

MINUTES OF THE REGULAR BOARD MEETING

Thursday, May 26, at 8:45 a.m. at
Catholic Education Centre, #301 – 23 Riverside Drive, Okotoks

Administration in Attendance

Scott Morrison (Superintendent)
Vincent Behm (Deputy Superintendent)
Mariette Moss (Associate Superintendent)
Pat MacDonald (Associate Superintendent)
Michael Kilcommons (Associate Superintendent)
Kim Jamieson (Executive Assistant)

Attended

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

Trustees in Attendance

Andrea Keenan (Chair)
Harry Salm (Vice Chair)
John de Jong
Michelle Rude-Volk
Andrew Gustafson
Mark Chung
Mark MacDonald
Absent: Channin Liedtke

Attended

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

1

OPENING

- | | | |
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| 1.01 | Call to Order | Chair Keenan (Foothills County) called the meeting to order at 8:48 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 | <p>Chair Keenan (Foothills County) asked if there were any additions or deletions to the proposed Board agenda.</p> <p>Michelle Rude-Volk (Oyen) moved:
to add to the agenda item 1.09 as an in-camera session to discuss a personnel item.</p> <p style="text-align: right;"><i>Carried</i></p> |
| 1.07 | Approval of the Agenda | <p>John de Jong (Brooks) moved:
that the agenda be adopted as revised.</p> <p>Motion #79-22</p> <p style="text-align: right;"><i>Carried</i></p> |
| 1.08 | Adoption of Regular Board Minutes April 27, 2022 | <p>The minutes of the Regular Board Meeting held on April 27, 2022, were reviewed by the Board, and recommended for adoption as presented.</p> <p>Andrew Gustafson (Okotoks) moved:</p> |

that the Minutes of the Regular Board Meeting dated April 27, 2022, be adopted as presented.

Motion #80-22

Carried

1.09 Personnel

Harry Salm (Strathmore) moved:

that the meeting move in camera to discuss a personnel item. The meeting moved in camera at 9:02 a.m.

Motion #81-22

Carried

Michelle Rude-Volk (Oyen) moved:

that the meeting move to open session. The meeting returned to open session at 9:16 a.m.

Motion #82-22

Carried

2

BUSINESS ARISING

2.01 Catholic Education Program Review - Update

Associate Superintendent Moss advised Jennifer Woo facilitated a joint effort to create a Catholic Education tool on May 24 and 25. There was good representation from both rural and urban school divisions within Alberta. ACSTA's 2014 Growing Forward document was used as a starting point for the tool. Mrs. Woo will take all information gathered and refine it to create a practical assessment tool that can be used by all Catholic school divisions to evaluate their Catholic Education Program. The group will meet again via Zoom at the end of June and will share their proposal with CCSSA in the fall. Superintendent Morrison will apprise the Bishop as to the workshop results.

2.02 École Good Shepherd School Gymnasium

Superintendent Morrison has spoken with Deputy Minister Tremblay's assistant twice regarding a meeting to discuss École Good Shepherd School. In addition, Superintendent Morrison is hoping to discuss the Brooks outreach school and the Strathmore project. An inquiry will be made by Executive Assistant Kim Jamieson as to when the meeting will be scheduled.

2.03 Letter from Minister LaGrange (re: Boundary Adjustment)

Superintendent Morrison advised that a letter was received from Minister LaGrange indicating that despite CTR's objection, the lands in the development of West MacLeod will fall into the boundaries of the Calgary Board of Education (CBE), and, therefore, Calgary Catholic, effective September 1, 2022. Additionally, Superintendent Morrison advised that lands south of Spruce Meadows are also being annexed by the City of Calgary, and it is anticipated that CBE will also petition to have this land added to their boundaries. If this occurs, Calgary Catholic's boundaries will expand in kind. Proactive steps to take in this regard were discussed, with the Board agreeing that both parent involvement and working collaboratively with other school divisions are paramount.

3

FOUR YEAR EDUCATION PLAN

3.01 Influencer Engagement – Council of Councils (May 18, 2022)

Superintendent Morrison shared a document created from the information gathered at the Influencer Engagement held on May 18th. Themes have been identified for the three areas discussed, being CTR's Reputation, Areas of Improvement and Advocacy. Action has already been taken on comments relating to improvement of communication. Superintendent Morrison commended parent participants for their honest contributions and the Trustees for their leadership during the engagement session. This item will be placed on the June Board agenda for further discussion on next steps.

