

Minutes of a Regular meeting of the Board of Trustees of the Red Deer Catholic Regional Schools, held August 24, 2021.

Present: S. Heistad  
M. Hollman  
C. Leyson  
D. Lonsdale  
R. Maloughney  
K. Pasula and  
A. Watson, Trustees  
K. Finnigan, Superintendent of Schools  
R. Ledene, Assoc. Sup't - Personnel  
R. Sawula, Assoc. Sup't - Curriculum  
J. Smith, Assoc. Sup't - Inclusive Learning  
R. Steeves, Secretary-Treasurer  
J. Heidt, Executive Assistant  
A. Vischer, Communications

The meeting was called to order at 5:40 p.m.

Ryan Sawula, Associate Superintendent of Curriculum, led Trustees in prayer.

Trustee Heistad read the Land Acknowledgement aloud.

1. APPROVAL OF AGENDA

The agenda was approved by consensus.

2. ADOPTION OF MINUTES

21/08/24-01- Watson

**THAT THE MINUTES OF THE REGULAR MEETING OF JUNE 22, 2021 BE ADOPTED AS AMENDED.**

**CARRIED.**

21/08/24-02- Heistad

**THAT THE MINUTES OF THE SPECIAL MEETING OF JUNE 30, 2021 BE ADOPTED AS PRESENTED.**

**CARRIED.**

3. ACTION ITEMS

3.1 ACCOUNTABILITY REPORT - DECEMBER 1, 2020-JUNE 30, 2021

Trustees were presented with the Division Accountability Report. Discussion took place and it was decided for the upcoming year to move to quarterly reporting in a shorter format.

21/08/24-03-Leyson

**THAT THE BOARD APPROVE THE ACCOUNTABILITY REPORT FOR DECEMBER 1, 2020-JUNE 30, 2021 AS AMENDED.**

**CARRIED.**

3.2 HOLY TRINITY CATHOLIC SCHOOL TRANSFER OF LAND

The Secretary-Treasurer presented Trustees with a site plan of the Holy Trinity School yard that was split into school property and municipal reserve. The current plan includes all of the property under the school reserve in which a portion should have been transferred following the construction process. The Town of Olds looks after the maintenance of the municipal reserve portion which is consistent with all Division properties.

21/08/24-04-Hollman

**THAT THE BOARD APPROVES THE TRANSFER OF THE BOARD'S INTEREST IN THE NORTH PORTION OF THE HOLY TRINITY CATHOLIC SCHOOL SITE SHOWN AS LOT 65MR ON THE PROPOSED PLAN OF SUBDIVISION TO THE TOWN OF OLDS, SUBJECT TO THE TOWN OF OLDS' ACCEPTANCE OF THE TRANSFER AND THE MINISTER OF EDUCATION'S AUTHORIZATION.**

**CARRIED.**

3.3 TRUSTEE REMUNERATION

The policy will be implemented as presented after pausing Policy 19 for the last two years.

### 3.4 APPROVAL OF AUDITORS

The Secretary-Treasurer recommended that the Board continue with BDO to conduct the 2020-2021 audit. This would be year 5 of a 5 year agreement. Trustees asked the Secretary-Treasurer to begin the Request for Proposals for the next five year period.

21/08/24-05-Lonsdale

**THAT THE BOARD APPROVES THE AUDITING FIRM OF BDO, FOR THE FISCAL YEAR ENDING AUGUST 31, 2021 AND DIRECTS ADMINISTRATION TO REQUEST PROPOSALS FROM ACCOUNTING FIRMS FOR AUDITING SERVICES FOR THE NEXT FIVE YEAR PERIOD.**

**CARRIED.**

*The meeting recessed for a break at 6:40 pm and resumed at 6:56 pm*

### 3.5 LOCALLY DEVELOPED COURSE APPROVAL

A board motion is required for renewing/acquiring Locally Developed Courses (LDCOMS). Forensic Studies was also acquired for the upcoming school year.

21/06/22-06- Maloughney

**THAT THE BOARD OF TRUSTEES APPROVES THE RENEWING/ACQUIRING OF THE LOCALLY DEVELOPED COURSE AS FOLLOWS:**

- **Forensic Studies (2021) 25 and 35 (3 credits).**

**CARRIED.**

### 3.6 POTENTIAL CALENDAR CHANGES

- A) FEDERAL STATUTORY HOLIDAY: NATIONAL DAY FOR TRUTH AND RECONCILIATION - SEPTEMBER 30

The Superintendent presented some scenarios for National Truth and Reconciliation Day on September 30. It was decided that keeping students and staff in school and celebrating the Indigenous culture would create awareness and be an invaluable learning experience for all. Trustees directed administration to gather feedback from the Indigenous community which can be considered in future years. This

feedback will be brought forward to the February board meeting in time for future school calendar building.

21/06/22-07-Lonsdale

**THAT THE BOARD OF TRUSTEES APPROVE THAT SEPTEMBER 30 REMAIN AS IS (IN SCHOOL) AND THE PD DAY REMAINS ON SEPTEMBER 24, 2021. THE FOCUS THROUGHOUT THE SCHOOL DAY WILL BE ON TRUTH AND RECONCILIATION. IF PROVINCIAL GOVERNMENT DECLARES SEPTEMBER 30 AS A PROVINCIAL HOLIDAY, THE PD DAY WOULD MOVE FROM SEPTEMBER 24 TO OCTOBER 1.**

**CARRIED.**

B) ROCKY MOUNTAIN HOUSE CALENDAR CHANGE

21/08/24-08-Heistad

**THAT THE BOARD OF TRUSTEES CHANGE THE PROFESSIONAL DEVELOPMENT DAY ON THE ROCKY MOUNTAIN HOUSE 2021-2022 SCHOOL CALENDAR FROM SEPTEMBER 24, 2021 TO SEPTEMBER 27, 2021. IN THE CIRCUMSTANCE THAT THE PROVINCIAL GOVERNMENT DECLARES SEPTEMBER 30 AS A PROVINCIAL HOLIDAY THE PD DAY WOULD MOVE FROM SEPTEMBER 24 TO OCTOBER 1.**

**CARRIED.**

3.7 ADMINISTRATIVE PROCEDURE 458 - DUTY TO REPORT

The Secretary Treasurer is the designated officer for the Division and all staff will be made aware of this Administrative procedure No. 458 at school start-up. This item will be brought to the September board meeting indicating who was informed.

## 4. INFORMATION ITEMS

### 4.1 Superintendent Report

Highlighted in the report:

- The School Re-entry Plan was brought forward and Administration supports following the present Alberta Health guidelines that the Chief Medical Officer of Health has put in place making masks optional in schools. All students will be required to wear masks on busses as per the Alberta Health regulations on transportation. At this time quarantining will not be required. An outbreak would be declared if there are two cases in a school at which time Alberta Health Services will contact the Division with guidelines. Parents and staff will have the re-entry plan with all necessary links prior to day one of school starting. It was noted that should we have to shift back to more stringent ways we can move quickly to that. Trustees expressed their frustration with Alberta Health and their “passing the buck” to school boards as they are not health professionals.
- Trustees asked administration to revisit the contact-tracing and hotline and re-analyze how they will use this information since it will be voluntary. It was noted that the Division will be notified when there are two cases in a school and a discussion between the Division and AHS would ensue at that time.
- The Superintendent expressed her appreciation for the good discussion and concern and reiterated that the Division will follow the Chief Medical Officers guidelines at this time. She thanked them for trusting the administration with this operational task. Trustees expressed their faith in administration with their plan and approach and their a good track record over the last 16 months.
- At home learning will continue to be open for registration should parents feel that need due to these decisions.

### 4.2 Financial Report

Highlighted in the report:

- We are currently working on getting our school facilities rented out for revenue.
- Due to the uncertainty of the formula used for funding by Ab Ed, the Secretary-Treasurer has deferred \$1.8M in anticipation of a reduction in funding for the 2021-2022 school year.
- This year transportation was under budget. This is mainly due to field trip funding as the cost of field trips is substantial and due to Covid no field trips took place.
- Trustee Leyson expressed her appreciation on behalf of the board for his prudence with the budget and assuring

we are in financial security.

4.3 Capital Projects Report

Highlighted in the report:

- The modulars for St. Gregory the Great Catholic School have been delayed until likely the new year.
- The \$3M in cost saving at St. Lorenzo Ruiz costing \$3M cost savings has been achieved as per government direction; unfortunately the presentation stairs, garage doors, and some other items have been considered being removed from the design. Trustees gave some suggestions for the Secretary-Treasurer to look into and share with the design committee. He was asked to bring any items that will need to be eliminated due to cost to the next board meeting.

4.4 Garrington Separate School District Establishment

Ministerial Orders

Highlighted in the report:

- Four new areas will be within our district starting 2022-2023 and these families will be integrated into our bussing system at that time.

4.5 Division Opening August 30, 2021

- Opening mass will be streamed live from St. Mary's Parish to school communities on August 30 at 1:00 pm.

4.6 Trustee Reports and Updates

4.7.1 Alberta School Boards' Association (ASBA)

Trustee Leyson gave a verbal report:

- First meeting to be held virtually on September 27, 2021.

4.7.2 Alberta Catholic School Trustees Association (ACSTA)

Chair Pasula gave a verbal report:

- The ACSTA board continues to work on the development of an association-restructuring plan with associated bylaw changes that will be presented to the membership at our upcoming AGM for decision.

4.7.3 Rural Caucus of Alberta School Boards

Trustee Heistad provided a written report.

4.7.4 Catholic Education Foundation

Trustee Heistad gave a verbal report:

- Next meeting will be held on September 27.

Trustee Hollman led the group in closing prayer.

21/08/24-09-Lonsdale

**THAT THE REGULAR MEETING RECESS THE  
TIME BEING 9:50 P.M.**

**CARRIED.**

21/08/24-10-Leyson

**THAT THE REGULAR MEETING RECONVENE**

**CARRIED.**

21/08/24-11-Watson

**THAT THE REGULAR MEETING ADJOURN, THE  
TIME BEING 10:25 P.M.**

**CARRIED.**

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(CHAIR)

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(SECRETARY-TREASURER)