

CALL TO ORDER OPENING PRAYER Approval of Agenda Previous Minutes Business Arising from the Minutes <u>PRESENTATION</u> “Thoughts, Impressions and Going Forward” <u>ACTION ITEMS</u> Three Year Capital Plan (2026-2029) DRAFT Alberta School Councils’ Association (ASCA) Conference Registration	Present 10704/0225 Blake Dolan 10705/0225 Linda Ellefson B.1 10706/0225 Bob Spitzig B.2	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, FEBRUARY 26, 2025, COMMENCING AT 3:06 P.M. BOARD Board Chair Carmen Mombourquette Vice Chair Linda Ellefson Trustee Frances Cote Trustee Tricia Doherty Trustee Blake Dolan Trustee Roisin Gibb Trustee Thomas Machacek Trustee Cheralan O'Donnell Trustee Bob Spitzig ADMINISTRATION Superintendent of Schools Chantel Axani Deputy Superintendent Anthea Boras Acting Secretary-Treasurer Amanda Lindemann Recording Secretary Rhonda Kawa Board Chair Carmen Mombourquette called the February 26, 2025, 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. Trustee Roisin Gibb led in prayer provided by students from The Children of St. Martha School. M/C That the agenda for the February 26, 2025, Board Meeting be approved, as presented. M/C That the minutes of the January 22, 2025, Regular Meeting of the Board be approved, as presented. There was no business arising from the minutes. Superintendent Chantel Axani presented to the Board of Trustees her impressions on her first few months of joining the Holy Spirit Catholic School Division as Superintendent. She outlined the priorities that will inform her work going forward focusing on faith and commitment to Catholic education, building relationships, supporting staff well-being, and fiscal stewardship. Acting Secretary-Treasurer Amanda Lindemann provided a draft version of the “Three Year Capital Plan” (2026-2029), for Board review. A presentation was given to the Board of Trustees providing further details of the Three Year Capital Plan. M/C That the Board of Trustees receives and files the draft Three Year Capital Plan (2026-2029); AND FURTHER, that the Board of Trustees directs the Superintendent of Schools to finalize and present the Three Year Capital Plan (2026-2029) at the March 2025 Regular Board Meeting. The ASCA will be holding its Spring Symposium and Annual General Meeting from April 26-27, 2025, this year. To support the organization, as well as the development of the division’s school councils, the Board of Trustees agreed to pay the registration fees for a limited number of school council members / interested parents to attend.
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February 26/25: page 2 Council of School Council Agenda	10707/0225 Roisin Gibb 10708/0225 Thomas Machacek B.3 10709/0225 Tricia Doherty	M/D That the Board of Trustees pays the registration fee for up to 4 (four) school council members, or interested parents, to attend the upcoming Alberta School Councils' Association Spring Symposium. M/C That the Board of Trustees table the Alberta School Councils' Association Conference Registration for March, if needed, upon clarification of registration fees for the virtual meetings. The Board of Trustees final meeting for the 2024/2025 school year with the School Council Chairs is scheduled for March 3, 2025. The Board discussed and set the agenda to include the following items: M/C That the Board of Trustees places the following on the Council of School Council Chairs Meeting agenda scheduled for March 3, 2025: • Budgetary Implications • ASCA Symposium and AGM
<u>POLICY REVIEW</u> Policy 7: Appendix D: Together in Faith: School. Home. Parish Committees Policy 12: Teaching Staff Reduction Policy 18: Board Governance and Operations	C.1 10710/0225 Tricia Doherty C.2 10711/0225 Linda Ellefson C.3 10712/0225 Linda Ellefson	The Board reviewed <i>Policy Appendix D: Together in Faith: School. Home. Parish Communities</i> and determined that this policy is not to be adopted at this time. The policy, as presented, could impose additional obligations on participants, which may be challenging to uphold. M/D That the Board of Trustees accepts Policy 7: Appendix D: Together in Faith: School. Home. Parish Communities as presented. The Board took a brief recess at 5:01 p.m. The Board reconvened at 5:30 p.m. The Board's Policy Development and Review Committee have completed a thorough review of <i>Policy 12: Teaching Staff Reduction</i> and presented the recommended changes to the Board of Trustees. M/C That the Board of Trustees accepts Policy 12: Teaching Staff Reduction as presented. The Board's Policy Development and Review Committee have completed a thorough review of <i>Policy 18: Board Governance and Operations</i> and presented the recommended changes to the Board of Trustees. M/C That the Board of Trustees accepts Policy 18: Board Governance and Operations as presented.
<u>ADMINISTRATIVE REPORTS</u> Superintendent's Report Deputy Superintendent's Report Acting Secretary Treasurer's Report Director of Learning Update	D.1 10713/0225 Roisin Gibb D.2 D.3 D.4	The Board reviewed the Superintendent's February 26, 2025, Report. M/C That the Board of Trustees receives and files the Superintendent, Deputy Superintendent, Secretary Treasurer, Directors of Learning, Religious Education, Support Services, Facilities, and First Nations, Metis and Inuit Reports for February 26, 2025. The Board received the Deputy Superintendent's February 26, 2025, Report. The Board reviewed the Acting Secretary Treasurer's February 26, 2025, Report. Carmen Larsen, Director of Learning, provided a report to the Board, apprising them of recent division activity related to Learning.

