

MINUTES OF THE REGULAR BOARD MEETING

Held in Person and Via Zoom on Thursday, May 27, 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

- 1.01 Call to Order Chair Schreiber (Okotoks) was absent from the beginning of the meeting. Therefore, Vice Chair Keenan (Foothills County) called the meeting to order at 10:00 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 Vice Chair Keenan (Foothills County) led the Board in reciting the Board Prayer, the Vocations Prayer, and stated the Vision of the Board. Vice Chair Keenan (Foothills County) 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 Vice Chair Keenan (Foothills County) recited a land acknowledgement that the Board meeting is taking place on Treaty 7 land as follows:
- “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.”
- 1.05 Lectio Divina – Gospel of Matthew Trustee Chung (Drumheller) read the Gospel of Matthew for the upcoming Sunday and invited silent reflection on the scripture. Participants identified meaningful phrases and discussed the Gospel’s message in detail.
- 1.06 Additions/Deletions to the Agenda Chair Schreiber (Okotoks) joined the Board meeting shortly after 10:00 a.m. and asked if there were any additions or deletions to the proposed Board agenda. Trustee de Jong (Brooks) requested the addition of Catholic Education Sunday Funds under Business Arising, as Item No. 2.02. The Board voted on the proposed addition.

John de Jong (Brooks) moved:

that the addition of Catholic Education Sunday Funds under Business Arising, as Item No. 2.02, be approved.

Motion #73-21

Carried

1.07	Approval of the Agenda	Joanne Van Donzel (High River) moved: that the agenda be adopted as amended. Motion #74-21 Carried
1.08	Adoption of Regular Board Minutes April 22, 2021	The minutes of the Regular Board Meeting held on April 22, 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 April 22, 2021, be adopted as presented. Motion #75-21 Carried
1.09	Adoption of Special Board Minutes April 28, 2021	The minutes of the Special Board Meeting held on April 28, 2021, were reviewed by the Board, and recommended for adoption as presented. Michelle Rude-Volk (Oyen) moved: that the Minutes of the Special Board Meeting dated April 28, 2021, be adopted as presented. Motion #76-21 Carried
1.10	Adoption of Special Board Minutes April 29, 2021	The minutes of the Special Board Meeting held on April 29, 2021, were reviewed by the Board, and recommended for adoption as presented. John de Jong (Brooks) moved: that the Minutes of the Special Board Meeting dated April 29, 2021, be adopted as presented. Motion #77-21 Carried
2	BUSINESS ARISING	
2.01	Staggered Entry	Superintendent Morrison stated that Ward meeting consultations in March, April, and May revealed that each Ward supported a staggered entry. Ron Schreiber (Okotoks) moved: that the Board approve staggered entry for the start of the 2021-2022 school year. Motion #78-21 Carried
2.02	Catholic Education Sunday Funds	Trustee de Jong (Brooks) stated that Father Marino from St. Mary's Parish asked him to express his heartfelt thanks to the Board for the cheque from Catholic Education Sunday funds.
3	FOUR-YEAR EDUCATION PLAN UPDATE	
3.01	Four-Year Education Plan Review and Approval	Superintendent Morrison reviewed CTR Catholic's Four-Year Education Plan with the Board stating that CTR Catholic's three main priorities are faith, academic excellence, and healthy schools. Secondary priorities are new curriculum, stakeholder engagement, and transition to post-secondary. Superintendent Morrison reviewed all domains of the plan with trustees: Student Growth and Achievement, First Nations, Métis, and Inuit Student Growth and Achievement, Teaching and Leading, Learning Supports, Governance and Faith, highlighting CTR Catholic's new and current strategies as they pertain to the domain. The plan can be viewed here.

Trustee discussion included the approximate number of self-identified First Nations, Métis, and Inuit students in CTR Catholic, parents being advised by principals of the rigorous teacher evaluation process at school council meetings, and trauma informed practices.

John de Jong (Brooks) moved:

that the 2021-2025 Four-Year Education Plan be approved as presented.

