

MINUTES OF THE REGULAR BOARD MEETING

Wednesday, May 29, 2024, at 9:00 a.m. at
Sacred Heart Academy, Strathmore, 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)
Michelle Rude-Volk
Harry Salm
John de Jong
Mark MacDonald
Mark Chung

Attended

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

1

OPENING

- | | | |
|------|---|---|
| 1.01 | Call to Order | Chair Keenan (Foothills County) called the meeting to order at 8:50 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 John | 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 | Harry Salm (Strathmore) moved:
that the agenda be adopted as presented.
Motion #73-24 |
| | | Carried |
| 1.09 | Adoption of Regular Board Minutes April 18, 2024 | The minutes of the Regular Board Meeting held on April 18, 2024, were reviewed by the Board and recommended for adoption as presented.

John de Jong (Brooks) moved:
that the Minutes of the Regular Board Meeting dated April 18, 2024, be adopted as presented.
Motion #74-24 |
| | | Carried |

1.10	Adoption of Special Board Meeting Minutes April 25, 2024	The minutes of the Special Board Meeting held on April 25, 2024, were reviewed by the Board and recommended for adoption as presented. Michelle Rude-Volk (Oyen) moved: that the minutes of the Special Board Meeting dated April 25, 2024, be approved as presented. Motion #75-24 Carried
2	BUSINESS ARISING	
2.01	None	
3	FOUR-YEAR EDUCATION PLAN	
3.01	Presentation: Formation Through Music	The Board joined Paulette Chotowetz (Principal, Sacred Heart Academy) and Tashina Mackenzie (Teacher, Sacred Heart Academy) in the music room in which students from Kindergarten to Grade 5 performed portions of their choir spring concert. Faith was permeated into all of songs performed. Mrs. Mackenzie was acknowledged for her work with students, with Mrs. Chotowetz adding that all students are thoroughly engaged during class time.
3.02	Review Updated May Accountability Pillar Results	Superintendent Holowka reviewed the May 2024 Assurance Results received from Alberta Education. CTR's results are above the provincial average in all categories, including student learning engagement, citizenship, three and five-year high school completion rates, education quality, safe and caring, access to supports and services, and parental involvement. Results for all CTR's supplementary measures were also above the provincial average. Areas of strength and growth for the division have been identified and were also reviewed. Assurance results for each school will be analyzed to identify areas of strength and growth, with staff and students being consulted.
3.03	Four-Year Education Plan (Year Four) Review and Approval	Superintendent Holowka presented the 2021-2025 Four-Year Education Plan (Year Four) to the Board. It was noted that this is the last year of this four-year plan, and that the priorities of faith, academic excellence, and healthy schools remain the same. The domains in the Plan also remain the same being Student Growth and Achievement; First Nations, Métis, and Inuit Student Growth and Achievement; Teaching and Leading; Learning Supports; Governance and Faith. One change being made is to change "Faith" to "Catholic Faith" and to have it as the first domain, given faith is central to all work of the division. Superintendent Holowka reviewed the long term, medium term and short term outcomes for each domain, noting areas of focus in each. Harry Salm (Strathmore) moved: that the 2021-2025 Four-Year Education Plan (Year Four) be approved, as presented. Motion #76-24 Carried
4	CORRESPONDENCE	
4.01	Letters to MLA Smith, Minister Nicolaides and Minister Horner (Re: CTR Capital Plan)	These letters were provided as information.
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 May Board Highlights.
5.02	Brooks Ward Meeting April 16, 2024	Trustee de Jong (Brooks) highlighted the following from CTR Catholic's four pillars, as they pertained to the Brooks Ward Committee meeting:

Faith: All Brooks schools are highly engaged in student faith retreats. St. Luke's is planning a grad retreat but inviting all students. This includes a guided 5 km hike through UNESCO's Dinosaur Park Natural Preserve centered on wellness activities infused with prayers, focused on enjoying the beauty of Creation. St. Joseph's is also supporting a graduation retreat, as well as numerous other retreats including: Alpha retreats, student NET retreats, and Colm Leyne retreats. St. Joseph's has also used the Alpha materials to lead staff in a faith retreat. Christ The King is supporting a grade 8 graduation faith retreat, and other student retreats including grades 7 and 8 national evangelization teams (NET) retreats, and grades 5 and 6 school lead retreats. Holy Family Academy will be hosting a full day student faith day on Monday, May 13th. This event will feature Chris Bray, a praise and worship musician, who will lead a session based on CTR's Year 1 Faith Theme of "Encountering Beauty through Faith and Science". The session will also have teacher led sessions engaged in story, writing, art, and especially prayer.

