

## MINUTES OF THE REGULAR BOARD MEETING

Saturday, March 18, 2023 at 9:00 a.m. at

St. Joseph's Collegiate, Brooks, AB

| <b>Administration in Attendance</b>           | <b>Attended</b> | <b>Trustees in Attendance</b> | <b>Attended</b> |
|-----------------------------------------------|-----------------|-------------------------------|-----------------|
| Scott Morrison (Superintendent)               | In Person       | Andrea Keenan (Chair)         | In Person       |
| Vincent Behm (Deputy Superintendent)          | In Person       | Harry Salm (Vice Chair)       | In Person       |
| Pat MacDonald (Associate Superintendent)      | In Person       | Mark Chung                    | In Person       |
| Michael Kilcommons (Associate Superintendent) | In Person       | John de Jong                  | In Person       |
| Cindy Nickerson (Director of Communications)  | In Person       | Michelle Rude-Volk            | In Person       |
| Kim Jamieson (Executive Assistant)            | In Person       | Mark MacDonald                | In Person       |
|                                               |                 | Andrew Gustafson              | In Person       |
|                                               |                 | John-David Bogdanowski        | In Person       |

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### OPENING

- |      |                                                                             |                                                                                                                                                                                                                                                                                                                                 |
|------|-----------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.01 | Call to Order                                                               | Chair Keenan (Foothills County) called the meeting to order at 8:56 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: "I am - Jesus is the Way, the Truth, and the Life." | Chair Keenan (Foothills County) reminded Board members of CTR's three-year faith theme.                                                                                                                                                                                                                                         |
| 1.05 | Land Acknowledgement                                                        | Chair Keenan (Foothills County) recited CTR's draft land acknowledgement as follows:<br>"We acknowledge Siksik' aohsin (Blackfoot Territory) and honour Niipaitapiiwahsin (way of life) of Kainai, Siksika and Piikani, including Tsuut'ina, Stoney Nakoda, Métis Nation Region 3 and everyone else residing in the Territory." |
| 1.06 | Lectio Divina – Gospel of Matthew                                           | 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                                                      | <b>Mark MacDonald (High River) moved:</b><br>that the agenda be adopted as presented.<br><b>Motion #43-23</b>                                                                                                                                                                                                                   |
|      |                                                                             | <b>Carried</b>                                                                                                                                                                                                                                                                                                                  |
| 1.09 | Adoption of Regular Board Minutes February 28, 2023                         | The minutes of the Regular Board Meeting held on February 28, 2023, were reviewed by the Board and recommended for adoption as presented.<br><br><b>Harry Salm (Strathmore) moved:</b><br>that the Minutes of the Regular Board Meeting dated February 28, 2023, be adopted as presented.<br><b>Motion #44-23</b>               |
|      |                                                                             | <b>Carried</b>                                                                                                                                                                                                                                                                                                                  |
| 1.10 | Adoption of Special Board Minutes March 2, 2023                             | The minutes of the Special Board Meeting held on March 2, 2023, were reviewed by the Board and recommended for adoption as presented.                                                                                                                                                                                           |

**John de Jong (Brooks) moved:**

that the Minutes of the Special Board Meeting dated March 2, 2023, be adopted as presented.

**Motion #45-23**

**Carried**

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**BUSINESS ARISING**

- |      |                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|------|---------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2.01 | Catholic Education Program Review - Update                    | Associate Superintendent MacDonald advised that consultant Jennifer Woo requested feedback from parents and students be collected to complete her review. These consultations were done on March 9 <sup>th</sup> in two separate sessions. Ms. Woo is now compiling the information and will provide the review to administration in the upcoming weeks. The results will then be reported to the Board at their April Board meeting.                                                            |
| 2.02 | Program Review – Technology – Central Office                  | Deputy Superintendent Behm advised that the consultant will soon be meeting with Grant Gay, Director of Technology. It is hoped that the final report will be ready for presentation to the Board in June.                                                                                                                                                                                                                                                                                       |
| 2.03 | Modernization of Holy Cross Collegiate / Sacred Heart Academy | Superintendent Morrison advised that CTR has not yet heard from the Ministry in response to their request to spend capital funds on the modernization of Holy Cross Collegiate and Sacred Heart Academy in Strathmore. If approval of that spending is authorized, the project will go to tender on architecture and design. The expected timeline for the project is 18-24 months. Consultation feedback from staff has been garnered and staff expressed appreciation for the Board's support. |

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**CORRESPONDENCE**

- |      |      |                              |
|------|------|------------------------------|
| 3.01 | None | There was no correspondence. |
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**REPORTS FROM WARD COMMITTEES**

- |      |                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|------|----------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 4.01 | 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 March Board Highlights.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 4.02 | Brooks Ward Committee March 8, 2023                                                    | <p>Trustee de Jong (Brooks) highlighted the following from CTR Catholic's four pillars, as they pertained to the Brooks Ward Committee meeting:</p> <p><b>Faith:</b> 99% of the perspective stakeholders (parents, students, staff) believe they've grown as a Christian as a result of their involvement in Catholic Education. Given that teens are among those completing the survey, this is an amazing result.</p> <p><b>Learning:</b> The Brooks schools have had a more significant challenge in maximizing academic excellence during the pandemic as ELL students need to be at school (rather than at home) and immersed in a language-rich environment.</p> <p><b>Safe and Caring:</b> All three Brooks schools are well above the provincial average on the questions that measure the extent to which the schools are safe and caring. This is both amazing and important in such a diverse community. Citizenship averaged out at over 11% above the province. Safe and Caring averaged 8% higher than the province. All school have excellent diversity and inclusion initiatives and provide strong parental outreach.</p> <p><b>Stewardship:</b> All the Brooks school are growing and its concerning that all three will lose their shared field due to construction of a new junior high school.</p> |

**John de Jong (Brooks) moved:**

that the minutes of the Brooks Ward Committee Meeting dated March 8, 2023, be approved as presented.

**Motion #46-23**

**Carried**

It was the will of the Board to highlight the Learning Pillar from the Brooks Ward Committee meeting in their March Board Highlights.

4.03 High River Ward Committee  
March 14, 2023

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

**Faith:** School Councils from both HSA and NDC appreciated the presentations done by the GrACE CTR Committee. The presentations were personalized and connected with the community.

**Learning:** Both schools were over 10% higher than provincial results in how they meet the requirements of students with special needs. These results are a testament to the extraordinary efforts of all learning support personnel, the remedial programs available and the special initiatives offered (i.e. reading with dogs and therapeutic horse riding).

**Safe and Caring:** FSLWs are doing more push-in programming rather than pull-out support to address student anxiety and depression. This has been effective in supporting the well-being of all students.

**Stewardship:** HSA grade 6 parents are fundraising to make an overnight camp available at a low cost to all students. The camp offers interactive and faith-based activities. NDC is dedicating significant resources to student engagement activities such as the Cabane à Sucre (Sugar Festival) and band trips.

**Mark MacDonald (High River) moved:**

that the minutes of the High River Ward Committee Meeting dated March 14, 2023, be approved as presented.

**Motion #47-23**

**Carried**

It was the will of the Board to highlight the Learning Pillar from the High River Ward Committee meeting in their March Board Highlights.

4.04 Okotoks II Ward Committee  
March 16, 2023

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

**Faith:** In a demonstration of their faithful commitment to student success, St. Luke's shared a story of a student that attempted to take Social and English 30 four times and was not able to complete the courses due to absenteeism. He returned to St. Luke's last semester and is set to graduate in three months.

**Learning:** The CFL is moving to Quest A Plus so students can do PATs online rather than going to physical writing centres. This should dramatically increase participation rates, pass rates and excellence rates.

**Safe and Caring:** The CFL Europe trip at Easter 2023 is up to 85 students with two dedicated charter busses. The trip includes students from CFL, Our Lady of the Snows Catholic Academy, St. Athony's School and Notre Dame Collegiate.

**Stewardship:** CFL School Council is working hard to find a unique idea to spend their \$500 grant from the Ministry. One idea is to create a school quilt with a square decorated by each CFL family.

**Andrea Keenan (Foothills County) moved:**

that the minutes of the Okotoks II Ward Committee Meeting dated March 16, 2023, be approved as presented.

**Motion #48-23**

**Carried**

It was the will of the Board to highlight the Learning Pillar from the Okotoks II Ward Committee meeting in their March Board Highlights.

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**BOARD STANDING  
COMMITTEES**

- 5.01 GrACE CTR March 8, 2023 Trustee MacDonald (High River) presented the minutes from the GrACE CTR Committee Meeting of March 8, 2023.
- Mark MacDonald (High River) moved:**  
that the minutes of the GrACE CTR Committee Meeting dated March 8, 2023, be approved as presented.  
**Motion #49-23**
- Carried**
- 5.02 Liaison Committee March 14, 2023 Trustee de Jong (Brooks) presented the minutes from the Liaison Committee Meeting of March 14, 2023.
- John de Jong (Brooks) moved:**  
that the minutes of the Liaison Committee Meeting dated March 14, 2023, be approved as presented.  
**Motion #50-23**
- Carried**
- 5.03 Awards Committee March 16, 2023 Trustee Rude-Volk (Oyen) presented the minutes from the Awards Committee meeting of March 16, 2023.
- Michelle Rude-Volk (Oyen) moved:**  
that the minutes of the Awards Committee Meeting dated March 16, 2023, be approved as presented.  
**Motion #51-23**
- Carried**
- Michelle Rude-Volk (Oyen) moved:**  
that the Board accept the recommendations of the Awards Committee for the St. Joseph Parent of Distinction Awards.  
**Motion #52-23**
- Carried**

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**TRUSTEES**

- 6.01 Upcoming Trustee Events Presented as information.

7

**ALBERTA CATHOLIC SHOOOL  
TRUSTEES' ASSOCIATION**

- 7.01 ACSTA Directors' Meeting Update Trustee Gustafson (Okotoks) advised that ACSTA is hosting an MLA event on March 21<sup>st</sup>. Trustees are encouraged to attend if they are available.
- ACSTA had been advocating for a change in transportation to allow for funding to follow the student. The Ministry was in favour of this suggestion and will change the funding model accordingly.
- ACSTA has a new staff administrator that will take care of day-to-day duties which will free up the Director to do advocacy work.
- The ACSTA Governance Committee will be providing Boards with a survey in the next month for completion. The survey will be noted as an agenda item for the Regular Board Meeting of April 27, 2023.

8

**ALBERTA SCHOOL BOARDS  
ASSOCIATION**

- 8.01 ASBA Zone 5 Report Trustee MacDonald (High River) advised that Zone 5 met on March 3, 2023. Items discussed include the following:

- Christ The Redeemer and Foothills School Division have jointly nominated David and Joanne Gilbreath of the Okotoks Sobeys for the ASBA Friends of Education Award.
- The advocacy tool kit was launched February 22<sup>nd</sup>. The kit includes key messaging, information, etc.
- Emergent Position Statements are due by May 1, 2023.
- Regular Position Statements for the FGM are due by May 25, 2023.
- Prairieland brought forward a position statement for teachers to start teaching before certification. This is provided as information only.
- Board Chairs also met on March 3, 2023.

8.02 ASBA Bylaw Amendments Submitted for Spring General Meeting

Chair Keenan (Foothills County) advised that no requests for significant bylaw amendments have been received. The Board Chairs recently discussed grammatical and housekeeping changes to the Bylaws.

On Monday, March 20, 2023, there will be a ASBA election advocacy meeting for all directors, trustees and superintendents.

## 9 **TEACHERS' EMPLOYER BARGAINING ASSOCIATION**

9.01 TEBA – Status of Collective Bargaining Association

Trustee Chung (Drumheller) advised that TEBA will be meeting next week.

Associate Superintendent Kilcommons advised that a preliminary meeting is upcoming with CTR's negotiator in preparation for the negotiations with the Local ATA which will begin on April 25, 2023.

## 10 **FOUR YEAR EDUCATION PLAN**

10.01 Facility Tour, Modular Plan and Brooks Jr. High Complications

Superintendent Morrison provided a brief history of the Brooks school buildings and led the Board through a tour of St. Joseph's Collegiate, Christ the King Academy and Holy Family Academy. A potential plan for the placement of new modulars at St. Joseph's Collegiate was discussed, as was the potential loss of field use due to a new public-school build.

## 11 **NOON PRAYER AND GRACE**

11.01 Noon Prayer and Grace

Deputy Superintendent Behm led the group in the Noon Prayer and Grace.

## 12 **AFTERNOON OPENING PRAYER**

12.01 Afternoon Opening Prayer

Trustee Chung (Drumheller) led the group in the Afternoon Opening Prayer.

## 13 **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 March Board Highlights.

13.02 Superintendents' Reports

Superintendent Morrison reported on the following:

- As per the recent provincial announcement, CTR will be building a replacement school in Okotoks serving the communities of Sandstone, Mountainview and D'Arcy Ranch. Currently, students from those communities attend Ecole Good Shepherd School (EGSS), St. Francis of Assisi Academy (SFA), and St. John Paul II Collegiate (JP II). If the Ministry allows, ideally the school will be built to accommodate students from Kindergarten to Grade 9 based on current enrolment. Students from SFA will be grandfathered to continue attending that school. A parent engagement session is being hosted on March 21<sup>st</sup> at EGSS by Principal Jacealyn Hempel. Dr. Morrison reviewed the presentation that had been prepared for that session.
- Director of Communications Cindy Nickerson shared that a communications campaign had been developed for the announcement of the new Okotoks school. Local media, the Western Wheel and Okotoks Online, conducted

interviews, with administration successfully delivering key and supporting messages.

- When the province announced this year's school builds, they also provided the projects that will go into design in the following three years. CTR will need to advocate for permanent structures in Canmore and Brooks in the coming years.
- Diana Atkinson, principal at Holy Trinity Academy (HTA), joined the meeting via Zoom to provide a testimonial of the successful open house recently held at HTA. The open house not only showcased the school's offerings but gave potential students and families a chance to see the heart and culture of the school. The feedback received was very positive and the evening resulted in an increase in enrolment.
- Dr. Morrison acknowledged receipt of letters recently received from the Minister of Education and from the Shadow Minister.

It was the will of the Board to highlight Holy Trinity Academy's Open House from Superintendent Morrison's report in their March Board Highlights.

Deputy Superintendent Behm reported on the following:

- Principals and vice principals participated in a roundtable session of sharing ideas and feedback on registration/open houses at their recent administration meeting after hearing Diana Atkinson's success story on HTA's open house. This was a phenomenal use of time and generated much excitement amongst administrators.
- The second substitute teacher PD session of the year was hosted by administration on March 30<sup>th</sup>. Topics included new curriculum resources, pension information, and assistance with IT. Christian Schell, as the Local ATA Representative, also attended and spoke about the value of substitute teachers at CTR. The satisfaction rate for the session was very high.
- Names of the nominees for the Edwin Parr Award were shared with Board members. The CTR Edwin Parr celebration will occur on April 25<sup>th</sup>. CTR's divisional awards evening will be hosted on May 31<sup>st</sup> in Strathmore.
- Additional funding for classroom complexity over the next three years has been announced. Deputy Superintendent Behm is seeking input from principals in consultation with school staff to determine the best use of those funds.

**Mark Chung (Drumheller) moved:**

that the Board move in camera to discuss a personnel issue at 12:04 p.m.

**Motion #53-23**

***Carried***

**Michelle Rude-Volk (Oyen) moved:**

that the Board return to open session at 12:14 p.m.

**Motion #54-23**

***Carried***

It was the will of the Board to highlight Substitute Teacher PD from Deputy Superintendent Behm's report in their March Board Highlights.

Associate Superintendent MacDonald reported on the following:

- At yesterday's Christ the King Superchat, staff advised that they felt the school was reputed as being safe, caring, and welcoming. Teachers reported community feedback that students are well-behaved and respectful when in the community. Likewise, staff has the reputation of being closeknit and working well together. Of note, is that the belief that the options offered at the school are plentiful.

- The results received on the Faith Days survey were very strong, with an overall satisfaction rate of 99%. Staff appreciated the communications provided, the keynote speaker and teacher presentations. The feedback gathered will be utilized in planning next year's Faith Days.
- The next division-wide PD will occur on March 27<sup>th</sup>. The day will provide teachers with a balance of learning sessions and school collaboration time. Topics to be discussed were determined based on teacher feedback.

It was the will of the Board to highlight Faith Days from Associate Superintendent MacDonald's report in their March Board Highlights.

Associate Superintendent Kilcommons reported on the following:

- An overview of the budget for 2023-2024 was provided with a key element being an increase in funding over the next three years to assist in addressing inflationary pressures, enrolment growth and learning supports. Also of note is the funding of the teachers' salary agreement ratified in June 2022 and a targeted transportation grant.
- The dirt that sloughed off the hill behind St. Anthony's School (Drumheller) has been removed. Expert advice on mitigation measures is pending and will be provided to senior administration.
- Corporate Services continues their work on CTR's 2023-2024 budget which is due to the Ministry at the end of May. The Audit Committee will meet on May 17<sup>th</sup> to review the budget. It will then be presented to the Board for approval at the May Board meeting.

It was the will of the Board to highlight the 2023-2024 Budget from Associate Superintendent Kilcommon's report in their March Board Highlights.

#### 13.03 Quarterly Financial Review

Associate Superintendent Kilcommons presented the quarterly financial review, including variance analysis for revenues and expenses, noting that the division was on track and there were no concerns at this time.

#### 13.04 Major Capital Projects Review and IMR Update

Associate Superintendent Kilcommons presented information on CTR's priority capital projects, being a permanent construction at Our Lady of the Snows Catholic Academy (Canmore) and a permanent construction on St. Joseph's Collegiate (Brooks).

Plans are underway for the modernization of the Strathmore schools, pending ministerial approval. Requests have been made for modulars at St. Francis of Assisi Academy (Okotoks) and Holy Family Academy (Brooks).

A handout regarding current projects for infrastructure and maintenance renewal was distributed. Work in this area remains on budget.

### 14 INTERNATIONAL FIELD TRIPS

#### 14.03 Holy Trinity Academy – Trip to Cuba – Brianne Coventry (Easter 2024) - Update

Associate Superintendent Kilcommons advised that trip organizer, Brianne Coventry, has been able to secure insurance and an alternate trip provider for the trip to Cuba. An update will be provided to the Ward Committee, and the trip will then be brought back to the Board for approval in full.

### 15 LOCALLY DEVELOPED COURSES

#### 15.01 Locally Developed Courses

None

### 16 NEW BUSINESS

#### 16.01 Alberta School Councils' Association –Resolutions

**Mark MacDonald (High River) moved:**

that the Board endorse the recommendations as presented and forward them onto all School Councils as reference materials.

**Motion #55-23**

**Carried**

- 16.02 Board Approval of 2023-2024 Assumption and Centre for Learning@ Home School Calendars

Deputy Superintendent Behm presented the 2023-2024 calendars for Assumption Roman Catholic School (Oyen) and the Centre for Learning@Home Schools.

**Harry Salm (Strathmore) moved:**

that the 2023-2024 school calendars for Assumption Roman Catholic School and Centre for Learning@Home be adopted as presented.

**Motion #56-23**

**Carried**

**17 AGENDA ITEMS FOR NEXT BOARD MEETING**

- 17.01 Call for Proposed Agenda Items

It was requested that 30 minutes be allocated at the April Board meeting for the discussion of the ACSTA Survey. It was also requested that TEBA have two items on the next agenda, reporting and negotiations.

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

**18 CLOSING**

- 18.01 Closing Liturgy  
18.02 Adjournment

Trustee de Jong (Brooks) led the group in the Closing Liturgy.

**Michelle Rude-Volk (Oyen) moved:**

that the meeting be adjourned. The meeting adjourned at 2:03 p.m.

**Motion #57-23**

**Carried**

SIGNATURE OF CHAIR:

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SIGNATURE OF ASSOCIATE SUPERINTENDENT,  
CORPORATE SERVICES:

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