

		<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, MARCH 27, 2024, COMMENCING AT 6:01 P.M.</p>																								
	<p style="text-align: center;"><b>Present</b></p>	<p><b>BOARD</b></p> <table border="0"> <tr><td>Board Chair</td><td>Carmen Mombourquette</td></tr> <tr><td>Vice Chair</td><td>Thomas Machacek</td></tr> <tr><td>Trustee</td><td>Frances Cote</td></tr> <tr><td>Trustee</td><td>Tricia Doherty</td></tr> <tr><td>Trustee</td><td>Blake Dolan</td></tr> <tr><td>Trustee</td><td>Linda Ellefson</td></tr> <tr><td>Trustee</td><td>Roisin Gibb</td></tr> <tr><td>Trustee</td><td>Cheralan O'Donnell</td></tr> <tr><td>Trustee</td><td>Bob Spitzig</td></tr> </table> <p><b>ADMINISTRATION</b></p> <table border="0"> <tr><td>Superintendent of Schools</td><td>Ken Sampson</td></tr> <tr><td>Acting Secretary-Treasurer</td><td>Amanda Lindemann</td></tr> <tr><td>Recording Secretary</td><td>Rhonda Kawa</td></tr> </table>	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	Superintendent of Schools	Ken Sampson	Acting Secretary-Treasurer	Amanda Lindemann	Recording Secretary	Rhonda Kawa
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<p><b>CALL TO ORDER</b> <b>OPENING PRAYER</b></p>	<p style="text-align: center;"><b>Regrets</b></p>	<p>Deputy Superintendent <span style="float: right;">Anthea Boras</span></p> <p>Chair Carmen Mombourquette called the March 27, 2024 Regular Board Meeting to order at 6:03 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 Cheralan O'Donnell led the prayer provided by a student of St. Catherine School, Picture Butte.</p>																								
<p>Approval of Agenda</p>	<p style="text-align: center;">10519/0324 Linda Ellefson</p>	<p><b>M/C That the agenda for the March 27, 2024 Board Meeting be approved, as presented.</b></p>																								
<p>Previous Minutes</p>	<p style="text-align: center;">10520/0324 Cheralan O'Donnell</p>	<p><b>M/C That the minutes of the February 28, 2024 Regular Meeting of the Board be approved, as presented.</b></p>																								
<p>Business Arising from the Minutes</p>		<p>At the February 28, 2024 Board of Trustee Meeting a committee was struck to examine <i>Policy 18: Board Governance and Operations</i> more thoroughly. The first meeting was set for April 24, 2024 starting at 11:30 a.m. at St. Michael's School, Pincher Creek.</p> <p>At this point in the public meeting, Trustee Roisin Gibb excused herself from the meeting until after the FWBA Architects presentation was completed due to a potential conflict of interest.</p>																								
<p><b>PRESENTATIONS</b> <b>FWBA Architects:</b> <b>Westside Lethbridge School</b></p>		<p>Mr. Jesse Potrie and Mr. David Cocks, architects from FWBA Architects, presented to the Board of Trustees the vision, concept plans and school renderings that are currently in place for the new West Lethbridge elementary school. The intended opening date for the new school is the Fall of 2026.</p>																								
<p><b>Second Quarter Financial Statement</b></p>		<p>Acting Secretary Treasurer Amanda Lindemann provided the Holy Spirit Catholic School Division's Second Quarter Financial Statement, for the period from September 1, 2023 to February 29, 2024</p>																								
<p><b>ACTION ITEMS</b> <b>Three Year Capital Plan (2025-2028)</b></p>	<p style="text-align: center;">B.1  10521/0324 Tricia Doherty</p>	<p>Based on the direction provided by the Board at its February 28, 2024 Regular Meeting, the finalized Three Year Capital Plan for 2025-2028 was presented for Board review and approval.</p> <p><b>M/C That the Board of Trustees approves the Three-Year Capital Plan for 2025-2028, as presented;</b></p> <p><b>AND FURTHER, that this document be submitted to Alberta Education and Alberta Infrastructure and placed on the division website.</b></p>																								

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<b>April Board Meeting Location and Time</b>	<b>B.2</b>	A change of time and meeting location has been requested for the April 24, 2024 Board of Trustees meeting. The Committee of the Whole Meeting will have a new start time of 1:00 p.m. and the Regular Board of Trustees Meeting will follow at 3:00 p.m. The meeting will take place at St. Michael's School, Pincher Creek.
	<b>10522/0324</b> <b>Roisin Gibb</b>	<b>M/C</b> <b>That the Board of Trustees changes the location and time of meeting of the April 24, 2024 Regular Board of Trustees meeting to a new location at St. Michael's School in Pincher Creek and to a new start time of 3:00 p.m.</b>
<b>May and June Board Meeting Times</b>	<b>B.3</b>	A change of time has been requested for the May and June Board of Trustee meetings. The Committee of the Whole Meetings will have a new start time of 1:00 p.m. and the Regular Board of Trustees Meetings will have a new start time of 3:00 p.m.
	<b>10523/0324</b> <b>Linda Ellefson</b>	<b>M/C</b> <b>That the Board of Trustees changes the time for both the May 22, 2024 and the June 26, 2024 Regular Board of Trustees Meetings from a start time of 6:00 p.m. to a new start time of 3:00 p.m.</b>
<b><u>POLICY REVIEW</u></b>		
<b>Policy 16: School Closure</b>	<b>C.1</b>	The Board reviewed <i>Policy 16: School Closure</i> and determined that no changes were required at this time.
	<b>10524/0324</b> <b>Cheralan O'Donnell</b>	<b>M/C</b> <b>That the Board of Trustees accepts <i>Policy 16: School Closure</i>, as presented.</b>
<b>Policy 17: Awards</b>	<b>C.2</b>	The Board reviewed <i>Policy 17: Awards</i> and determined that no changes were required at this time.
	<b>10525/0324</b> <b>Roisin Gibb</b>	<b>M/C</b> <b>That the Board of Trustees accepts <i>Policy 17: Awards</i>, as presented.</b>
<b>Policy 3: Role of the Trustee</b>	<b>C.3</b>	The Board reviewed <i>Policy 3: Role of the Trustee</i> and all associated appendices and determined that additional information was needed of the Trustee's role as liaison to school councils.
	<b>10526/0324</b> <b>Tricia Doherty</b>	<b>M/D</b> <b>The Board of Trustees accepts <i>Policy 3: Role of the Trustee</i>, as amended.</b>
		The Board of Trustees would like to have School Council feedback on the changes to Policy 3 as the changes centered on Trustee Liaisons to School Councils. Consequently, the Board decided to table the review of Policy 3: Role of the Trustee.
	<b>10527/0324</b> <b>Bob Spitzig</b>	<b>M/C</b> <b>That the Board of Trustees table the review of <i>Policy 3: Role of the Trustee</i> until the May Board of Trustee Meeting.</b>
<b><u>ADMINISTRATIVE REPORTS</u></b>		
<b>Superintendent's Report</b>	<b>D.1</b>	The Board reviewed the Superintendent's March 27, 2024 Report.
	<b>10528/0324</b> <b>Cheralan O'Donnell</b>	<b>M/C</b> <b>That the Board of Trustees receives and files the Superintendent, Deputy Superintendent, and Secretary Treasurer Reports for March 27, 2024.</b>
<b>Deputy Superintendent's Report</b>	<b>D.2</b>	The Board received the Deputy Superintendent's March 27, 2024 Report.
<b>Secretary Treasurer's Report</b>	<b>D.3</b>	The Board received the Secretary Treasurer's March 27, 2024 Report.
<b><u>BOARD REPORTS</u></b>		
<b>Board Chair's Report</b>	<b>E.1</b>	Board Chair Carmen Mombourquette provided a report about recent correspondence, planning and events, and activities.

	<p><b>10529/0324</b> <b>Roisin Gibb</b></p>	<p><b>M/C</b>     <b>That the Board of Trustees receives and files the Board Chair, ACSTA, ASBA, GrACE and PCCELC Reports for March 27, 2024.</b></p> <p><b>E.2</b> Trustee Linda Ellefson, Board representative to the ACSTA, provided a report to the Board regarding recent business, events, and activities.</p> <p><b>E.3</b> Trustee Cheralan O'Donnell, Board representative to the ASBA, provided a report to the Board regarding recent business, events, and activities.</p> <p><b>E.4</b> Trustees Tricia Doherty and Linda Ellefson, Board representatives to the GrACE, provided a report to the Board regarding recent business, events, and activities.</p> <p><b>E.5</b> Trustee Bob Spitzig, Board representative to the PCCELC, provided a report to the Board regarding recent business, events, and activities.</p>
<p><b>ACSTA Report</b></p>		
<p><b>ASBA Report</b></p>		
<p><b>GrACE Report</b></p>		
<p><b>PCCELC Report</b></p>		
<p><b><u>ADVOCACY</u></b></p>		
<p><b>Individual Trustee Advocacy</b></p>	<p><b>F.1</b></p>	<p>Each Trustee provided a written update about the activities they have been engaged in to advocate for the Board and school division over the past month.</p>
	<p><b>10530/0324</b> <b>Roisin Gibb</b></p>	<p><b>M/C</b>     <b>That the Board of Trustees receives and files the individual Trustee Advocacy Reports for March 27, 2024.</b></p>
<p><b>School Council Advocacy</b></p>	<p><b>F.2</b></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.</p>
<p><b>Holy Spirit High Schools Graduation Planning</b></p>	<p><b>F.3</b></p>	<p>To assist in Board planning, as well as the planning for each of the high schools within the division, the schedules for upcoming graduation exercises were presented.</p>
<p><b><u>INFORMATION ITEMS</u></b></p>		
<p><b>"Share the Mission" Award Nomination Information</b></p>	<p><b>G.1</b></p>	<p>The Board received nomination information that has been prepared for the 2023/2024 "Share the Mission" Award. Nominations will be accepted until June 7, 2024. An online form is available on the Holy Spirit division website for nomination submissions.</p>
<p><b>GrACE Summit</b></p>	<p><b>G.2</b></p>	<p>The fifth annual Provincial GrACE Summit is to be held on Friday, May 10, 2024 in Edmonton, Alberta.</p>
<p><b>Director of Learning Update</b></p>	<p><b>G.3</b></p>	<p>Carmen Larsen, Director of Learning, provided a report to the Board, apprising them of recent division activity related to Learning.</p>
<p><b>Director of Religious Education Update</b></p>	<p><b>G.4</b></p>	<p>Aaron Skretting, Director of Religious Education, provided a report to the Board, apprising them of recent division activity related to Religious Education.</p>
<p><b>Director of Support Services Update</b></p>	<p><b>G.5</b></p>	<p>Crystal Lothian, Director of Support Services, provided a report to the Board, apprising them of recent division activity related to the Support Services Department.</p>
<p><b>First Nations, Métis and Inuit Education Update</b></p>	<p><b>G.6</b></p>	<p>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.</p>
<p><b>Holy Spirit Stars</b></p>	<p><b>G.7</b></p>	<p>The Board reviewed the activities and achievements of the division's students and staff over the past month.</p>
<p><b>Enrolment Data Update</b></p>	<p><b>G.8</b></p>	<p>The Board received the division enrolment report for February 2024.</p>
	<p><b>10531/0324</b> <b>Tom Machacek</b></p>	<p><b>M/C</b>     <b>That the Board of Trustees convene into the Committee of the Whole at 7:57 p.m.</b></p>

**ADJOURNMENT**

**10532/0324  
Blake Dolan**

**M/C**

**That the Board to Trustees reconvene into the Regular Meeting at 8:23 p.m.**

**10533/0324  
Blake Dolan**

**M/C**

**That the Board of Trustees adjourns the Regular Board Meeting of March 27, 2024 at 8:23 p.m.**

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**Board Chair**

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**Secretary-Treasurer**