Learning: The Holy Family Academy Drama Club started back up for the first time in many years. They participate at lunch and are hoping to create a production and perform a medley of Robert Munsch stories. This is supported solely by staff volunteers.

Safe and Caring: The middle and high school students in Brooks will participate in Many and One related events, including a guest speaker, activities centered on resilience and hope, and a prayer vigil in support of ending racism to end the week. Christ The King supports a Culture Week during the first week in May which is student led with participation from the larger community.

Stewardship: St. Joseph's and Christ The King are using the funds received from the collection on Catholic Education Sunday to help with retreat costs. Holy Family will use their funds to subsidize the purchase of grade 4 Bibles.

John de Jong (Brooks) moved:

that the minutes of the Brooks Ward Committee Meeting dated April 16, 2024, be approved as presented.

Motion #77-24

Carried

It was the will of the Board to highlight the student faith retreats from the Brooks Ward Committee meeting in their May Board Highlights.

5.03 Strathmore Ward Meeting April 23, 2024

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

Faith: The opening of the new church is the impetus for tremendous faith formation in the community. This reinvigoration of faith among students, staff, and families is significant for Strathmore. This will be the first time many enter into an actual church building.

Learning: The Holy Cross Collegiate Music program had all their ensembles compete at the Strathmore Performing Arts Festival in April. All groups received "Superior" ratings, which includes the HS Band, Grade 8/9 Band, Grade 7 Band, HS Drumline and HS World Drumming (image below). Kudos were given to Sarah Haughey, music teacher, and her students. The Drumline also competed at the Canadian Drumline Association Competition in Calgary and got 3rd place on April 19th. The Band students continue to practice for the Alberta Provincial Festival of Bands held in Red Deer on in May.

Safe and Caring: At the start of each Tuesday during the 50 days of Easter, students gather in the hallways and come into peace by experiencing the message of each Station of the Light for 10 minutes. This teaches students about our faith during the season of Easter and allows for a joyful return differing from the solemn Holy Thursday celebration held before the Easter holiday. Classes are also gifted with Holy water and a light to celebrate Easter. These actions and

Page | 3

gifts represent spiritual wellness practices that provide a calm start to the school day and promotes regulation through our faith.

Stewardship: The modernization of the Sacred Heart and Holy Cross spaces is ongoing with the expected completion in August. Ground will be broken in May to begin building the addition that supports a new band room and an enhanced high school chapel space. The renewal and expansion of the gymnasium for Sacred Heart will provide additional space for students to experience physical education and assemblies with the addition of a murphy stage in the gymnasium.

Harry Salm (Strathmore) moved:

that the minutes of the Strathmore Ward Committee Meeting dated April 23, 2024, be approved as presented.

Motion #78-24

Carried

It was the will of the Board to highlight the Drumline/music performance from the Strathmore Ward Committee meeting in their May Board Highlights.

5.04 High River Ward Meeting May 14, 2024

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

Faith: St. Luke's dedication in bringing students to the Church is resulting in student engagement in learning about their faith. Many of these students are not Catholic but have a desire for participating in our faith. During these visits, students are welcomed to the altar and tour the Church. Father Mariuz talks about the stations of the cross and brings wonder and curiosity for the students about the symbols of our faith. These visits to the Parish are very invitational but draw many students to attend. Father provides testimony about his own faith journey, forming deep connections with students. Due to his incredible connection with students, he presides as the priest at the St. Luke's graduation, which is so appreciated by all students and staff.

Learning: Students within the High River community are supported within their significant transitions throughout their education. Holy Spirit Academy and Notre Dame Collegiate work together to support a grade 6 students' transition day where students meet their new teachers and take home NDC products that provide assurance and excitement about their next steps. This is followed by a parent night where some of the NDC parents come to HSA to speak with families.

