

<p><b>CALL TO ORDER</b> <b>OPENING PRAYER</b></p> <p><b>Approval of Agenda</b></p> <p><b>Previous Minutes</b></p> <p><b>Business Arising from the Minutes</b></p> <p><b>PRESENTATIONS</b> Continuous Improvement Plan Quarterly Report</p> <p><b>ACTION ITEMS</b> Memorandum of Agreement with CUPE 290</p>	<p><b>Present</b></p> <p><b>10534/0424</b> Tom Machacek</p> <p><b>10535/0424</b> Bob Spitzig</p> <p><b>B.1</b></p>	<p>MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE HOLY SPIRIT ROMAN CATHOLIC SEPARATE SCHOOL DIVISION, HELD AT THE ST. MICHEAL'S SCHOOL IN PINCHER CREEK, ON WEDNESDAY, APRIL 24, 2024, COMMENCING AT 3:02 P.M.</p> <p><b>BOARD</b> 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><b>ADMINISTRATION</b> Superintendent of Schools Ken Sampson Deputy Superintendent Anthea Boras Recording Secretary Rhonda Kawa</p> <p><b>Regrets</b> Acting Secretary-Treasurer Amanda Lindemann</p> <p>Board Chair Carmen Mombourquette called the April 24, 2024 Regular Board Meeting to order at 3:02 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 Roisin Gibb led us with a prayer written by students at Children of St. Martha School. Principal Karen Schmidt brought greetings from the school and highlighted the school's vision and mission. Mayor Don Anderberg addressed the Board showcasing the town of Pincher Creek.</p> <p><b>M/C That the agenda for the April 24, 2024 Board Meeting be approved, as presented.</b></p> <p><b>M/C That the minutes of the March 27, 2024 Regular Meeting of the Board be approved, as amended.</b></p> <p>That the word potential be added prior to "conflict of interest" in the minutes regarding to Trustee Gibb excusing herself from the FWBA presentation.</p> <p>There was no business arising from the minutes.</p> <p>Superintendent Ken Sampson provided the Continuous Improvement Plan Quarterly Report for Board review, highlighting the ongoing efforts of the Senior Administration and the schools centered on the Board Priorities and the Collaborative Response Model, throughout Holy Spirit Catholic School Division.</p> <p>The Board took a brief recess at 3:56 p.m.</p> <p>The Board reconvened into the regular meeting at 4:11 p.m.</p> <p>Local negotiations between the Holy Spirit Catholic School Division and CUPE 290 have come to a conclusion. As a result, a Memorandum of Agreement (MOA) has been developed and requires Board ratification.</p>