Motion #79-21

Carried

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CORRESPONDENCE

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| 4.01 | Letter from Alberta Education | Presented as an information item. |
| 4.02 | Acceptance of Correspondence | Chair Schreiber (Okotoks) presented the correspondence item, which was viewed by Board members. |

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REPORTS FROM WARD COMMITTEES

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| 5.01 | Trustees to Identify One Ward Highlight to Feature in Board Highlights | Chair Schreiber (Okotoks) reminded trustees to identify one pillar highlight from the presented Ward meeting for the May Board Highlights. |
| 5.02 | Canmore Ward Committee May 4, 2021 | <p>Trustee Domingo (Canmore) had to leave the Board meeting at 11:00 a.m. therefore Superintendent Morrison highlighted the following from CTR Catholic's four pillars, as they pertained to the Canmore Ward Committee meeting:</p> <p>Faith: Our Lady of the Snows Catholic Academy continues with many faith events, primarily using live streaming.</p> <p>Learning: Our Lady of the Snows Catholic Academy is increasing the amount of reading intervention for very young students next year. Early Reading Intervention is one of the few "silver bullet" methods in education. The school is also enhancing junior high intervention options.</p> <p>Safe and Caring: The School Council developed Movie Night goody bags for teachers as a part of staff appreciation week.</p> <p>Stewardship: Our Lady of the Snows Catholic Academy formed a Sustainability Club that, among other things, has introduced composting. In loose alignment with the Sustainability Club, the iGem team produced a video about the impact of events requiring air and other forms of travel that impact our environment. The iGem group (aligned with the Sustainability Club) developed an app called CO2 Easy that allows people to track their environmental emissions when planning events.</p> |

Ron Schreiber (Okotoks) moved:

that the Minutes of the Canmore Ward Committee meeting held May 4, 2021, be approved as presented.

Motion #80-21

Carried

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| 5.03 | Assumption Ward Committee May 12, 2021 | <p>Trustee Rude-Volk (Oyen) highlighted the following from CTR Catholic's four pillars, as they pertained to the Assumption Ward Committee meeting:</p> <p>Faith: There are several student and families considering baptismal preparation programs, which Father is willing to support.</p> <p>Learning: One of Assumption School's teachers has signed up for a struggling readers seminar, as there is a concern with some grade ones not reading yet.</p> <p>Safe and Caring: One teacher does a Grade 4, 5, and 6 student leadership program where they do things such as voting for positions, creating a social committee, and doing good works.</p> |
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Stewardship: The transportation review was very positive. Michelle Rude-Volk attended a meeting with the local MLA and other trustees. The group suggested that the Ministry slow down on curriculum.

Michelle Rude-Volk (Oyen) moved:

that the Minutes of the Assumption Ward Committee meeting held May 12, 2021, be approved as presented.

Motion #81-21

Carried

5.04 Strathmore Ward Committee May 19, 2021

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

Faith: Sacred Heart Academy's Grade one and two teachers are trained in the use of the *Fully Alive* resource. The teachers love the resource. Holy Cross Collegiate has really appreciated the new chapel. Students, staff, and the parish priests are using it frequently.

Learning: Sacred Heart Academy's Division One teachers prepared hard copy support packages for students and this made the transition to online easier for students.

Safe and Caring: Sacred Heart Academy held their Spring Concert online and will be holding their annual talent show online as well. Many divisions and schools are canceling events due to COVID and it is reassuring to see Sacred Heart Academy keep their standards high. Holy Cross Collegiate is making an intentional effort to reach out to disconnected students during this stint of at-home learning.

Stewardship: The Sacred Heart Academy School Council has nine standing committees, and this really increases engagement and distributes responsibility. Both schools have loaned out a lot more Chrome Books during this stint of online learning.

Harry Salm (Strathmore) moved:

that the Minutes of the Strathmore Ward Committee meeting held May 19, 2021, be approved as presented.

Motion #82-21

Carried

5.05 Drumheller Ward Committee May 20, 2021

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

Faith: The School Council begins each meeting with a reading from *Rediscover Jesus* and have explicit faith formation activities that are relatively rare and unique to Christ the Redeemer Catholic Schools.

Learning: St. Anthony's School is appreciative of Christ the Redeemer Catholic Schools focus on supporting mental health and they are appointing a staff member to act as a team leader.

Safe and Caring: Staff and students wrote Easter letters to residents in continuing care facilities as part of the school's Faith Days service project.

Stewardship: St. Anthony's School has used Zoom and other technologies to continue normal school activities such as teaching the full curriculum, live streaming, Masses, liturgies, awards ceremonies, School Council meetings, and parent teacher interviews.

