

CALL TO ORDER OPENING PRAYER Approval of Agenda Previous Minutes Business Arising from the Minutes PRESENTATIONS Holy Spirit Evergreening Plan ACTION ITEMS Share the Mission Award for 2025/2026		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, JUNE 24, 2026, COMMENCING AT 2:03 P.M. Present BOARD Board Chair Linda Ellefson Vice Chair Roisin Gibb Trustee Tricia Doherty Trustee Blake Dolan Trustee Kevin Kinahan Trustee Cheralan O'Donnell Trustee Bob Spitzig ADMINISTRATION Superintendent of Schools Chantel Axani Deputy Superintendent Anthea Boras Secretary-Treasurer Amanda Lindemann Recording Secretary Rhonda Kawa Regrets Trustee Carmen Mombourquette Trustee Thomas Machacek Associate Superintendent Aaron Skretting Board Chair Linda Ellefson called the June 24, 2026, Regular Board Meeting to order at 2:03 p.m. She 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 Bob Spitzig led the prayer which was written by students from Children of St. Martha School. M/C That the agenda for the June 24, 2026, Board Meeting be approved, as amended. B.9 Transportation Fees B.10 Gifts for Priests M/C That the minutes of the May 27, 2026, Regular Meeting of the Board be approved, as presented. There was no business arising from the minutes. Director of Technology Regan Holt provided an overview of the Holy Spirit Catholic School Division Technology Evergreening Plan. The core initiatives of the program are to ensure equitable access to devices and connectivity, strengthen division safeguards and cyber controls, continue foundational work to support Artificial Intelligence implementation, and continued support of infrastructure. B.1 The Share the Mission Award Committee reported that four (4) nominations for the "Share the Mission Award" were forwarded this year. After extensive deliberation, the committee has selected two (2) recipients, who will to be recognized at the division's Opening Mass on August 28, 2026. M/C That the Board of Trustees accepts the recommendation of the Share the Mission Award Committee and approves that selection of Candidate #1 and #3 for the 2025/2026 "Share the Mission" Award; AND FURTHER, that preparations be made to present the award to the recipient at the division's Opening Mass on August 28, 2026.
Approval of Agenda	11001/0626 Roisin Gibb	M/C That the agenda for the June 24, 2026, Board Meeting be approved, as amended.
Previous Minutes	11002/0626 Tricia Doherty	M/C That the minutes of the May 27, 2026, Regular Meeting of the Board be approved, as presented.
Business Arising from the Minutes		There was no business arising from the minutes.
PRESENTATIONS Holy Spirit Evergreening Plan		Director of Technology Regan Holt provided an overview of the Holy Spirit Catholic School Division Technology Evergreening Plan. The core initiatives of the program are to ensure equitable access to devices and connectivity, strengthen division safeguards and cyber controls, continue foundational work to support Artificial Intelligence implementation, and continued support of infrastructure.
ACTION ITEMS Share the Mission Award for 2025/2026	B.1	The Share the Mission Award Committee reported that four (4) nominations for the "Share the Mission Award" were forwarded this year. After extensive deliberation, the committee has selected two (2) recipients, who will to be recognized at the division's Opening Mass on August 28, 2026.
	11003/0626 Roisin Gibb	M/C That the Board of Trustees accepts the recommendation of the Share the Mission Award Committee and approves that selection of Candidate #1 and #3 for the 2025/2026 "Share the Mission" Award;
		AND FURTHER, that preparations be made to present the award to the recipient at the division's Opening Mass on August 28, 2026.

Board Meeting Schedule 2026/2027	B.2 11004/0626 Roisin Gibb	The Board reviewed a draft version of the 2026/2027 Board Meeting Schedule. It was noted that three (3) of the Board meetings will be held at different division high schools next year. M/C That the Board of Trustees approves the Board Meeting Schedule for 2026/2027, as presented.
School Council Chairs / Board of Trustees Meeting Schedule 2026/2027	B.3 11005/0626 Bob Spitzig	The Board reviewed the draft 2026/2027 School Council Chairs/Board Meeting Schedule. M/C That the Board of Trustees approves the School Council Chairs/Board of Trustees Meeting Schedule for 2026/2027, as presented.
Alberta School Councils' Association (ASCA) Membership Renewal	B.4 11006/0626 Blake Dolan	The Board reviewed a letter from the Alberta School Councils' Association informing that the division's membership will be expiring at the end of June 2026 and outlining the services involved with membership. M/C That the Board of Trustees approves the renewal of Holy Spirit Catholic School Division's membership to the Alberta School Councils' Association, on behalf of all division schools.
Board Evaluation	B.5 11007/0626 Cheralan O'Donnell	The Board conducted its annual Self-Evaluation from May to June 2026 through the independent services of ASBA Education Consultant Brad Volkman. M/C That the Board of Trustees approves the Board Self-Evaluation Report, as developed at the facilitated workshop of June 12, 2026; AND FURTHER, that the Board Chair be authorized to monitor the priorities and suggestions agreed to and bring items forward for Board consideration, as deemed appropriate.
Request for Proposals for the Appointment of Auditors	B.6 11008/0626 Roisin Gibb	To maintain strong financial stewardship, the Holy Spirit Catholic School Division will initiate a Request for Proposals (RFP) for Auditing Services to ensure competitive pricing and alignment with the highest professional standards. M/C That the Board of Trustees approves the Request for Proposals for Auditing Services for Holy Spirit Catholic School Division; AND FURTHER, authorizes administration to extend invitations to participate to appropriate professional accounting firms.
Three-Year Infrastructure Maintenance Renewal (IMR) Plan	B.7 11009/0626 Tricia Doherty	The Board received and reviewed the division's Infrastructure Maintenance Renewal (IMR) Plan for 2026-2029. M/C That the Board of Trustees approves the Infrastructure Maintenance Renewal (IMR) Plan for 2026-2029, as presented.
Appointment of Joint Committee of Lethbridge School Boards and the City of Lethbridge Members	B.8	Tabled until after Policy Review as a review of Policy 7: Board Committees and Board Representation is required. The deferral also allows for the adoption of the new Terms of Reference for the Joint Committee of Lethbridge School Boards and the City of Lethbridge.
Transportation Fees	B.9 11010/0626 Roisin Gibb	Under current guidelines, student transportation is funded and prioritized for eligible students attending their designated schools according to established boundaries. The division frequently receives requests for bussing exceptions. To ensure fiscal responsibility a transportation fee framework is being proposed for bussing exceptions. M/C That the Board of Trustees approves the implementation of a transportation fee for before and after school transportation of \$250 per year for all bussing exceptions, effective September 1, 2026.

Gifts for Priests	B.10 11011/0626 Bob Spitzig	The division parish priests serve our schools in many capacities. M/C That the Board of Trustees buy gifts for any priests that are leaving the Holy Spirit Catholic School Division this year as a token of their appreciation.
<u>POLICY REVIEW</u> Policy 7: Board Committees and Board Representation	C.1 11012/0626 Roisin Gibb	The Board reviewed Policy 7: Board Committees and Board Representation with the adoption of Policy 7: Appendix I: Joint Committee of Lethbridge School Boards and the City of Lethbridge – Terms of Reference. M/C That the Board of Trustees accepts Policy 7: Board Committees and Board Representation and Policy 7: Appendix I: Joint Committee of Lethbridge School Boards and the City of Lethbridge – Terms of Reference, as amended.
Appointment of Joint Committee of Lethbridge School Boards and the City of Lethbridge Members	B.8 11013/0626 Kevin Kinahan	Policy 7: Board Committees and Board Representation has been amended to include the new Terms of Reference for the Joint Committee of Lethbridge School Boards and the City of Lethbridge. The Board must appoint two (2) trustee representatives to this committee as stated in the policy. M/C That the Board of Trustees proceeds to appoint Trustee Tricia Doherty and Trustee Bob Spitzig to the Joint Committee of Lethbridge School Boards and the City of Lethbridge.
<u>ADMINISTRATIVE REPORTS</u> Superintendent's Report Deputy Superintendent's Report Secretary Treasurer's Report Associate Superintendent's Report Director of Support Services Update Director of Technology Update Director of Facilities Update <u>BOARD REPORTS</u> Board Chair's Report	D.1 11014/0626 Tricia Doherty D.2 D.3 D.4 D.5 D.7 D.8 E.1 11015/0626 Kevin Kinahan	The Board reviewed the Superintendent's June 24, 2026 Report. M/C That the Board of Trustees receives and files the Superintendent, Deputy Superintendent, Secretary Treasurer, Associate Superintendent, Directors of Support Services, Technology, and Facilities for June 24, 2026. The Board reviewed the Deputy Superintendent's June 24, 2026 Report. The Board reviewed the Secretary Treasurer's June 24, 2026 Report. Aaron Skretting, Associate Superintendent, provided a report to the Board, apprising them of recent division activity related to Learning, Religious Education, and First Nations, Métis and Inuit Education. Crystal Lothian, Director of Support Services, provided a report to the Board, apprising them of recent division activity related to the Support Services Department. Regan Holt, Director of Technology, provided a report to the Board, apprising them of recent division activity related to the Technology Department. Vivien Kossuth, Director of Facilities, provided a report to the Board, apprising them of recent division activity related to the Maintenance and Facilities Department. Board Chair Linda Ellefson provided a report about recent correspondence, planning and events, and activity. M/C That the Board of Trustees receives and files the Board Chair, ACSTA, ASBA, GrACE, TBAC, and Joint City/Boards Reports for June 24, 2026.

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ACSTA Report	E.2	Trustee Linda Ellefson, Board representative to the ACSTA, provided a report to the Board regarding recent ACSTA 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 ASBA business, events, and activities.
GrACE Report	E.4	Trustees Tricia Doherty and Linda Ellefson, Board representatives to the GrACE committee, provided a report regarding recent GrACE business, events, and activities.
TBAC Report	E.5	Trustees Blake Dolan, Cheralan O'Donnell, and Bob Spitzig, Board representatives to the TBAC committee provided a report regarding recent business, events, and activities.
Joint City/School Boards Report	E.6	Trustees Tricia Doherty and Roisin Gibb, Board representatives to the Joint City of Lethbridge and School Boards committee, provided a report regarding recent Joint City/Boards business, events, and activities.
<u>ADVOCACY</u>		
Individual Trustee Advocacy	F.1	Each Trustee provided a written report outlining the activities they have been engaged in to advocate for the Board and school division over the past month.
	11016/0626	M/C That the Board of Trustees receives and files the individual Trustee Activities Reports for June 24, 2026.
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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.
<u>INFORMATION ITEMS</u>		
Administrative Procedures Update	G.1	The Board of Trustees received the following added Administrative Procedures as information: • <i>AP 136: Privacy Access and Security</i> • <i>AP 137: Collection, Use, Disclosure, Data Matching, and Non-Personal Data</i> • <i>AP 138: Right of Access and Correction of Information</i> • <i>AP 139: ATIA and POPA Complaint Resolution</i> • <i>AP 140: Privacy Breach Response</i> These versions reflect current language, procedures and supports regarding learners and staff in Holy Spirit Catholic School Division. The information has been placed on the division website.
Third Quarter Financial Report	G.2	Secretary Treasurer Amanda Lindemann provided the 2025/2026 Third Quarter Financial Report for Board information.
Opening Mass 2026/2027	G.3	The Opening Mass for Holy Spirit Catholic School Division will be held on Friday, August 28, 2026 at 9:00 a.m. at Catholic Central High School East Campus starting with Opening Remarks, for all divisional staff. Mass will be officiated by Bishop William McGrattan beginning at 9:30 a.m..
Holy Spirit Social Media Analytics Report	G.4	The Board received the Holy Spirit Social Media Analytics Report from January 1, 2026 to May 31, 2026. The information provided detailed data and metrics regarding the division's social media activities and performance.
Annual First Ride Event 2026	G.5	Holy Spirit Catholic School Division in partnership with Lethbridge School Division and Southland Transportation host a free First Ride for students. The event gives students and opportunity to experience riding a bus prior to their first day of school. It will be held on Saturday, August 22, 2026 at Children of St. Martha School.
Holy Spirit Stars	G.6	The Board reviewed the activities and achievements of the division's students and staff over the past month.
Enrolment Data Update	G.7	The Board received the division enrolment report for May 2026.

ADJOURNMENT

**11017/0626
Bob Spitzig**

M/C

**That the Board of Trustees adjourns the Regular Board Meeting of
June 24, 2026, at 3:17 p.m.**

Board Chair

Secretary-Treasurer