NDC also supports a post-secondary fair to assist students with considering their next steps after graduation. Career counsellor Mr. Sekura will be piloting a new post-secondary career planning tool.

Safe and Caring: At Holy Spirit Academy, there are a high number of students with diverse learning needs. To provide a positive frame for these students in an inclusive setting, student diversity is celebrated through a school-wide Autism awareness day.

Stewardship: NDC parents prepared gift bags for St. Luke's students to provide them with treats and messages of hope as they drop in.

Mark MacDonald (High River) moved:

that the minutes of the High River Ward Committee Meeting dated April 23, 2024, be approved as presented.

Motion #79-24

Carried

- 5.05 Okotoks Ward I Meeting May 22, 2024
- It was the will of the Board to highlight Stewardship from the High River Ward Committee meeting in their May Board Highlights.
- Vice Chair Gustafson (Okotoks) highlighted the following from CTR Catholic's four pillars, as they pertained to the Okotoks Ward I Committee meeting:
- Faith:** Catholic Education Week was celebrated in each of the Okotoks Ward I schools, with the theme being "Courage to Lead". Activities included: students and staff sharing testimonials, Reconciliation being offered within schools, Divine Mercy Chaplet, Crowning of Mary, Eucharistic Adoration, school Masses, wearing blue in solidarity, "Buddy Rosaries" and living Rosaries. Administration, trustees, and the Superintendent also spoke at Masses in support of Catholic Education at the start of the week. CTR also presented and attended the provincial GrACE summit to support advocacy for publicly funded Catholic education across Alberta.
- Learning:** The study and showcasing within the fine arts were present in all schools across the Ward through incredible, high quality drama productions. Curricular tie-ins extended beyond fine arts and included CTS and visual art in the set design and technical support from the stage crew. These productions facilitated incredible community building among students and staff, nurturing a sense of belonging, confidence, and resiliency. Spring productions in the Ward schools include: Sound of Music at École Good Shepherd School, The Adams Family at St. John Paul II Collegiate; a "Musicville" production at St. Francis of Assisi Academy; and Little Mermaid at St. Mary's School.
- Safe and Caring:** Transitions of students into kindergarten, from grade 6 to grade 7, and those moving into high school are nurtured through welcoming and informational events across each of our Ward schools. Additionally, post-secondary presentations and scholarship presentations have been made available for students and parents who are near to the end of their K-12 school journeys. Schools are also focussed on celebrating students who are moving on from their current school through farewell and graduation activities. During all of these events it is evident how much students and families are welcomed into a place they see as their second "home" and a place where students are loved.
- Stewardship:** Funds from school councils and the division support the purchase of important tokens of recognition for staff and students. This includes acknowledging students and staff receiving their sacraments, students who are transitioning to new schools or graduating, and meals for staff appreciation. Special acknowledgement will also be provided to St. Mary's School for their 25th anniversary occurring this year.

Andrew Gustafson (Okotoks) moved:

that the minutes of the Okotoks Ward I Committee Meeting dated May 22, 2024, be approved as presented.

Motion #80-24

Carried

It was the will of the Board to highlight the efforts of School Councils, and in particular, the St. Mary's School 25th school anniversary celebrations from the Okotoks Ward I Committee meeting in their May Board Highlights.

6

BOARD STANDING COMMITTEES

- 6.01 Committee of the Whole Meeting April 17, 2024
- Chair Keenan (Foothills County) presented the minutes from the Committee of the Whole Meeting of April 17, 2024.

Andrew Gusfafson (Okotoks) moved:

that the minutes of the Committee of the Whole Meeting of April 17, 2024, be approved as presented.

Motion #81-24

Carried

6.02 Liaison Committee Meeting May 6, 2024

Trustee de Jong (Brooks) presented the minutes from the Liaison Committee Meeting of May 6, 2024.

John de Jong (Brooks) moved:

that the minutes of the Liaison Committee Meeting of May 6, 2024, be approved as presented.

Motion #82-24

Carried

6.03 Audit Committee Meeting May 22, 2024, and Budget Presentation

Vice Chair Gustafson (Okotoks) presented the minutes from the Audit Committee Meeting of May 22, 2024.

