

MINUTES OF THE REGULAR BOARD MEETING

Held in Person and Via Zoom on Thursday, June 24, 2021, at 10:00 a.m. at
Christ the Redeemer 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)

Attended

In Person
In Person
In Person
In Person
In Person

Trustees in Attendance

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

Attended

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

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OPENING

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| 1.01 | Call to Order | Chair Schreiber (Okotoks) called the meeting to order at 10:01 a.m. |
| 1.02 | Litany | Superintendent Morrison 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 Schreiber (Okotoks) led the Board in reciting the Board Prayer, the Vocations Prayer, and stated the Vision of the Board. Chair Schreiber (Okotoks) 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 Schreiber (Okotoks) 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 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> |
| 1.05 | Lectio Divina – Gospel of Mark | Trustee Salm (Strathmore) read the Gospel of Mark for the upcoming Sunday and invited silent reflection on the scripture. Vice Chair Keenan (Foothills County) reread the Gospel. Participants identified meaningful phrases and discussed the Gospel’s message in detail. |
| 1.06 | Additions/Deletions to the Agenda | Chair Schreiber (Okotoks) asked if there were any additions or deletions to the proposed Board agenda. Vice Chair Keenan (Foothills County) requested the addition of Approval of Locally Developed Courses –Holocaust Studies, under Locally Developed Courses, as Item No. 13.03. The Board voted on the proposed addition. |

Andrea Keenan (Foothills County) moved:

that the addition of Approval of Locally Developed Courses –Holocaust Studies, under Locally Developed Courses, as Item No. 13.03, be approved.

Motion #93-21

Carried

1.07	Approval of the Agenda	John de Jong (Brooks) moved: that the agenda be adopted as amended. Motion #94-21 Carried
1.08	Adoption of Regular Board Minutes May 27, 2021	The minutes of the Regular Board Meeting held on May 27, 2021, were reviewed by the Board, and recommended for adoption as presented. Harry Salm (Strathmore) moved: that the Minutes of the Regular Board Meeting dated May 27, 2021, be adopted as presented. Motion #95-21 Carried
1.09	Adoption of Special Board Minutes June 3, 2021	The minutes of the Special Board Meeting held on June 3, 2021, were reviewed by the Board, and recommended for adoption as presented. Ron Schreiber (Okotoks) moved: that the Minutes of the Special Board Meeting dated June 3, 2021, be adopted as presented. Motion #96-21 Carried
2	BUSINESS ARISING	
2.01	Update on RAP	Superintendent Morrison reported that one of CTR's goals from their Four-Year Education Plan was to get 10 students registered in RAP, which has been exceeded. Dr. Morrison reviewed the number of students registered at each high school. The initiative to expand RAP has been successful in part due to the advertising CTR did to find employers.
3	FOUR-YEAR EDUCATION PLAN UPDATE	
3.01	Summer Math PD Plans	Associate Superintendent Moss introduced Director of Learning, Cheryl Kuemper, who will be leading the math professional development summer work. Director Kuemper shared with trustees what the teacher professional development will look like, highlighting the benefits of piloting, the development of curriculum support documents, CTR's partnership with Pearson and their Mathology resources, and next steps. Trustees discussed the sharing of curriculum support documents produced by CTR's teachers, Alberta Education's financial support for teachers attending PD, and the teacher workload when all six curriculums are implemented in 2022. Trustees were appreciative that CTR's teachers are cooperating with the new curriculum. Associate Superintendent Moss stated that teachers were supportive due to Director Kuemper's relationship with them for which CTR is very fortunate.
4	CORRESPONDENCE	
4.01	Correspondence Item(s)	There were no correspondence items to present.
5	BOARD STANDING COMMITTEES – Liaison, Policy Development and Review, GrACE CTR, and Committee of the Whole	
5.01	Liaison Committee June 8, 2021	Chair Schreiber (Okotoks) presented the minutes from the Liaison Committee meeting held on June 8, 2021. Ron Schreiber (Okotoks) moved:

that the minutes of the Liaison Committee meeting dated June 8, 2021, be approved as presented.

Motion #97-21

Carried

5.02 Policy Development and Review Committee June 14, 2021

Trustee Van Donzel (High River) presented the minutes from the Policy Development and Review Committee meeting held on June 14, 2021.

Joanne Van Donzel (High River) moved:

that the minutes of the Policy Development and Review Committee meeting dated June 14, 2021, be approved as presented.

