

		<p>MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE HOLY SPIRIT ROMAN CATHOLIC SEPARATE SCHOOL DIVISION, HELD AT THE ST. BASIL CATHOLIC EDUCATION CENTRE ON WEDNESDAY, OCTOBER 25, 2023, COMMENCING AT 6:04 P.M.</p>
	<p style="text-align: center;">Present</p>	<p>BOARD Board Chair Carmen Mombourquette Vice Chair Tom Machacek Trustee Frances Cote Trustee Tricia Doherty Trustee Blake Dolan Trustee Linda Ellefson Trustee Roisin Gibb Trustee Cheralan O'Donnell Trustee Bob Spitzig</p> <p>ADMINISTRATION Superintendent of Schools Ken Sampson Recording Secretary Rhonda Kawa</p>
<p>CALL TO ORDER OPENING PRAYER</p>		<p>Regrets</p> <p>Deputy Superintendent Michelle MacKinnon Secretary-Treasurer Lisa Palmarin</p> <p>Board Chair Carmen Mombourquette called the October 25, 2023 Regular Board Meeting to order at 6:04 p.m. He acknowledged that the land on which we stand is the traditional territories of the Blackfoot Nations and the people of the Treaty 7 region in southern Alberta. Trustee Thomas Machacek led the board in reciting the opening prayer provided by St. Patrick School, Taber.</p>
<p>Approval of Agenda</p>	<p>10424/1023 Linda Ellefson</p>	<p>M/C That the agenda for the October 25, 2023 Board Meeting be approved, as amended.</p> <p>The following item was added to the agenda:</p> <p style="padding-left: 40px;">a) B.7 School Council, Bow Island</p>
<p>Previous Minutes</p>	<p>10425/1023 Bob Spitzig</p>	<p>M/C That the minutes of the September 27, 2023 Regular Meeting of the Board be approved, as presented.</p>
<p>Business Arising from the Minutes</p>		<p>There was no business arising from the minutes.</p>
<p>ACTION ITEMS</p>		
<p>Catholic Education Sunday Schedule</p>	<p>B.1</p>	<p>Each Trustee agreed to bring a brief message to all Masses taking place within our parishes over the November 4-5, 2023 weekend to celebrate Catholic Education Sunday.</p>
	<p>10426/1023 Roisin Gibb</p>	<p>M/C That the Board of Trustees provide a message in all local parishes and at all Masses celebrating Catholic Education Sunday.</p>
<p>Voluntary Teacher Retirement Opportunity</p>	<p>B.2</p>	<p>The Board of Trustees determined that it would offer a voluntary retirement program for teachers planning on retiring at the end of the school year. This allows division office to plan for future staffing requirements for pending retirements, while providing staff members with a chance to simultaneously draw from their pension and receive their regular salary.</p>
	<p>10427/1023 Tricia Doherty</p>	<p>M/C That the Board of Trustees of the Holy Spirit Catholic School Division makes the following offer to its teachers:</p> <p style="padding-left: 40px;"><i>Any eligible teacher who, by December 15, 2023, submits his/her notice of retirement, effective January 31, 2024, will be offered a temporary teaching contract beginning February 1, 2024 until June 30, 2024.</i></p>

<p>Voluntary Support Staff Retirement Opportunity</p>	<p>B.3</p>	<p>The Board of Trustees determined that it would offer a voluntary retirement program for support staff planning on retiring at the end of the school year. This allows division office to plan for future staffing requirements for pending retirements, while providing staff members with a chance to simultaneously draw from their pension and receive their regular wages.</p>
<p>10428/1023 Tricia Doherty</p>	<p>M/C</p>	<p>That the Board of Trustees of the Holy Spirit Catholic School Division makes the following offer to its CUPE 290, CUPE 1825, and non-union employees:</p> <p><i>Any eligible member of the Local Authorities Pension Plan (LAPP) who, by December 15, 2023, submits his/her notice of retirement, effective January 31, 2024, will be offered a temporary contract of employment for February 1, 2024 until the June 2024 end date for the eligible member's position.</i></p>
<p>Council of School Council Chairs Meeting Agenda</p>	<p>B.4</p>	<p>The Board of Trustees first meeting for the 2023/2024 school year with the School Council Chairs is scheduled for November 27, 2023. The Board discussed and set the agenda to include a workshop facilitated by the Alberta School Councils' Association (ASCA). Therefore, the date of the meeting may change depending on ASCA availability.</p>
<p>10429/1023 Roisin Gibb</p>	<p>M/C</p>	<p>That the Board of Trustees places the following on the Council of School Council Chairs Meeting agenda with the date of the workshop to be determined:</p> <ul style="list-style-type: none"> • The School Council - Trustee Relationship Workshop
<p>St. Catherine School, Picture Butte Playground Request</p>	<p>B.5</p>	<p>The Board reviewed St. Catherine School, Picture Butte request for approval to install an additional swing set on the south side of the school's playground area. The St. Catherine Home and School Association have agreed to provided the monies necessary to fund the project.</p>
<p>10430/1023 Cheralan O'Donnell</p>	<p>M/C</p>	<p>That the Board of Trustees approves the proposal by the school community of St. Catherine School, Picture Butte to install additional swings and gravel surfacing to the school playground that will conform to current Canadian safety standards;</p> <p>AND FURTHER, that all funding will come from donations, grants and fundraising and that there will be no cost to the Holy Spirit Catholic School Division for this project.</p>
<p>ATA Negotiating Committee</p>	<p>B.6</p>	<p>In compliance with <i>Policy 7: Board Committees and Board Representation</i>, the ATA Negotiating Committee is to have three (3) trustee representatives. Trustee Roisin Gibb has stated that she is unable to continue to serve on the committee due to scheduling conflicts.</p>
<p>10431/1023 Linda Ellefson</p>	<p>M/C</p>	<p>That the Board of Trustees proceeds to appoint Trustee Blake Dolan to the ATA Negotiating Committee as a replacement for Trustee Roisin Gibb, as outlined in Policy 7: Board Committees and Board Representation.</p>
<p>Bow Island School Council</p>	<p>B.7</p>	<p>As per Policy 19: Conflict of Interest and Nepotism, Clause 16: Employees are not permitted to sit on the executive of a School Council where they work. Because St. Michael's School, Bow Island School Council is limited on the number of parents that are willing to serve on School Council, they are requesting an exception be made in their case.</p>
<p>10432/1023 Tom Machacek</p>	<p>M/C</p>	<p>That the Board of Trustees allow Sara Weatherhead, a Holy Spirit Catholic School Division employee, to sit on the executive of the school council of St. Michael's School, Bow Island;</p> <p>AND FURTHER, that she not be granted any signing authority.</p>
<p><u>POLICY REVIEW</u> Policy 7: Board Committees and Board Representation</p>	<p>C.1</p>	<p>The Board reviewed <i>Policy 7: Board Committees and Board Representation</i>, and associated appendices and determined that no changes were required at this time.</p>

<p>Policy 17: Awards</p>	<p>10433/1023 Tricia Doherty</p> <p>C.2</p>	<p>M/C That the Board of Trustees accepts <i>Policy 7: Board Committees and Board Representation</i> and associated appendices, as presented.</p> <p>The Board reviewed <i>Policy 17: Awards</i> and determined that changes were required at this time as per the recommendations of the Policy 17: Awards Committee report. The committee met to discuss the Long Service and Retirement celebrations and the way years of service is calculated.</p>
<p>Policy 18: Board Governance and Operations</p>	<p>10434/1023 Tricia Doherty</p> <p>C.3</p>	<p>M/C That the Board of Trustees accepts <i>Policy 17: Awards</i>, as amended.</p> <p>The Board reviewed <i>Policy 18: Board Governance and Operations</i>, and all associated appendices and determined that no changes were required at this time.</p>
<p>ADMINISTRATIVE REPORTS Superintendent's Report</p>	<p>10435/1023 Tricia Doherty</p> <p>D.1</p>	<p>M/C That the Board of Trustees accepts <i>Policy 18: Board Governance and Operations</i>, and all associated appendices, as presented.</p> <p>The Board reviewed the Superintendent's October 25, 2023 Report.</p>
<p>Deputy Superintendent's Report</p>	<p>10436/1023 Roisin Gibb</p> <p>D.2</p>	<p>M/C That the Board of Trustees receives and files the Superintendent, and Deputy Superintendent Reports for October 25, 2023.</p> <p>The Board received the Deputy Superintendent's October 25, 2023 Report.</p>
<p>BOARD REPORTS Board Chair's Report</p>	<p>E.1</p>	<p>The Board Chair provided a report detailing recent correspondence, planning and events, and activities.</p>
<p>ACSTA Report</p>	<p>10437/1023 Linda Ellefson</p> <p>E.2</p>	<p>M/C That the Board of Trustees receives and files the Board Chair, ACSTA, ASBA, GrACE, Joint City / School Boards, and Economic Development Committee Reports for October 25, 2023.</p> <p>Trustee Linda Ellefson, Board representative to the ACSTA, provided a report to the Board regarding recent business, events, and activities.</p>
<p>ASBA Report</p>	<p>E.3</p>	<p>Trustee Roisin Gibb and Cheralan O'Donnell, Board representatives to the ASBA, provided a report to the Board regarding recent business, events, and activities.</p>
<p>GrACE Report</p>	<p>E.4</p>	<p>Trustees Tricia Doherty and Linda Ellefson, Board representatives to the GrACE committee, provided a report to the Board regarding recent business, events, and activities.</p>
<p>Joint City / School Boards Report</p>	<p>E.5</p>	<p>Trustees Roisin Gibb and Tricia Doherty, Board representatives to the Joint City / School Boards committee, provided a report to the Board regarding recent business, events, and activities.</p>
<p>Economic Development Report</p>	<p>E.6</p>	<p>Trustee Tricia Doherty, Board representative to Economic Development Committee, provided a report to the Board regarding recent business, events, and activities. Trustee Doherty officially starts her term on the committee in March, as we are sharing a spot on the committee with Lethbridge School Division. However, both Boards firmly believe that there is value in each Board having a seat on the committee and recommends the Board advocate to have a permanent voice on the committee for both school divisions.</p>
	<p>10438/1023 Roisin Gibb</p>	<p>M/C That the Board of Trustees advocate for having two (2) committee positions, one for each school division, Holy Spirit Catholic School Division and Lethbridge School Division, as permanent members on the Economic Development Committee.</p>

ADVOCACY

**Meeting with MLA
Shannon Phillips**

F.1 On October 6, 2023 the Board met with MLA Shannon Phillips to discuss matters of mutual interest.

**Individual Trustee
Advocacy**

F.2 Each Trustee provided an update about the activities they have been engaged in to advocate for the Board and school division over the past month.

**10439/1023
Bob Spitzig**

M/C That the Board of Trustees receives and files individual Trustee Advocacy Reports for October 25, 2023.

**School Council
Advocacy**

F.3 School advocacy is a forum to address key topics and to provide a bridge for information to be shared between school councils and the Board of Trustees.

INFORMATION ITEMS

**ASBA Annual General
Meeting**

G.1 The Alberta School Boards Association Annual General Meeting is being held November 19-21, 2023 in Edmonton, Alberta.

**ACSTA Annual General
Meeting**

G.2 The Alberta Catholic School Trustees Association Annual General Meeting is being held November 17-19, 2023 in Edmonton, Alberta.

ERDI Update

G.3 Superintendent Ken Sampson provided a memorandum updating the Board on the most recent Education Research Development and Innovation Canada (ERDI) meetings that took place from October 11-15, 2023 in Banff, Alberta.

Holy Spirit Retiree Mass

G.4 Holy Spirit Catholic School Division's annual Retiree Mass, hosted by the Board of Trustees, will be held Thursday, November 9, 2023 at 5:00 p.m. at St. Basil Catholic Education Centre. Following Mass light refreshments will be served.

**Catholic Education
Sunday**

G.5 The Board received correspondence from the Catholic Bishops for Alberta and the Northwest Territories regarding this year's theme for Catholic Education Sunday, "*Courage to Lead*".

**Correspondence to
Minister Jason Nixon
and Minister Dan
Williams**

G.6 The Board received correspondence written by Board Chair Carmen Mombourquette to the Honourable Ministers Jason Nixon and Dan Williams requesting support to ensure that the grant funding of three years for the Mental Health in Schools project be moved from pilot project to permanent funding.

**Correspondence to the
Minister of Education**

G.7 The Board received correspondence written by Board Chair Carmen Mombourquette to the Honourable Minister of Education, Demetrios Nicolaidis, detailing Holy Spirit Catholic School Division's financial situation due to the Weighted Moving Average Funding Framework and requesting additional funding.

**Director of Learning
Update**

G.8 Carmen Larsen, Director of Learning, provided a report to the Board, apprising them of recent division activity related to Learning.

**Director of Religious
Education Update**

G.9 Aaron Skretting, Director of Religious Education, provided a report to the Board, apprising them of recent division activity related to Religious Education.

**Director of Support
Services Update**

G.10 Crystal Lothian, Director of Support Services, provided a report to the Board, apprising them of recent division activity related to the Support Services Department.

**First Nations, Metis, and
Inuit Education Update**

G.11 Aaron Skretting, Director of Religious Education, provided a report to the Board, apprising them of recent division activity related to First Nations, Métis and Inuit Education.

Holy Spirit Stars

G.12 The Board reviewed the activities and achievements of the division's students and staff over the past month.

Enrolment Data Update

G.13 The Board received the division enrolment report for September 30, 2023.

10440/1023
Blake Dolan

M/C

That the Board of Trustees convenes to the Committee of the Whole at 7:52 p.m.

10441/1023
Blake Dolan

M/C

That the Board of Trustees reconvenes into the Regular Meeting at 8:17 p.m.

ADJOURNMENT

10442/1023
Blake Dolan

M/C

That the Board of Trustees adjourns the Regular Board Meeting of October 25, 2023 at 8:17 p.m.

Board Chair

Secretary-Treasurer