

		<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, FEBRUARY 28, 2024, COMMENCING AT 6:05 P.M.</p>
	<p style="text-align: center;">Present</p>	<p>BOARD Board Chair Carmen Mombourquette Vice Chair Thomas 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 Deputy Superintendent Anthea Boras Recording Secretary Rhonda Kawa</p>
<p>CALL TO ORDER OPENING PRAYER</p>	<p style="text-align: center;">Regrets</p>	<p>Secretary-Treasurer Lisa Palmarin</p> <p>Board Chair Carmen Mombourquette called the February 28, 2024 Regular Board Meeting to order at 6:05 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 Linda Ellefson led in prayer provided by a student from Father Leonard Van Tighem School.</p>
<p>Approval of Agenda</p>	<p style="text-align: center;">10499/0224 Linda Ellefson</p>	<p>M/C That the agenda for the February 28, 2024 Board Meeting be approved, as presented.</p>
<p>Previous Minutes</p>	<p style="text-align: center;">10500/0224 Tricia Doherty</p>	<p>M/C That the minutes of the January 24, 2024 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><u>PRESENTATION</u> "Excellence in Catholic Education" Recipient</p>		<p>Mrs. Nicole Wilson, teacher at Children of St. Martha School in Lethbridge was in attendance. She has been selected as the division's recipient for the CCSSA's "Excellence in Catholic Education" Award for 2023/2024. The Board congratulated Mrs. Wilson and wished her well as she will join this year's SPICE Conference to be further honoured on April 30 – May 3, 2024.</p>
<p>Support Services: Early Learning Programming</p>		<p>Director of Support Services Crystal Lothian, and Early Learning Supervisor Sheri Thomas provided a detailed overview of the logistics and financial realities of early learning programming in the division.</p>
<p>Extra-Curricular Activities Policy</p>	<p style="text-align: center;">10501/0224 Tom Machacek</p>	<p>Superintendent of Schools Ken Sampson presented to the Board of Trustees the new Extra-Curricular Activities Policy that was created by a committee of senior and school-based administrators. A second and final reading of the new policy followed the first reading upon unanimous agreement of the quorum of Trustees as per <i>Policy 8: Policy Making</i>.</p>
		<p>M/C That the Board of Trustees approve the implementation of the new policy, <i>Policy 23: Extra-Curricular Activity</i>;</p> <p>AND FUTHERMORE, that <i>Policy 23: Extra-Curricular Activity</i> be effective immediately upon adoption.</p>

ACTION ITEMS

**Three Year Capital Plan
(2025-2028) DRAFT**

B.1 Secretary-Treasurer Lisa Palmarin provided a draft version of the, “Three Year Capital Plan” (2025-2028), for Board review. A presentation was given to the Board of Trustees providing further details of the Three Year Capital Plan.

**10502/0224
Tricia Doherty**

M/C That the Board of Trustees receives and files the draft Three Year Capital Plan (2025-2028);

AND FURTHER, that the Board of Trustees directs the Superintendent of Schools to finalize and present the Three Year Capital Plan (2025-2028) at the March 2024 Regular Board Meeting.

**Alberta School Councils’
Association (ASCA)
Conference Registration**

B.2 The ASCA will be holding its Conference and Annual General Meeting from April 26-28, 2024 this year. To support the organization, as well as the development of the division’s school councils, the Board of Trustees agreed to pay the registration fees for a limited number of school council members / interested parents to attend.

**10503/0224
Linda Ellefson**

M/C That the Board of Trustees pays the registration fee for up to 4 (four) school council members, or interested parents, to attend the upcoming Alberta School Councils’ Association Conference in Edmonton. In addition, that the Board of Trustees pays the fees for one registration per school council to attend the AGM virtually.

**Commodity Purchasing
Consortium – Jurassic
Electricity Storage
Contract**

B.3 The Board reviewed a memorandum from Secretary Treasurer Lisa Palmarin that provided details regarding an opportunity for the school division to incorporate energy storage solutions for the division’s energy procurement. The shift to electricity storage offers the division the ability to safeguard against market volatility and is environmentally sustainable.

**10504/0224
Cheralan O'Donnell**

M/C That the Board of Trustees authorizes the Secretary Treasurer, as the division’s representative on the Commodity Purchasing Consortium, to sign the 15-year agreement pertaining to electricity storage with Jurassic Solar LP.

**Memorandum of
Agreement with the ATA
Local No. 5**

B.4 Local negotiations between the Holy Spirit Catholic School Division and the Alberta Teachers’ Association (ATA) Local No. 5 have come to a conclusion. As a result, a Memorandum of Agreement (MOA) has been developed and requires Board ratification.

**10505/0224
Bob Spitzig**

M/C That the Board of Trustees ratifies the Memorandum of Agreement, effective September 1, 2020 to August 31, 2024, between the Holy Spirit Roman Catholic Separate School Division and ATA Local No.5;

AND FURTHER, that the members of both negotiating committees be thanked for their efforts and hard work in reaching this agreement.

POLICY REVIEW

**Policy 13: Hearings on
Teacher Matters**

C.1 The Board reviewed *Policy 13: Hearings on Teacher Matters*, and determined that no updates were required at this time.

**10506/0224
Tricia Doherty**

M/C That the Board of Trustees accepts Policy 13: Hearings on Teacher Matters as presented.

**Policy 14: Appeals and
Hearings on Student
Matters**

C.2 The Board reviewed *Policy 14: Appeals and Hearings on Student Matters*, and determined that not updates were required at this time.

**10507/0224
Roisin Gibb**

M/C That the Board of Trustees accepts Policy 14: Appeals and Hearings on Student Matters as presented.

**Policy 18: Board
Governance and
Operations**

C.3 The Board reviewed *Policy 18: Board Governance and Operations* and determined that Clause 1.6 in *Policy 18A: Appendix – Trustee Compensation, Allowances and Reimbursement Rates* be changed from base instruction grants to system and administration grants.

	<p>10508/0224 Cheralan O'Donnell</p>	<p>M/C That the Board of Trustees accepts <i>Policy 18: Board Governance and Operations</i> and its appendices, as amended;</p> <p>AND FURTHER, that the Board create a committee to further examine the compensation and reimbursement rates plus budget lines for Trustees.</p> <p>Trustees Cheralan O'Donnell, Tom Machacek, Blake Dolan, Bob Spitzig and Tricia Doherty have volunteered to sit upon this committee.</p>
<p>ADMINISTRATIVE REPORTS Superintendent's Report</p> <p>Deputy Superintendent's Report</p> <p>Secretary Treasurer's Report</p>	<p>D.1</p> <p>10509/0224 Bob Spitzig</p> <p>D.2</p> <p>D.3</p>	<p>The Board reviewed the Superintendent's February 28, 2024 Report.</p> <p>M/C That the Board of Trustees receives and files the Superintendent, Deputy Superintendent and Secretary Treasurer Reports for February 28, 2024.</p> <p>The Board received the Deputy Superintendent's February 28, 2024 Report.</p> <p>The Board reviewed the Secretary Treasurer's February 28, 2024 Report. Secretary Treasurer Lisa Palmarin provided the "First Quarter Fiscal Accountability Report" for September 1, 2023 to November 30, 2024 for the Board to review. Also provided for Board review was the "IMR Funding Final Costs Report," for the 2022/2023 school year.</p>
<p>BOARD REPORTS Board Chair's Report</p> <p>ACSTA Report</p> <p>ASBA Report</p> <p>GrACE Report</p> <p>PCCELC</p>	<p>E.1</p> <p>10510/0224 Cheralan O'Donnell</p> <p>E.2</p> <p>E.3</p> <p>E.4</p> <p>E.6</p>	<p>Board Chair Carmen Mombourquette provided a report about recent correspondence, planning and events, and activity.</p> <p>M/C That the Board of Trustees receives and files the Board Chair, ACSTA, ASBA, GrACE, and PCCELC Reports for February 28, 2024.</p> <p>Trustee Linda Ellefson, Board representative to the ACSTA, provided a report to the Board regarding recent business, events, and activities.</p> <p>Trustee Cheralan O'Donnell, Board representative to the ASBA, provided a report to the Board regarding recent business, events, and activities.</p> <p>Trustee Tricia Doherty and Trustee Linda Ellefson, Board representatives to GrACE, provided a report to the Board regarding recent business, events and activities.</p> <p>Trustee Bob Spitzig, Board representative to the PCCELC, provided a report to the Board regarding recent business, events and activities.</p>
<p>ADVOCACY Individual Trustee Advocacy</p> <p>School Council Advocacy</p>	<p>F.1</p> <p>10511/0224 Tricia Doherty</p> <p>F.2</p>	<p>Each Trustee provided a written report regarding the activities they have been engaged in to advocate for the Board and school division over the past month.</p> <p>M/C That the Board of Trustees receives and files the Individual Trustee Advocacy Reports for February 28, 2024.</p> <p>School Council 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. St. Michael's School, Bow Island met with MLA Grant Hunter to discuss realities regarding the government's small school grant and how the funding affects St. Michael's School, Bow Island. Trustee Roisin Gibb shared that the division's west side schools are collaborating on sacramental preparation.</p>
<p>INFORMATION ITEMS Enrolment Projections</p>	<p>G.1</p>	<p>The enrolment projections for 2024-2033 were presented to assist the Board in planning for the 2024/2025 school year and beyond.</p>

KidoodIED Million Dollar School Giveaway Results

G.2 Ten (10) schools from Holy Spirit Catholic School Division were awarded \$10,000 each to support educational programs and resources within their schools through the KidoodIED Million Dollar School Giveaway last spring. The Board received information detailing the projects that the winning schools undertook with the funds.

AP 305: Assessing and Evaluating Student Achievement

G.3 The Board received the revised version of *Administrative Procedure 305: Assessing and Evaluating Student Achievement*. This information has been placed on the division website.

Director of Learning Update

G.4 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.5 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.6 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, Métis and Inuit Education Update

G.7 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.8 The Board reviewed the activities and achievements of the division's students and staff over the past month.

Enrolment Data Update

G.9 The Board received the division enrolment report for January 2024.

ADJOURNMENT

10512/0224
Bob Spitzig

M/C That the Board of Trustees convenes to the Committee of the Whole at 8:24 p.m.

10513/0224
Bob Spitzig

M/C That the Board of Trustees reconvenes to the Regular Meeting at 8:40 p.m.

10514/0224
Linda Ellefson

M/C That the Board of Trustees sponsor the 2024 Canadian Catholic School Trustee Association's (CCSTA) Convention being held May 30 – June 1, 2024 as a silver sponsor in the amount of five hundred dollars (\$500.00).

10515/0224
Bob Spitzig

M/C That the Board of Trustees extend the February 28, 2024 Regular Meeting past 9:00 p.m.

10516/0224
Blake Dolan

M/C That the Board of Trustees convenes to the Committee of the Whole at 8:41 p.m.

10517/0224
Bob Spitzig

M/C That the Board of Trustees reconvenes to the Regular Meeting at 10:00 p.m.

10518/0224
Linda Ellefson

M/C That the Board of Trustees adjourns the Regular Board Meeting of February 28, 2024 at 10:01 p.m.

Board Chair

Secretary-Treasurer