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Director of Religious Education Update	D.5	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	D.6	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	D.7	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.
Director of Facilities Update	D.8	Vivien Kossuth, Director of Facilities, provided a report to the Board, apprising them of recent division activity related to the Facilities Department.
BOARD REPORTS		
Board Chair's Report	E.1	Board Chair Carmen Mombourquette provided a report about recent correspondence, planning and events, and activity.
	10714/0225 Frances Cote	M/C That the Board of Trustees receives and files the Board Chair, ACSTA, ASBA, GrACE, PCCELC, Economic Development, TBAC, and Joint City / School Boards Reports for February 26, 2025.
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	Trustee Tricia Doherty and Trustee Linda Ellefson, Board representatives to GrACE, provided a report to the Board regarding recent business, events and activities.
PCCELC Report	E.5	Trustee Bob Spitzig, Board representative to the PCCELC, provided a report to the Board regarding recent business, events and activities.
Economic Development Report	E.6	Trustee Tricia Doherty, representative to the Economic Development Committee, provided a report to the Board regarding recent business, events, and activities.
TBAC Report	E.7	Trustees Blake Dolan, Frances Cote and Cheralan O'Donnell, Board representatives to TBAC, provided a report to the Board regarding recent business, events, and activities.
Joint City / School Boards Committee	E.8	Trustees Roisin Gibb and Tricia Doherty, Board representatives to the Joint City / School Boards committee, provided a report to the Board regarding recent business, events, and activities.
ADVOCACY		
Individual Trustee Advocacy	F.1	Each Trustee provided a written report regarding the activities they have been engaged in to advocate for the Board and school division over the past month.
	10715/0225 Roisin Gibb	M/C That the Board of Trustees receives and files the Individual Trustee Advocacy Reports for February 26, 2025.
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.
Day with Leadership with Bishop McGrattan	F.3	On February 5, 2025, the Holy Spirit Catholic School Division held its first "Day with Leadership" with Bishop McGrattan in attendance along with division priests and deacons, Board of Trustees, Senior Administration and division principals. Each of our schools highlighted the wonderful work happening within their school communities. Bishop McGrattan spoke to the need to welcome diversity in our schools while continuing to maintain a strong Catholic focus. His Excellency also had the opportunity to tour three (3) of our division schools in the afternoon.

INFORMATION ITEMS

**Administrative
Procedures Updates**

- G.1** The Board of Trustees received the following updated / revised Administrative Procedures as information:
- AP 317: Student Use of Alcohol, Restricted & Illegal Drugs, Tobacco & Electronic Smoking Products
 - AP 218: Special Project Courses
 - AP 316: Student Attendance
 - AP 316A: Absentee Resolution Framework
 - AP 120: Community Use of School Facilities
 - AP 312: Accident and Incident Reporting
 - AP 119: Issues Management

**Holy Spirit Spiritual
Development Day**

- G.2** Holy Spirit Catholic School Division Spiritual Development Day 2025 will be held on Tuesday, March 18, 2025, at Catholic Central High School and will feature several guest speakers.

**Correspondence to City
of Lethbridge
Councillors**

- G.3** The Board received as information, correspondence that was sent to City of Lethbridge councillors requesting that the existing Joint City / School Boards Committee be made an official committee of the Lethbridge City Council.

**Lethbridge Boundary
Consultations**

- G.4** With the construction of the division's new westside Lethbridge school, adjustments to the existing boundaries in Lethbridge need to be considered. Holy Spirit Catholic School Division held two initial public consultations in January as well as an online survey was made available. With this feedback, the division will be presenting boundary options in two new public consultations which will be held on March 27 and 31, 2025.

Holy Spirit Stars

- G.5** The Board reviewed the activities and achievements of the division's students and staff over the past month.

Enrolment Data Update

- G.6** The Board received the division enrolment report for January 2025.

ADJOURNMENT

**10716/0225
Cheralan O'Donnell**

M/C That the Board of Trustees convenes to the Committee of the Whole at 6:05 p.m.

**10717/0225
Frances Cote**

M/C That the Board of Trustees reconvenes to the Regular Meeting at 8:51 p.m.

**10718/0225
Bob Spitzig**

M/C That the Board of Trustees adjourns the Regular Board Meeting of February 26, 2025, at 8:5 p.m.

Board Chair

Secretary-Treasurer