Andrew Gustafson (Okotoks) moved:

that the minutes of the Audit Committee Meeting of May 22, 2024, be approved as presented.

Motion #83-24

Superintendent Holowka and Associate Superintendent Kilcommons presented the proposed budget ending August 31, 2025, to the Board, highlights of which included:

- It is expected that the division will end the current year in a better position than expected due to the intentional stewardship of resources during the latter part of the current year.
- The proposed 2024/25 budget includes revenues of \$110,942,265 and expenses of \$112,201,117, resulting in a projected operating deficit of \$1,258,853 primarily due to inflationary pressures, rising classroom complexities and an unanticipated reduction in CTR's Geographical Community Grant.
- The operating reserve at the end of the 2024/25 year is projected to be just under \$5M. A modest reserve balance will be maintained to prepare for unanticipated shifts in future budgets, while continuing to transfer to capital for 2025/26 to support ongoing unsupported capital projects.
- Operating reserves entering August 2024 are expected to be \$4,922,392 (4.63%). Ministerial approval will be requested as this exceeds the 3.2% cap currently in place (which will be increased to 6.0% in 2024/25).
- Capital Reserves as of August 2024 are projected to be \$5,795,036. It is expected that this amount will be reduced to \$4,933,356 due to major projects for 2024/25.
- In summary, while the budget was funded for growth, it was reduced in various areas and does not consider inflationary pressures. As such, there are less funds available for students and schools. Priority will continue to be placed on classroom supports such as small class sizes, straight grade classes (where possible), and EA supports.
- Steps will be taken to reduce costs outside of the classroom, examples of this include reducing hospitality costs and streamlining leadership professional development.

Andrew Gustafson (Okotoks) moved:

that the Board approve the Budget for the year ending August 31, 2025, as presented.

Motion #84-24

Carried

6.04	Awards Committee Meeting May 22, 2024	Trustee Rude-Volk presented the minutes from the Awards Committee Meeting of May 22, 2024.
		Harry Salm (Strathmore) moved: that the Board move in camera to discuss a personnel matter 1:30 p.m. Motion #85-24 Carried Michelle Rude-Volk (Oyen) moved: that the Board return to open session at 1:37 p.m. Motion #86-24 Carried Michelle Rude-Volk (Oyen) moved: that the minutes of the Awards Committee Meeting of May 22, 2024, be approved as presented. Motion #87-24 Carried Michelle Rude-Volk (Oyen) moved: that the Board approve the nominations for the ASBA Awards and ACSTA Awards as recommended. Motion #88-24 Carried
7	TRUSTEES	
7.01	Upcoming Trustee Events	Trustees reviewed upcoming trustee events.
7.02	Annual Board Meeting Plan 2024-2025	The Annual Board Meeting Plan was provided as information.
7.03	Canmore By-Election Results	Dr. Matthew McIsaac was acclaimed as the Canmore trustee. His official start date will be June 1 st . Orientation will be held in the next month and Vice Chair Gustafson (Okotoks) will be Dr. McIsaac's mentor.
8	ALBERTA CATHOLIC SCHOOLS TRUSTEES' ASSOCIATION	
8.01	ACSTA Directors' Meeting Update	Vice Chair Gustafson (Okotoks) advised that ACSTA last met on May 23 and 24, 2024. Discussed at that meeting were: 1. Catholic Education Week will be moved to the week after Thanksgiving (Monday through Sunday). World Catholic Education Day will occur in conjunction with Accession in the Spring. 2. A disclaimer has been added to the ACSTA media scan indicating that the scan is not reflective of the views of the Association. 3. A Code of Conduct for members of ACSTA is being drafted. 4. ACSTA's financial audit was satisfactory. 5. A speakers' series is being organized for next year and will be held the 2nd Wednesday of the month. 6. A position statement will be drafted for the AGM with respect to parents being the primary educators of children. 7. Conversations regarding formation continue with Alberta Education. 8. A calendar of events for 2025 has been approved (the calendar was provided to trustees as information).
9	NOON PRAYER AND GRACE	
9.01	Noon Prayer and Grace	Trustee MacDonald (High River) led the Board in the noon prayer and grace.
10	AFTERNOON OPENING PRAYER	
10.01	Afternoon Opening Prayer	Superintendent Holowka led the Board in the afternoon opening prayer.
11	PRESENTATION	
11.01	Presentation (re: Andrea Holowka, CASS President)	David Keohane, Chief Executive Officer of the College of School Superintendents (CASS), attended to thank the Board of Trustees for agreeing to Superintendent Holowka acting as the 2023-2024 President of CASS and presented a plaque to

the Board. CASS also presented Dr. Holowka with \$1,500 for a student scholarship, which she chose to dedicate to the Ron Schreiber Memorial Scholarship in honour of the Board.

12 **ALBERTA SCHOOL BOARDS
ASSOCIATION**

12.01 ASBA Zone 5 Report

Trustee MacDonald (High River) advised that the ASBA Zone 5 Edwin Parr event occurred on May 24, 2024. First-year teacher Jason de Jong from Christ The King in Brooks was CTR's nominee.

12.02 ASBA SGM

The ASBA SGM will occur in Calgary on June 2, 3 and 4, 2024. There will be a ministerial panel held on June 2nd with the Minister of Education attending.

13 **TEACHERS' EMPLOYER
BARGAINING ASSOCIATION**

13.01 TEBA Report

Associate Superintendent Kilcommons advised that TEBA met with the ATA on May 28th to exchange envelopes. Another meeting will occur on June 7th to introduce proposals and obtain clarification and rational of the proposals. A further consultation with school divisions will occur prior to final negotiations. Central table negotiations will occur in the fall. TEBA will work through the summer to review the financial and operational implications of ATA's ongoing proposal.

14 **DIVISION**

14.01 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 May Board Highlights.

14.02 Superintendents' Reports

Superintendent Holowka reported on the following:

- Feedback on areas of focus and the strategies for the 2024-2025 and the 2025-2026 Four-Year Education Plans was gathered from parents, students, staff, priests and administration at the following meetings: Council of School Councils, Superchats, ATA Liaison Committee, Divisional Administrators Meetings and from Ward Committee Meetings. All feedback received was considered by Sr. Administration in preparing the 2024-2025 Four-Year Education Plan and will assist in preparing the 2025-2026 Plan. Samples and an overview of this engagement feedback was shared with the Board.
- As per the Four-Year Education Plan, professional development plans must be articulated at the division level for execution within the upcoming year. Strategic planning has occurred to identify themes which have been shared with admin to allow them to align professional development at their school. An overview of the professional development for 2024-2025 was provided.
- Each school administration team was tasked with creating a Many and One Plan for execution in their school in 2024-2025. The Many and One Committee has reviewed these plans and will be providing feedback to administration and determining how the Committee can further support schools. Rationales and themes emerging from the Many and One Plans and from the work of the Committee as it is situated within Catholic Social Teachings will be shared during the Opening PD in August.

It was the will of the Board to highlight input from all stakeholders for the current and future Four-Year Education Plans from Superintendent Holowka's report in their May Board Highlights.

Deputy Superintendent Behm reported on the following:

- Enrollment in each school is being monitored by Human Resources to determine and assess pressure points, and a contingency has been set aside to address these pressure points in fall. The entire school and divisional

context will be considered when pressure points are addressed. The prioritization of smaller class sizes remains for 2024-2025.

- The Spring Council of School Councils Meeting occurred on May 7th and was attended by school council chairs from across the division, parish priests, principals and superintendents. Parents of Distinction as nominated by the schools were recognized and celebrated for their work. Other items on the agenda were highlights from the school councils from Our Lady of the Snows Catholic Academy in Canmore and Holy Family Academy, Christ The King Academy, and St. Joseph's Collegiate in Brooks. Feedback was also sought from the school council chairs on the draft administrative procedure for conflict resolution and the Four-Year Education Plan. Parents appreciated the opportunity to provide feedback on both of these items.
- CTR is committed to providing appropriate recognition to its employees to ensure employees feel valued and celebrated. In May, recognition events were held for CTR's Edwin Parr nominees, ASBA's Zone 5 Edwin Parr nominees, and CTR's employees nominated for the Excellence in Teaching Award, the Above and Beyond Award, and the Power of One Award. These events celebrate staff contributions and promote and highlight the successes in the division and in schools.

It was the will of the Board to highlight the Spring Council of Councils Meeting from Deputy Superintendent Behm's report in their May Board Highlights.

Associate Superintendent MacDonald reported on the following:

- CTR is excited to pilot the new draft Social Studies curriculum in 2024-2025. Doing so will give teachers an opportunity to provide feedback to Alberta Education. To support the implementation of this new curriculum, work will be done this spring and over the summer to create Curriculum Support Documents (CSDs). Creating CSDs has been extremely beneficial for other core subjects in the past.
- Over the year, Superintendents attend Superchats with staff at each school, separately with the principals, and with the staff of the Catholic Education Centre and St. Thomas Centre. All Superchats for 2023-2024 have now been completed. During those meetings, staff members were asked 1. "What is going well and what do you want to continue focussing on for continuous improvement?" and 2. "What would further support you, in your role as a teacher, in teaching and learning?". Common themes in answer to these questions have been identified and were shared with the Board.
- CTR staff and administration recognize that going to Mass can be intimidating for students and families that are not familiar with it. It is for this reason that a "Going to Mass" guide has been created for distribution in each school. A digital copy is also available. The guide will be helpful to teachers to prepare students for Mass and for parents who choose to attend Mass with the school or have questions about Mass. The Calgary Diocese has reviewed the guide to ensure its accuracy.
- Through engagements with schools, administration became aware of staff and students who received the Sacraments of Initiation into the Catholic faith. Many commented on the impact that working at CTR and/or attending school at CTR had on them. Cards and bookmarks have been produced to recognize this call to faith. Some staff are "Telling their Story" through CTR's Social Media Campaign.

It was the will of the Board to highlight staff sacraments from Associate Superintendent MacDonald's report in their May Board Highlights.

Associate Superintendent Kilcommons reported on the following:

- Trustees were reminded to submit out-of-pocket expenses for the 2023-2024 year prior to the end of June. July and August expenses need to be submitted by August 31, 2024.
- In 2014 the Board of Trustees approved a 25-year agreement to purchase wind-powered electrical utilities as part of a consortium with 24 other school divisions. Currently, when there is insufficient wind energy, the division pays market rates on the electricity needed which can be higher than the contracted rate. To realize efficiencies, the consortium is working with a company developing battery storage of wind power. The energy stored could then be used when there is a shortage. This work is being done at no cost to the division, and it is estimated that storage could be in place in 2027.
- Work on the modulars at St. Joseph's Collegiate and Christ The King Academy has been delayed primarily due to lack of trades. Currently some minor deficiencies exist, and final demolition and landscaping dates have not yet been determined.
- Work on the modernization of Holy Cross Collegiate and Sacred Heart Academy in Strathmore is moving forward with the groundbreaking occurring at the beginning of May. Estimated construction costs have increased by approximately 50% due to inflation. The division is currently working with the contractor and ATCO regarding a gas line on the property.

It was the will of the Board to highlight the groundbreaking in Strathmore from Associate Superintendent Kilcommon's report in their May Board Highlights.

14.03 Program Review Selection for 2024-2025

As per Board Policy 28 – School Program Reviews, Superintendent Holowka reviewed the list of possible programs to be reviewed. She is recommending that Student Services be reviewed in the 2024-2025 year, which will coincide with the implementation of Dossier.

John de Jong (Brooks) moved:

that the Board approve the review of Student Services for 2024-2025.

Motion #89-24

Carried

14.04 Infrastructure, Maintenance and Renewal Report

Associate Superintendent Kilcommons provided the Board with the Infrastructure Maintenance and Renewal Report. It was noted that Ali Basra, the new Director of Facilities, has taken care in prioritizing projects throughout the division to ensure schools and buildings are maintained. Associate Superintendent Kilcommons reviewed the priorities and plans for the current year, next year and for the next three years.

14.05 Catholic Education Centre Lease Agreement

Work is underway to finalize the Condominium Corporation paperwork regarding CTR's ownership of the 3rd floor of the Catholic Education Centre in Okotoks. Ministerial approval was obtained when the building was built to allow CTR to own their portion of the building without owning the land. The Condominium Corporation is being established to deal with this unique arrangement in which the Town of Okotoks' and CTR's leasehold interests in the land would be transferred to the Condominium Corporation.

