

		<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 25, 2026, COMMENCING AT 1:05 P.M.</p> <p><b>Present</b></p> <p><b>BOARD</b>  Board Chair Linda Ellefson  Vice Chair Roisin Gibb  Trustee Tricia Doherty  Trustee Blake Dolan  Trustee Kevin Kinahan  Trustee Carmen Mombourquette  Trustee Cheralan O'Donnell  Trustee Bob Spitzig</p> <p><b>ADMINISTRATION</b>  Superintendent of Schools Chantel Axani  Deputy Superintendent Anthea Boras  Secretary Treasurer Amanda Lindemann  Associate Superintendent Aaron Skretting</p> <p><b>Regrets</b>  Recording Secretary Rhonda Kawa  Trustee Thomas Machacek</p> <p>Board Chair Linda Ellefson called the March 25, 2026, Regular Board Meeting to order at 1:05 p.m. Vice Chair Roisin Gibb 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. A prayer provided by St. Mary School, Taber was shared.</p>
<p><b>CALL TO ORDER</b> <b>OPENING PRAYER</b></p>		
<p>Approval of Agenda</p>	<p>10917/0326 Cheralan O'Donnell</p>	<p>M/C That the agenda for the March 25, 2026, Board Meeting be approved, as presented.</p>
<p>Previous Minutes</p>	<p>10918/0326 Bob Spitzig</p>	<p>M/C That the minutes of the February 25, 2026 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><b>PRESENTATIONS</b> Schollie Surveys Virtual Presentation</p>		<p>Ms. Elan Buan, Project Consultant for Schollie Research &amp; Consulting provided an overview of the Holy Spirit Catholic School Division results from the recently administered Schollie Survey. The Schollie Survey is a satisfaction survey to find out from division stakeholders, students, parents, and staff, their opinions on how education is being delivered in division schools.</p>
<p><b>ACTION ITEMS</b> Ten-Year Capital Plan (202-2026)</p>	<p>B.1</p>	<p>Based on the direction provided by the Board of Trustees, the finalized 10-Year Capital Plan for 2026-2036 was presented for Board review and approval.</p>
	<p>10919/0326 Tricia Doherty</p>	<p>M/C That the Board of Trustees approves the 10-Year Capital Plan for 2026-2036, as presented; <b>AND FURTHER, that this document be placed on the division website.</b></p>
<p>Three-Year Capital Plan (2027-2030)</p>	<p>B.2</p>	<p>Based on the direction provided by the Board at its February 25, 2026, Regular Meeting, the finalized Three-Year Capital Plan for 2027-2030 was presented for Board review and approval.</p>
	<p>10920/0326 Cheralan O'Donnell</p>	<p>M/C That the Board of Trustees approves the Three-Year Capital Plan for 2027-2030, as presented; <b>AND FURTHER, that this document be submitted to Alberta Education and Alberta Infrastructure and placed on the division website.</b></p>

<p>March 25/26: page 2</p> <p><b>Superintendent and Board Evaluations</b></p>	<p><b>B.3</b></p> <p>10921/0326 Roisin Gibb</p>	<p>As outlined in <i>Policy 2: Role of the Board</i>, the Board of Trustees will evaluate the effectiveness of the Board annually and evaluate the Superintendent on an agreed upon schedule. A recent independent evaluation of the Superintendent was successfully conducted between April and June 2025.</p> <p><b>M/C</b>     <b>That the Board of Trustees authorizes the Board Chair to investigate independent consulting services for the purpose of conducting a formal Board evaluation for the 2025/2026 school year.</b></p>
<p><b>POLICY REVIEW</b> <b>Policy 13: Hearings on Teacher Matters</b></p>	<p><b>C.1</b></p> <p>10922/0326 Tricia Doherty</p>	<p>The Board's Policy Development and Review Committee have completed a thorough review of <i>Policy 13: Hearings on Teacher Matters</i> and presented the recommended changes to the Board of Trustees.</p> <p><b>M/C</b>     <b>That the Board of Trustees accepts <i>Policy 13: Hearings on Teacher Matters</i>, as presented.</b></p>
