

MINUTES OF THE REGULAR BOARD MEETING

Saturday, October 22, at 9:00 a.m. at
Assumption Roman Catholic School, Oyen, AB

Administration in Attendance

Scott Morrison (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)
Harry Salm (Vice Chair)
John de Jong
Michelle Rude-Volk
Andrew Gustafson
Mark MacDonald

Attended

In Person
In Person
In Person
In Person
In Person
In Person

Absent with Regrets: Mark Chung (Trustee)
Cindy Nickerson (Director of Communications)

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OPENING

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| 1.01 | Call to Order | Chair Keenan (Foothills County) called the meeting to order at 8:57 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 | Chair Keenan (Foothills County) led the Board in reciting the Board Prayer, the Vocations Prayer, and stated the Vision of the Board. |
| 1.04 | Land Acknowledgement | Chair Keenan (Foothills County) recited CTR's draft land acknowledgement as follows:

"We acknowledge Siksik' aohsin (Blackfoot Territory) and honour Niipaitapiiwahsin (way of life) of Kainai, Siksika and Piikani, including Tsuut'ina, Stoney Nakoda, Métis Nation Zone 3 and everyone else residing in the Territory." |
| 1.05 | Lectio Divina – Gospel of Luke | The Board engaged in Lectio Divina. |
| 1.06 | 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. |
| 1.07 | Approval of the Agenda | Mark MacDonald (High River) moved:
that the agenda be adopted as presented.
Motion #131-22 |
| | | <i>Carried</i> |
| 1.08 | Adoption of Regular Board Minutes September 28, 2022 | The minutes of the Regular Board Meeting held on September 28, 2022, were reviewed by the Board, and recommended for adoption as presented.

Harry Salm (Strathmore) moved:
that the Minutes of the Regular Board Meeting dated September 28, 2022, be adopted as presented.
Motion #132-22 |
| | | <i>Carried</i> |

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BUSINESS ARISING

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| 2.01 | Catholic Education Program Review - Update | Associate Superintendent MacDonald and Director of Catholic Education, Grant Gay, will meet with consultant, Jennifer Woo, on October 31, 2022 to review the initial plan for the Catholic Education Review. Included in that discussion will be |
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schools selected for site visits. Additional information will be presented to the Board at their November meeting.

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| 2.02 | Program Review – Technology – Central Office | Deputy Superintendent Behm reviewed possible consultants for the technology review. The Board members discussed the candidates and provided their input as to their preferred candidate. Deputy Superintendent Behm will move forward on their advice. |
| 2.03 | Ecole Good Shepherd School Update | Associate Superintendent Kilcommons is moving forward with the Alberta Education's request to arrange a visioning/value management session that will bring together CTR administration, the Ministry, engineers, architects, and other experts to assess what is needed to both renovate Ecole Good Shepherd School and build a new school on the designated site in D'arcy. This meeting is expected to occur by the end of November. Announcements for new school builds are usually made by Alberta Education in March each year. |
| 2.04 | Outreach Facility Update | Associate Superintendent Kilcommons advised that a conditional offer has been made on a property in High River for the St. Luke's Outreach Facility. The offer is subject to CTR completing its due diligence, including inspections. Renovation needs and budget are being considered. The condition date for the offer is December 9, 2022. The trustees thanked Associate Superintendent Kilcommons for his work on this project. |
| 2.05 | Board of Trustees – Canmore Member | Associate Superintendent Kilcommons explained the by-election process as set out by Alberta Elections for the election of a new trustee in the Canmore-Bow Valley Electoral Subdivision, noting that the date for nominations to be submitted is October 26, 2022. If more than one candidate is nominated, the by-election will be held on November 23, 2022. |

John de Jong (Brooks) resolved:

that The Christ The Redeemer Catholic Separate School Division establish Wednesday, November 23, 2022, as a by-election day for the position of Trustee, for Ward 3 – The Saint Thomas Aquinas - Foothills Ward – Electoral Subdivision No. 5 – The Canmore-Bow Valley Electoral Subdivision.

And further resolved that The Christ The Redeemer Catholic Separate School Division appoint Michael Kilcommons as Returning Officer for the by-election proposed for November 23, 2022.

And further resolved that The Christ The Redeemer Catholic Separate School Division appoint Jamie Landry as Substitute Returning Officer for the by-election proposed for November 23, 2022.