Mark Chung (Drumheller) moved:

that the Minutes of the Drumheller Ward Committee meeting held May 20, 2021, be approved as presented.

Motion #83-21

Carried

- 5.06 Trustees Identify Ward Statement for Board Highlights It was the will of the Board to highlight that there is explicit faith formation occurring at school council meetings in the May Board Highlights.

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BOARD STANDING COMMITTEES – Committee of the Whole and Audit

- 6.01 Committee of the Whole April 22, 2021 Chair Schreiber (Okotoks) presented the minutes from the Committee of the Whole meeting held on April 22, 2021.

Andrea Keenan (Foothills County) moved:

that the minutes of the Committee of the Whole meeting dated April 22, 2021, be approved as presented.

Motion #84-21

Carried

- 6.02 Audit Committee May 18, 2021 Trustee Chung (Drumheller) presented the minutes from the Audit Committee meeting held on May 18, 2021. Trustee Salm (Strathmore) commended Director of Corporate Services Katelyn Nickel for her budget document.

Mark Chung (Drumheller) moved:

that the minutes of the Audit Committee meeting dated May 18, 2021, be approved as presented.

Motion #85-21

Carried

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TRUSTEES

- 7.01 Upcoming Trustee Events Presented as an information item.

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ALBERTA CATHOLIC SCHOOLS TRUSTEES' ASSOCIATION

- 8.01 ACSTA Directors' Meeting Update Trustee de Jong (Brooks) reported that they met on May 20th and highlighted the following:
- A motion was passed accepting ACSTA's audited financial statements for the year ending 2020. There was an increase in reserves due to the elimination of one position in the office, reduced travel costs due to COVID restrictions, and the implementation of a new accounting system.
 - A motion was passed to explore retaining the auditing services of the Metrix Group for a three-to-five-year term. There will be no fee increases for school divisions for 2021 due to significant reserves. The auditor advised financial caution considering COVID and future funding.
 - A motion was defeated to have the ACSTA President and Executive Director attend the PSBAA AGM in June.
 - A motion was passed to accept the Resolutions Committee and Terms of Reference Committee
 - A motion was passed to accept the ACSTA members' 2022 calendar.
 - MCI (Mission Collaborative Initiative) membership includes Alberta Bishops, Superintendents, Presidents from Catholic post secondary institutions, executive branches of Covenant Health, Covenant Care, Covenant Living, ACSTA Executive Director, and GrACE Executive Director. Their purpose is where the spiritual leaders of the Church and the organizations delivering services in the Church's name are aligned and working collaboratively with each other on broad issues of importance, and proactively seeking opportunities to raise the profile of the Church perspective on deeper issues in public discourse.
 - The Restructure Committee will make a recommendation presentation to the Board at a Special Meeting on May 27th.

- The combined SPICE/BUEPRINTS conferences were very successful with 329 participants. Several Alberta CWL members expressed their gratitude regarding the quality of this event. CTR Catholic's Board Chair, Ron Schreiber, was one of several individuals recognized for outstanding long-term service to Catholic education in Alberta.
- A report from CCSSA indicated that due to the increased need for curriculum rewrite assurance requirements, CCSSA has employed Stacey McNeil in a full-time capacity.
- The GrACE Executive Director gave an excellent presentation on the importance of the organization and the critical importance of its need to remain as a vibrant entity working collaboratively with parish communities, clergy, and schools to promote and preserve Catholic education in Alberta. –
- The ACSTA President reported on a high-level meeting with the Education Minister and several others including senior ACSTA, clergy, and legal advisors regarding Bill 51. There was an excellent response and positive results.
- The ACSTA Advocacy Director reported on the probable positive response from the federal government regarding summer student employment criteria, election tool kits for the upcoming municipal fall elections, and the development of question areas for MLA's/trustees regarding Catholic education.

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ALBERTA SCHOOL BOARDS ASSOCIATION

9.01 ASBA Zone 5 Report

Chair Schreiber (Okotoks) stated that they met on May 7th and highlighted the following:

- In Ron Taylor's Alberta Education report, he discussed what the government wants to see in school division's Four-Year Education plans. Discussion on curriculum feedback and how will it be relayed took place. Trustees want data to be included when schools are closed.
- The second languages caucus presented a survey.
- They discussed the budget and the possibility of decreasing fees next year. Feedback was requested on if this would be valuable to Boards. Discussion followed and it was the will of the Board to maintain status quo on fees.
- President Lorrie Jess reported that ASBA respects local autonomy regarding curriculum pilots. There is an emergent resolution at the SGM to delay new curriculum.
- Bill 55 has been completed in legislature and still maintains Board relevance in legislation.
- ASBA is trying to make new trustee resources publicly accessible.
- Alyssa Kopec from St. Joseph's Collegiate represented CTR Catholic very well at the Edwin Parr Awards on May 20th.
- Maurice Fritz presented a session on lobbying MLAs, which is all about building relationships.
- Gave an update on TEBA stating that arbitration of remaining items will occur in June.

Trustee Rude-Volk (Oyen) reported on the multi-board meeting she attended with MLA Nate Horner where they discussed MELT, the new funding model, the government's assistance with insurance premiums, different aspects of COVID, and slowing down the roll out of the new curriculum.

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NOON PRAYER AND GRACE

10.01	Noon Prayer and Grace	Associate Superintendent Kilcommons led the group in the Noon Prayer and Grace. Trustee de Jong (Brooks) left the Board meeting for a prior commitment.
11	AFTERNOON OPENING PRAYER	
10.01	Afternoon Opening Prayer	Trustee Van Donzel (High River) led the group in the Afternoon Opening Prayer.
12	DIVISION	
12.01	Trustees to Identify One Board Highlight Feature Per Superintendent Report	Chair Schreiber (Okotoks) reminded trustees to identify one feature per Superintendent report for May Board Highlights.
12.02	Superintendents' Reports	Associate Superintendent Moss reported on the following: • Gave an update on COVID in CTR Catholic's schools as of May 20, 2021. • Feedback from the Spring Council of Councils Meeting held recently. • The summer work teachers and administrators will be doing to develop math curriculum support documents. • CTR Catholic's divisional teams for the upcoming school year. • Important upcoming dates. Discussion on how many hours per day teachers/administrators will be working for summer math curriculum support documents – 8-hour days for 10 days; CTR Catholic has applied for government funding for curriculum work; the focus of August PD will be on Year Two of CTR Catholic's Faith theme and mental health wellness; and a conflict with the election and the Bishop's annual luncheon. It was the will of the Board to highlight math curriculum summer work from Associate Superintendent Moss' report in their May Board Highlights. Associate Superintendent Behm reported on the following: • Statistics of confirmed families that have registered for full time kindergarten in CTR Catholic's elementary schools. • A staffing update in relation to recruitment and retention of internal candidates. • Newly initiated technology security in the division. • Board and teacher agenda topics for the upcoming Liaison Committee Meeting. It was the will of the Board to highlight full-time kindergarten from Associate Superintendent Behm's report in their May Board Highlights. Associate Superintendent Kilcommons reported on the following: • Regarding Alberta Risk Managed Insurance Consortium (ARMIC), they are pursuing underwriters, preparing consent forms, focussing on reducing lawyer dependence, and reconciling with previous insurance consortium ASBIE. • Review of communities that CTR Catholic is pursuing potential future school site designations with. • Update on the Teacher's Employer Bargaining Association (TEBA). • Review of the provincial modular classroom announcement. • Regarding the school 'wish lists' from Ward CTR Catholic can accommodate a lot of the requests, but there are some time and scope issues for before the end of this school year. • Gave an update on the remediation of St. Anthony's School parking lot remediation.

Trustees were interested in the costs for the Ward wish list items which have no estimated cost yet, but schools are all in a good financial position and can incorporate the costs into their operating budgets.

It was the will of the Board to highlight Ward wish lists from Associate Superintendent Kilcommons' report in their May Board Highlights.

Superintendent Morrison reported on the following:

- They have tentatively booked the Bishop to bless the new Catholic Education Centre/St. Luke's Outreach on September 2nd, at 2:00 p.m. Invitations will be forwarded to the trustees for this event.
- Schools are expected to have their Four-Year Education Plans completed by September 30th.
- The results of administered literacy tests in the division will be important so we can ascertain if more support will be needed or if we will do a promotion of good results.
- Schools will be asked to consider an influencers strategy as a good way to engage the public and market their schools.
- The best way to have graduations will be during the day based on current regulations as students would be in classroom cohorts at that time. With the recent announcement on upcoming changes by the government, school plans are continually revised.
- Marketing of The Centre for Learning@HOME for enrolment retention purposes includes a marquee music program with synchronous playing in band and choral together, subscription to high quality education websites, and the formation of a school council. All will be marketed within the next few weeks after which enrolment will be tracked.

It was the will of the Board to highlight The Centre for Learning@HOME's marketing and retention efforts from Superintendent Morrison's report in their May Board Highlights.

12.03 Presentation and Approval of Budget

Associate Superintendent Kilcommons presented the budget for 2021-2022 and highlighted the following: funding model changes; budget highlights, plans, and assumptions; 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; Three-Year Capital Plan; and future considerations.

Joanne Van Donzel (High River) moved:

that the Board approves the budget for the year ending August 31, 2022, as presented.

Motion #86-21

Carried

13 INTERNATIONAL FIELD TRIPS

13.01 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 LOCALLY DEVELOPED COURSES

14.01 Renewal of Locally Developed Courses – Chemistry (Advanced), Design Thinking for Innovation, Expanded Core Curriculum for Students with Visual Impairments, Film and Media Art, Instrument Jazz, Musical Theatre

Associate Superintendent Moss presented the renewal of Chemistry (Advanced), Design Thinking for Innovation, Expanded Core Curriculum for Students with Visual Impairments, Film and Media Art, Instrument Jazz, Musical Theatre Performance, Workplace Essential Skills, Forensic Studies, and Religions of the World for approval.

Harry Salm (Strathmore) moved:

Performance, Workplace Essential Skills, Forensic Studies, and Religions of the World

that on May 27, 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.

Chemistry (Advanced) (2018) (35-3) acquired from The Calgary School Division and is authorized from September 1, 2021, to August 31, 2022.

Design Thinking for Innovation (2021) (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.

Expanded Core Curriculum for Students with Visual Impairments (15-3; 15-5, and 25-3) acquired from The Calgary School Division and is authorized from September 1, 2021, to August 31, 2025.

Film and Media Art (2021) (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.

Instrument Jazz (2021) (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.

Musical Theatre Performance (2021) (15-5; 25-5, and 35-5) acquired from The Calgary School Division and is authorized from September 1, 2021, to August 31, 2025.

Workplace Essential Skills (2021) (25-5 and 35-5) acquired from The Edmonton School Division and is authorized from September 1, 2021, to August 31, 2025.

Forensic Studies (2021) (25-3, 35-3, and 35-5) acquired from The Pembina Hills School Division and is authorized from September 1, 2021, to August 31, 2025.

Religions of the World (2021) (35-3 and 35-5) acquired from The Edmonton Catholic Separate School Division and is authorized from September 1, 2021, to August 31, 2025.

Motion #87-21

Carried

14.02 Extension of Locally Developed Courses – Musical Theatre and Film Appreciation

Associate Superintendent Moss presented the extension of Musical Theatre and Film Appreciation for approval.

Mark Chung (Drumheller) moved:

that on May 27, 2021, The Christ the Redeemer Catholic Separate School Division authorizes the following locally developed courses for use in high schools within the jurisdiction. The Board authorizes the learning resources as per the course outline. These courses were automatically granted a one-year extension by Alberta Education from September 1, 2021, to August 31, 2022.

Musical Theatre (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, 2022.

Film Appreciation (15-3, 25-3, and 25-5) acquired from The Wild Rose School Division and is authorized from September 1, 2021, to August 31, 2022.

Motion #88-21

Carried

- 15 NEW BUSINESS**
15.01 New Business There was no new business brought forward for discussion.
- 16 BOARD HIGHLIGHTS**
16.01 Board Highlights Items The Board discussed pertinent information they wished administration to include in Board Highlights coming out of the May Board meeting.
- 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 Schreiber (Okotoks). Trustee Van Donzel (High River) requested time during the ASBA Zone 5 Report to present on French immersion programming and the Zones Language Reps Committee Impact Report.
- 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 3:30 p.m.
Motion #89-21

Carried

SIGNATURE OF CHAIR:

SIGNATURE OF ASSOCIATE SUPERINTENDENT,
CORPORATE SERVICES:
