

## MINUTES OF THE REGULAR BOARD MEETING

Saturday, March 26, 2022, at 9:00 a.m. at  
Our Lady of the Snows Catholic Academy, 3100A Stewart Creek Drive, Canmore, AB

### Administration in Attendance

Scott Morrison (Superintendent)  
Vincent Behm (Deputy Superintendent)  
Mariette Moss (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)  
Mark MacDonald  
Channin Liedtke  
Michelle Rude-Volk  
Mark Chung

### Attended

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

### Absent with Regrets:

John de Jong  
Andrew Gustafson

## 1

### OPENING

- |      |                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|------|-------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.01 | Call to Order                                                                 | Chair Keenan (Foothills County) called the meeting to order at 8:54 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, and Consecration to Mary | Chair Keenan (Foothills County) led the Board in reciting the Board Prayer, the Vocations Prayer and stated 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 | Land Acknowledgement                                                          | <p>Chair Keenan (Foothills County) recited a land 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 Piikani, 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> |
| 1.05 | 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                                                        | <p><b>Harry Salm (Strathmore) moved:</b><br/>that the agenda be adopted as presented.</p> <p><b>Motion #38-22</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |

**Carried**

- 1.08 Adoption of Regular Board Minutes February 17, 2022

The minutes of the Regular Board Meeting held on February 17, 2022, were reviewed by the Board, and recommended for adoption as presented.

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

*that the Minutes of the Regular Board Meeting dated February 17, 2022, be adopted as presented.*

**Motion #39-22**

**Carried**

**2**

**BUSINESS ARISING**

- 2.01 Catholic Education Program Review - Update

Superintendent Morrison advised that the program reviewer identified ACSTA's [Growing Forward](#) resource as a guide to the program review of Catholic Education. Bishop McGrattan is interested in the resource and suggested CTR gather partners to update this document and develop a companion resource to develop a process to operationalize the use of the *Catholic School Identity Assessment*. This work will need to be completed prior to the program review proceeding. It is expected that this work can be completed within budget.

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

*that CTR's program review of Catholic education begin with the creation of a resource to supplement Growing Forward's Catholic School Assessment Tool and then be conducted in the 2022/2023 school year.*

**Motion #40-22**

**Carried**

- 2.02 École Good Shepherd School Gymnasium – Update on Letter to Minister

Superintendent Morrison reviewed the Minister's response regarding the École Good Shepherd School Gymnasium. A further discussion in appeal to this correspondence has occurred with Andre Tremblay, the Deputy Minister of Education. Mr. Tremblay recently toured École Good Shepherd School and noted the building's deficiencies. Any further information received in this regard will be shared with the Board.

- 2.03 CTR Catholic Invitation to Minister of Education

The Minister of Education has responded to the Board's invitation that she is not able to attend the March or April Board meeting. The Minister is looking to schedule appointments in the CTR area in May and the Board's request for a meeting has been noted.

- 2.04 Modularity – St. Francis of Assisi Academy and Notre Dame Collegiate

Associate Superintendent Kilcommons advised portables are available for installation at St. Francis of Assisi Academy and Notre Dame Collegiate. A new process is in place, and prior to installation, the Board must approve the budget. Accordingly, the budget for installation was reviewed with the Trustees.

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

*that the Board authorize administration to proceed with the installation of portables at St. Francis of Assisi Academy and Notre Dame Collegiate with Halbro Construction Ltd. as per the quote received on March 7, 2022.*

**Motion #41-22**

**Carried**

**3**

**FOUR YEAR EDUCATION PLAN**

- 3.01 Coding and Curriculum Update

Associate Superintendent Moss reviewed the New Curriculum Implementation Plan for English Language Arts and Literature (ELAL), Mathematics and Physical Education and Wellness (PEW). Implementation of Math and ELAL will take place in kindergarten to grade 3 and implementation of PEW will take place in kindergarten to grade 6. The plan includes several opportunities for teachers to become familiar with the new curriculum in preparation for a successful implementation in September of 2022. Part of the process will be to have

volunteer teachers develop a resource for the implementation. This resource will be shared with Alberta Education and other school divisions upon request.