Motion #98-21

Carried

5.03 Revisions to Board Policies

Trustee Van Donzel (High River) presented recommended revisions to Board policies coming out of the Policy Development and Review Committee meeting held on June 14, 2021.

Joanne Van Donzel (High River) moved:

that the Board approve the proposed amendments to the following Board policies:

- Board Policy 02, Role of the Board
- Board Policy 07, Board Committees
- Board Policy 09, Policy Development
- Board Policy 10, Delegation of Authority
- Board Policy 11, Superintendent

Motion #99-21

Carried

5.04 GrACE CTR Committee June 7, 2021

Vice Chair Keenan (Foothills County) presented the minutes from the GrACE CTR Committee meeting held on June 7, 2021.

Andrea Keenan (Foothills County) moved:

that the minutes of the GrACE CTR Committee meeting dated June 7, 2021, be approved as presented.

Motion #100-21

Carried

5.05 Committee of the Whole May 27, 2021

Vice Chair Keenan (Foothills County) presented the minutes from the Committee of the Whole meeting held on May 27, 2021.

Andrea Keenan (Foothills County) moved:

that the minutes of the Committee of the Whole meeting dated May 27, 2021, be approved as presented.

Motion #101-21

Carried

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TRUSTEES

6.01 Upcoming Trustee Events

Presented as an information item.

7

ALBERTA CATHOLIC SCHOOLS TRUSTEES' ASSOCIATION

7.01 ACSTA Directors' Meeting Update

Trustee de Jong (Brooks) reported that ACSTA is looking at providing a session to train new trustees. Chair Schreiber (Okotoks) noted that he completed an ACSTA survey on new trustee orientation and asked individual trustees to do the same. There is a handbook online on serving as a Catholic school trustee that Trustee de

Jong (Brooks) would encourage interested candidates to review which can be found [here](#).

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**ALBERTA SCHOOL BOARDS
ASSOCIATION**

8.01 ASBA Zone 5 Report

Chair Schreiber (Okotoks) highlighted the following from ASBA's recent meeting that he attended on behalf of Vice Chair Keenan (Foothills County):

- The budget was discussed, and it was decided to leave it as is.
- Their handbook and operating procedures are up for review.
- ASBA is looking at taking on banker board duties.
- They are digitizing their information and records.
- It was suggested that there be compensation standards for committees.
- The Alberta Education representative spoke about the vaccine rollout, FOIP, and the importance of graduation ceremonies for Grade 12 students.

Chair Schreiber (Okotoks) gave a brief update on the TEBA meeting held on June 17th. A presentation from two labour lawyers regarding strategies stressed the value of relationships.

8.02 ASBA Spring General Meeting
Insights

Vice Chair Keenan (Foothills County) reported that the Spring General Meeting was well organized but ended up being quite long due to emergent policy discussions. Chair Schreiber (Okotoks) shared the tabulated results with the Board.

Trustee Van Donzel (High River) attended the second day that focused on professional development. Presentations and models are online until July 2nd, which she encouraged trustees to view as there were some great speakers who are very renowned in the education field.

8.03 ASBA Zone Languages Committee
Report

Trustee Van Donzel (High River) gave a slide presentation on the ASBA Zones Language Representatives Committee which she has been on since 2002 highlighting their history and mandate, the work done to date, what it entails to be a Zone Language representative, and the importance of language education.

Trustee Van Donzel (High River) thanked the Board for the opportunity and support in pursuing this work with ASBA.

9

NOON PRAYER AND GRACE

9.01 Noon Prayer and Grace

Associate Superintendent Moss led the group in the Noon Prayer and Grace.

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AFTERNOON OPENING PRAYER

10.01 Afternoon Opening Prayer

Vice Chair Keenan (Foothills County) led the group in the Afternoon Opening Prayer.

11

DIVISION

11.01 Trustees to Identify One Board
Highlight Feature Per
Superintendent Report

Chair Schreiber (Okotoks) reminded trustees to identify one feature per Superintendent report for June Board Highlights.

11.02 Superintendents' Reports

Associate Superintendent Moss reported on the following:

- Gave an update on COVID in the division as of June 23, 2021.
- Reviewed the results of CTR's mental health survey which will be shared with teachers at the division's professional development in August. The survey was done to get a better understanding of current mental health of students.

- Reviewed the agenda for CTR Catholic's Opening Mass and Divisional PD day.
- Informed trustees of two new team leaders for off-campus education and post-secondary education, who will work together to support CTR's counsellors.
- Informed trustees that CTR has been invited to submit 5 teachers to a Grade 11 to 12 curriculum working group who have an interest in science, math, and physical education.

Discussion on the opening mass being held during the August professional development took place. Numbers are limited due to the community mass being held.

It was the will of the Board to highlight the new post-secondary and off-campus education team leaders from Associate Superintendent Moss' report in their June Board Highlights.

Associate Superintendent Behm reported on the following:

- Reviewed the statistics on the wellness newsletters. It was brought to Associate Superintendent Behm's attention that resources from ASEBP and Homewood Health lack a faith element, so going forward they are going to make the first article in the newsletter a link to pastoral and health care resources from the Diocese of Calgary.
- There will be additional funds from the government to support students in Grades 1 to 3 in the 2021 2022 school year who are experiencing difficulties due to learning disruptions from COVID with an emphasis on intensive literacy and math support. Associate Superintendent Behm reviewed CTR's assessment results on students in Grades 1 to 3 with trustees. CTR has a plan going forward with their educational assistants to provide support to students.
- Reviewed a division profile of summer school enrolment from last year to the current year noting that CTR is up almost 400 students. CTR's goal this year is to be more accommodating for their students due to COVID.
- Gave an update on recruitment and retention of staff.
- Gave an update on new teacher orientation and new teacher induction noting that CTR is changing their normal practice this year in that they will emphasize the leadership quality standard needed when a teacher steps forward for mentorship.

It was the will of the Board to highlight new teacher mentorship from Associate Superintendent Behm's report in their June Board Highlights.

Associate Superintendent Kilcommons reported on the following:

- Gave an update on CTR's budget which will be given final approval in November.
- Discussed the modular classroom situation in CTR.
- Updated trustees on the move to the new Catholic Education Centre.
- CTR will be promoting a risk-intelligent culture through their affiliation with ARMIC (Alberta Risk Managed Insurance Consortium).
- Reminded trustees that their per diems and mileage are to be done by the end of August.

Trustees discussed modular classrooms in Brooks, where it was preferred to have permanent construction, although CTR is not on a short list for construction in Brooks.

It was the will of the Board to highlight ARMIC (Alberta Risk Managed Insurance Consortium) from Associate Superintendent Kilcommons' report in their June Board Highlights.

Superintendent Morrison reported on the following:

- Updated the trustees on the generative work being done by the Calgary Diocese Schools Leadership Team.
- Updates trustees about CASS organizing a system to gather feedback on the draft curriculum derived from the field.
- Updated trustees on graduation ceremonies throughout the division.
- It has been suggested to perform a smudging at the blessing of the new Catholic Education Centre. Discussion followed and trustees were supportive.
- Discussed the current enrolment at The Centre for Learning@HOME, noting that numbers are very strong and should meet projections.
- Reviewed communication plans for the newly purchased parent/staff notification system, the promotion of the new facility for St. Luke's Outreach Centre, and CTR's robust teacher supervision and evaluation which gives the public confidence teachers are being evaluated and is tied to CTR's Four-Year Education Plan.

Trustees mentioned that the Liaison Committee has contributed to the success of the teacher supervision, evaluation, and growth.

It was the will of the Board to highlight Calgary Diocese Schools Leadership Team from Superintendent Morrison's report in their June Board Highlights.

12 INTERNATIONAL FIELD TRIPS

12.01 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. Associate Superintendent Kilcommons stated that there have been some general requests and his response has been that nothing will be brought to the Board until CTR has clear direction from provincial and federal governments on international travel.

13 LOCALLY DEVELOPED COURSES

13.01 Renewal of Locally Developed Courses – Leadership, Character, and Social Responsibility, European History, Reading, Avid Readers, ESL Introduction to Math, and Literature and Composition

Associate Superintendent Moss presented the renewal of Leadership, Character, and Social Responsibility, European History, Reading, Avid Readers, ESL Introduction to Math, and Literature and Composition for approval.

Andrea Keenan (Foothills County) moved:

that on June 24, 2021, The Christ the Redeemer Catholic Separate School Division authorizes the renewal of the following locally developed courses for use in high schools within the jurisdiction. The Board authorizes the learning resources as per the course outline.

Leadership, Character, and Social Responsibility (15-3; 15-5; 25-3; 25-5; 35-3, and 35-5) acquired from The Golden Hills School Division and is authorized from September 1, 2021, to August 31, 2025.

European History (2021) (35-3) acquired from The St. Albert School Division and is authorized from September 1, 2021, to August 31, 2025.

Reading (2021) (15-3; 15-5; 25-3; and 25-5) acquired from The Calgary School Division and is authorized from September 1, 2021, to August 31, 2024.

Avid Readers (2021) (25-3 and 25-5) acquired from The Elk Island School Division and is authorized from September 1, 2021, to August 31, 2025.

ESL Introduction to Math (15-5) acquired from The Calgary School Division and is authorized from September 1, 2021, to August 31, 2024.

Literature and Composition (2021) (35-5) acquired from The Red Deer School Division and is authorized from September 1, 2021, to August 31, 2025.

Motion #102-21

Carried

13.02 Approval of Locally Developed Courses – Academic Achievement Through English Language Development

Associate Superintendent Moss presented Academic Achievement Through English Language Development for approval.

Andrea Keenan (Foothills County) moved:

that on June 24, 2021, The Christ the Redeemer Catholic Separate School Division authorizes the approval of the following locally developed course for use in high schools within the jurisdiction. The Board authorizes the learning resources as per the course outline.

Academic Achievement Through English Language Development (15-3; 15-5; 25-3; 25-5; 35-3; and 35-5) acquired from The Calgary School Division and is authorized from September 1, 2021, to August 31, 2025.

Motion #103-21

Carried

13.03 Approval of Locally Developed Courses – Holocaust Studies

Associate Superintendent Moss presented Holocaust Studies for approval.

Andrea Keenan (Foothills County) moved:

that on June 24, 2021, The Christ the Redeemer Catholic Separate School Division authorizes the approval of the following locally developed course for use in high schools within the jurisdiction. The Board authorizes the learning resources as per the course outline.

Holocaust Studies (15-3; 25-5; and 35-5) acquired from The Foothills School Division and is authorized from September 1, 2021, to August 31, 2024.

Motion #104-21

Carried

14 NEW BUSINESS

14.01 Appointment of Chief Deputy Superintendent

Superintendent Morrison recommended the Board pass a motion, supporting his intention to appoint Associate Superintendent, Vincent Behm, to the continuous designation of Chief Deputy Superintendent. Dr. Morrison provided two major reasons for this decision:

- It is a recognition of merit as Associate Superintendent Behm has expanded his role, reach, and impact through collaboration, and
- it is reassuring to have a designate that is a second in command to avoid confusion when Dr. Morrison is temporarily unavailable.

Andrea Keenan (Foothills County) moved:

that the Board supports Dr. Morrison's intention to appoint Mr. Vincent Behm to the continuous position of Chief Deputy Superintendent of The Christ the Redeemer Catholic Separate School Division effective September 1, 2021.

Motion #105-21

Carried

14.02 Joint Election Agreement

Associate Superintendent Kilcommons recommended that the Board formalize a motion that gives CTR the opportunity to enter into any necessary agreements with one or more municipalities in the same area to conduct a joint election.

Harry Salm (Strathmore) moved:

that the Board of The Christ the Redeemer Catholic Separate School Division approves the division entering into any necessary agreements with one or more municipalities in the same area to conduct a joint election, if needed.

Motion #106-21

Carried

- 14.03 Review of Board Meeting
Schedule for 2021-2022

Chair Schreiber (Okotoks) reviewed the draft Board meeting schedule with trustees noting that a Zoom alternative would be an option when required.

Ron Schreiber (Okotoks) moved:

that the draft schedule of Board meeting venues and dates for the 2021-2022 year be adopted as presented.

Motion #107-21

Carried

15 BOARD HIGHLIGHTS

- 15.01 Board Highlights Items

The Board discussed pertinent information they wished administration to include in Board Highlights coming out of the June Board meeting.

**16 AGENDA ITEMS FOR NEXT
BOARD MEETING**

- 16.01 Call for Proposed Agenda Items

Trustees were asked to submit any items they wish added to future Board meeting agendas to Chair Schreiber (Okotoks).

17 CLOSING

- 17.01 Closing Liturgy

Associate Superintendent Behm led the group in the Closing Liturgy.

- 17.02 Adjournment

Michelle Rude-Volk (Oyen) moved:

that the meeting be adjourned. The meeting adjourned at 2:42 p.m.

Motion #108-21

Carried

SIGNATURE OF CHAIR:

SIGNATURE OF ASSOCIATE SUPERINTENDENT,
CORPORATE SERVICES:
