

Minutes of a Regular meeting of the Board of Trustees of The Red Deer Catholic Separate School Division, held January 25, 2022.

Present: S. Heistad  
M. Hollman  
M. LaGrange  
C. Leyson  
D. Lonsdale  
K. Pasula and  
A. Watson, Trustees  
K. Finnigan, Superintendent of Schools  
R. Ledene, Assoc. Superintendent - Personnel  
R. Sawula, Assoc. Superintendent - Curriculum  
J. Smith, Assoc. Superintendent - Inclusive Learning  
R. Steeves, Secretary-Treasurer  
J. Heidt, Executive Assistant  
A.Visscher, Communications Coordinator

The meeting was held via Zoom.

The meeting was called to order at 3:30 p.m.

22/01/25-01-Leyson

**THAT THE COMMITTEE OF THE WHOLE MOVE  
IN CAMERA.**

**CARRIED.**

22/01/25-02-Heistad

**THAT THE BOARD MOVE OUT OF CAMERA**

**CARRIED.**

22/01/25-03-Hollman

**THAT THE BOARD RECESS UNTIL THE  
REGULAR PUBLIC MEETING IS CALLED TO  
ORDER.**

**CARRIED.**

*Recess 4:45-5:30*

Board Chair Pasula called the public meeting to order at 5:32 p.m.

Associate Superintendent Smith led the group in prayer.

Trustee LaGrange read the Land Acknowledgement aloud.

1. APPROVAL OF AGENDA

The agenda was approved by consensus.

2. ADOPTION OF MINUTES

22/01/25-04-Watson

**THAT THE MINUTES OF THE REGULAR MEETING OF NOVEMBER 30, 2021 BE ADOPTED AS AMENDED.**

**CARRIED.**

3. ST. LORENZO RUIZ CATHOLIC SCHOOL PRESENTATION

The Board of Trustees received a presentation from Group2 Architecture, Clark Builders and KTJ Consulting regarding the current updates and site design of St. Lorenzo Ruiz Middle School. The projected start date is February 23, 2022 with a completion date of June 23, 2023.

4. ACTION ITEMS

4.1 BOUNDARY DEVELOPMENT PRESENTATION AND PROCESS

As the Division prepares for the opening of St. Lorenzo Ruiz Middle School, reconfiguration of middle school boundaries will need to occur to ensure all schools are operating at a viable capacity with similar utilization rates. Administration presented Trustees with multiple scenarios and Trustees provided further feedback. Parent and staff stakeholder engagement sessions are planned to be held virtually on February 8 and February 10, 2022. Meeting dates and registration information will be advertised throughout the Division. An electronic feedback form will also be available for parents and staff to submit feedback from the engagement sessions which will provide data for administration to bring a recommendation to the Board of Trustees at the March 29 Board meeting.

4.2 ST. GREGORY THE GREAT CAPITAL PROJECT

Secretary-Treasurer Steeves presented Trustees with the rationale of purchasing two additional modulars for St. Gregory the Great Catholic School for a total of four modulars to be installed for use in the 2022-2023 school year. The cost of two additional modulars would be \$650,000 which will come out of capital reserves.

22/01/25-05-Lonsdale

**THAT THE BOARD APPROVE THE PURCHASE OF TWO MODULARS FOR THE PURPOSE OF ADDING TWO CLASSROOMS TO ST. GREGORY THE GREAT SCHOOL IN BLACKFALDS FOR THE PURPOSE OF ELIMINATING OVERCROWDING.**

**CARRIED .**

4.3 2021-2022 BOARD WORK PLAN

Trustees reviewed the Board Work Plan and some suggested changes were made.

*Recess 7:15-7:25*

4.4 FACILITY MASTER PLAN

The Secretary-Treasurer presented Trustees with the 2021-2022 Facility Master Plan.

22/01/25-06-Watson

**THAT THE BOARD OF TRUSTEES ACCEPTS THE 2021-2022 SCHOOL FACILITY MASTER PLAN AS PRESENTED.**

**CARRIED.**

4.5 LOCALLY DEVELOPED COURSE APPROVAL

A board motion is required for renewing/acquiring Locally Developed Courses (LDCOMS).

22/01/25-07-Leyson

**THAT THE BOARD APPROVE THE LOCALLY DEVELOPED COURSE**

- **ESL EXPOSITORY ENGLISH (2020) 25-5**

**CARRIED.**

4.5 KINDERGARTEN TO GRADE 6 CURRICULUM REVIEW REPORT

The Associate Superintendent of Curriculum presented the Board of Trustees with a draft Kindergarten to Grade 6 Curriculum review report and shared key findings, highlights and areas of concern. Input from staff, parents and community stakeholders was compiled into this comprehensive report which developed themes and considerations. Trustees were appreciative of the work that went into the report which they felt was a thorough analysis of the feedback received.

22/01/25-08-Heistad

**THAT THE BOARD ACCEPTS THE DRAFT KINDERGARTEN TO GRADE 6 CURRICULUM REVIEW REPORT AND RECOMMENDS THE REPORT BE FORWARDED TO THE MINISTER OF EDUCATION AS FEEDBACK TO THE DRAFT KINDERGARTEN TO GRADE 6 CURRICULUM.**

**CARRIED.**

4.6 STRATEGIC PLAN CONSULTANT RECOMMENDATION

The committee reviewed the Strategic Plan Consultant proposals and recommended the Planning Group as the consultant for the project.

22/01/25-09-Leyson

**THAT THE BOARD OF TRUSTEES APPOINT THE PLANNING GROUP AS THE CONSULTANT FOR THE DIVISION STRATEGIC DEVELOPMENT PLAN WITH A COMMENCEMENT DATE OF SEPTEMBER 2022.**

4.7 DRAFT POLICY 28: COMMUNICATIONS

New Policy 28: Communications was brought forward to Trustees. Suggested changes to be incorporated into the policy which will be brought forward at the February 22, 2022 Board meeting.

22/01/25-10-Hollman

**THAT THE BOARD POSTPONES THE DECISION TO APPROVE POLICY 28: COMMUNICATIONS UNTIL THE FEBRUARY BOARD MEETING.**

**CARRIED.**

4.8 POLICY 19: BOARD OPERATIONS

22/01/25-11-Watson

**THAT THE BOARD OF TRUSTEES ACCEPTS CHANGES TO POLICY 19: BOARD OPERATIONS AS PRESENTED.**

**CARRIED.**

4.9 TRUSTEE REPRESENTATIVE FOR 2023-2024 RDCRS CALENDAR COMMITTEE

The Calendar Committee will be meeting on February 2, 2022. A Trustee is required to sit on the Calendar Committee each year.

22/01/25-12-Lonsdale

**THAT TRUSTEE HOLLMAN BE APPOINTED TO THE CALENDAR COMMITTEE.**

**CARRIED.**

4.10 COVID-19 PROTOCOL FOR TRUSTEES

Covid-19 Protocol for Trustees was brought forward as Administrative Procedure 162 - Covid-19 Vaccination/Rapid Testing Requirements does not address Trustees.

22/01/25-13-Watson

**RECOGNIZING THAT TRUSTEES ARE THE ONLY PEOPLE WITHIN THE RDCRS COMMUNITY NOT COVERED BY ADMINISTRATIVE PROCEDURE #162: COVID-19 VACCINATION/RAPID TESTING REQUIREMENTS, AND HOLDING OURSELVES TO THE SAME STANDARD AS ALL OTHERS IN THE DIVISION, THEREFORE BE IT RESOLVED THAT, EACH TRUSTEE WILL:**

- **BY MARCH 15, 2022, SUBMIT PROOF OF VACCINATION AGAINST COVID-19 (AS DEFINED IN AP #162) TO THE SECRETARY-TREASURER, OR,**
- **BEGINNING MARCH 15, 2022, AND CONTINUING THEREAFTER, PROVIDE PROOF OF A NEGATIVE PCR OR RAPID TEST (DATED 72 HOURS OR LESS) TO THE SECRETARY-TREASURER PRIOR TO ENTRY TO ANY DIVISION PROPERTY, OR.**
- **BEGINNING MARCH 15, 2022, AND CONTINUING THEREAFTER, ATTEND MEETINGS AND EVENTS ONLINE ONLY.**

**THIS MOTION APPLIES TO TRUSTEES WHEN ACTING IN THEIR CAPACITY AS ELECTED OFFICIALS; TRUSTEES ENTERING DIVISION PROPERTY AS VOLUNTEERS OR PARENTS WILL FOLLOW THE APPROPRIATE PROVISIONS IN AP #162.**

22/01/25-14-Lonsdale  
(Amendment to motion  
2022/01/22-12-Watson)

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- **ELECTED OFFICIALS WHO ARE UNABLE TO OBTAIN A VACCINATION OR UNABLE TO RAPID TEST, MAY APPLY FOR AN EXEMPTION UNDER THE LEGISLATION OUTLINED IN THE ALBERTA HUMAN RIGHTS ACT.**

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22/01/25-15-Watson  
(As amended)

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**CARRIED.**

## 5. INFORMATION ITEMS

### 5.1 Superintendent Report

Highlighted in the report:

- Pre-Kindergarten registrations are at 165 to date.
- Kindergarten registrations are at 371 to date.

### 5.2 Covid-19 Report

Highlighted in the Report:

- The Division is using the same language as on the AHS website.
- Due to the rapid spread of the Omicron variant, RDCRS has had to respond to an effort to remain operational. As a result, Grade 7-9 students in seven middle schools have shifted temporarily online from January 24-February 2. The Superintendent noted that Grade 7-9 parents have been supportive of the decision to move to online learning.

### 5.3 Financial Report

The Secretary Treasurer provided a written report.

### 5.4 Board Portal Update

Mr. Rob Melenchuk presented Trustees with the new Board Portal

### 5.5 Trustee Reports and Updates

#### 5.5.1 Teacher Employer Bargaining Act (TEBA)

- Trustee Lonsdale spoke to her written report.

#### 5.5.2 Alberta School Boards' Association (ASBA)

- Edwin Parr Nominee deadline is March 19, 2022 and nomination packages will be available on January 31, 2022.

#### 5.5.3 Alberta Catholic School Trustees Association (ACSTA)

- The ACSTA Board will be meeting in early February.

#### 5.5.4 Rural Caucus of Alberta

Trustee Heistad gave a verbal report

- The last meeting was held on December 16 and Sherrie Cooper from Chinooks Edge School Division was voted in as Chair.

#### 5.5.5 Catholic Education Foundation

Trustee Heistad gave verbal report

- The Fundraiser that was scheduled for March 3 has been postponed to May 18.

Trustee Lonsdale led the group in closing prayer.



22/01/25-16-Hollman

**THAT THE REGULAR MEETING RECESS  
TO THE COMMITTEE OF THE WHOLE, THE  
TIME BEING 10:51 P.M.**

**CARRIED.**

22/01/25-17-Heistad

**THAT THE REGULAR MEETING  
RECONVENE.**

**CARRIED.**

22/01/25--18-Leyson

**THAT THE REGULAR MEETING ADJOURN,  
THE TIME BEING 10:58 P.M.**

**CARRIED.**

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CHAIR

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SECRETARY-TREASURER