4

#### CORRESPONDENCE

- 4.01 Memo from CCSTA Board of Directors

Chair Keenan (Foothills County) referred the Trustees to a memo received from CCSTA as information.

5

#### REPORTS FROM WARD COMMITTEES

- 5.01 Trustees to Identify One Ward Highlight to Feature in Board Highlights
- 5.02 Brooks Ward Committee March 1, 2022

Chair Keenan (Foothills County) reminded Trustees to identify one feature from each Ward Committee Meeting for the March Board Highlights.

Scott Morrison, Superintendent, on behalf of Trustee de Jong (Brooks) highlighted the following from CTR Catholic's four pillars, as they pertained to the Brooks Ward Committee meeting:

**Faith:** Three staff members and a host of students are joining the Catholic Church this Easter. It's amazing to see the evangelical influence of Catholic schools on staff and students.

**Learning:** St. Joseph's had their Settlement Worker In Schools (SWIS) offer the staff professional development on the cultural norms of new Canadians with respect to parental involvement in the educational process. This helped the staff to understand why, for example, some families engage less with teachers than others.

**Safe and Caring:** Clubs are back! Christ The King has a Culture Club in which students share their stories about coming to Canada and also share different elements of their culture (e.g. food). It's highly successful with high participation. St. Joseph's has a Volunteer Club with over 70 students actively engaged in a robust schedule of volunteer activities and service projects.

**Stewardship:** Led by Trustee de Jong, the members of the Ward all sadly acknowledged that this was Lorraine Spence's (Principal of Holy Family) last Ward Committee Meeting. Mrs. Spence is retiring this year and she's been a valued member of the Brooks Ward for many years.

#### Harry Salm (Strathmore) moved:

that the Minutes of the Brooks Ward Committee meeting held March 1, 2022, be approved as presented.

#### Motion #42-22

*Carried*

It was the will of the Board to highlight "Safe and Caring" from the Brooks Ward Committee Meeting in their March Board Highlights.

- 5.03 Strathmore Ward Committee March 2, 2022

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

**Faith:** The School Council Chairs of Sacred Heart and Holy Cross indicated that both their School Councils elected to give Father Tomy a financial gift at Christmas in recognition of his commitment to the schools and involvement in school life.

**Learning:** Local administration expressed thankfulness for the clear leadership and communication out of the Catholic Education Centre throughout the pandemic.

**Safe and Caring:** The School Council Chair at Sacred Heart will send a letter to parents asking them to consider sending a letter of appreciation to the teachers for their patience and support during the pandemic.

**Stewardship:** There is excellent cooperation between the parish and the schools. The two are very integrated in areas such as facilities, fundraising, and ministries.

**Harry Salm (Strathmore) moved:**

that the Minutes of the Strathmore Ward Committee meeting held March 2, 2022, be approved as amended.

**Motion #43-22**

**Carried**

It was the will of the Board to highlight “Safe and Caring” from the Strathmore Ward Committee Meeting in their March Board Highlights.

5.04 Okotoks II Ward Committee  
March 10, 2022

Chair Keenan (Foothills County) highlighted the following from CTR Catholic’s four pillars, as they pertained to the Okotoks II Ward Committee meeting:

**Faith:** The Centre for Learning@HOME is being very intentional about dedicating CLC’s to learning about our faith and how to permeate the teachings into our curriculums. They’ve even found ways to connect faith to the subject of mathematics.

**Learning:** The Centre for Learning@HOME hosts a two-day online career fair featuring over 20 presenters and attracting over 200 students. Dedicated career fairs are rare these days as most are combined with post-secondary fairs. This initiative meets a need, especially for students who desire the apprenticeship route or direct entry into the workforce.

**Safe and Caring:** Principal of St. Luke’s Outreach Centre, Leslie Woehleke, told a story about a young man who was waiting for his girlfriend outside the Outreach Centre. Leslie wanted the young lady to stay at school, so they invited him in. He felt so welcomed, that he enrolled the next year. He came with 5-credits and got off to a challenging start with a host of discipline issues. The school stood by him and he gradually matured and started earning credits. They just learned he’s been accepted into the automotive program at Olds College.

**Stewardship:** Families often have their first positive experience with a school when their children enter St. Luke’s. Often, it’s the first school where their children have actually fit in. St. Luke’s believes this is why they get so many unsolicited, and often extravagant, gifts from their parent community. More often than not, the parent donors wish to remain anonymous.

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

that the Minutes of the Okotoks II Ward Committee meeting held March 10, 2022, be approved as presented.

**Motion #44-22**

**Carried**

It was the will of the Board to highlight “Stewardship” from the Okotoks II Ward Committee Meeting in their March Board Highlights.

5.05 High River Ward Committee  
March 15, 2022

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

**Faith:** Notre Dame’s construction program is building large crosses for an outdoor Stations of the Cross celebration. The celebration is quite impressive! A highlight of the display is that the crucifixion station is situated on a small hill in the field of crosses.

**Learning:** Notre Dame’s School Council made a point of mentioning how impressed they were upon hearing about the rigour of CTR’s teacher supervision and evaluation process after listening to Principal deKlerk’s presentation.

**Safe and Caring:** There is great excitement with the full-scale resumption of both clubs and sports. We cannot underestimate what our children lost during the pandemic and it’s important to mark both these activities and moments to fully understand how important co-curricular and extra-curricular programming are.

**Stewardship:** The St. Francis de Sales Parish Council and Finance Council are meeting to discuss locating a St. Luke's Outreach Centre on church property. If this is positive, the next step will be to consult the parishioners.

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

that the Minutes of the High River Ward Committee meeting held March 15, 2022, be approved as presented.

**Motion #45-22**

**Carried**

It was the will of the Board to highlight "Faith" from the High River Ward Committee Meeting in their March Board Highlights.

6

**BOARD STANDING  
COMMITTEES**

6.01 Liaison Committee Meeting  
March 10, 2022

Trustee Salm (Strathmore) presented the minutes from the Liaison Committee meeting held on March 10, 2022.

**Harry Salm (Strathmore) moved:**

that the minutes of the Liaison Committee meeting dated March 10, 2022, be approved as presented.

**Motion #46-22**

**Carried**

6.02 GrACE CTR Committee Meeting  
March 10, 2022

Trustee MacDonald presented the minutes from the GrACE CTR Committee Meeting held on March 10, 2022.

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

that the minutes of the GrACE CTR Committee meeting dated March 10, 2022, be approved as presented.

**Motion #47-22**

**Carried**

6.03 Faith Committee Meeting  
March 14, 2022

Chair Keenan (Foothills County) presented the minutes from the Faith Committee meeting held on March 14, 2022.

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

that the minutes of the Faith Committee meeting dated March 14, 2022, be approved as presented.

**Motion #48-22**

**Carried**

6.04 Board Policy Development and  
Review Committee Meeting  
March 16, 2022

Trustee MacDonald (High River) presented the minutes from the Board Policy Development and Review Committee meeting held on March 16, 2022.

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

that the minutes of the Board Policy Development and Review Committee Meeting dated March 16, 2022, be approved as presented and that the Board approve the amendments as proposed to the following Board policies:

Board Policy #23, Compensation and Benefits for Non-teaching Staff; Board Policy #24, Field Trips; Board Policy #25, School Councils; Board Policy #26, Graduation Requirements; and Board Policy #27, School Calendars.