<p><b>Policy 14: Appeals and Hearings on Student Matters</b></p>	<p><b>C.2</b></p> <p>10923/0326 Cheralan O'Donnell</p>	<p>The Board's Policy Development and Review Committee have completed a thorough review of <i>Policy 14: Appeals and Hearings on Student Matters</i> and presented the recommended changes to the Board of Trustees.</p> <p><b>M/C</b>     <b>That the Board of Trustees accepts <i>Policy 14: Appeals and Hearings on Student Matters</i>, as amended.</b></p>
<p><b>Policy 16: School Closure</b></p>	<p><b>C.3</b></p> <p>10924/0326 Tricia Doherty</p>	<p>The Board's Policy Development and Review Committee have completed a thorough review of <i>Policy 16: School Closure</i> and presented the recommended changes to the Board of Trustees.</p> <p><b>M/C</b>     <b>That the Board of Trustees accepts <i>Policy 16: School Closure</i>, as presented.</b></p>
<p><b>Policy 20: Fiscal Stewardship</b></p>	<p><b>C.4</b></p> <p>10925/0326 Cheralan O'Donnell</p>	<p>The Board's Policy Development and Review Committee have completed a thorough review of <i>Policy 20: Fiscal Stewardship</i> and presented the recommended changes to the Board of Trustees.</p> <p><b>M/C</b>     <b>That the Board of Trustees accepts <i>Policy 20: Fiscal Stewardship</i>, as amended.</b></p>
<p><b>Policy 24: Budget</b></p>	<p><b>C.5</b></p> <p>10926/0326 Kevin Kinahan</p>	<p>The Board's Policy Development and Review Committee have completed a thorough review of <i>Policy 24: Budget</i> and <i>Policy 24 – Appendix A: Budget Timelines</i> and presented the recommended changes to the Board of Trustees.</p> <p><b>M/C</b>     <b>That the Board of Trustees accepts <i>Policy 24: Budget</i> and <i>Policy 24 – Appendix A: Budget Timelines</i>, as amended.</b></p>
<p><b>Policy 7: Board Committees and Board Representation</b></p>	<p><b>C.6</b></p> <p>10927/0326 Blake Dolan</p>	<p>The Board's Policy Development and Review Committee have completed a thorough review of <i>Policy 7: Board Committees and Board Representation</i>, <i>Policy 7 – Appendix B: Audit Committee Terms of Reference</i>, <i>Policy 7 – Appendix C: Finance Committee Terms of Reference</i>, and <i>Policy 7: Appendix H: Infrastructure and Capital Committee Terms of Reference</i> and presented the recommended changes to the Board of Trustees.</p> <p><b>M/C</b>     <b>That the Board of Trustees accepts <i>Policy 7: Board Committees and Board Representation</i>, <i>Policy 7 – Appendix B: Audit Committee Terms of Reference</i>, <i>Policy 7 – Appendix C: Finance Committee Terms of Reference</i>, and <i>Policy 7: Appendix H: Infrastructure and Capital Committee Terms of Reference</i>, as amended.</b></p>
<p><b>Appointment of Infrastructure and Capital Committee Members</b></p>	<p><b>B.4</b></p>	<p><i>Policy 7: Board Committees and Board Representation</i> has been amended to include the Infrastructure and Capital Committee. In this policy it states that three (3) trustee representatives will be appointed to this committee with the Board Chair serving as the Committee Chair.</p>

<p>March 25/26: page 3</p>	<p>10928/0326</p>	<p>M/C That the Board of Trustees proceeds to appoint Trustee Kevin Kinahan, Trustee Carmen Mombourquette, and Trustee Tricia Doherty, to the newly formed Infrastructure and Capital Committee;</p> <p>AND FURTHER, that the Board Chair will serve as Committee Chair.</p>
<p><b>ADMINISTRATIVE REPORTS</b></p> <p>Superintendent's Report</p> <p>Deputy Superintendent's Report</p> <p>Secretary Treasurer's Report</p> <p>Associate Superintendent's Report</p> <p>Director of Support Services Update</p> <p>Director of Technology Update</p> <p>Director of Facilities</p> <p><b>BOARD REPORTS</b></p> <p>Board Chair's Report</p> <p>ACSTA Report</p> <p>ASBA Report</p> <p>GrACE Report</p> <p>Economic Development</p> <p><b>ADVOCACY</b></p> <p>Individual Trustee Advocacy</p>	<p>10929/0326 Bob Spitzig</p> <p>D.1</p> <p>10930/0326 Tricia Doherty</p> <p>D.2</p> <p>D.3</p> <p>D.4</p> <p>D.5</p> <p>D.6</p> <p>D.7</p> <p>E.1</p> <p>10931/0326 Roisin Gibb</p> <p>E.2</p> <p>E.3</p> <p>E.4</p> <p>E.5</p> <p>F.1</p>	<p>M/C That the ballots used for the election of members for the Infrastructure and Capital Committee be destroyed.</p> <p>The Board reviewed the Superintendent's March 25, 2026 Report.</p> <p>M/C That the Board of Trustees receives and files the Superintendent, Deputy Superintendent, Secretary Treasurer, Associate Superintendent, and Directors of Support Services, Technology, and Facilities Reports for March 25, 2026.</p> <p>The Board received the Deputy Superintendent's March 25, 2026 Report.</p> <p>The Board received the Secretary Treasurer's March 25, 2026 Report.</p> <p>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.</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>Regan Holt, Director of Technology, provided a report to the Board, apprising them of recent division activity related to the technology department.</p> <p>Vivien Kossuth, Director of Facilities, provided a report to the Board, apprising them of recent division activity related to facilities and maintenance.</p> <p>Board Chair Linda Ellefson provided a report about recent correspondence, planning and events, and activities.</p> <p>M/C That the Board of Trustees receives and files the Board Chair, ACSTA, ASBA, GrACE, and Economic Development Reports for March 25, 2026.</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 Tricia Doherty, alternate Board representative to the ASBA, provided a report to the Board regarding recent business, events, and activities.</p> <p>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>Trustee Tricia Doherty, representative to the Economic Development Committee, provided a report to the Board regarding recent business, events, and activities.</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>March 25/26: page 4</p> <p><b>School Council Advocacy</b></p> <p><b>MLA Meetings</b></p> <p><b>Holy Spirit High Schools Graduation Planning</b></p> <p><b><u>INFORMATION ITEMS</u></b></p> <p><b>“Share the Mission” Award Nomination Information</b></p> <p><b>Second Quarter Financial Report</b></p> <p><b>Holy Spirit Stars</b></p> <p><b>Enrolment Data Update</b></p> <p><b>ADJOURNMENT</b></p>	<p><b>10932/0326</b> <b>Roisin Gibb</b></p> <p><b>F.2</b></p> <p><b>F.3</b></p> <p><b>F.4</b></p> <p><b>G.1</b></p> <p><b>G.2</b></p> <p><b>G.3</b></p> <p><b>G.4</b></p> <p><b>10933/0326</b> <b>Bob Spitzig</b></p> <p><b>10934/0326</b> <b>Bob Spitzig</b></p> <p><b>10935/0326</b> <b>Blake Dolan</b></p>	<p><b>M/C That the Board of Trustees receives and files the individual Trustee Activities Reports for March 25, 2026.</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>The Board of Trustees held meetings with local MLAs to discuss matters of mutual interest. Board Chair Linda Ellefson and Superintendent Chantel Axani are also planning on attending the MLA Reception in Edmonton, AB being held on March 30, 2026.</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>The Board received nomination information that has been prepared for the 2025/2026 “Share the Mission” Award. Nominations will be accepted until June 5, 2026. An online form is available on the Holy Spirit division website for nomination submissions.</p> <p>Secretary Treasurer Amanda Lindemann provided the Holy Spirit Catholic School Division’s Second Quarter Financial Statement, for the period from September 1, 2025 to February 28, 2026.</p> <p>The Board reviewed the activities and achievements of the division’s students and staff over the past month.</p> <p>The Board received the division enrolment report for February 2026.</p> <p><b>M/C That the Board of Trustees convene into the Committee of the Whole at 2:51 p.m.</b></p> <p><b>M/C That the Board to Trustees reconvene into the Regular Meeting at 3:35 p.m.</b></p> <p><b>M/C That the Board of Trustees adjourns the Regular Board Meeting of March 25, 2026, at 3:35 p.m.</b></p> <p>_____</p> <p><b>Board Chair</b></p> <p>_____</p> <p><b>Secretary Treasurer</b></p>
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