



HOLY SPIRIT CATHOLIC SCHOOL DIVISION BOARD MEETING BRIEFS

*Christ-centered
learning communities
where students
are cherished
and achieve
their potential.*

BOARD OF TRUSTEES

Board Chair
Carmen Mombourquette

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Trustee
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Cheralan O'Donnell

Trustee
Bob Spitzig

EXECUTIVE TEAM

Superintendent
Ken Sampson

Deputy Superintendent
Michelle MacKinnon

Secretary-Treasurer
Lisa Palmarin



ACTION ITEMS

Transfers: Operating and Capital Reserves

Before the 2022/2023 Audited Financial Statements could be approved, the following transfers were ratified:

- \$163,775 from the instruction operating reserve to fund Board funded capital additions.
- \$689,148 from the Instruction capital reserve to fund Board funded capital additions. .
- \$980 from the Operations & Maintenance operating reserve to fund Board funded capital additions. .
- \$186,970 to the Operations & Maintenance capital reserve for the reduction of previously funded capital additions.
- \$5,874 from Restricted Operating Reserves for Board and System Administration to unrestricted surplus.
- \$258,130 from Restricted Operating Reserves for Transportation to unrestricted surplus.
- \$112,467 from Restricted Operating Reserves for Operations and Maintenance to unrestricted surplus.
- \$524,520 from Restricted Operating Reserves for Instruction to unrestricted surplus.
- \$127,473 from unrestricted surplus to Restricted Operating Reserves for School Generated Funds.
- \$748,726 from the Restricted Operating Reserves for Transportation to Restricted Operating Reserves for Instruction.
- \$200,000 from unrestricted surplus to Restricted Capital Reserves for Instruction.
- \$100,000 from unrestricted surplus to Restricted Capital Reserves for Operations and Maintenance.
- \$80,000 from unrestricted surplus to Restricted Capital Reserves for Board and System Administration.

Audited Financial Statements 2022/2023

The Auditor issued a clear opinion of the division's Audited Financial Statements for the 2022/2023 Fiscal Year. The Board approved the statements and directed that they be placed on the division website.

2022/2023 AEAR

The Board approved the 2022/2023 Annual Education Assurance Report (AEAR), which will be placed on the division website.

International Student Fees 2024/2025

The Board reviewed and approved the International Student Fee Schedule for the 2024/2025 school year.

ACTION ITEMS (CONTINUED)

TBAC Meeting Agenda

The following items were added to the agenda for the Thursday, December 14, 2023 meeting for the Teacher / Board Advisory Committee (TBAC):

- Substitute Teacher Booking System
- Draft Calendar for 2024/2025

December 20th Board Meeting Time Change

The Board has approved to change the time of the December 20, 2023 Regular Board of Trustee Meeting to begin at 3:00 p.m.

Locally Developed Courses

The Board reviewed and approved a locally developed course for use within Holy Spirit Catholic School Division.

ASBA Representation

Trustee Cheralan O'Donnell was elected Zone 6 ASBA representative and Trustee Tricia Doherty as alternate as Trustee Roisin Gibb has assumed the role of Zone 6 ASBA Chair.

INFORMATION ITEMS

ATA Invitation to Advent Liturgy and Dinner

The Board received an invitation from the local ATA to attend their annual Advent Liturgy and Dinner on December 12, 2023.

Correspondence from Minister Williams

The Board received as information correspondence from Minister of Mental Health and Addiction Dan Williams a response to the division's request to make the Mental Health Pilot Project permanent funding.

Alberta Education Assurance Measures

The division's AEAM Summary Report for Fall 2023 was provided for Board information.

Prime Minister's Teaching Excellence Awards

The Board reviewed the nomination material for the 2024 Prime Minister's Awards for Teaching Excellence in all disciplines, STEM and Early Childhood Education.

Holy Spirit Christmas Event Schedule

The Board was presented with the schedule of Christmas events occurring in Holy Spirit Schools.

REPORTS

The following were received as information items:

Board Reports:

- Board Chair
- ASBA
- Audit Committee
- GrACE
- ACSTA
- PCCELC

Advocacy Reports:

Trustees provided a report detailing the activities they have been engaged in over the past month.

Administrative Reports:

- Superintendent
- Deputy Superintendent
- Secretary Treasurer
- Director of Learning
- Director of Religious Education
- Director of Support Services
- First Nations, Métis and Inuit Education

POLICY REVIEW

Policy 8: Policy Making and Policy 9: Role of the Superintendent were reviewed and it was determined that no changes were needed.

Policy 18A: Trustee Compensation, Allowances and Reimbursement Rates was amended to reflect a six (6) percent increase in Trustee compensation.

PRESENTATIONS

Director of Religious Education Aaron Skretting introduced the NET Canada team to the Board of Trustees. NET is an organization focused on sending teams of young adults to share their faith in schools and churches so youth are transformed and reengaged in their Catholic faith and are based in Lethbridge until May 2024.

HOLY SPIRIT STARS

Congratulations to the following students and staff:

Lily Ehler (Father Leonard Van Tighem School) - Nominated for the Dedicated and Hard-Working Student Program for her many hours of volunteering to help with the school's athletic program and her positive disposition.

Lance Rosen (Teacher at Catholic Central High School) - Celebrated by a student's family for his commitment to providing an innovative, engaging and highly skilled welding program.

Izzy Gordon-King (Catholic Central High School) - Nominated for the Dedicated and Hard-Working Student Program for her commitment to excellence, her creativity and amazing work ethic.

Lincoln Feyter (St. Patrick Fine Arts Elementary School) - Selected as a winner of the 2023 Lethbridge Public Library "Design a Library Card" Contest.

Michael Cross Child (Father Leonard Van Tighem School) - Nominated for the Dedicated and Hard-Working Student Program for his excellent manners and eagerness to learn.

The following students from St. Mary's School, Taber on St. Mary's School Junior Varsity girls' volleyball team became league champions after winning the County of Lethbridge Junior High Athletic Association (COLJHAA) championship.

Madalynn Kuryvial	Elizabeth Ostrop
Payten Waldner	Charley Fletcher
Payton Haynes-Peters	Lillie Northcott
Baeley Broadaway-Brogan	Jaela Elliot
Eloise DeJong	Mya Nielsen
Regan Meier	
Coaches:	Edan Meier Krislin Meier

BOARD PRIORITIES

Strengthening Our Catholic Faith

- We foster a Catholic worldview of reflection, service and sacramentality.
- Our staff and students demonstrate knowledge of faith and commit to faith development.
- We create Communities of Accompaniment in our schools and school division.

"In the same way, let your light shine before others, so that they may see your good works and give glory to your Father in heaven." (Matthew 5:16)

Living Truth and Reconciliation

- Our First Nations, Métis and Inuit students will continue to see increasing success rates.
- We foster reconciliation through listening, accompaniment and recognition of the ongoing impacts of the past.
- We will deepen our understanding of our collective responsibilities as Treaty People.

"These are the things that you shall do: Speak the truth to one another, render in your gates judgments that are true and make for peace." (Zechariah 8:16)

Belonging In Our Diverse Community

- We will assist students in navigating various pathways of support.
- We provide programming and support for student and staff well-being.
- We celebrate and respect all cultures and ethnicities in our schools.

"For surely I know the plans I have for you, says the Lord, plans for your welfare and not for harm, to give you a future with hope." (Jeremiah 29:11)

Learning through Quality Teaching

- We prepare students for career pathways.
- All students demonstrate growth in literacy and numeracy.
- Schools reflect collaborative teaching and learning environments.

"May my teaching drop like the rain, my speech condense like the dew; like gentle rain on grass, like showers on new growth." (Deuteronomy 32:2)

