutes to be official. Upon unanimous agreement of the Trustees, a second and final reading of <i>Policy 23: Extra-Curricular Activity</i> took place and determined that no changes were required.
	10563/0524 Tom Machacek	M/C That the Board of Trustees approves and adopts <i>Policy 23: Extra-Curricular Activity</i>, as presented.
Policy 24: Budget	C.4	As per <i>Policy 8: Policy Making</i> , a new policy must be adopted and recorded in the minutes to be official. Upon unanimous agreement of the Trustees, a second and final reading of <i>Policy 24: Budget</i> took place and determined that changes were required.
	10564/0524 Cheralan O'Donnell	M/C That the Board of Trustees approves and adopts <i>Policy 24: Budget</i>, as amended.
<u>ADMINISTRATIVE REPORTS</u>		
Superintendent's Report	D.1	The Board reviewed the Superintendent's May 22, 2024 Report.
	10565/0524 Tricia Doherty	M/C That the Board of Trustees receives and files the Superintendent, Deputy Superintendent, and Acting Secretary Treasurer Reports for May 22, 2024.
Deputy Superintendent's Report	D.2	The Board reviewed the Deputy Superintendent's May 22, 2024 Report.
Acting Secretary Treasurer's Report	D.3	The Board reviewed the Acting Secretary Treasurer's May 22, 2024 Report.
<u>BOARD REPORTS</u>		
Board Chair's Report	E.1	Board Chair Carmen Mombourquette provided a report about recent correspondence, planning and events, and activities.
	10566/0524 Cheralan O'Donnell	M/C That the Board of Trustees receives and files the Board Chair, ACSTA, ASBA, GrACE, PCCCLC, and TBAC Reports for May 22, 2024.
ACSTA Report	E.2	Trustee Linda Ellefson, Board representative to the ACSTA, provided a report to the Board regarding recent business, events, and activities.
ASBA Report	E.3	Trustee Cheralan O'Donnell, Board representative to the ASBA, provided a report to the Board regarding recent business, events, and activities.
GrACE Report	E.4	Trustees Tricia Doherty and Linda Ellefson, Board representatives to GrACE, provided a report to the Board regarding recent business, events, and activities.
Pincher Creek Early Learning Centre Report	E.5	Trustee Bob Spitzig, Board representative to the Pincher Creek Early Learning Centre, provided a report to the Board regarding recent business, events, and activities.
TBAC Report	E.6	Trustees Blake Dolan, Frances Cote and Bob Spitzig, Board representatives to TBAC, provided a report to the Board regarding recent business, events, and activities.
<u>ADVOCACY</u>		
Individual Trustee Advocacy	F.1	Each Trustee provided a brief update about the activities they have been engaged in to advocate for the Board and school division over the past month.
	10567/0524 Tricia Doherty	M/C That the Board of Trustees receives and files individual Trustee Advocacy Reports for May 22, 2024.

School Council Advocacy	F.2	School Council Advocacy is a forum to address key topics and to provide a bridge for information to be shared between school councils and the Board of Trustees. Trustee Spitzig spoke to St. Teresa of Calcutta School Council's concern over low PAT scores and the parents would like to know if there are any plans for changes that will reflect better PAT scores going forward. Superintendent Ken Sampson told the Board that next year Grades 1 and 6 will be single grades and the other grades will remain as multi-grades. The grade configurations will then be re-evaluated after the 2024/2025 school year. Trustee Spitzig also brought forward St. Teresa of Calcutta School's concerns with SPACES and if it would be a possibility that more inservicing be made available to the parents at that school. Superintendent Sampson stated that Director of Learning Carmen Larsen has already provided inservicing for the school but would be willing to offer further as needed. Trustee Roisin Gibb brought forward St. Francis Junior High School Council's concern about device issues especially if PATs fall on the same day as their Common Math Assessments. Coordinator of Technology Regan Holt has indicated to the Superintendent that he felt that with some coordination that those device concerns should be alleviated. Trustee Gibb suggested the need for this issue to be an advocacy piece with Alberta Education regarding the allocation of more devices to school divisions.
Holy Spirit High School Graduation Planning	F.3	The most recent information for the division's Grade 12 graduations was shared with the Board.
<u>INFORMATION ITEMS</u>		
Division Calendars 2024/2025	G.1	The most recent drafts of the division's calendars were provided for Board review.
Holy Spirit Catholic School Division Family Gathering	G.2	The Board was provided information regarding the upcoming 3rd Annual Division Family Gathering, to be held May 30, 2024 at Father Leonard Van Tighem School starting at 5:00 p.m.
Holy Spirit Catholic School Division Retirement Celebration	G.3	Holy Spirit Catholic School Division's retirement celebration will be held June 11, 2024 beginning at 6:00 p.m. at the Lethbridge Sandman Signature Lodge.
Ready, Set, Go Program Donation	G.4	The Knights of Columbus #5726 recently donated \$5,700.00 to support our partnership program Ready, Set, Go, an initiative that assists students in need to arrive equipped for the first day of school. A letter of thanks was penned and sent to the Knights.
Holy Spirit Catholic School Division's Contributions to the Terry Fox Foundation	G.5	The Board received correspondence indicating that, due to the participation of eleven (11) Holy Spirit Catholic Schools in Terry Fox events, \$6,108.70 has been raised for cancer research over the 2023 year.
Correspondence to the Minister of Education	G.6	The Board received for review correspondence from the Board Chair Carmen Mombourquette to Minister Nicolaides, Minister of Education, regarding Holy Spirit Catholic School Division funding shortfalls, in particular, after recent local bargaining agreements were ratified.
Director of Learning Update	G.7	Carmen Larsen, Director of Learning, provided a report to the Board, apprising them of recent division activity related to Learning.
Director of Religious Education Update	G.8	Aaron Skretting, Director of Religious Education, provided a report to the Board, apprising them of recent division activity related to Religious Education.
Director of Support Services Update	G.9	Crystal Lothian, Director of Support Services, provided a report to the Board, apprising them of recent division activity related to the Support Services Department.
First Nations, Métis and Inuit Education Update	G.10	Aaron Skretting, Director of Religious Education, provided a report to the Board, apprising them of recent division activity related to First Nations, Métis, and Inuit Education.
Holy Spirit Stars	G.11	The Board reviewed the activities and achievements of the division's students and staff over the past month.

Enrolment Data Update ADJOURNMENT	G.12	The Board received the division enrolment report for April, 2024.	
	10568/0524 Cheralan O'Donnell	M/C	That the Board of Trustees convenes into the Committee of the Whole at 6:59 p.m.
	10569/0524 Roisin Gibb	M//C	That the Board of Trustees reconvenes into the Regular Meeting at 7:10 p.m.
	10570/0524 Roisin Gibb	M/C	That the Board of Trustees adjourns the Regular Board Meeting of May 22, 2024 at 7:10 p.m.
		Board Chair	Acting Secretary-Treasurer