	10536/0424 Blake Dolan	M/C	That the Board of Trustees ratifies the Memorandum of Agreement, effective September 1, 2021 to August 31, 2024, between the Holy Spirit Roman Catholic Separate School Division and CUPE 290;  AND FURTHER, that the members of both negotiating committees be thanked for their efforts and hard work in reaching this agreement.
Meeting with Local Priests	B.2		The Board of Trustees discussed scheduling a meeting with the division's local parish priests to discuss items of mutual interest.
	10537/0424 Frances Cote	M/C	That the Board of Trustees directs the Superintendent of Schools to organize a meeting with Holy Spirit Catholic School Division's local parish priests, deacons, and the Bishop of the Diocese of Calgary.
Meeting with Local MLAs	B.3		The Board of Trustees discussed scheduling two meetings with the division's local MLAs to discuss items of mutual interest.
	10538/0424 Linda Ellefson	M/C	That the Board of Trustees directs the Superintendent of Schools to organize two meetings with the Holy Spirit Catholic School Division's local MLAs.
Edwin Parr Award Banquet	B.4		The Board approved the purchase of tickets to accompany the division's Edwin Parr nominee to the awards banquet in Taber on May 15, 2024.
	10539/0424 Cheralan O'Donnell	M/C	That the Board of Trustees purchases, a minimum of, two (2) tickets to attend the Edwin Parr Awards Ceremony at the Heritage Inn in Taber, Alberta on May 15, 2024.  Vice Chair Thomas Machacek, Trustee Bob Spitzig, Trustee Frances Cote, Trustee Roisin Gibb, Trustee Tricia Doherty, Trustee Linda Ellefson, Trustee Cheralan O'Donnell, Superintendent Ken Sampson, and Deputy Superintendent Anthea Boras will all join Mr. Kast and his guests at the Edwin Parr Award Ceremony.
Teacher Board Advisory Committee (TBAC) Meeting	B.5		In keeping with TBAC's Terms of Reference, two (2) meetings will be held per year, one in the fall and one in the spring. The next meeting is scheduled for May 6, 2024.
	10540/0424 Bob Spitzig	M/C	That the Board of Trustees brings forward items of discussion that will be forwarded by the Superintendent at the upcoming Teacher Board Advisory Committee Meeting. <ul style="list-style-type: none"> <li>• Calendar</li> <li>• Automated Dispatch System</li> <li>• Westside School</li> </ul>
<b>POLICY REVIEW</b>			
Policy 19: Conflict of Interest and Nepotism	C.1		The Board reviewed <i>Policy 19: Conflict of Interest and Nepotism</i> and determined that no changes were necessary at this time.
	10541/0424 Tricia Doherty	M/C	That the Board of Trustees accepts <i>Policy 19: Conflict of Interest and Nepotism</i> , as presented.
Policy 20: Fiscal Stewardship	C.2		The Board reviewed <i>Policy 20: Fiscal Stewardship</i> and determined that no changes were necessary at this time.
	10542/0424 Roisin Gibb	M/C	That the Board of Trustees accepts <i>Policy 20: Fiscal Stewardship</i> , as presented.

**ADMINISTRATIVE REPORTS**

**Superintendent's Report**

D.1

The Board reviewed the Superintendent's April 24, 2024 Report.

**10543/0424  
Cheralan O'Donnell**

**M/C**

**That the Board of Trustees receives and files the Superintendent, Deputy Superintendent and Acting Secretary Treasurer Reports for April 24, 2024.**

**Deputy Superintendent's Report**

D.2

The Board received the Deputy Superintendent's April 24, 2024 Report.

**Acting Secretary  
Treasurer's Report**

D.3

The Board received the Acting Secretary Treasurer's April 24, 2024 Report.

**BOARD REPORTS**

**Board Chair's Report**

E.1

Board Chair Carmen Mombourquette provided a report about recent correspondence, planning and events, and activity.

**10544/0424  
Roisin Gibb**

**M/C**

**That the Board of Trustees receives and files the Board Chair, ACSTA, ASBA, GrACE, and Joint City / School Boards Reports for April 24, 2024.**

**ACSTA Report**

E.2

Trustee Linda Ellefson, Board representative to the ACSTA, provided a report to the Board regarding recent business, events, and activities.

**ASBA Report**

E.3

Trustee Cheralan O'Donnell, Board representative to the ASBA, provided a report to the Board regarding recent business, events, and activities.

**GrACE Report**

E.4

Trustees Tricia Doherty and Linda Ellefson, representatives to the GrACE committee, provided a report to the Board regarding recent business, events, and activities.

**Joint City / School  
Boards Report**

E.5

Trustees Tricia Doherty and Roisin Gibb, representatives to the Joint City / School Boards committee, provided a report to the Board regarding recent business, events, and activities.

**10545/0424  
Cheralan O'Donnell**

**M/C**

**That the Board of Trustees directs the Board Chair to pen a letter to the Minister of Education regarding budget increases to school divisions to be able to appropriately support negotiated wage increases for support staff.**

**ADVOCACY**

**Individual Trustee  
Advocacy**

F.1

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

**10546/0424  
Tricia Doherty**

**M/C**

**That the Board of Trustees receives and files the individual Trustee Advocacy Reports for April 24, 2024.**

**School Council  
Advocacy**

F.2

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.

**Holy Spirit High Schools  
Graduation Planning**

F.3

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.

**INFORMATION ITEMS**

**Administrative  
Procedures Update**

G.1

The Board received the following Administrative Procedures and appendices that were revised recently:

- AP 125: School Councils
- AP 348: Extra-Curricular Activities
- AP 350: Transportation

These versions reflect current language, procedures and supports regarding all learners and staff in the Holy Spirit Catholic School Division. This information will be placed on the division's website.

April 24/24: page 4		
<b>Catholic Education Sunday Collection</b>	<b>G.2</b>	The Diocese of Calgary has provided \$11,667.15 to Holy Spirit Catholic School Division from the Catholic Education Sunday collection held over the November 4/5, 2023 weekend. The Board also reviewed the letter of thanks that was penned and sent to Bishop McGrattan.
<b>Art's Alive and Well in the Schools</b>	<b>G.3</b>	The Board received an invitation to the, "Art's Alive and Well in the Schools," event that will be held from May 11, 2024 until June 15, 2024. As per <i>Policy 17: Awards</i> , the school division will again be donating \$100 to fund the Junior High/Middle School Award of Merit. Board Chair Carmen Mombourquette will bring greetings on behalf of the Board of Trustees at the Opening Ceremonies on May 16, 2024.
<b>Holy Spirit Catholic School Division Spiritual Development Day</b>	<b>G.4</b>	Holy Spirit Catholic School Division Spiritual Development Day 2024 will be held on Monday, May 27, 2024 at Catholic Central High School and will feature ValLimar, singer, composer and recording artist.
<b>Build-fest Festival of the Arts</b>	<b>G.5</b>	Holy Spirit Catholic School Division will be hosting two evenings of Build-fest Festival of the Arts on May 1, 2024 and May 2, 2024 at the Lethbridge and District Exhibition from 6:00 – 8:30 p.m. Schools throughout the division will be highlighting their fine arts programs.
<b>"Courage to Lead" Catholic Education Week</b>	<b>G.6</b>	Catholic Education Week will be celebrated from May 5-10, 2024. The theme is "Courage to Lead".
<b>Integrated School Support Program E-News Featuring St. Paul School</b>	<b>G.7</b>	Recently St. Paul Elementary School was featured in the Calgary Police Youth Foundation E-News for the school's involvement with the Integrated School Support Program.
<b>Director of Learning Update</b>	<b>G.8</b>	Carmen Larsen, Director of Learning, provided a report to the Board, apprising them of recent division activity related to Learning.
<b>Director of Religious Education Update</b>	<b>G.9</b>	Aaron Skretting, Director of Religious Education, provided a report to the Board, apprising them of recent division activity related to Religious Education.
<b>Director of Support Services Update</b>	<b>G.10</b>	Crystal Lothian, Director of Support Services, provided a report to the Board, apprising them of recent division activity related to the Support Services Department.
<b>First Nations, Métis and Inuit Education Update</b>	<b>G.11</b>	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.
<b>Holy Spirit Stars</b>	<b>G.12</b>	The Board reviewed the activities and achievements of the division's students and staff over the past month.
<b>Enrolment Data Update</b>	<b>G.13</b>	The Board received the division enrolment report for March 2024.
	<b>10547/0424</b> <b>Linda Ellefson</b>	<b>M/C</b> <b>That the Board of Trustees convenes into the Committee of the Whole meeting at 5:50 p.m.</b>
	<b>10548/0424</b> <b>Bob Spitzig</b>	<b>M/C</b> <b>That the Board of Trustees reconvenes into the Regular Board Meeting at 7:00 p.m.</b>
<b>ADJOURNMENT</b>	<b>10549/0424</b> <b>Bob Spitzig</b>	<b>M/C</b> <b>That the Board of Trustees adjourns the Regular Board Meeting of April 24, 2024 at 7:00 p.m.</b>
		<div style="display: flex; justify-content: space-between;"> <div>_____</div> <div>_____</div> </div> <div style="display: flex; justify-content: space-between;"> <div><b>Board Chair</b></div> <div><b>Secretary-Treasurer</b></div> </div>