John de Jong (Brooks) moved:

that the Board of Trustees approves the Board Chair to sign a letter, addressed to the Minister of Education, requesting approval of the transfer of CTR's leasehold interest in lands upon which the Okotoks Arts and Learning Campus is situated, to a condominium corporation, which will be incorporated and registered at the time of transfer.

Motion #89-24

Carried

15

INTERNATIONAL FIELD TRIPS

- 15.01 St. John Paul II Collegiate – Trip to Greece – Neil Hawryluk (Easter 2025)

Associate Superintendent Kilcommons shared details regarding St. John Paul II Collegiate's trip to Greece scheduled for Easter of 2025.

Andrew Gustafson (Okotoks) moved:

that the International Field Trip by St. John Paul II Collegiate to Greece at Easter 2025 be 'approved in full'.

Motion #90-24

Carried

16

LOCALLY DEVELOPED COURSES

- 16.01 Locally Developed Courses:
- ESL Expository English Level 1 15 (15-5) LDC 1271
 - ESL Expository English Level 2 15 (15-5) LDC 1276
 - ESL Introduction to Mathematics 15 (15-5) LDC 1350
 - Reading Development 15 (15-3 & 15-5) LDC 1311
 - Reading Foundations 15 (15-3 & 15-5) LDC 1296
 - Biology (Advanced) 35 (35-3) LDC 3202
 - Introduction to Artificial Intelligence (15-5) LDC 1026
 - Holocaust Studies (15-3, 25-5; & 35-5) LDC 1787 / 2787 / 3787

Associate Superintendent Pat MacDonald reviewed the list of locally developed courses, advising that all are renewals except for the Introduction to Artificial Intelligence, which is new.

Mark Chung (Drumheller) moved:

that the Christ the Redeemer Catholic Separate School Division authorizes the following locally developed courses for use in high schools within the jurisdiction, and further, that the Board authorizes the learning resources as per the course outlines for:

ESL Expository English Level 1 15 (15-5) LDC 1271 is authorized from August 26, 2024, to August 31, 2028.

ESL Expository English Level 2 15 (15-5) LDC 1276 is authorized from August 26, 2024, to August 31, 2028.

ESL Introduction to Mathematics 15 (15-5) LDC 1350 is authorized from August 26, 2024, to August 31, 2028.

Reading Development 15 (15-3 & 15-5) LDC 1311 is authorized from August 26, 2024, to August 31, 2028.

Reading Foundations 15 (15-3 & 15-5) LDC 1296 is authorized from August 26, 2024, to August 31, 2028.

Biology (Advanced) 35 (35-3) LDC 3202 is authorized from August 26, 2024, to August 31, 2028.

Introduction to Artificial Intelligence (15-5) LDC 1026 is authorized from August 26, 2024, to August 31, 2028.

Holocaust Studies (15-3, 25-5; & 35-5) LDC 1787 / 2787 / 3787 is authorized from August 26, 2024, to August 31, 2028.

Motion #91-24

Carried

17

NEW BUSINES

- 17.01 None

18 IN CAMERA SESSION

18.01 In Camera Items

Michelle Rude-Volk (Oyen) moved:

that the Board move in camera to discuss legislative, land, and personnel items at 3:58 p.m.

Motion #92-24

Carried

Mark Chung (Drumheller) moved:

that the Board return to open session at 4:27 p.m.

Motion 93-24

Carried

19 AGENDA ITEMS FOR NEXT BOARD MEETING

19.01 Call for Proposed Agenda Items

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

20 CLOSING

20.01 Closing Liturgy

Vice Chair Gustafson (Okotoks) led the group in the closing prayer.

20.02 Adjournment

Michelle Rude-Volk (Oyen) moved:

that the meeting be adjourned. The meeting adjourned at 4:29 p.m.

Motion #94-24

Carried

SIGNATURE OF CHAIR:

SIGNATURE OF ASSOCIATE SUPERINTENDENT,
CORPORATE SERVICES:
