

		<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 25, 2026, COMMENCING AT 3:00 P.M.</p>
	<p style="text-align: center;"><b>Present</b></p>	<p><b>BOARD</b>  Board Chair Linda Ellefson  Vice Chair Roisin Gibb  Trustee Tricia Doherty  Trustee Kevin Kinahan  Trustee Thomas Machacek  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  Recording Secretary Rhonda Kawa</p>
<p><b>CALL TO ORDER</b> <b>OPENING PRAYER</b></p>	<p style="text-align: center;"><b>Regrets</b></p>	<p>Trustee Blake Dolan</p> <p>Board Chair Linda Ellefson called the February 25, 2026, Regular Board Meeting to order at 3:00 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. Trustee Carmen Mombourquette led in prayer provided by a student from Catholic Central High School.</p>
<p style="text-align: center;">Approval of Agenda</p>	<p style="text-align: center;">10902/0226 Roisin Gibb</p>	<p><b>M/C That the agenda for the February 25, 2026, Board Meeting be approved, as amended.</b></p> <p>The following items were added to the agenda:</p> <p style="text-align: center;"><b>B.5 Transportation</b>  <b>B.6 Kindergarten</b>  <b>B.7 Board Meetings</b></p>
<p style="text-align: center;">Previous Minutes</p>	<p style="text-align: center;">10903/0226 Cheralan O'Donnell</p>	<p><b>M/C That the minutes of the January 28, 2026, Regular Meeting of the Board be approved, as presented.</b></p> <p>There was no business arising from the minutes. Trustee Carmen Mombourquette enquired as to when the Board was going to discuss the terms of reference for a New Buildings and Renovations Committee. Policy Committee Chair Cheralan O'Donnell pointed out that as the Policy Committee could not meet until March 2, we will be bringing the committee recommendations to the Board at the March 25, 2026, Regular Meeting.</p>
<p style="text-align: center;"><b>Business Arising from the Minutes</b></p>		<p>The Board of Trustees received a presentation from Mr. Mike Humphrey, EMS Operations Officer at Lethbridge Fire and Emergency Services, concerning the implementation and optimization of cardiac emergency response plans within the school division.</p>
<p><b>PRESENTATION</b> Cardiac Emergency Response Plans</p>		
<p><b>ACTION ITEMS</b> Three Year Capital Plan (2027-2030) DRAFT</p>	<p style="text-align: center;">B.1</p>	<p>Secretary-Treasurer Amanda Lindemann provided a draft version of the "Three-Year Capital Plan" (2027-2030), for Board review. A presentation was given to the Board of Trustees providing further details of the Three-Year Capital Plan.</p>
	<p style="text-align: center;">10904/0226 Cheralan O'Donnell</p>	<p><b>M/C That the Board of Trustees receives and files the draft Three Year Capital Plan (2027-2030);</b></p>

<p><b>Locally Developed Courses</b></p>	<p><b>B.2</b></p>	<p><b>AND FURTHER, that the Board of Trustees directs the Superintendent of Schools to finalize and present the Three-Year Capital Plan (2027-2030) at the March 2026 Regular Board Meeting.</b></p> <p>A locally developed/acquired course was presented for Board consideration and approval to be submitted to Alberta Education.</p>
<p><b>Council of School Council Agenda</b></p>	<p><b>10905/0226</b> <b>Tricia Doherty</b></p>	<p><b>M/C</b>      <b>That the Board of Trustees for The Holy Spirit Catholic School Division, at its February 25, 2026, Regular Meeting, retroactively approves the use and implementation of the following Locally Developed Course, LDC 3112 Study of Film 35-3 and its accompanying learning resources, which began January 29, 2026, however, approval from the Board of Trustees was not obtained before the course commenced.</b></p>
<p><b>Alberta School Councils' Association (ASCA) Conference Registration</b></p>	<p><b>B.3</b></p>	<p>The Board of Trustees final meeting for the 2025/2026 school year with the School Council Chairs is scheduled for March 2, 2026. The Board discussed and set the agenda to include the following items:</p>
<p><b>Transportation</b></p>	<p><b>10906/0226</b> <b>Roisin Gibb</b></p>	<p><b>M/C</b>      <b>That the Board of Trustees places the following on the Council of School Council Chairs Meeting agenda scheduled for March 2, 2026:</b></p> <ul style="list-style-type: none"> <li>• <b>Schollie Survey</b></li> <li>• <b>Budget Presentation</b></li> <li>• <b>School Council End of Year Reporting</b></li> <li>• <b>ASCA Symposium and AGM</b></li> </ul>
<p><b>Kindergarten</b></p>	<p><b>B.4</b></p>	<p>The ASCA will be holding its Spring Symposium and Annual General Meeting from April 25-26, 2026, 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.</p>
<p><b>Board Meetings</b></p>	<p><b>10907/0226</b> <b>Tricia Doherty</b></p>	<p><b>M/C</b>      <b>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 Spring Symposium.</b></p>

**POLICY REVIEW**

**C.1** The Board tables the review of policy as per Policy 7: Appendix F – Policy Development and Review Committee: Terms of Reference Review Schedule to the March 25, 2026 Regular Board of Trustees Meeting.

**ADMINISTRATIVE REPORTS**

**Superintendent’s Report**

**D.1** The Board reviewed the Superintendent’s February 25, 2026, Report.

**10911/0226  
Cheralan O'Donnell**

**M/C That the Board of Trustees receives and files the Superintendent, Deputy Superintendent, Secretary Treasurer, Associate Superintendent, Directors of Support Services, and Technology Reports for February 25, 2026.**

**Deputy Superintendent’s Report**

**D.2** The Board received the Deputy Superintendent’s February 25, 2026, Report.

**Secretary Treasurer’s Report**

**D.3** The Board reviewed the Secretary Treasurer’s February 25, 2026, Report.

**Associate Superintendent’s Report**

**D.4** 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.

**Director of Support Services Update**

**D.5** Crystal Lothian, Director of Support Services, provided a report to the Board, apprising them of recent division activity related to the Support Services Department.

**Director of Technology Update**

**D.6** Regan Holt, Director of Technology, provided a report to the Board, apprising them of recent division activity related to the technology department.

**Director of Facilities Update**

**D.7** Vivien Kossuth, Director of Facilities, was unable to provide a report to the Board.

**BOARD REPORTS**

**Board Chair’s Report**

**E.1** Board Chair Linda Ellefson provided a report about recent correspondence, planning and events, and activity.

**10912/0226  
Tricia Doherty**

**M/C That the Board of Trustees receives and files the Board Chair, ACSTA, ASBA, GrACE, Economic Development, and Joint City / School Boards Reports for February 25, 2026.**

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

**Economic Development Report**

**E.5** Trustee Tricia Doherty, representative to the Economic Development Committee, provided a report to the Board regarding recent business, events, and activities.

**Joint City / School Boards Committee**

**E.6** Trustees Roisin Gibb and Tricia Doherty, Board representatives to the Joint City / School Boards committee, provided a report to the Board regarding recent business, events, and activities.

**ADVOCACY**

**Individual Trustee Advocacy**

**F.1** 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.