**Motion #49-22**

**Carried**

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|-----------|-------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 6.05      | Awards Committee Meeting<br>March 16, 2022            | Trustee Rude-Volk (Oyen) presented the minutes from the Awards Committee Meeting held on March 16, 2022.<br><br><b>Trustee Rude-Volk (Oyen) moved:</b><br>that the minutes of the Awards Committee Meeting dated March 16, 2022, be approved as presented.<br><b>Motion #50-22</b><br><br><b>Carried</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|           |                                                       | <b>Trustee Rude-Volk (Oyen) moved:</b><br>that the Board accept the recommendations of the Awards Committee for the St. Joseph Parent of Distinction Awards.<br><b>Motion #51-22</b><br><br><b>Carried</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>7</b>  | <b>NOON PRAYER AND GRACE</b>                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 7.01      | Noon Prayer and Grace                                 | Trustee Liedtke (Canmore) led the group in the Noon Prayer and Grace.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>8</b>  | <b>AFTERNOON OPENING PRAYER</b>                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 8.01      | Afternoon Opening Prayer                              | Trustee Salm (Strathmore) led the group in the Afternoon Opening Prayer.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>9</b>  | <b>TRUSTEES</b>                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 9.01      | Upcoming Trustee Events                               | Presented as an information item.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>10</b> | <b>ALBERTA CATHOLIC SCHOOLS TRUSTEES' ASSOCIATION</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 10.01     | ACSTA Directors' Meeting Update                       | Mark Chung (Drumheller) advised that ACSTA met on Wednesday, March 23, 2022 and proposed a new operating and expense budget. They have now also wrapped up their executive director search and are working on six strategic initiatives. The new operating budget was reviewed with the Trustees in preparation for the Special General Meeting that will be held on March 31 <sup>st</sup> as a hybrid meeting. Chair Keenan advised that further questions or concerns regarding the budget could be directed to her prior to March 31 <sup>st</sup> , 2022.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>11</b> | <b>ALBERTA SCHOOL BOARDS ASSOCIATION</b>              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 11.01     | ASBA Zone 5 Report                                    | Vice Chair Salm (Strathmore) provided information from the March 4, 2022 ASBA Zone 5 meeting, including the below: <ul style="list-style-type: none"> <li>• Modulars supply problems are creating difficulties for deliveries.</li> <li>• They will be reviewing Four-Year Education Plans by May 31<sup>st</sup>.</li> <li>• The last two PD sessions were very informative. Trustees can access them on the ASBA website.</li> <li>• Capital announcements were discussed, including the modernization of the Acme school in the Golden Hills School Division.</li> <li>• Nominations for the Edwin Parr Awards have closed; CTR Catholic's ceremony will be held on April 25<sup>th</sup>.</li> <li>• The Awards Banquet for ASBA will be held on May 19<sup>th</sup>.</li> <li>• ASBA's Spring General Meeting will be held on June 6 and 7 in Red Deer, AB.</li> <li>• Charter schools continue to be discussed, and it has recently been noted that chartered schools are a very small portion of the entire provincial education budget.</li> </ul> |
| 11.02     | ASBA – Proposed Motions Received?                     | The proposed motions for the upcoming Spring General Meeting have not yet been received.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |

11.03 ASBA – Meeting with the Ministry

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

that the meeting move in camera to discuss the meeting of the Ministry of Education. The meeting moved in camera at 10:57 a.m.

**Motion #52-22**

**Carried**

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

that the meeting move to open session. The meeting returned to open session at 11:09 a.m.

**Motion #53-22**

**Carried**

11.04 ASBA Spring General Meeting

Vice Chair Salm (Strathmore) provided an overview of the annual ASBA Spring General Meeting.

## 12

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

12.01 TEBA – Status of Collective Bargaining Association

**Channin Liedtke (Canmore) moved:**

that the meeting move in camera to discuss a labour issue. The meeting moved in camera at 11:11 a.m.

**Motion #54-22**

**Carried**

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

that the meeting move to open session. The meeting returned to open session at 11:19 a.m.

**Motion #55-22**

**Carried**

## 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:

- Okotoks Attendance Area – rigid attendance areas were originally established to balance enrolment between St. Francis of Assisi Academy and École Good Shepherd School. Enrollment is now balanced, and administration is recommending opening registration up at Okotoks schools for students that are not within the designated registration area if there are sufficient resources and space.

**Harry Salm (Strathmore) moved:**

*that administration develop an Administrative Procedure that affirms Okotoks attendance areas, while also introducing a provision for a limited controlled choice system for accepting out-of-area students when there are sufficient resources and facilities available.*

**Motion #56-22**

**Carried**

It was the will of the Board to highlight Okotoks Attendance Areas from Superintendent Morrison's report in their March Board Highlights.

Deputy Superintendent Behm reported on the following:

- CTR Staff Wellness – part of the work that CTR Catholic does with staff wellness is the one-on-one conversations that occur annually. This gives staff members and administration an opportunity to identify areas of improvement.

- At the March 23, 2022 Elementary and Secondary Administrators' meeting, Dr. Kendrick, a professor from the University of Calgary, presented on emotional fatigue and burnout of Alberta educational workers. The presentation was very beneficial, and administration is considering having Dr. Kendrick present to the teachers.
- Thirty-four and a half hours have been set aside next year for professional development for Educational Assistants. The feedback received regarding the PD day for EAs held earlier this year was extremely positive. Accordingly, another PD day for next year is being arranged. While PD for EAs is not a provincial requirement, administration believes professional development for EAs (the second largest employee group in CTR Catholic) is extremely important.
- Employee Recognition will be done in-person this year. Award dates will be added to the Calendar of Events for Trustees.
- Congratulations was given to Superintendent, Dr. Morrison, for being elected as the President of the College of Alberta School Superintendents.

It was the will of the Board to highlight professional development for Educational Assistants from Deputy Superintendent Behm's report in their March Board Highlights.

Associate Superintendent Moss reported on the following:

- Coding Update – every junior high school principal has expressed interest in coding. Testing is currently underway, and resources will need to be ordered by June. Teacher volunteers will be trained in the first semester next year and will then deliver programming as part of an existing class or as a club. In 2023, coding will become part of the science curriculum.
- Faith Day Survey – result on the Faith Day Survey were overwhelmingly positive, with an overall satisfaction rate of 99%.
- The presentation made by Aubrey Noronha regarding discrimination was very well received by staff, students, and parents. A couple notes of concern were received from parents and students and have been addressed.
- Covid 19 update – rates of absenteeism continue to decline. Student absences will be monitored until the end of June. Concentration should now be on bringing parents back into schools after Easter.
- Feedback received at the Superchats held since the last Board meeting was provided. It was evident from all Superchats that staff and students are extremely pleased with the return of in-person school and extracurricular activities.

It was the will of the Board to highlight the excitement for the return of in-person school and extracurricular activities, as well as to give thanks to teachers for delivering these activities from Associate Superintendent Moss' report in their March Board Highlights.

Associate Superintendent Kilcommons reported on the following:

- A Provincial Transportation Review of 12 schools (including CTR Catholic) has been conducted and has resulted in a 5% increase in transportation funding. While CTR transportation program realizes a small surplus, no recommendations on budgeting are recommended at this time. The province recognized and praised CTR for their efficiencies in transportation. The largest challenge being experienced province wide is the availability of drivers.
- Alberta School Board Insurance Exchange continues to wind down and any refunds received will be applied to a Self-insured Retention Fund for Alberta Risk Managed Insurance Consortium (ARMIC) which is the current insurer.

The Alberta government will continue to “backstop” ARMIC until at least November 1, 2023. Associate Superintendent Kilcommons has been selected for the ARMIC Executive Board.

- Programming and space challenges have been identified at Sacred Heart Academy and Holy Cross Collegiate. Potential remedies were discussed, and further information will be brought back to the Board once gathered.

It was the will of the Board to highlight transportation from Associate Superintendent Kilcommons’ report in their March Board Highlights.

13.03 Quarterly Annual Budget

Associate Superintendent Kilcommons provided an overview of the quarterly annual budget for Q2, including a variance analysis and statements of operations. It was stated that funding received is disproportionate throughout the year, with a larger portion being received in the first two quarters. It is anticipated that CTR Catholic will be in a better position than originally expected at the beginning of the year.

13.04 Presentation of Three-Year Capital Plan and IMR Update

Associate Superintendent Kilcommons reviewed the divisional priorities of the Capital Plan, being: 1. New school in Okotoks (D’Arcy Ranch community); 2. Demolition of École Good Shepherd School; 3. Permanent addition for Our Lady of the Snows Catholic Academy; 4. New school in High River (Montrose community); and 5. Permanent addition at St. Joseph’s Collegiate. The Capital Plan must be submitted to the province by April 1, 2022.

Associate Superintendent Kilcommons also reviewed the Infrastructure Maintenance and Renewal Report and the Capital Maintenance and Renewal Report.

13.05 Alberta School Councils’ Association – Advocacy Resolutions 2022

Superintendent Morrison shared resolutions as prepared by Alberta School Councils’ Association along with administration’s recommendations.

**Harry Salm (Strathmore) moved:**

that the Board’s recommendations regarding the ASCA resolutions be distributed to School Councils as information.

**Motion #57-22**

**Carried**

13.06 Board Approval of 2022-2023 Assumption School Calendar

Deputy Superintendent Behm reviewed the proposed calendar for the Centre for Learning@Home and Assumption School.

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

that the 2022-2023 school calendars for the Assumption School and the Centre for Learning@Home be adopted as presented.

**Motion #58-22**

**Carried**

13.07 St. Mary’s President’s Farewell Gala and Dinner

Superintendent Morrison shared information on St. Mary’s President’s Farewell Gala and Dinner, noting that Trustees will be responsible for their own cost should they choose to attend.

**14 INTERNATIONAL FIELD TRIPS**

14.01 International Field Trips

There were no international field trips brought forward for approval due to the ongoing pandemic and the Board’s current ban on field trips.

14.02 Considerations for Approval of International Field Trips

Associate Kilcommons reported that travel insurance coverage through CTR Catholic’s current insurance provider is available, including cancellation and

medical insurance. Concerns regarding international events and the process for approval was discussed.

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

that the Board restore the ability of schools to begin tentatively planning international travel for 2022/2023 with the following provisions:

- a) EF Tours will be the provider for all international travel/tours;
- b) The division will ensure that all international travel students and supervisors will be covered by Student Health Insurance by Outbound Student Plan; and
- c) the Board reserves the right to cancel international trips at its discretion for reasons including, but not limited to pandemic, war, acts of terror, etc.

**Motion #59-22**

**Carried**

**15**

**LOCALLY DEVELOPED COURSES**

**15.01 Locally Developed Courses**

Associate Superintendent Moss reviewed the locally developed courses currently being renewed.

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

*that on March 26, 2022, The Christ the Redeemer Catholic Separate School Division authorizes the following locally developed courses for use in high schools within the jurisdiction. Further, the Board authorizes the learning resources as per the course outlines.*

***Astronomy (2022) (15-3; 25-3 & 35-3) acquired from The Calgary School Division and is authorized from September 1, 2022 to August 31, 2026. The Board authorizes the learning resources as per the course outline.***

***Intercultural Studies (2022) (15-3) acquired from The Calgary School Division and is authorized from September 1, 2022 to August 31, 2026. The Board authorizes the learning resources as per the course outline.***

***Calculus Advanced (2021) (35-3) acquired from The St. Albert School Division and is authorized from September 1, 2022 to August 31, 2025. The Board authorizes the learning resources as per the course outline.***

***Math Analysis and Approaches (2020) (25-5) acquired from Macau University of Science and Technology Foundation and is authorized from September 1, 2022 to August 31, 2024. The Board authorizes the learning resources as per the course outline.***

***Literature and Composition (2021) (25-3) acquired from The Parkland School Division and is authorized from September 1, 2022 to August 31, 2025. The Board authorizes the learning resources as per the course outline.***

**Motion #-60-22**

**Carried**

**16**

**NEW BUSINESS**

**17**

**AGENDA ITEMS FOR NEXT BOARD MEETING**

**17.01 Call for Proposed Agenda Items**

Trustees were asked to submit any items they wish added to future Board meeting agendas to Chair Keenan (Foothills County).

**18**

**CLOSING**

**18.01 Closing Liturgy**

Associate Superintendent Kilcommons led the group in the Closing Liturgy.

18.02 Adjournment

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

that the meeting be adjourned. The meeting adjourned at 2:18 p.m.

***Motion #61-22***

***Carried***

SIGNATURE OF CHAIR:

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SIGNATURE OF ASSOCIATE SUPERINTENDENT,  
CORPORATE SERVICES:

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