Resolution 001-22

Carried

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FOUR YEAR EDUCATION PLAN

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| 3.01 | Review of Draft Annual Education Results | Superintendent Morrison advised that Annual Education Results have not yet been received and are expected on November 3, 2022. |
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CORRESPONDENCE

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| 4.01 | Letter to Minister LaGrange dated October 13, 2022 | Presented as information. |
| 4.02 | Letter to Minister LaGrange dated October 20, 2022 | Presented as information. |

REPORTS FROM WARD COMMITTEES

- 5.01 Trustees to identify one feature from each Ward Committee Meeting for Board Highlights
- Chair Keenan (Foothills) reminded Trustees to identify one feature from each Ward Committee Meeting for the October Board Highlights.
- 5.02 Strathmore Ward Committee Meeting September 27, 2022
- Vice Chair Salm (Strathmore) highlighted the following from CTR Catholic's four pillars, as they pertained to the Strathmore Ward Committee meeting:
- Faith:** Father Tomy expressed great admiration and appreciation for the cooperation and authenticity of Christ The Redeemer and CTR's schools in Strathmore. He is especially appreciative of being able to use the chapel and gym for daily and weekly Mass.
- Learning:** Holy Cross Collegiate has a Champions program that focuses on students who are vulnerable and at risk of falling through the cracks.
- Safe and Caring:** The principal at Sacred Heart Academy schedules continuous one-on-ones with staff during their prep time. Staff can choose not to partake, but this gives the principal a strong sense of the pulse of the school and allows teachers to be heard.
- Stewardship:** Holy Cross Collegiate is working hard to communicate their story in the community via the local paper, social media, and good works projects such as inviting seniors to their Christmas concerts.
- Harry Salm (High River) moved:** that the minutes of the Strathmore Ward Committee Meeting dated September 27, 2022, be approved as presented.
- Motion #133-22**
- Carried*
- It was the will of the Board to highlight Learning from the Strathmore Ward Committee meeting in their October Board Highlights.
- 5.03 High River Ward Committee Meeting October 12, 2022
- Trustee MacDonald (High River) highlighted the following from CTR Catholic's four pillars, as they pertained to the High River Committee meeting:
- Faith:** St. Luke's Outreach will have students visit Father Marius. Father will be sharing stories of his childhood and why he chose to become a priest.
- Learning:** Holy Spirit Academy is hosting Trickster Theatre which is a group that bring a week-long focus on the fine arts to the school.
- Safe and Caring:** Holy Spirit Academy is having success with their universal mental health strategies, including loose parts play and "Miracle Mornings". Miracle Mornings involves a regular morning routine including elements such as prayer, positive visualization, and body breaks. Notre Dame Collegiate science teachers also do Miracle Mornings which involve setting learning goals and establishing focus.
- Stewardship:** The Ward was impressed with the Redeemer Review's report on the retired teachers that came back to assist with administering literacy and numeracy assessments in schools across the division.
- Mark MacDonald (High River) moved:** that the minutes of the High River Ward Committee Meeting dated October 12, 2022, be approved as presented.
- Motion #134-22**
- Carried*
- It was the will of the Board to highlight Faith from the High River Ward Committee meeting in their October Board Highlights.

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BOARD STANDING COMMITTEES

- 6.01 GrACE CTR Committee Meeting September 27, 2022
Trustee MacDonald (High River) presented the minutes from the GrACE CTR Committee Meeting of September 27, 2022.

Mark MacDonald (High River) moved:
that the minutes of the GrACE CTR Committee meeting September 27, 2022, be approved as presented.
Motion #135-22

Carried
- 6.02 Committee of the Whole Meeting September 28, 2022
Chair Keenan (Foothills) presented the minutes from the Committee of the Whole meeting held on September 28, 2022.

Harry Salm (Strathmore) moved:
that the minutes of the Committee of the Whole meeting dated September 28, 2022, be approved as presented.
Motion #136-22

Carried
- 6.03 Policy Development and Review Committee October 12, 2022
Trustee Gustafson (Okotoks) presented the minutes from the Policy Development and Review Committee meeting of October 12, 2022.

Andrew Gustafson (Okotoks) moved:
that the minutes of the Policy Development and Review Committee Meeting dated October 12, 2022, be approved as presented and that the Board approve the amendments as proposed to Policy #01 – Division Foundational Statements, Policy #02 – Role of the Board, Policy #03 – Role of the Trustee, Policy #04 – Trustee Code of Conduct, and Policy #05 – Role of the Board Chair.
Motion #137-22

Carried

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TRUSTEES

- 7.01 Upcoming Trustee Events
Presented as an information item.
- 7.02 Board Retreat – Date and Venue
Due to scheduling conflicts, the Board's Faith Retreat will occur on April 28, 2023 in Okotoks, rather than in May in Drumheller as originally scheduled.

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ALBERTA CATHOLIC SCHOOLS TRUSTEES' ASSOCIATION

- 8.01 ACSTA Directors' Meeting Update
Trustee Gustafson advised that the ACSTA Directors have now released their proposed Bylaws and Budget which will be discussed at the Fall General Meeting in Edmonton on November 18-20, 2022. Each Director is to review the proposed Bylaw and Budget with their Board in preparation of the FGM.
- 8.02 ACSTA Bylaws
Trustee Gustafson presented the proposed Bylaws and advised that the changes made are not substantial and were made to modernize the language.
- 8.03 ACSTA Proposed Budget
Trustee Gustafson explained that the proposed budget presented includes an increase to membership fees, which is a very minute portion of any Board's entire budget. This increase in membership fees is being made to balance the reduction in fees with Edmonton Catholic no longer being a member and ACSTA's desire to continue to grow the organization's provincial reach and influence. The budget does show a deficit, but this is almost offset in its entirety by the funds held in reserve.

ALBERTA SCHOOL BOARDS ASSOCIATION

9.01 ASBA Zone 5 Report

Chair Keenan attended the ASBA Zone 5 meeting on October 7, 2022. Highlights include the following:

- Julie Sproule has been appointed as the Alberta Teaching Profession Commissioner, effective January 1, 2023.
- Youth voice against bullying and gender-based violence program is ongoing at Bert Church in which professional athletes work with sports teams.
- Rural broadband funding – focused on Northern Alberta.
- September 26th - diploma exam announcement made.
- September 29th – Education Service Agreements standard was signed. This will help First Nation students living on reserves who attend public schools off reserves.
- September 30th - Home Education handbook updated.
- Dual credits and enhance funding starting up.
- CBSA congress is looking for presentation proposals.
- Diploma exam waiting will be 20% this year and 30% next year.

9.02 ASBA – Fall General Meeting Attendance (November 20-22, 2022)

Registration is open for the ASBA Fall General Meeting. Executive Assistant Kim Jamieson will register those attending. The proposed resolutions were just received. As the FGM occurs before the next Board meeting, the Board's Emergent Issues Feedback Committee will meet on November 2nd to discuss the proposed resolutions.

TEACHERS' EMPLOYER BARGAINING ASSOCIATION

10.01 TEBA – Status of Collective Bargaining Association

In the absence of Trustee Chung, Associate Superintendent Kilcommons advised that TEBA met on October 18, 2022. TEBA is working with local ATAs to ensure there is a consistent interpretation of the negotiated increase amounts. The local ATA is in the process of naming their negotiating committee and it is expected that CTR will hear from them shortly to initiate local bargaining.

DIVISION

11.01 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 October Board Highlights.

11.02 Superintendents' Reports

Superintendent Morrison reported on the following:

- Communication Leads from each school recently attended a PD session led by Cindy Nickerson, Director of Communications. The PD focused on tailoring school communications in response to feedback received from a parent survey. The survey was initiated by administration based on information gathered from the Influencer Engagement session held with trustees and School of School Council representatives in May of 2022.
- Since the opening of boundaries and implementation of pre-kindergarten and the before and afterschool program, enrolment at St. Mary's has grown by 652 students which is above the 609 students projected.
- Through various concerted efforts made by administration at the Centre For Learning@Home, enrollment at the CFL is up by 10% over the 2019/2020 year.
- Communications with Alberta Education continue regarding the modernization of Holy Cross and Sacred Heart in Strathmore utilizing the approximately \$785,000 of restricted funds and additional IMR or capital reserves up to \$1M.

It was the will of the Board to highlight Communication Leads PD Day from Superintendent Morrison's report in their October Board Highlights.

Deputy Superintendent Behm reported on the following:

- Staff wellness at CTR continues to be a priority. The goals originally established in 2017 have been revised. VPs continue to promote staff wellness resources to all staff. In addition, administration at their October meeting, completed an exercise in which they considered decisions and how they relate to staff wellness.
- Three webinars for aspiring leaders will be offered to teachers in the 2022-2023 school year. The sessions will focus on three recently appointed vice principals and the informal leadership they demonstrated as teachers that assisted them in transitioning into formal leadership positions in CTR.
- Bill 85, the Students First Act, amends the Teaching Profession Act and the College of Alberta School Superintendents' Act. Criminal Record and Vulnerable Sector Checks will now be required every five years. Human Resources is currently inquiring with the RCMP detachments in CTR's communities regarding the process for staff. Costs will be covered by CTR.

It was the will of the Board to highlight Aspiring Leaders from Deputy Superintendent Behm's report in their October Board Highlights.

Associate Superintendent MacDonald reported on the following:

- The number of dysregulated students has increased and supports in place to accommodate this include ARC training, additional staff, working with learning support coordinators, focus on relationship, connection and creating safe space. Zones of regulation training for students is also offered through FSLW/connection workers.
- CTR continues to encourage teachers to grow their understanding of the call to action of the Truth and Reconciliation Commission. Efforts include 25 teachers attending the Braiding Together Conference, Indigenous team leads at every school, Many and One Committee and Elder Randy Bottle visiting schools to help staff and students better understand indigenous practices and way of life.
- Catholic Education Sunday is November 6, 2022.
- Division-wide Adoration will occur October 31 to November 10, 2022.
- Faith Days will be held in February and will include guest speaker Father Daniel Wilson on the first day and a selection of staff-conducted sessions the second day.
- The Council of School Councils will meet on November 15, 2022.

It was the will of the Board to highlight Student Services and the training undertaken and efforts made to identify and support dysregulated students from Associate Superintendent MacDonald's report in their October Board Highlights.

Associate Superintendent Kilcommons reported on the following:

- A report for Major Capital Projects was reviewed, two major components of which include the potential purchase of a new facility for St. Luke's in High River and the modernization of Sacred Heart and Holy Cross Collegiate in Strathmore.
- Information for the Infrastructure Maintenance and Renewal (IMR) report was also reviewed. Figures in this report are subject to change and are highly dependent on meeting student needs as they arise.

It was the will of the Board to highlight capital planning for St. Luke's and the Strathmore schools from Associate Superintendent Kilcommon's report in their October Board Highlights.

- 12** **INTERNATIONAL FIELD TRIPS**
- 12.01 Notre Dame Collegiate – Disneyland, Anaheim, California **Mark MacDonald (High River) moved:** that the International Field Trip to Disneyland, Anaheim, California for students from Notre Dame Collegiate in May 2023 be ‘approved in full’.
Motion #138-22
Carried
- 12.02 Our Lady of the Snows Catholic Academy – Disneyland, Anaheim, California **Andrew Gustafson (Okotoks) moved:** that the International Field Trip to Disneyland, Anaheim, California for students from Our Lady of the Snows Catholic Academy in May 2023 be ‘approved in full’ upon receiving Ward approval on November 8, 2022.
Motion #139-22
Carried
- 13** **LOCALLY DEVELOPED COURSES**
- 13.01 Locally Developed Courses None
- 14** **NEW BUSINESS**
- 14.01 Commissioner for Oaths Trustee MacDonald (High River) has recently been asked to commission documents. This is a power granted to all Alberta school board trustees. The Information and Instruction booklet provided by the Alberta government was shared with Trustees for this purpose.
- 15** **AGENDA ITEMS FOR NEXT BOARD MEETING**
- 15.01 Call for Proposed Agenda Items Trustees were asked to submit any items they wish added to next month’s Board meeting agenda to Chair Keenan (Foothills County).
- 16** **CLOSING**
- 16.01 Closing Liturgy Trustee Rude-Volk (Oyen) led the group in the Closing Liturgy.
- 16.02 Adjournment **Michelle Rude-Volk (Oyen) moved:** that the meeting be adjourned. The meeting adjourned at 11:40 a.m.
Motion #140-22
Carried
- 17** **NOON PRAYER AND GRACE**
- 17.01 Noon Prayer and Grace Trustee Gustafson (Okotoks) led the group in the Noon Prayer and Grace.

SIGNATURE OF CHAIR:

SIGNATURE OF ASSOCIATE SUPERINTENDENT,
CORPORATE SERVICES:
