

CALL TO ORDER OPENING PRAYER Approval of Agenda Previous Minutes Business Arising from the Minutes <u>PRESENTATIONS</u> Playground Improvements St. Joseph School, Coaldale Playground Improvement Father Leonard Van Tighem School <u>ACTION ITEMS</u> Share the Mission Award for 2024/2025		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, JUNE 25, 2025, COMMENCING AT 3:04 P.M. Present BOARD Board Chair Vice Chair Trustee Trustee Trustee Trustee Trustee Trustee ADMINISTRATION Superintendent of Schools Deputy Superintendent Secretary-Treasurer Recording Secretary Regrets Trustee Board Chair Carmen Mombourquette called the June 25, 2025, Regular Board Meeting to order at 3:04 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. Vice Chair Linda Ellefson led the prayer which was written by a student from Father Leonard Van Tighem School. M/C That the agenda for the June 25, 2025, Board Meeting be approved, as presented. M/C That the minutes of the May 28, 2025, Regular Meeting of the Board be approved, as amended. There was no business arising from the minutes. Principal Brent Christensen and the president of the Friends of St. Joseph School gave the Board of Trustees an overview of the playground project that is being proposed. Through a student survey they ascertained that a new and improved basketball court was desired along with structures such as a Gaga Ball pit, 9 Square, and new seating. Phase 3 is the basketball court and are asking for approval to move ahead with this project in the 2025/2026 school year. Principal Shannon Collier presented to the Board the scope and details that are involved with the proposed playground project for Father Leonard Van Tighem School. This is a community-based project that would bring not only Father Leonard students together but as well as children throughout the city of Lethbridge. With Board approval a new court would be added on the east side of the school and 4 basketball standards installed in the 2025/2026 school year. B.1 The Share the Mission Award Committee reported that three (3) nominations for the "Share the Mission Award" were forwarded this year. After extensive deliberation, the committee has selected one (1) recipient, who will to be recognized at the division's Opening Mass on August 29, 2025. M/C That the Board of Trustees accepts the recommendation of the Share the Mission Award Committee and approves that selection of Candidate #2 for the 2024/2025 "Share the Mission" Award;
Approval of Agenda	10768/0625 Bob Spitzig	M/C That the agenda for the June 25, 2025, Board Meeting be approved, as presented.
Previous Minutes	10769/0625 Tricia Doherty	M/C That the minutes of the May 28, 2025, Regular Meeting of the Board be approved, as amended.
Business Arising from the Minutes		There was no business arising from the minutes.
<u>PRESENTATIONS</u> Playground Improvements St. Joseph School, Coaldale Playground Improvement Father Leonard Van Tighem School		Principal Brent Christensen and the president of the Friends of St. Joseph School gave the Board of Trustees an overview of the playground project that is being proposed. Through a student survey they ascertained that a new and improved basketball court was desired along with structures such as a Gaga Ball pit, 9 Square, and new seating. Phase 3 is the basketball court and are asking for approval to move ahead with this project in the 2025/2026 school year. Principal Shannon Collier presented to the Board the scope and details that are involved with the proposed playground project for Father Leonard Van Tighem School. This is a community-based project that would bring not only Father Leonard students together but as well as children throughout the city of Lethbridge. With Board approval a new court would be added on the east side of the school and 4 basketball standards installed in the 2025/2026 school year.
<u>ACTION ITEMS</u> Share the Mission Award for 2024/2025	B.1 10770/0625 Linda Ellefson	The Share the Mission Award Committee reported that three (3) nominations for the "Share the Mission Award" were forwarded this year. After extensive deliberation, the committee has selected one (1) recipient, who will to be recognized at the division's Opening Mass on August 29, 2025. M/C That the Board of Trustees accepts the recommendation of the Share the Mission Award Committee and approves that selection of Candidate #2 for the 2024/2025 "Share the Mission" Award;

Board Meeting Schedule 2025/2026 School Council Chairs / Board of Trustees Meeting Schedule 2025/2026 Alberta School Councils' Association (ASCA) Membership Renewal Three-Year Infrastructure Maintenance Renewal (IMR) Plan Lethbridge Boundary Reconfiguration Naming of New Westside Lethbridge School Locally Developed Courses	B.2 10771/0625 Frances Cote B.3 10772/0625 Tricia Doherty B.4 10773/0625 Roisin Gibb B.5 10774/0625 Tricia Doherty B.6 10775/0625 Bob Spitzig B.7 10776/0625 Cheralan O'Donnell B.8 10777/0625 Tricia Doherty	AND FURTHER, that preparations be made to present the award to the recipient at the division's Opening Mass on August 29, 2025. The Board reviewed a draft version of the 2025/2026 Board Meeting Schedule. It was noted that the Organizational Meeting will be moved to October 2026 as it is an election year. M/C That the Board of Trustees approves the Board Meeting Schedule for 2025/2026, as presented. The Board reviewed the draft 2025/2026 School Council Chairs/Board Meeting Schedule. M/C That the Board of Trustees approves the School Council Chairs/Board of Trustees Meeting Schedule for 2025/2026, as presented. The Board reviewed a letter from the Alberta School Councils' Association informing that the division's membership will be expiring at the end of June 2025 and outlining the services involved with membership. M/C That the Board of Trustees approves the renewal of Holy Spirit Catholic School Division's membership to the Alberta School Councils' Association, on behalf of all division schools. The Board received and reviewed the division's Infrastructure Maintenance Renewal (IMR) Plan for 2025-2028. M/C That the Board of Trustees approves the Infrastructure Maintenance Renewal (IMR) Plan for 2025-2028, as presented. With the construction of the new westside Lethbridge school, adjustments to the existing boundaries in Lethbridge are necessary to address growth and capacity concerns. The Lethbridge Boundary Review Committee presented to the Board of Trustees boundary reconfiguration options taking into consideration feedback given from stakeholders through several public roundtable discussions and online surveys. M/C That the Board of Trustees approves the Northside Option 1 effective September 1, 2026 and that the Board of Trustees approves the Westside Option 2 effective September 1, 2026 or one year in advance of the opening of the new westside school; AND FURTHER, that a review of transportation and grandfathering rules for the west and north side schools be carried out and recommendations provided to the Board. The Superintendent of Schools invited Holy Spirit Catholic School Division stakeholders to submit suggestions of names for the new Lethbridge school. The Board of Trustees identified the top preferred names from the gathered feedback and shared them with Bishop McGrattan. At a recent Wisdom and Visioning Circle, the new name was also shared with Elders. M/C That the Board of Trustees names the new Holy Spirit Catholic School Division Lethbridge school being constructed in the Piers subdivision, St. Kateri Elementary School. An additional list of locally developed/acquired courses that were not available for the May 2025 Board Meeting was presented for Board consideration and approval before being submitted to Alberta Education. M/C That the Board of Trustees for Holy Spirit Catholic School Division, at its June 25, 2025, Regular Meeting, approves the use and implementation of the following additional Locally Developed Courses and their accompanying learning resources:
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Course Name	Version	Course Code	First Approved Year	Last Approved Year
Leadership, Character & Social Responsibility 15	3 Credits (2025-2029)	LDC1509	2025-2026	2028-2029
Leadership, Character & Social Responsibility 15	5 Credits (2025-2029)	LDC1509	2025-2026	2028-2029
Leadership, Character & Social Responsibility 25	3 Credits (2025-2029)	LDC2509	2025-2026	2028-2029
Leadership, Character & Social Responsibility 25	5 Credits (2025-2029)	LDC2509	2025-2026	2028-2029
Leadership, Character & Social Responsibility 35	3 Credits (2025-2029)	LDC3509	2025-2026	2028-2029
Leadership, Character & Social Responsibility 35	5 Credits (2025-2029)	LDC3509	2025-2026	2028-2029

Playground Improvements St. Joseph School, Coaldale

B.9

Principal Brent Christensen provided the Board of Trustees with an overview of proposed playground improvements at St. Joseph School in Coaldale. His presentation outlined the scope and intent of the project, which aims to enhance outdoor play spaces for students.

**10778/0625
Frances Cote**

M/C That the Board of Trustees approves the proposal by the school community of St. Joseph School, Coaldale to upgrade and install cement pads and basketball courts to the school playground that will conform to current Canadian safety standards;

AND FURTHER, that all funding will come from donations, grants, and fundraising and that there will be no cost to the Holy Spirit Catholic School Division for this project;

AND FURTHER, that the Board of Trustees thanks the school administration, school councils and community agencies for the work done to enhance our schools.

Playground Improvements Father Leonard Van Tighem School

B.10

Principal Shannon Collier provided the Board of Trustees with an overview of proposed playground improvements at Father Leonard Van Tighem School. Her presentation outlined the scope and intent of the project, which aims to enhance outdoor play spaces for students.

**10779/0625
Linda Ellefson**

M/C That the Board of Trustees approves the proposal by the school community of Father Leonard Van Tighem School to upgrade and install basketball standards to the school playground that will conform to current Canadian safety standards;

AND FURTHER, that all funding will come from donations, grants, and fundraising and that there will be no cost to the Holy Spirit Catholic School Division for this project;

POLICY REVIEW

**Policy Review
Schedule for 2025/2026**

C.1

The Board examined a list of policies that were reviewed, amended, and adopted over the 2024/2025 school year, as well as the draft Policy Review Schedule for the 2025/2026 school year.

**10780/0625
Cheralan O'Donnell**

M/C

That the Board of Trustees approves the Policy Review Schedule for the upcoming 2025/2026 school year, as amended.

**ADMINISTRATIVE
REPORTS**

**Superintendent's
Report**

D.1

The Board reviewed the Superintendent's June 25, 2025 Report.

**10781/0625
Tricia Doherty**

M/C

That the Board of Trustees receives and files the Superintendent, Deputy Superintendent, Secretary Treasurer, Director of Learning, Religious Education, Support Services, Facilities and First Nations, Métis and Inuit Reports for June 25, 2025.

**Deputy
Superintendent's
Report**

D.2

The Board reviewed the Deputy Superintendent's June 25, 2025 Report.

**Secretary Treasurer's
Report**

D.3

The Board reviewed the Secretary Treasurer's June 25, 2025 Report.

**Director of Learning
Update**

D.4

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**

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 Maintenance and 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.

**10782/0625
Frances Cote**

M/C

That the Board of Trustees receives and files the Board Chair, ACSTA, ASBA, GrACE, PCCELC, Economic Development and TBAC Reports for June 25, 2025.

ACSTA Report

E.2

Trustee Linda Ellefson, Board representative to the ACSTA, provided a report to the Board regarding recent ACSTA 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 ASBA business, events, and activities.

GrACE Report	E.4	Trustees Tricia Doherty and Linda Ellefson, Board representatives to the GrACE committee, provided a report regarding recent GrACE business, events, and activities.
PCCELC Report	E.5	Trustee Bob Spitzig, Board representative to the PCCELC committee, provided a report regarding recent PCCELC business, events, and activities.
Economic Development Report	E.6	Trustees Tricia Doherty, Board representative to the Economic Development committee, provided a report regarding recent business, events, and activities. Trustee Doherty was unable to attend the meeting due to scheduling conflicts within the division.
TBAC Report	E.7	Trustees Blake Dolan, Frances Cote, and Cheralan O'Donnell, Board representatives to the TBAC committee provided a report regarding recent business, events, and activities.
<u>ADVOCACY</u>		
Individual Trustee Advocacy	F.1	Each Trustee provided a written report outlining the activities they have been engaged in to advocate for the Board and school division over the past month.
	10783/0625	M/C That the Board of Trustees receives and files the individual Trustee Advocacy Reports for June 25, 2025.
	Bob Spitzig	
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.
<u>INFORMATION ITEMS</u>		
Third Quarter Financial Report	G.1	Secretary Treasurer Amanda Lindemann provided the 2024/2025 Third Quarter Financial Report for Board information.
Opening Mass 2025/2026	G.2	The Opening Mass for Holy Spirit Catholic School Division will be held on Friday, August 29, 2025 at 9:00 a.m. at Catholic Central High School East Campus, for all divisional staff and will be officiated by Bishop William McGrattan.
Diocese of Calgary Personnel Update	G.3	The Board received as information the June 12, 2025 Personnel Announcement for the Diocese of Calgary. Father William Monis, Pastor at St. Martha Parish in Lethbridge and Father Ian Gagne, Pastor at St. Ambrose Parish, Coaldale and St. Catherine Parish, Picture Butte, are being appointed elsewhere in the Diocese, effective August 1, 2025. Father Paolo Cervantes, assigned to Hospital Chaplaincy, Lethbridge, has also been reassigned.
Holy Spirit Social Media Analytics Report	G.4	The Board received the Holy Spirit Social Media Analytics Report from January 1, 2025 to May 31, 2025. The information provided detailed data and metrics regarding the division's social media activities and performance.
Annual First Ride Event 2025	G.5	Holy Spirit Catholic School Division in partnership with Lethbridge School Division and Southland Transportation host a free First Ride for students. The event gives students and opportunity to experience riding a bus prior to their first day of school. It will be held on Saturday, August 16, 2025 at Lakeview Elementary School.
Correspondence from the Minister of Education	G.6	The Board received as information correspondence from the Honourable Minister Nicolaides, Minister of Education, in response to Holy Spirit Catholic School Division's earlier letter to the Minister, highlighting the division's successful implementation of innovative programming.
Correspondence to Minister Rick Wilson	G.7	The Board of Trustees received as information correspondence sent to the Honourable Minister Rick Wilson regarding follow-up information requested at the Team Lethbridge meetings held in November 2024.
Holy Spirit Stars	G.8	The Board reviewed the activities and achievements of the division's students and staff over the past month.
Enrolment Data Update	G.9	The Board received the division enrolment report for May 2025.

ADJOURNMENT

**10784/0625
Linda Ellefson**

M/C

That the Board of Trustees convenes into the Committee of the Whole at 6:13 p.m.

**10785/0625
Bob Spitzig**

M/C

That the Board of Trustees reconvenes into the Regular Meeting at 6:59 p.m.

**10786/0625
Tricia Doherty**

M/C

That the Board of Trustees adjourns the Regular Board Meeting of June 25, 2025, at 6:59 p.m.

Board Chair

Secretary-Treasurer