3.02 Four-Year Education Plan Review and Approval

Superintendent Morrison led the Trustees through a review of the 2021-2025 Four-Year Education Plan (Year Two). The Plan has remained largely unchanged, with only minor edits.

Andrew Gustafson (Okotoks) moved:

that the 2021-2025 Four-Year Education Plan (Year Two) be approved, as presented, including the capital plan contained therein.

Motion #83-22

Carried

4

CORRESPONDENCE

4.01 Email from Kathy Resch

This correspondence was shared with the Board members as information.

5

REPORTS FROM WARD COMMITTEES

5.01 Trustees to Identify One Ward Highlight to Feature in Board Highlights

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

5.02 Assumption Ward Committee Meeting April 29, 2022

Trustee Rude-Volk (Oyen) highlighted the following from CTR Catholic's four pillars, as they pertained to the Assumption Ward Committee meeting:

Faith: The principal, Mrs. Rolheiser, has been asked to be the Godmother of two Assumption students, with one receiving First Communion and the other receiving all four sacraments of initiation. The school played a key role in the students' evangelization.

Learning: The principal, Mrs. Rolheiser, appointed three teachers to be team leads in these areas: 1). Faith & ELAL; 2). Math & LS; 3). ELAL & Math.

Safe and Caring / Stewardship: The School Council had a parent engagement session and discovered a strong desire for parents to reengage with the school. Some of the activities mentioned were agriculture, dance, coaching, and camping. When asked why they chose Assumption School, parents said things like Grandparents' Day, quality transportation, playground, lemonade sale, face-to-face retreats, potluck lunches, living nativity, buddy reading, archery, and the sacraments. Twelve families attended the in-person session on the night of a snowstorm.

Michelle Rude-Volk (Oyen) moved:

that the Minutes of the Assumption Ward Committee meeting held April 29, 2022, be approved as presented.

Motion #84-22

Carried

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

5.02 Strathmore Ward Committee Meeting May 10, 2022

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

Faith: Sacred Heart Academy and Holy Cross Collegiate are both celebrating May, the month of Mary, in a host of ways, such as a whole school Hallway Rosary at Sacred Heart and a Crowning of Mary at Holy Cross.

Learning: Sacred Heart Academy is pleased with the introduction of the new provincial literacy and numeracy assessments for grades 1, 2 and 3. These assessments will identify needs, inform student programming, increase assurance, and inform reporting.

Safe and Caring: The Holy Cross graduates will parade through Sacred Heart in their grad attire. In preparation, the Sacred Heart homerooms classes have each selected specific graduates to pray for and they have also drafted prayer cards for them.

Stewardship: The Ward is very pleased that the Board has requested permission to use division funds to build a new band room and expand the Sacred Heart gym.

Harry Salm (Strathmore) moved:

that the Minutes of the Strathmore Ward Committee meeting held May 10, 2022, be approved as presented.

Motion #85-22

Carried

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

Drumheller Ward Committee
Meeting May 19, 2022

Trustee Chung highlighted the following from CTR Catholic’s four pillars, as they pertained to the Drumheller Ward Committee meeting:

Faith: The school had Mass at the church for the first time in time in two years!

Learning: St. Anthony’s School had six teachers pilot the new math curriculum, and they are well-equipped for the curriculum implementation next year as a result. Further to this, one of St. Anthony’s teachers was selected for the Minister’s Advisory panel on new curriculum recommendation. Very few teachers were invited, and this was a prestigious honour.

Safe and Caring: A high school student and a Parish Council representative sit on School Council. This is a unique and effective practice to increase engagement.

Stewardship: School Council continues to plan a Community Influencers engagement including both individuals who have students at school and those who do not. All of School Council and regular parents will also participate. All participants have a connection with St. Anthony’s.

Mark Chung (Drumheller) moved:

that the Minutes of the Drumheller Ward Committee meeting held May 19, 2022, be approved as presented.

Motion #86-22

Carried

It was the will of the Board to highlight the “Learning” category from the Drumheller Committee Meeting in their May Board Highlights.

Canmore Ward Committee
Meeting May 24, 2022

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

Faith: Father Nathan has been given a prestigious opportunity to study Canon Law in an American university so he can act as one of the diocesan experts in the area. As a result, Father will be leaving Canmore and moving to a small, quiet parish in the city named St. Anthony’s. Father will be greatly missed!

Learning: Our Lady of the Snows had another \$100,000 Schulich scholarship winner. Our Lady has had five Schulich scholarship winners over the years and this is rare indeed.

Safe and Caring: Father Nathan and Mrs. Messier led the high school students in a session regarding grief, as a former grad with a sibling in grade 12 recently died in a car accident. Three teachers from Our Lady were asked to preside over the student’s celebration of life.

Stewardship: It is a very common comment after Council of School Councils that, when other school councils hear about Our Lady’s School Council, they feel inadequate. Our Lady of the Snows School Council is extremely active, organized, and well-led.

Andrea Kennan (Foothills County) moved:

that the Minutes of the Canmore Ward Committee meeting held May 24, 2022, be approved as presented.

Motion #87-22

Carried

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It was the will of the Board to highlight the “Stewardship” category from the Canmore Committee Meeting in their May Board Highlights.

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BOARD STANDING COMMITTEES

- 6.01 CTR GrACE Meeting May 10, 2022

Trustee MacDonald (High River) presented the minutes from the CTR GrACE Committee meetings held on May 10, 2022.

Mark MacDonald (High River) moved:

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

Motion #88-22

Carried

- 6.02 Board Policy Development and Review Committee May 11, 2022

Trustee Gustafson presented the minutes of the Board Policy Development and Review Committee meeting held on May 11, 2022.

Andrew Gustafson (Okotoks) moved:

that the minutes of the Board Policy Development and Review Committee Meeting dated May 11, 2022, be approved as presented and that the Board approve the amendments as proposed to Policy 29 – Central Office Department and School Program Reviews. Further, the Board approves to rescind and replace the following Policies with Administrative Procedures: Policy 30 - Whistleblower; Policy 31 – Home Education, Online Learning Program, and Shared Responsibility Program; and Policy 32 – Outreach Schools.

Motion #89-22

Carried

- 6.03 Audit Committee Meeting May 25, 2022

Trustee Chung (Drumheller) presented the minutes from the Audit Committee meetings held on May 25, 2022.

Mark Chung (Drumheller) moved:

that the minutes of the Audit Committee Meeting dated May 25, 2022, be approved as presented.

Motion #90-22

Carried

7

TRUSTEES

- 7.01 Upcoming Trustee Events

Presented as an information item.

8

ALBERTA CATHOLIC SCHOOL TRUSTEES' ASSOCIATION

- 8.01 ACSTA Directors' Meeting Update

Trustee Chung advised that ACSTA met three weeks ago. The three takeaways from that meeting were as follows:

1. The ACSTA Board of Directors approved a motion to continue discussions with ECSD and express regret at the erosion of the relationship, as well as to seek professional advice where necessary to bring about a positive resolution; 2. ACSTA will launch a revised landing page to the website in early September. This page will regularly publish articles similar in scope to those of the Catholic Dimension. This is intended to drive more traffic to their website as well as render their publications more readable/shareable; 3. The ACSTA Board of Directors discussed the nature and purpose of the Director Reports contained within the Consent Agenda. A motion was passed directing that the ACSTA Board of Directors' Meeting Agenda include a component to share advocacy initiatives. The suggestion was also made that Director Reports be made publicly available on the ACSTA website.

ALBERTA SCHOOL BOARDS ASSOCIATION

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| 9.01 | ASBA Zone 5 Report | <p>Trustee MacDonald attended the ASBA Zone 5 meeting on May 6th. Highlights include the following:</p> <ul style="list-style-type: none"> • The deadline for School Authority Education Plans is May 31, 2022. • Bill 21, the Red Tape Reduction Statutes Amendment Act, 2022 - extends the Minister of Education's authority to approve spending of reserve funds by school boards from September 1, 2022 to September 1, 2023. • It was clarified that private schools are still required to provide Alberta Education with their financials. • Minister LaGrange has been asked to attend ASBA's Spring General Meeting. • ASBA staff have evaluated revisions in the three subject areas for new curriculum implementation and noted significant revisions based on feedback. President Marilyn Dennis thanked Boards for their input in this regard. • May 31st is the deadline for position statements for the ASBA Fall General Meeting. • The ceremony to honor Spirit Awards is on June 25th. |
| 9.02 | ASBA – Proposed Motions Received | This item will remain on the agenda for the June Board meeting as proposed motions for the Fall General Meeting are anticipated. |
| 9.03 | ASBA – Budget Bulletin | Board members are urged to review the budget bulletin and budget video in advance of the Spring General Meeting, and, if there are concerns, to advise Chair Keenan (Foothills County). |
| 9.04 | ASBA Analysis of Provincial Budget 2022-2023 | See item 9.3 above. |
| 9.05 | Zone 5 Edwin Parr Awards | Chair Keenan and Deputy Superintendent Behm attended the Zone 5 Edwin Parr Awards on May 19, 2022. Deputy Superintendent Behm shared that all those nominated are high-quality teachers with good classroom instruction and a shared emphasis on building relationships. |

TEACHERS' EMPLOYER BARGAINING ASSOCIATION

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| 10.01 | TEBA – Status of Collective Bargaining Association | <p>Superintendent Morrison advised that information had been received from TEBA on recent negotiations.</p> <p>John de Jong (Brooks) moved:
that the meeting move in camera to discuss a labour issue. The meeting moved in camera at 11:37 a.m.
Motion #91-22</p> <p style="text-align: right;">Carried</p> <p>Mark Chung (Drumheller) moved:
that the meeting move to open session. The meeting returned to open session at 11:49 a.m.
Motion #92-22</p> <p style="text-align: right;">Carried</p> <p>It was the will of the Board that should teachers receive an increase in wages through this negotiation, an increase in wages for support staff should be given at the same rate as the teachers' increase.</p> |
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11	NOON PRAYER AND GRACE	
11.01	Noon Prayer and Grace	Associate Superintendent Mariette Moss led the group in the Noon Prayer and Grace.
12	AFTERNOON OPENING PRAYER	
12.01	Afternoon Opening Prayer	Mark MacDonald (High River) led the group in the Afternoon Opening Prayer.
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 May Board Highlights.
13.02	Superintendents' Reports	Superintendent Morrison reported on the following: • Registrations for before and after school care and pre-kindergarten programs are encouraging, with St. Mary's having 22 pre-kindergarten registrations and 30 before and after school registrations. Current numbers for before and after school care at Holy Spirit were unknown at the time of the meeting. • As per Board Policy 2 – Role of the Board, the Board is expected to perform a self-evaluation annually. The form that has been prepared for the self-evaluation will be emailed to Trustees. Trustees will complete the form, and the average ratings will then be reviewed at the June Board meeting to identify any areas of improvement. • The FrancoSud School Board has indicated their desire to be placed on the property title of the Canmore school. An agreement is being drafted and administration will consult with legal counsel and provide the Board with a recommendation in June. It was the will of the Board to highlight the before and after school care program from Superintendent Morrison's report in their May Board Highlights. Deputy Superintendent Behm reported on the following: • The CTR Catholic Awards Evening will be held on June 2nd in Strathmore. Of note is the nomination of a substitute teacher in Brooks in the Above and Beyond category. This is the first time a substitute teacher has been nominated for a divisional award. Deputy Superintendent Behm commended all those nominated and added that simply put "We have amazing people in our division." • Full-time kindergarten is being offered as a choice for parents in each of CTR's communities. Benefits are to increase socialization, promote literacy and numeracy, and build friendships. Most schools have hit their registration targets, but it was noted that overall numbers are down. • Dr. Kendrick presented to administrators on wellness in March of this year and plans are underway to have her present to teachers at the opening professional development day in August. Dr. Kendrick has done research into fatigue and burnout in Alberta educational workers, resulting in a self-care tool that will be useful to all teachers. • The Liaison Committee will be meeting on May 31st. Topics to be discussed on behalf of the Board include CLC time, new curriculum, enrollment/budget, and returning to mass. The Teacher topics will be provided to administration following their meeting at the end of the day on May 26th. • More specific information has been released by the province regarding the Education (Reforming Teacher Profession Discipline) Amendment Act. Once the new legislation comes into effect, it will apply equally to all certificated teachers and teacher leaders. This will provide a consistent process to govern complaints and will increase accountability and transparency in the system.

It was the will of the Board to highlight employee recognition from Deputy Superintendent Behm's report in their May Board Highlights.

Associate Superintendents Moss and MacDonald reported on the following:

- Plans are well underway for new curriculum implementation in grades 1-3. Teachers are being provided with an overview/orientation during Friday CLCs. The call for teachers to create curriculum support documents in English Language Arts and Literature (ELAL) and in Physical Education and Wellness (PEW) was well received with 27 teachers working on ELAL support documents and seven teachers working on PEW support documents.
- Teachers responded overwhelmingly positive to the early implementation of the new math curriculum for grades 4-6. Praxis plans will continue to focus on instruction and two divisional PD days for professional development and collaboration have been scheduled to support teachers.
- Covid 19 update - student illness rates remain consistent in the 3% range. This will be monitored until the end of June. No further reporting will be provided to the Board as illness rates are stable.
- A Superchat was held at St. Luke's Outreach on May 10th. Teachers shared stories of their different relationships with students that have resulted in student success. An increasing number of students are attending St. Luke's as they do not experience the anxiety and stress that larger schools can bring to them. Teachers commended the FSLW working at St. Luke's. Both staff and students are grateful and proud of their new space.

It was the will of the Board to highlight new curriculum implementation from Associate Superintendents Moss and MacDonald's report in their May Board Highlights.

13.03 Presentation and Approval of Budget

Associate Superintendent Kilcommons reviewed the proposed 2023 Budget, providing an overview of the following: funding model changes; budget highlights; business and financial risks; student statistics; staff statistics; budgeted revenue; expenses by program; expenses by object; accumulated surplus operations; accumulated capital reserves; schedule of uses for accumulated reserves; the Three-Year Capital Plan; and future considerations.

Harry Salm (Strathmore) moved:

that the Board approves the Budget for the year ending August 31, 2023, as presented.

Motion #93-22

Carried

14

INTERNATIONAL FIELD TRIPS

14.01 St. Joseph's Collegiate, Notre Dame Collegiate and Our Lady of the Snows Catholic Academy (band trip) – Disneyland in Anaheim, California (Janell Toews) – May 2023 – Approval in Principle

The information provided for the band trip to Disneyland in Anaheim, California for students from St. Joseph's Collegiate, Notre Dame Collegiate and Our Lady of the Snows Catholic Academy was reviewed.

Andrew Gustafson (Okotoks) moved:

that the International Field Trip to Disneyland in Anaheim, California for band students from St. Joseph's Collegiate, Notre Dame Collegiate and Our Lady of the Snows Catholic Academy in May 2023, be 'approved in principle'.

Motion #94-22

Carried

14.02 Holy Cross Collegiate, Italy,
Easter 2023 – Approval in Full

The information provided for Holy Cross Collegiate’s international field trip to Italy was reviewed.

Harry Salm (Strathmore) moved:

That Holy Cross Collegiate’s International Field Trip to Italy in April 2023 be ‘approved in full’.

Motion #95-22

Carried

15 **LOCALLY DEVELOPED COURSES**

15.01 Locally Developed Courses

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

John de Jong (Brooks) moved:

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

Learning Strategies (2022) (15-3; 25-3 & 35-3) LDC1209 / 2244 / 3244 acquired from The Calgary Roman Catholic Separate School Division and is authorized from September 1, 2022 to August 31, 2026.

Motion #96-22

Carried

16 **NEW BUSINESS**

16.01 Review of Annual Board
Meeting Plan

The Annual Board Meeting Plan for 2022-2023 was reviewed with no changes noted.

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 next month’s Board meeting agenda to Chair Keenan (Foothills County).

18 **CLOSING**

18.01 Closing Liturgy

Trustee Salm (Strathmore) led the group in the Closing Liturgy.

18.02 Adjournment

Michelle Rude-Volk (Oyen) moved:

that the meeting be adjourned. The meeting adjourned at 2:01 p.m.

Motion #97-22

Carried

SIGNATURE OF CHAIR:

SIGNATURE OF ASSOCIATE SUPERINTENDENT,
CORPORATE SERVICES:
