

MINUTES OF THE REGULAR BOARD MEETING

Saturday, January 27, 2024, at 10:00 a.m. at
Notre Dame Collegiate, High River, AB

Administration in Attendance

Andrea Holowka (Superintendent)
Vincent Behm (Deputy Superintendent)
Pat MacDonald (Associate Superintendent)
Michael Kilcommons (Associate Superintendent)
Kim Jamieson (Executive Assistant)

Attended

In Person
In Person
In Person
In Person
In Person

Trustees in Attendance

Andrea Keenan (Chair)
Andrew Gustafson (Vice Chair)
Mark Chung
Michelle Rude-Volk
Mark MacDonald
John-David Bogdanowski
Harry Salm
Absent with Regrets: John de Jong

Attended

In Person
In Person
In Person
In Person
In Person
In Person
Via Videoconference

1

OPENING

- | | | |
|------|---|---|
| 1.01 | Call to Order | Chair Keenan (Foothills County) called the meeting to order at 10:03 a.m. |
| 1.02 | Litany | Chair Keenan (Foothills County) led the Board in reciting the Litany of CTR Catholic. |
| 1.03 | Board Prayer, Vocations Prayer, Vision of the Board, Consecration to Mary | Chair Keenan (Foothills County) led the Board in reciting the Board Prayer, the Vocations Prayer, and the Vision of the Board. Chair Keenan stated that the division has been consecrated to the saving grace of Mary and led the Board in reciting a Hail Mary. |
| 1.04 | Three-year Faith Theme: "Faith Seeking Understanding" | Chair Keenan (Foothills County) reminded Board members of CTR's three-year faith theme, being Faith Seeking Understanding. The Catholic Church teaches that God is Truth, Goodness, and Beauty. Each transcends the limitations of place and time and is rooted in being. This year the focus is on encountering beauty through faith and science. |
| 1.05 | Land Acknowledgement | Chair Keenan (Foothills County) recited CTR's Land Acknowledgement as below:
We acknowledge Siksik' aohsin (Blackfoot Territory) and Nitsitapisini (way of life of all people) of Kainai, Siksika and Piikani, including Tsuut'ina, Stoney Nakoda, Métis Nation Region 3 and everyone else residing in the Territory. We honour the Elders and Knowledge Keepers who share their teachings and wisdom. This acknowledgement is an act of gratitude to those peoples on whose traditional land we now live, work, play, or visit. |
| 1.06 | Lectio Divina – Gospel of Mark | The Board engaged in Lectio Divina. |
| 1.07 | Additions/Deletions to the Agenda | Chair Keenan (Foothills County) asked if there were any additions or deletions to the proposed Board agenda. There were none. |
| 1.08 | Approval of the Agenda | Michelle Rude-Volk (Oyen) moved:
that the agenda be adopted as presented.
Motion #01-24 |
| | | Carried |
| 1.09 | Adoption of Regular Board Minutes November 30, 2023 | The minutes of the Regular Board Meeting held on November 30, 2023, were reviewed by the Board and recommended for adoption as presented. |

Mark MacDonald (High River) moved:
that the Minutes of the Regular Board Meeting dated November 30, 2023, be adopted as presented.
Motion #02-24

Carried

2	BUSINESS ARISING	
2.01	CTR Board Apparel	Trustee Chung (Drumheller) will obtain more information on pricing and options for the apparel being considered to the February Board meeting.
3	FOUR-YEAR EDUCATION PLAN	
3.01	Faith Formation Plan	Superintendent Holowka reviewed the faith formation plan for the 2023-2024 / 2024-2025 school years. The division will seek to align its planning with the objectives of the Calgary Diocese Pastoral Renewal which focuses on formation and strengthening family life. This will allow for collective efforts across the division to engage with parishes, families, staff, and students in formation. The plan will intentionally address subject areas of permeation, Catholic social teachings, teacher faith formation, parent formation, and leadership development. Many & One support will be prioritized through Catholic social teachings. Suggested trustee roles were reviewed including investment in their own faith formation, continued focus on parish relationships, continued participation at School Council and Ward meetings, participation at Parent Faith Information meetings, and advocating for Catholic education with MLAs and other community leaders. A communication campaign that has been developed for use in schools and on social media was reviewed with the Board. Superintendent Holowka will share the last of a four-part Many and One series with Elementary and Secondary Administrators at their meeting in February.
4	CORRESPONDENCE	
4.01	Letter to MLA Danielle Smith – January 10, 2024	Trustee de Jong (Brooks) and Superintendent Holowka met with MLA Smith on January 4, 2024, to discuss Catholic education in Alberta and the needs of CTR schools in Brooks. Following that meeting, a letter was provided to MLA Smith’s office recapping the contents of the meeting.
4.02	Response from MLA Smith’s Office – January 10, 2024	MLA Smith’s office responded to Trustee de Jong’s letter of January 10, 2024, indicating MLA Smith would try to accommodate visits to the CTR’s schools in Brooks.
4.03	Letter from CCSTA	The Board discussed sponsorship of the Canadian Catholic School Trustees Association’s AGM & Convention occurring in Calgary on May 30 to June 1, 2024.
		Harry Salm (Strathmore) moved: that CTR donate \$500 towards the 2024 CCSTA AGM & Convention. Motion #03-24
		<i>Carried</i>
5	REPORTS FROM WARD COMMITTEES	
5.01	Trustees to identify one feature from each Ward Committee Meeting for Board Highlights	Chair Keenan (Foothills County) reminded Trustees to identify one feature from each Ward Committee Meeting for the January Board Highlights.
5.02	Drumheller Ward Meeting December 6, 2023	Trustee Chung (Drumheller) highlighted the following from CTR Catholic’s four pillars, as they pertained to the Drumheller Ward Committee meeting: Faith: Results from the 2022-2023 Faith Survey were extremely high indicating that St. Anthony’s is living their mission of being guided by the Holy Spirit and grounded in gospel centred values. Ninety-five percent of stakeholders indicate the school is doing things as Jesus would want them done. This is reflective of a community that chooses Catholic education because of the values that align with their beliefs, whether Catholic or from another denomination. Learning: Provincial Achievement Test results were impressive with 83.1% of students achieving an acceptable standard and 27.7% of students achieving a standard of excellence. The standard rate is nearly 20% higher than the

provincial average. These rankings are part of the reason for growth and choice for families within the community.

Safe and Caring: The stakeholders of St. Anthony's School have confirmed that the school is safe and caring. With the overall satisfaction rate of 97% serving as another indication that teachers and staff are living their mission of educating students in a safe, secure and caring environment grounded within our Gospel teachings.

Stewardship: School Council is focused on fundraising for the school and has established a fundraising committee. Their first major fundraiser was a basket raffle of donated items and an art auction held at parent/teacher interviews which raised \$1,200. A strong alumni presence is developing that is invested in supporting the continuation of positive learning experiences for their families.

Mark Chung (Drumheller) moved:

that the minutes of the Drumheller Ward Committee Meeting dated December 6, 2023, be approved as presented.

Motion #04-24

Carried

It was the will of the Board to highlight the survey results for Safe and Caring from the Drumheller Ward Committee meeting in their January Board Highlights.

5.03 Oyen Ward Meeting December 7, 2023

Trustee Rude-Volk (Oyen) highlighted the following from CTR Catholic's four pillars, as they pertained to the Oyen Ward Committee meeting:

Faith: The faith survey results for 2022-2023 indicate students, parents and teachers are extremely satisfied with all aspects of faith in the school. This is a clear indication that the school is living their touchstone: "At Assumption, we live in the Redeemer's Way. We live and act in Respect of our Church, our School, our Community, our Parents, our Teachers, and our fellow Students. We believe greatness is expected of us, and we are ready to give it. This is who we are, whether you are watching us or not. "

Learning: The 2022-2023 survey results for learning are impressive, with 100% of students achieving an acceptable standard on the PAT. Similarly, education quality received a rating of 92.9%.

Safe and Caring: Safe and caring survey results for 2022-2023 were 92.4%. In addition, efforts are being made to boost parent involvement at Assumption which will further contribute to the safe and caring atmosphere of the school.

Stewardship: Assumption's School Council is strongly involved in fundraising initiatives to generate funds for the school as well as fundraising for good works. Some examples include the Christmas greenery fundraiser and the cookie walk for their Chalice Child.

Michelle Rude-Volk (Oyen) moved:

that the minutes of the Oyen Ward Committee Meeting dated December 7, 2023, be approved as presented.

Motion #05-24

Carried

It was the will of the Board to highlight faith (including the fundraising efforts for Chalice Child) from the Oyen Ward Committee meeting in their January Board Highlights.

5.04 Okotoks Ward II Meeting
December 14, 2023

Chair Keenan highlighted the following from CTR Catholic's four pillars, as they pertained to the Okotoks Ward II Committee meeting:

Faith: Faith assurance results were exceptional in both schools. Of note is the 97% satisfaction rate with Religious Education classes for CFL, and the 94% satisfaction rate for St. Luke's for both the quality of relationships between home and Church and the faith celebrations in the school.

Learning: Learning Engagement is strong in both schools. Access to supports and services for CFL received a satisfaction rating of 91% (above the provincial rate of 84%) which is attributed, in part, to the significant support provided by educational assistants to student learning. In the CFL, the PAT results have doubled from last year. This is due to: the persistence of CFL staff to create the conditions for students to write PATs online, making strides with families to participate, and highlighting the importance of this data, while supporting students with assessment rigor, where appropriate.

The five-year completion rate is noteworthy for both schools, with rates being 95% for CFL students and 88% for St. Luke's students (above the provincial rate of 87%). Both schools prioritize this as an important outcome as it allows increased access to post-secondary for students requiring differential supports and completion timelines.

Safe and Caring: The efforts of all school staff and students can be seen in the results for both schools for being welcoming, caring, respectful and offering safe learning environments, with St. Luke's receiving a rating of 94% and CFL receiving a rating of 95% (above the provincial rate of 85%).

Stewardship: Parental Involvement at CFL and St. Luke's is significantly higher than the provincial average (91% (CFL) and 85% (St. Luke's) vs. 79% (provincial)). This speaks to CFL's commitment to parents being the primary educators of their children and affirms the CFL as an excellent choice for parents seeking an alternative education option. It also demonstrates the importance of St. Luke's practice of holding in-person intake meetings with prospective students and their parents.

Andrea Keenan (Foothills) moved:

that the minutes of the Okotoks Ward II Committee Meeting dated December 14, 2023, be approved as presented.

Motion #06-24

Carried

5.05 Strathmore Ward Meeting
December 19, 2023

It was the will of the Board to highlight the CFL's PAT's results from the Okotoks Ward II Committee meeting in their January Board Highlights.

Trustee Salm (Strathmore) highlighted the following from CTR Catholic's four pillars, as they pertained to the Strathmore Ward Committee meeting:

Faith: Sacred Heart Academy's faith survey results range from 96% to 100%. This community values the growth of students in their faith, involvement in Catholic education, and the relationship with the parish. There is significant intentionality of teachers to bring our faith alive in the schools. Holy Cross Collegiate's schools also demonstrate strong faith results and relationship with the Church. Of note is the 94% satisfaction rate of students, parents and teachers with what is learned in Religious Education class.

Learning: Sacred Heart Academy's PAT acceptable and excellence ratings are outstanding, with PAT acceptable scoring 93% compared to a provincial average of 63% and excellence scoring 29% compared to a provincial average of 16%. Holy Cross Collegiate's three and five-year high school completion rates are exceptional with three-year completion at 100% compared to a provincial average of 81%, and five-year completion at 96% compared to a provincial average of 87%. Significant attention is given to support individual students who require additional support and confidence to graduate.

Safe and Caring: In Sacred Heart Academy, the access to supports and services is evident with this category receiving a rating of 93%, compared to a provincial average of 81%. Additionally, the rating for being welcoming, caring, respectful and safe is 97%, and 12% higher than the provincial average of 85%. Holy Cross

Collegiate also demonstrates strength with the rating for being welcoming, caring, respectful and safe at 95%, which is 10% higher than the provincial average of 85%. Also at Holy Cross, families and teachers value the access to support and services, with this category receiving 89% compared to a provincial average of 81%.

Stewardship: The Spell-A-Thon fundraiser at Sacred Heart Academy was successful and allowed for incredible support of activities for students, raising over \$13,000. One activity includes a family skate event in January. Additional fundraising for the “Kids Only Christmas Store” allowed for the purchase of items to support the Foster Sponsorship through Chalice. Holy Cross Collegiate’s School Council is also deeply committed to students and provided two \$500 scholarships and some funds for activities and graduation expenses. Hot lunches on Tuesdays continue to be well-received. Teacher appreciation luncheons are provided by School Council. A recent popcorn fundraiser resulted in \$17,000 being raised, providing further opportunity for school enhancements.

Harry Salm (Strathmore) moved:

that the minutes of the Strathmore Ward Committee Meeting dated December 19, 2023, be approved as presented.

Motion #07-24

Carried

It was the will of the Board to highlight the Holy Cross Collegiate’s three-year high school completion rate of 100% from the Strathmore Ward Committee meeting in their January Board Highlights.

5.06 Canmore Ward Meeting January 9, 2024

Trustee Bogdanowski (Canmore) highlighted the following from CTR Catholic’s four pillars, as they pertained to the Canmore Ward Committee meeting:

Faith: Faith lessons begin in elementary and continue into junior high and high school. Parents choose OLS because of the faith permeation, the caring culture within the school, and the ability for each child to be known and cared for. The faith survey results, and the safe and caring school results are evidence of these actions rooted in our faith.

Learning: PAT results for acceptable standard are 26.3% above provincial results and 12.7% above for excellence. The staff continues to focus on keeping the bar high for students. Student learning and engagement is still strong at 6.0% above provincial results, with ongoing efforts to ensure fulsome engagement at the secondary level.

Safe and Caring: The result for this provincial measure is at 93.7%. Students, staff, and parents all share strong support for OLS being a safe and caring environment. 100% of grade 4 students shared agreement on each question. There has been a strong history of the culture of caring and faith within OLS. This is a continued focus that has been reinforced by junior high teachers in January, done so out of love to set up students in adult life. The “OLS Way” demonstrates the investment of staff in our students so that they can understand how our faith must be permeated throughout all we do.

Stewardship: School Council has prioritized the purchasing of sacramental gifts and graduation gifts. Fundraising is strongly supported within the community through poinsettia sales, baskets of blessings, and donations from community for staff gifts. Funds raised will support musical instruments, cultural experiences, sport enrichments, literacy resources, and after school clubs. School Council continues to support and recognize staff with items such as their “12th-day of Christmas” ornament gift, tea and soap donated from the community.

J.D. Bogdanowski (Canmore) moved:

that the minutes of the Canmore Ward Committee Meeting dated January 9, 2024, be approved as presented.

Motion #08-24

Carried

5.07 Brooks Ward Meeting January 10, 2024

It was the will of the Board to highlight the PAT results from the Canmore Ward Committee meeting in their January Board Highlights.

In the absence of Trustee de Jong (Brooks), Superintendent Holowka highlighted the following from CTR Catholic's four pillars, as they pertained to the Brooks Ward Committee meeting:

Faith: There are very strong survey results across and all schools, ranging from 88% to 98%. These results are accompanied by comments that are indicative of strong faith formation. There is exceptional support from the Priest for staff Masses and other faith events. The permeation of virtues is evident through awards, actions, and support of students. Feast days are celebrated at all schools. St. Joseph's supports a Faith in Action team, who works alongside the religious education team lead to engage students in authentic Catholic experiences and celebrations. Daily prayer occurs at St. Luke's, as well as participation in the community as an act of service.

Learning: Christ The King's Grade 6 Provincial Achievement Test (PAT) results are increasing, and participation rates are 6% above provincial average. At Christ The King, 39.4% of writers are ELL, well above provincial EAL participation rates. This indicates that Christ The King teachers believe that their students can succeed and encourage their participation. This tenacity is also witnessed by St. Joseph Collegiate's staff. Diploma acceptable results are not back to pre-Covid levels, however, results indicate a 17.3% increase in acceptable standard. Teachers have been working very hard to fill in these gaps, especially in English language loss and subject level vocabulary. Grade 9 PAT results are almost at provincial levels for the acceptable standard, while excellence scores in both diploma exams and PATs are increasing. Furthermore, Christ The King and St. Joseph staff are working together on scaffolding the entire curriculum to bridge transitions between grades and increasing PAT and Diploma exam achievement.

Safe and Caring: Citizenship results range from 83.9% to 94.1%, measuring 3.6% to 13.8% above provincial. Safe and caring results range from 87.7% to 95.3%, measuring 3.0% to 10.6% above provincial. These results demonstrate how students treat each other with care and the staff's commitment to the welfare of students. Access to supports and services ranges from 88.7% to 95.8%, measuring 8.1% to 15.2% above provincial. These supports involve a high level of intervention of students with their language acquisition learning, as well as other needs such as mental health, regulation, and other learning needs. Settlement workers are supported within CTR and allow supports for students and families who are newly arrived in Canada.

Stewardship: The Trick or Trivia annual community event gathered the community in fundraising and fellowship across all three schools. Holy Family Academy is supporting the Great Canadian Green Fundraiser by selling flower and vegetable seed packages. For every 10 packs sold, a tree will be planted as an environmental initiative. Christ The King has established a fundraising committee to support events and resources for the school, beginning with a family movie night. St. Joseph's is using their funds to host teacher and parent information sessions on ADHD and support the Alpha group for teens.

Andrew Gustafson (Okotoks) moved:

that the minutes of the Brooks Ward Committee Meeting dated January 10, 2024, be approved as presented.

Motion #09-24

Carried

It was the will of the Board to highlight Safe and Caring (access to supports and services) from the Brooks Ward Committee meeting in their January Board Highlights.

- 5.08 Ward Meetings #1 – Summary of Dialogue

Superintendent Holowka provided the Board with a summary of the dialogue provided at the first Ward meetings in response to the question of “What opportunities exist to enhance our collective commitment to Catholic Education?” Seven themes emerged, being faith permeation and formation, community and relationship building, inclusivity, sacramental preparation, communication and engagement, parental involvement and the uniqueness of Catholic school. Engagement with parents, staff and students continues in the second and third Ward meetings.

6

BOARD STANDING COMMITTEES

- 6.01 Awards Committee Meeting
January 18, 2024

Trustee Rude-Volk (Oyen) presented the minutes from the Awards Committee Meeting of January 18, 2024.

Michelle Rude-Volk (Oyen) moved:

that the minutes of the Awards Committee Meeting of January 18, 2024, be approved as presented.

Motion #10-24

Carried

Michelle Rude-Volk (Oyen) moved:

that the Board move in camera to discuss the Awards Committee recommendations at 12:58 p.m.

Motion #11-24

Carried

Michelle Rude-Volk (Oyen) moved:

that the Board return to open session at 1:00 p.m.

Motion 12-24

Carried

Michelle Rude-Volk (Oyen) moved:

that the Board approve the recommendations made by the Awards Committee for the St. John the Apostle Honorary Life Membership Award.

Motion #13-24

Carried

Michelle Rude-Volk (Oyen) moved:

that the Board authorize the Committee to explore award nominations for Alberta School Councils Association, the Alberta Catholic School Trustees' Association, and Alberta School Boards Association.

Motion #14-24

Carried

- 6.02 GrACE CTR Committee Meeting
January 18, 2024

Trustee MacDonald (High River) presented the minutes from the GrACE CTR Committee meeting of January 18, 2024.

Mark MacDonald (High River) moved:

that the minutes of the GrACE CTR Committee Meeting dated January 18, 2024, be approved as presented.

Motion #15-24

Carried

7	NOON PRAYER AND GRACE	Trustee Chung (Drumheller) led the group in Noon Prayer and Grace.
8	AFTERNOON OPENING PRAYER	Deputy Superintendent Behm led the group in Opening Prayer.
9	TRUSTEES	Trustees reviewed upcoming trustee events. After discussion, trustees agreed for efficiencies in travel and time to hold the April Regular Board meeting in Okotoks and the May Regular Board meeting in Strathmore. Andrew Gustafson (Okotoks) moved: that the Regular Board Meeting of April 18, 2024, be held at the Catholic Education Centre in Okotoks and that the Regular Board Meeting of May 29, 2024, be held in Strathmore. Motion #16-24 Carried
10	ALBERTA CATHOLIC SHOOOL TRUSTEES' ASSOCIATION	Vice Chair Gustafson (Okotoks) advised that ACSTA Board of Directors has not met since the November Board meeting. The Board discussed the Directors' reports prepared for the ACSTA Directors' Meeting and asked Vice Chair Gustafson to obtain more information as to the purpose of those reports. The ACSTA Symposium regarding Catholic Education will occur in Edmonton on February 9 and 10, 2024 and attending on behalf of CTR will be trustees, superintendents, principals and parents. ACSTA has hired Charlotte Taillon as their Communications Coordinator. The ACSTA AGM will be in November and ACSTA is looking for divisions to host the hospitality rooms for the event. Given the costs associated, the Board decided they would not be interested in hosting.
11	ALBERTA SCHOOL BOARDS ASSOCIATION	Trustee MacDonald (High River) shared details of the ASBA Zone 5 written update for November 14, 2023, to January 3, 2024. Details were provided for deadlines for nominations for ASBA Awards, upcoming trustee events, new resources, a recap of the ASBA Fall General Meeting, Board of Director meetings, meetings and engagements with the provincial government, and collaborations with education partners and other stakeholders. ASBA is collecting feedback on the draft Position Statement Framework. The survey is to be completed by January 31, 2024. The December ASBA meeting agenda items included information from Alberta Education on the transportation requirements being delayed for a year, professional learning, and reaching out for involvement of MLAs. The teacher and teacher leader complaint process that came into effect in January 2023 through the Alberta Teacher Profession Commission was also discussed. ASBA recently offered two speakers' corners to members, one on Bill 52 and the other on teacher recruitment.

TEACHERS' EMPLOYER BARGAINING ASSOCIATION

12.01 TEBA Report

Trustee Chung (Drumheller) advised that TEBA met on January 24, 2024. Central table list bargaining will commence in February 2024, followed by central negotiations and then local negotiations. Significant changes from either TEBA or the ATA are not expected.

There are seven school divisions that have not settled from the last round of negotiations. Sticking points were discussed. Negotiations for CTR and its Local ATA have been finalized.

DIVISION

13.01 Trustees to identify one feature from each Superintendent's Report for the Board Highlights

Chair Keenan (Foothills County) reminded trustees to identify one feature per Superintendent report for the January Board Highlights.

13.02 Superintendents' Reports

Superintendent Holowka reported on the following:

- Planning continues for the building of the new École Good Shepherd School. Final schematics diagrams were shared with the Board. These diagrams were shared with staff on January 16 and will be shared at a parent engagement on February 6. Additional meetings with the mayor and MLA will continue to consider this facility within the larger context of the town. Next steps include transitioning to a construction management firm which will be selected by Alberta Infrastructure and Alberta Education.
- Potential uses for capital reserves were shared for feedback at the November Board meeting. Administration will now proceed with planning for projects identified. Future project planning may require revisiting of priorities considering divisional needs and budgetary decisions.
- Alberta Education hosted an engagement session for stakeholders on January 23 to review the new social studies curriculum and stakeholders had an opportunity to provide feedback regarding the challenges identified. The draft curriculum will be available for viewing in the Spring of 2024. CTR will then determine whether they wish to pilot the K-6 curriculum in the 2024-25 year. Mandatory implementation for K-3 will occur in September 2025. Resource support will be similar to previous years (financially from the government) and in CTR's development of Curriculum Support Documents.

It was the will of the Board to highlight the building of the replacement school for École Good Shepherd School from Superintendent Holowka's report in their January Board Highlights.

Deputy Superintendent Behm reported on the following:

- Action items related to the IT Program Review completed last year continue to be addressed, including network isolation of HVAC systems, Chromebook quality management, cart management and evergreen planning, and implementation of a Cyber Security Training Plan. Items in progress were also reviewed and updates will be provided to the Board upon completion.

Mark Chung (Drumheller) moved:

that the Board move in camera to discuss a strategic item at 2:51 p.m.

Motion #17-24

Carried

Mark MacDonald (High River) moved:

that the Board return to open session at 3:00 p.m.

Motion #18-24

Carried

- Bill 85, the Students First Act necessitated amendments to the Teaching Profession Act, the Education Act, and the College of Alberta Schools Superintendents' Act to include a requirement that school authorities conduct criminal record checks and vulnerable sector checks for all teacher and teacher leaders by January 31, 2024. CTR is 100% compliant. Changes were also made to the Teacher Quality Standard indicating that teachers must engage in career-long learning, which CTR is supporting.
- Efforts continue to focus on recruiting teachers for the 2024/2025 school year. Strategies being utilized were reviewed and include fostering effective relationships with potential candidates, attending career fairs across Canada, postings on Education Canada and Facebook, school and community tours for candidates and development of a reimbursement of moving expenses administrative procedure. CTR is also working with CCSSA and CASS on recruitment initiatives.

It was the will of the Board to highlight teacher recruitment efforts from Deputy Superintendent Behm's report in their January Board Highlights.

Associate Superintendent MacDonald reported on the following:

- The August 31st professional development day focussed on a refresh of Catholic Learning Communities (CLCs). The refresh has yielded successful CLC results in several schools. Highlights of some of these school successes were shared with the Board, details provided were the CLC topic, rationale/need, and the impact/evidence of success. Administrators will have an opportunity to highlight their successes at the Elementary and Secondary Administrators' meeting held in February.
- CTR recently received low incidence funding to support complex student needs. This funding was received in response to a grant application submitted to address the needs of 25 low or non-verbal communication students within CTR. These funds will be used to contract a behavioural psychologist who will provide each child with seven consultations from January to June. This is outstanding support for schools, building teacher capacity and supporting the most vulnerable students.
- The Bishop's Luncheon on January 16 was attended by Bishop McGrattan, local priests, school council chairs, principals, and superintendents. The day began with opening remarks and a welcome from Superintendent Holowka. Bishop McGrattan spoke on the synodality and pastoral review. CTR faith formation plans and an update on GrACE were then provided. The day concluded with community conversations. The Bishop's Luncheon provides an opportunity for building stakeholder relationships. It was noted that next year's Bishop's Luncheon will return to October.

It was the will of the Board to highlight the CLC revamp from Associate Superintendent MacDonald's report in their January Board Highlights.

Associate Superintendent Kilcommons reported on the following:

- Chandos, a construction management team, has been awarded the pre-construction contract to bring the Strathmore modernization project to fruition. Project completion is expected by September 2024. Specialist teachers are being consulted for input on the building project. Concerns for consideration include gas line location, details of construction materials, scope of the gymnasium renovation, and the final rendition of chapel appearance (all of which could be influenced by cost). The preliminary drawings prepared were shared with the Board.

- CTR staff members have expressed their appreciation to Associate Superintendent Kilcommons for the Christmas Recognition gift given on behalf of the Board.
- Considering the extreme weather forecasted on January 12 and 15, the decision to cancel transportation was made with notice being provided well in advance. Both parents and staff appreciated having ample time to make alternate arrangements.
- CTR's five-year transportation contract ends this year. A request for proposal was issued in December, and it is expected that a new contract should be awarded shortly. It was noted that the present contract was advantageous to CTR given the increasing cost of fuel and driver shortage.

It was the will of the Board to highlight the progress on the Strathmore project from Associate Superintendent Kilcommon's report in their January Board Highlights.

13.03 Quarterly Financial Report

Associate Superintendent Kilcommons shared with the Fiscal 2024 Quarter 1 Financial report with the Board for the reporting period of September 1, 2023, to November 30, 2023. Details included were breakdowns for revenues, expenses, and variance analyses for both revenues and expenses. In summary, CTR sits in an expected deficit position. The division has received \$535,279 more revenue than the 25% benchmark of the budget but has spent \$1,080,167 more than the 25% benchmark of the budget, leading to a net Q1 deficit of \$757,530. Barring any unforeseen negative circumstances, it is believed that the division will end the year in a stronger financial position than originally budgeted.

14 INTERNATIONAL FIELD TRIPS

14.01 Holy Trinity Academy – Trip to San Jose, Costa Rica – Stephanie Krueger (Easter 2025)

Andrew Gustafson (Okotoks) moved: that the International Field Trip by Holy Trinity Academy to San Jose, Costa Rica at Easter 2025 be 'approved in principle'.

Motion #19-24

Carried

15 LOCALLY DEVELOPED COURSES

15.01 None

16 NEW BUSINESSES

16.01 École Good Shepherd School Name Change

Superintendent Holowka advised that a discrepancy has been identified by Alberta Education in the use of the name "École Good Shepherd School" from their records which show the name as "Good Shepherd School". Changing the name officially would allow for appropriate signage on the new school and in communications.

Andrew Gustafson (Okotoks) moved:

that Christ The Redeemer Board of Trustees approves the name change of "Good Shepherd School" to "École Good Shepherd School".

Motion #20-24

Carried

16.02 Security Agreement

Associate Superintendent Kilcommons reviewed the Security Agreement which would allow the senior administrative team to borrow funds on behalf of the school division. Any borrowing would require Board approval in advance.

Mark Chung (Drumheller) moved:

that the Board of Trustees authorize the proposed Security Agreement with The Bank of Nova Scotia, giving power to the senior administrative team to borrow money on behalf of the school division, if the Board deems it to be financially prudent.

Motion #21-24

Carried

17

IN CAMERA SESSION

17.01 In Camera Items

Harry Salm (Strathmore) moved:

that the Board move in camera to discuss legislative, land, and personnel items at 4:33 p.m.

Motion #22-24

Carried

Andrew Gustafson (Okotoks) moved:

that the Board return to open session at 5:35 p.m.

Motion #23-24

Carried

Mark Chung (Drumheller) moved:

that the Board of Trustees authorize Chair Andrea Keenan to execute a contract with Superintendent Andrea Holowka based on Board direction given in the in camera session.

Motion #24-24

Carried

18

**AGENDA ITEMS FOR NEXT
BOARD MEETING**

18.01 Call for Proposed Agenda Items

Trustees were asked to submit any further items they wish added to February's Board meeting agenda to Chair Keenan (Foothills County).

19

CLOSING

19.01 Closing Liturgy

Trustee Rude-Volk (Oyen) led the group in the Closing Liturgy.

19.02 Adjournment

Michelle Rude-Volk (Oyen) moved:

that the meeting be adjourned. The meeting adjourned at 5:38 p.m.

Motion #25-24

Carried

SIGNATURE OF CHAIR:

SIGNATURE OF ASSOCIATE SUPERINTENDENT,
CORPORATE SERVICES:
