

MINUTES OF THE REGULAR BOARD MEETING

Held in Person and via Zoom on September 26, 2020, at 10:00 a.m.
at The Catholic Education Centre, 1 McRae Street, Okotoks, AB

Administration in Attendance

Scott Morrison (Superintendent)
Vincent Behm (Associate Superintendent)
Mariette Moss (Associate Superintendent)
Michael Kilcommons (Associate Superintendent)
Aileen Brunette (Executive Assistant to Superintendent)

Attended

In Person
In Person
In Person
In Person
In Person

Trustees in Attendance

Ron Schreiber (Chair)
Andrea Keenan (Vice Chair)
Joanne Van Donzel
Harry Salm
Michelle Rude-Volk
Mark Chung
Vijay Domingo
John de Jong

Attended

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

1 OPENING

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| 1.01 | Call to Order | Chair Schreiber called the meeting to order at 10:18 a.m. |
| 1.02 | Opening Liturgy | Associate Superintendent Moss led the group in the Opening Prayer. |
| 1.03 | Trustee Oath of Office | Trustees Domingo and Chung read and signed the Trustee Oath of Office. |
| 1.04 | Trustee Declaration of Faith | Trustees Domingo and Chung were asked to review and sign a Declaration of Faith. |
| 1.05 | Filing of Disclosure Statements | Trustees Domingo and Chung were asked to review and complete a Disclosure Statement. |
| 1.06 | Board Prayer, Vocations Prayer, and Vision of the Board | All prayed the Board Prayer, Vocations Prayer, and stated the Vision of the Board. Chair Ron Schreiber noted that the Division has been consecrated to the intercession of Mary, and asked everyone to join him in reciting a Hail Mary. |
| 1.07 | Acknowledgement | <p>Chair Schreiber recited an acknowledgement that the Board meeting is taking place on Treaty 7 land as follows:</p> <p>“We would like to acknowledge the traditional territories and oral practices of the Blackfoot Nations, which includes the Siksika, the Pikani, and the Kainai. We also acknowledge the Tsuut’ina and Stoney Nakoda First Nations, the Métis Nation (Region 3), and all people who make their homes in the Treaty 7 region of Southern Alberta. We are making this acknowledgement to further demonstrate our commitment to work together as a community in laying the foundation for reconciliation through education.”</p> |
| 1.08 | Lectio Divina – Gospel of Matthew | Associate Superintendent Moss read the Gospel of Matthew for the upcoming Sunday and invited silent reflection on the scripture. Trustee Salm reread the Gospel. Participants identified meaningful phrases and discussed the Gospel’s message in detail. |
| 1.09 | Additions/Deletions to the Agenda | Chair Schreiber asked if there were any additions or deletions to the proposed Board agenda. Trustee Rude-Volk requested the addition of Approval of Revised Assumption School Calendar 2020-2021 under New Business as Item No. 15.02. The Board voted on the proposed addition. |

Ron Schreiber (Chair) moved:

that the addition of Approval of Revised Assumption School Calendar 2020-2021, under New Business, as Item No. 15.02, be approved.

Motion #109-20

Carried

1.10 Approval of the Agenda

John de Jong moved:

that the Agenda be approved as amended.

Motion #110-20

Carried

1.11 Adoption of Organizational Board Minutes June 25, 2020

The minutes of the Organizational Board Meeting held on June 25, 2020, were reviewed by the Board and recommended for adoption.

Harry Salm moved:

that the minutes of the Organizational Board Meeting dated June 25, 2020, be approved as presented.

Motion #111-20

Carried

1.12 Adoption of Regular Board Meeting Minutes June 25, 2020

The minutes of the Regular Board Meeting held on June 25, 2020, were reviewed by the Board and recommended for adoption as presented.

Andrea Keenan (Vice Chair) moved:

that the minutes of the Regular Board Meeting dated June 25, 2020, be approved as presented.

Motion #112-20

Carried

2

BUSINESS ARISING

2.01 Update on St. Luke's Outreach/Catholic Education Centre

Associate Superintendent Kilcommons reported that the project is still on schedule and budget, with a move in date of summer 2021. Artist's renderings and photos of the project were previewed by the Board. Trustee Domingo questioned the ease of separation of the Catholic Education Centre from St. Luke's Outreach Centre. Mr. Kilcommons replied that there is easy access to both facilities.

2.02 Potential High River School Site

Associate Superintendent Kilcommons reported that Dream Developments has indicated a willingness to offer a 15-acre site in Montrose for municipal school reserve to accommodate a high school. However, due to an over-dedication of municipal reserve in the South High River Area Structure Plan, the expansion of 7 acres to municipal reserve would have to be a purchase situation for the Board. In discussions with the Town they were noncommittal in purchasing the 7 acres but are pursuing the land's appraised value.

Discussion followed on combining the municipal reserves in Montrose to use as a school site, a cash in lieu program with the Town, and a potential meeting with the developer and Town. Trustee Domingo informed Associate Superintendent Kilcommons that Three Sisters is presenting their new development plan next week that he will share with him.

2.03 ASBA Special General Meeting September 17, 2020

Vice Chair Keenan reported that ASBA voted in favour of CASS being a professional organization but would like some input into the terms of reference. Chair Schreiber noted that it was an extremely close vote. It required 60% of the student population to pass and it received 60.2%.

3	ANNUAL EDUCATION RESULTS REPORT	
3.01	Status Quo Presentation	Superintendent Dr. Morrison reported that school divisions report on their results and then create a plan to improve the results. In the past, CTR Catholic has combined these and submitted them to the Board for approval in November. This year CTR Catholic will split them up and submit their report on the results to the Board in November. Then in May they will submit their three-year education plan to the Board for approval.
4	CORRESPONDENCE	
4.01	Letter from Rural Caucus of Alberta School Boards Chair	Presented as an information item.
4.02	Acceptance of Correspondence	Chair Schreiber presented the correspondence item which was circulated amongst Board members.
5	REPORTS FROM WARD COMMITTEES	
5.01	Okotoks Ward II Committee September 10, 2020	Vice Chair Keenan highlighted the following from CTR Catholic's four pillars, as they pertained to the Okotoks Ward II Committee meeting: Faith: Both priests from Okotoks have already been to St. Luke's Outreach Centre. Learning: The Centre for Learning@HOME's move to Canvas is in its 3rd year and it is much more user friendly. It is fortunate that we have this simpler interface with all of our new students. Safe and Caring: The Centre for Learning@HOME held specialized information assemblies for CTR families moving to The Centre for Learning@HOME. There were over 210 families and more students who attended. Stewardship: The Centre for Learning@HOME's enrolment is unprecedented and so is St. Luke's Outreach Centre. Andrea Keenan (Vice Chair) moved: that the minutes of the Okotoks Ward II Meeting dated September 10, 2020, be approved as presented. Motion #113-20
5.02	High River Ward Committee September 15, 2020	Trustee Van Donzel highlighted the following from CTR Catholic's four pillars, as they pertained to the High River Ward Committee meeting: Faith: In cooperation with Fr. Mariusz, the schools are preparing students for the Sacraments. On another note, Notre Dame Collegiate has combined Language Arts and Religion to infuse more religious literature and content into the Language Arts program. Learning: All three High River schools are fully piloting live streaming. Safe and Caring: Holy Spirit Academy held an open house for cohorts of 50 parents, and it established a welcoming tone and calmed nerves. The Notre Dame Collegiate staff mantra for re-entry is all about wellness and relationships: "Relationship before Rigor, Grace before Grades, Patience before Programs, and Love before Lessons". Stewardship: High River schools experienced the greatest enrollment decline in CTR. It was largely impacted by families who experienced the Cargill outbreak and are fearful of returning. Joanne Van Donzel moved: that the minutes of the High River Ward Meeting dated September 15, 2020, be approved as presented.

Carried

Motion #114-20

Carried

- 5.03 Brooks Ward Committee September 23, 2020

Trustee de Jong highlighted the following from CTR Catholic's four pillars, as they pertained to the Brooks Ward Committee meeting:

Faith: The Ward suggests we forgo the second collection on Catholic Education Sunday as education has received additional funding, while the parishes are down by 20% in giving. We might further encourage parishioners connected to Catholic education to increase their level of giving to the parish on Catholic Education Sunday.

Learning: St. Joseph's Collegiate is infusing anti-racism content across all areas of the curriculum as applicable.

Safe and Caring: The Brooks schools appreciated the calmness of the staggered start and many would like to continue this start-up in future years.

Stewardship: The Brooks schools had the strongest return to school rates in the division.

John de Jong moved:

that the minutes of the Brooks Ward meeting dated September 23, 2020, be approved as presented.

Motion #115-20

Carried

**6 BOARD STANDING COMMITTEES –
Emergent Issues Feedback and
GrACE CTR**

- 6.01 Emergent Issues Feedback Committee July 27, 2020

Vice Chair Keenan presented the minutes from the Emergent Issues Feedback Committee meeting held on July 27, 2020.

Andrea Keenan (Vice Chair) moved:

that the minutes of the Emergent Issues Feedback Committee meeting dated July 27, 2020, be approved as presented.

Motion #116-20

Carried

- 6.02 Emergent Issues Feedback Committee July 31, 2020

Chair Schreiber presented the minutes from the Emergent Issues Feedback Committee meeting held on July 31, 2020.

Ron Schreiber (Chair) moved:

that the minutes of the Emergent Issues Feedback Committee meeting dated July 31, 2020, be approved as presented.

Motion #117-20

Carried

- 6.03 Emergent Issues Feedback Committee August 21, 2020

Chair Schreiber presented the minutes from the Emergent Issues Feedback Committee meeting held on August 21, 2020.

Ron Schreiber (Chair) moved:

that the minutes of the Emergent Issues Feedback Committee meeting dated August 21, 2020, be approved as presented.

Motion #118-20

Carried

- 6.04 GrACE CTR Committee September 14, 2020

Vice Chair Keenan presented the minutes from the GrACE CTR Committee meeting held on September 14, 2020.

Andrea Keenan (Vice Chair) moved:

that the minutes of the GrACE CTR Committee meeting dated September 14, 2020, be approved as presented.

Motion #119-20

Carried

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TRUSTEES

7.01 Upcoming Trustee Events

Presented as an information item.

7.02 Advocacy

Superintendent Dr. Morrison reviewed a draft letter to the Minister regarding changes to funding for shared responsibility students and the possibility of CTR Catholic being reimbursed for additional expenses to educate other school divisions' students online at The Centre for Learning@HOME. While CTR Catholic is very satisfied with responsiveness from Alberta Education on both of these issues, the Minister should be aware of CTR Catholic's plight. Trustees were all in favour of sending the letter to the Minister.

7.03 Staff Christmas Gifts

Discussion took place on a Christmas gift for CTR Catholic's staff. There was a recommendation to do something more personal that would have more meaning that all trustees were in favour of.

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**ALBERTA CATHOLIC SCHOOLS
TRUSTEES' ASSOCIATION**

8.01 ACSTA Directors' Meeting Update

Trustee de Jong reported that they met September 8th by Zoom and highlighted the following:

- The new Executive Director is Dr. Eugenia Pagnotta-Kowalczyk.
- Secretary Michelle Collett has left ACSTA for a position as an executive assistant with Edmonton Catholic.
- Athabasca tried to form a Catholic system which was contested because it was believed that the voting was skewed. The government rejected the objection, so it was not formed.
- The Annual General Meeting in November will be held virtually.
- Some boards were not supportive of CASS becoming a professional organization, but it did pass.
- SPICE and Blueprints will be held virtually. The speaker will be Father Richard Leonard from Australia.
- They are delaying the budget due to COVID.
- There is a new representative on the board, Michael Hauptman, who is the new Executive Director of CCSSA.
- The board passed a motion to give \$50,000 to GrACE.

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**ALBERTA SCHOOL BOARDS
ASSOCIATION**

9.01 ASBA Zone 5 Report

Vice Chair Keenan reported that ASBA Zone 5 met on September 4th by Zoom and highlighted the following:

- The meeting started with a discussion on how back to school is going for Zone members. The general feelings were that there was some apprehension but overall, everyone was happy to be back whether in person or online.
- Ron Taylor gave a report on behalf of Alberta Education as follows:
 - There have been new appointments to the department.
 - Federal funds allocated to private schools is at the same rate as what public and charter schools receive.
 - Superintendents have a new tracking code for students working online that will allow more accurate numbers to allocate funds.

- There is now an unsupervised homeschool option for families not interested in funding or teacher visits. The government will be the only one with authority to perform check ins.
- The application process has changed for charter schools and their programs. They do not have to inform their designated public schools but can go right to the Minister for approval.
- Discussion on CASS and professional status.
- Reminder that school board ward structures must be passed before December 31, 2020, in accordance with the Education Act.
- The Fall General Meeting will be held by Zoom in November.
- New learning resources have been added to ASBA's online learning center highlighting the 60's scoop to support indigenous education.
- Changes to the zone appreciation, long service, friends of education, and community engagement awards will be upcoming.

10 NOON PRAYER AND GRACE

10.01 Noon Prayer and Grace

Trustee Salm led the group in the Noon Prayer and Grace.

11 AFTERNOON OPENING PRAYER

11.01 Afternoon Opening Prayer

Trustee Rude-Volk led the group in the Afternoon Opening Prayer.

12 DIVISION

12.01 Superintendents' Reports

Superintendent Dr. Morrison reported on the following:

- Updated the Board on enrolment in the division, communities, schools, live streaming, and online.
- Reviewed recent communications to parents, staff, and students.
- Highlighted components of CTR Catholic's COVID response.
- Reviewed what the implications of one positive COVID case in a school in CTR Catholic would look like.
- Informed the Board of a July meeting with Alberta Education in regards to The Centre for Learning@HOME and Shared Responsibility funding.
- They focused on CTR Catholic's live streaming strategy at the August administrators' meeting.
- CTR Catholic is tracking attendance at schools during COVID.
- Non primary students taking one course from The Centre for Learning@HOME.
- Reviewed class sizes in the division which are closer to 20 than 25 as a divisional average.
- Reported on staff reductions that have occurred at the Catholic Education Centre.

Associate Superintendent Behm reported on the following:

- Reviewed the New Teacher Orientation program and feedback from those who attended.
- CTR Catholic staffing which increased slightly for teachers and maintained for support staff.
- Informed the Board of transfers that have occurred within CTR Catholic.
- Reviewed CTR Catholic's retirement, resignation, and released statistics.
- The demographics of students they are meeting at career fairs are changing.
- Reviewed sources of new teachers to CTR Catholic and gave a summary of recruiting from last year with a focus on cost savings.

- Discussed work being done on COVID absences for staff and students.
- Reviewed information that has been shared with staff regarding absences such as additional family illness days.
- Informed the Board of additions to the automated leave management system which include a drop-down section where they answer whether their absence is related to COVID or not and a working from home with principal permission option.
- Compared teacher and support staff sick days and family illness days from last year to this year.
- The Human Resources department are working on adding to CTR Catholic's roster of substitute teachers and non certificated classroom supervisors.
- Reviewed the Terms of Reference of the Liaison Committee, new members, suggested meeting date, and potential Board topics. Trustees were all in favour of having an in-person meeting with the option of attending by Zoom. Ron Schreiber will act as Committee Co-Chairperson on behalf of the Board.

Associate Superintendent Kilcommons reported on the following:

- Reviewed the budget that was set in May 2020, including highlights, plans, and assumptions.
- There is a potential correction after the September 30th count for home education and shared responsibility students. There is also potential for additional accommodation for growth mostly through the federal grant.
- Reviewed the monies CTR Catholic has spent from the federal grant to supplement COVID expenses and monies that CTR Catholic has committed to spend that they have not received funding for yet, in the amount of approximately \$250,000.
- Received a copy of the Oyen formation ministerial order on September 13th. An additional \$50,000 will be added to CTR Catholic's operating budget upon a successful appeal by CTR Catholic, on behalf of Prairie Rose School Division, to receive transportation funding.
- Informed trustees that transportation is facing considerable challenges divisionally and provincially due to a severe shortage of bus drivers.

Associate Superintendent Moss reported on the following:

- Discussed the Faith Plan for 2020-2021, the new three year faith plan launch, Bishop's Luncheon, Catholic Education Sunday, division wide adoration, trustee administrators retreat change of date, racism and discrimination working group of administrators, and implementation of the new grade 7 religion curriculum.
- Reviewed COVID updates on CTR Catholic's website. They have added links to the most recent government documents and to letters that have gone out to parents.
- Reviewed what is happening at CTR Catholic with learning during the pandemic.
- This year's professional development will be in person and via Zoom.
- The upcoming Readers' Workshop Retreat will be Cohort 11 with 20 teachers participating.
- Divisional teams will meet for 5 CLCs throughout the year.
- Provincial achievement tests will be written for Language Arts, French Language Arts, and Math. There will be no Science or Social

Studies Provincial Achievement Tests. Diplomas Exams will be written in all subjects.

- Updated the Board on the implementation of new curriculum.
- The learning support lead teachers had a face to face meeting on September 22nd.
- Kindergarten screening is currently underway. This normally would have happened last May and June.
- The theme for Superchats this year will be school consultations on the new three-year education plan to get input on what their priorities are, what's working well, and what is missing.
- Parent/teacher interviews will be held virtually November 26th.
- The fall Council of Councils meeting will be held November 4th at Carnmoney Golf Club.

12.02 Program Review – Transportation

Superintendent Dr. Morrison asked trustees for input on criteria for the transportation department review. Dr. Morrison stated that in the past CTR Catholic has used former superintendents with division-level experience and craft knowledge to perform reviews. Another choice would be a simple survey for distribution to contractors, parents, and drivers. Discussion followed on preferences. Trustees were supportive of a survey. Associate Superintendent Kilcommons said that he was given the names of two people who have held senior administration positions in school divisions that he can contact to do the review. Mr. Kilcommons was asked to bring three names to the October Board meeting for consideration.

13 INTERNATIONAL FIELD TRIPS

13.01 Discussion on International Travel

Associate Superintendent Kilcommons reviewed field trips that have been approved by the Board for Easter 2021. Mr. Kilcommons is recommending that the Board cancels any trips that they have approved.

Joanne Van Donzel moved:

that the Board cancels all international travel for the 2020-2021 school year.

Motion #120-20

Carried

14 LOCALLY DEVELOPED COURSES

14.01 Locally Developed Courses

There were no locally developed courses brought forward for approval.

15 NEW BUSINESS

15.01 Reappointment of Superintendent

Chair Schreiber requested that the meeting move In Camera to discuss a human resources issue.

Ron Schreiber moved:

that the Board move 'In Camera' to discuss a human resources issue. The meeting went In Camera at 3:13 p.m.

Motion #121-20

Carried

Harry Salm moved:

that the Board move to Open Session. The meeting resumed Open Session at 3:40 p.m.

Motion #122-20

Carried

The Alberta Education Act states that a request for reappointment of a Superintendent to the Minister has to be submitted not less than six months

before the existing contract of employment ends. Dr. Morrison's contract will expire at the beginning of May 2021. Therefore,

John de Jong moved:

that the Board of Trustees of Christ the Redeemer Catholic Separate School Division request from the Minister of Education written approval to reappoint Superintendent of Schools, Dr. Scott Morrison, for an additional four-year term.

Motion #123-20

Carried Unanimously

- 15.02 Approval of Revised Assumption School Calendar 2020-2021

Superintendent Dr. Morrison stated that Prairie Rose School Division is coterminous with Medicine Hat Public School Division who have changed their spring break. To come into alignment Prairie Rose School Division have also changed the dates of their spring break. Therefore,

Joanne Van Donzel moved:

that the Board of Trustees of Christ the Redeemer Catholic Separate School Division approve a revised Assumption School Calendar for the year 2020-2021 that reflects the change in Easter break dates.

Motion #124-20

Carried

16 BOARD HIGHLIGHTS

- 16.01 Board Highlights Items

The Board directed administration to include in Board Highlights pertinent information coming out of the September Board meeting.

17 AGENDA ITEMS FOR NEXT BOARD MEETING

- 17.01 Call for Proposed Agenda Items

Trustees were asked to submit items to Chair Schreiber that they wish added to future Board meeting agendas.

18 CLOSING

- 18.01 Closing Liturgy
18.02 Adjournment

Trustee de Jong led the group in the Closing Liturgy.

Harry Salm moved:

that the meeting adjourn. The meeting adjourned at 3:47 p.m.

Motion #125-20

Carried

SIGNATURE OF CHAIR:

SIGNATURE OF ASSOCIATE SUPERINTENDENT,
CORPORATE SERVICES:
