



Minutes of a Regular Meeting of the Board of Trustees of the The Red Deer Catholic Separate School Division, held October 27, 2023.

Present: S. Heistad
M. Hollman
C. Leyson
D. Lonsdale
K. Pasula
A. Watson, Trustees
K. Finnigan, Superintendent of Schools
L. Latka, Secretary-Treasurer
R. Ledene, Assoc. Superintendent - System Services
J. Smith, Assoc. Superintendent - Human Resources
M. St. Pierre, Executive Assistant

Joined via Zoom: M. LaGrange, Trustee

Not in Attendance: R. Sawula, Assoc. Superintendent - Curriculum
A. Visscher, Communications Coordinator

Board Chair Hollman called the meeting to order at 11:30 AM.

10/27/23-01-Heistad

THAT THE COMMITTEE OF THE WHOLE MOVE IN CAMERA AT 11:30 AM.

CARRIED.

10/27/23-02-Lonsdale

THAT THE BOARD MOVE OUT OF CAMERA AT 1:00 PM.

CARRIED.

10/27/23-03-Leyson

THAT THE BOARD RECESS UNTIL THE PUBLIC MEETING IS

CALLED BACK TO ORDER.

CARRIED.

*Board Chair Hollman called the meeting back to order at 1:31 PM.
Trustee Watson read the opening prayer aloud.
Trustee Heistad read the Land Acknowledgement aloud.*

1. APPROVAL OF AGENDA

The following additions were made to the Agenda:

- 4.4 LEGAL MATTER 2023-01
- 4.5 RIGHTS HOLDER ENGAGEMENT WITH BLACKFALDS SCHOOL

10/27/23-04-Lonsdale

THAT THE AGENDA BE ACCEPTED AS AMENDED.

CARRIED.

2. APPROVAL OF MINUTES

10/27/23-05-Heistad

THAT THE MINUTES OF THE SPECIAL MEETING OF SEPTEMBER 25, 2023 BE ADOPTED AS PRESENTED.

CARRIED.

10/27/23-06-Leyson

THAT THE MINUTES OF THE REGULAR MEETING OF SEPTEMBER 26, 2023 BE ADOPTED AS PRESENTED.

CARRIED.

10/27/23-07-Watson

THAT THE MINUTES OF THE SPECIAL MEETING OF OCTOBER 13, 2023 BE ADOPTED AS PRESENTED.

CARRIED.

3. DELEGATIONS

There were no delegations at the meeting.

4. ACTION ITEMS

4.1 SENIOR ADMINISTRATION COMPENSATION REVIEW APPOINTMENT

Secretary-Treasurer Latka informed Trustees of some new developments regarding the Senior Administration Compensation Review process.

10/27/23-08-Watson

**THAT THE BOARD RESCIND MOTION 9/26/23-11 WHICH READS:
THAT THE BOARD APPROVES THE APPOINTMENT OF
YSTATION TO PROVIDE CONSULTATION SERVICES FOR THE
SENIOR ADMINISTRATION COMPENSATION REVIEW.**

CARRIED.

10/27/23-09-Leyson

**THAT THE BOARD APPROVES THE APPOINTMENT OF TELUS
HEALTH TO PROVIDE CONSULTATION SERVICES FOR THE SENIOR
ADMINISTRATION COMPENSATION REVIEW, WITH AN EXTENSION
UNTIL DECEMBER 4TH FOR DELIVERY OF THE WRITTEN REPORT
AND DECEMBER 18TH FOR THE PRESENTATION.**

CARRIED.

4.2 POSITION STATEMENT FOR ALBERTA SCHOOL BOARDS ASSOCIATION (ASBA)

Trustee Watson informed Trustees that she would like to form a committee to develop a position statement on the Board's Administration budget for potential consideration by ASBA at their general meeting.

10/27/23-10-Watson

**THAT THE BOARD OF TRUSTEES STRIKE A COMMITTEE TO
CONSIDER THE DEVELOPMENT OF A POSITION STATEMENT ON
SCHOOL BOARDS' ADMINISTRATION BUDGETS, FOR POTENTIAL
CONSIDERATION AT A FUTURE ASBA GENERAL MEETING.**

CARRIED.

Trustees Watson and Heistad, with Board Chair Hollman as ex-officio, will form the committee and will bring information back to the Board before a position statement is released. Secretary-Treasurer Latka will provide administrative support. Vice-Chair Lonsdale volunteered to serve as an alternate.

4.3 POLICY REVIEW - POLICY 19: BOARD OPERATIONS

10/27/23-12-Lonsdale

THAT THE BOARD OF TRUSTEES APPROVE THE CHANGES & UPDATES TO POLICY 19 - BOARD OPERATIONS AS AMENDED.

CARRIED.

4.4 LEGAL MATTER 2023-01

10/27/23-11-Watson

FURTHER TO IN CAMERA DISCUSSIONS AT THE OCTOBER 27, 2023 COMMITTEE MEETING, IN THE MATTER OF 2023-01, UP TO \$7,500 IS HEREBY APPROVED.

CARRIED.

Vice-Chair Lonsdale and Trustees LaGrange and Heistad declared a conflict and recused themselves from the vote.

4.5 RIGHTS HOLDER ENGAGEMENT WITH BLACKFALDS SCHOOL

Superintendent Finnigan stated that she would like to begin rights holder engagement for the new school build in Blackfalds.

10/27/23-13-Pasula

THAT THE BOARD OF TRUSTEES DIRECT THE SUPERINTENDENT TO ENGAGE IN A PUBLIC CONSULTATION WITH THE RIGHTS HOLDERS AND BROADER COMMUNITY REGARDING THE DEVELOPMENT AND DIVISION IMPACT OF OUR NEW BLACKFALDS SCHOOL.

CARRIED.

5. DISCUSSION ITEMS

5.1 QUARTERLY REPORT

Superintendent Finnigan presented the Board of Trustees with the quarterly report and provided Trustees with an update on Faith, Human Resources, Career Pathways and International Students. Associate Superintendent Smith highlighted the number of new hires for the school year and a new recognition program for teacher and educational assistant substitutes. Smith also shared that RDCRS currently has 17 pre-kindergarten programs throughout the Division. Secretary-Treasurer Latka shared that the 2022-2023 fiscal year is the first year that the maximum limit on operating reserves applies to Alberta school

jurisdictions and that the Division budgeted a deficit in 2022-2023, in part to ensure that operating reserves will fall below the cap.

5.2 CATHOLIC EDUCATION SUNDAY REPORT - NOVEMBER 5, 2023

- TRUSTEE REPRESENTATION AT MASS

Superintendent Finnigan presented Trustees with the Catholic Education Sunday report that celebrates Catholic Education across Alberta. Trustees signed up to speak at parishes across the Division for the Catholic Education Sunday masses on November 4 and 5, 2023.

5.3 RDCRS ENGAGEMENT SUMMIT: REPORT FOR NOVEMBER 22, 2023 INPUT SESSION

Superintendent Finnigan informed Trustees that based on Policy 19 - Board Operations, the RDCRS Engagement Summit will be hosted at St. Lorenzo Ruiz Middle School on November 22, 2023 in a hybrid format, from 6:00-7:30 PM. The engagement will focus on budget priorities and on Strategic Imperative 3 - Build a Workplace Culture of Engagement, Empowerment and Innovation.

Trustees suggested that Administration provide a backgrounder on the topics being discussed so that participants have a good understanding of the topics. Superintendent Finnigan indicated that she will begin advertising and preparing for the engagement session.

6. INFORMATION ITEMS

6.1 SECRETARY TREASURER REPORT

Secretary-Treasurer Latka presented the Secretary-Treasurer report as information and shared that the Division will begin the school year with a balanced budget. Latka also informed Trustees that the St. Lorenzo Ruiz project is currently over budget by \$394,467. Trustees requested more information on how the project went over budget without the Board's approval.

Chair Hollman called for a break at 3:03 PM.

The meeting was called back to order at 3:16 PM.

6.2 SYSTEM SERVICES - CAPITAL PROJECTS REPORT

Associate Superintendent Ledene shared the Systems Services - Capital Projects report and highlighted the new Blackfalds K-5 school build, St. Matthew's School classroom modulars and Capital Maintenance Renewal (CMR)

funding updates.

6.3 TRUSTEE REPORTS AND UPDATES

- Alberta School Boards Association (ASBA)
Trustee Heistad informed Trustees that the last ASBA Zone 4 meeting happened at RDCRS on October 16, 2023 and Vice-Chair Lonsdale was elected the labour relations representative.
- Alberta Catholic School Trustees Association (ACSTA)
Trustee Leyson informed Trustees that she, Vice-Chair Lonsdale, and Trustees Heistad and Watson attended the ACSTA Governance Summit on October 13, 14, 2023 and that the ACSTA Annual General Meeting (AGM) & Convention is happening on November 17-19, 2023 in Edmonton. She shared that at a Special meeting on October 4, 2023, Brandon Cavanagh was selected as the new Executive Director for ACSTA. Trustee Leyson will be attending an orientation for new ACSTA directors on November 16, 2023.
- Rural Caucus of Alberta School Boards
Trustee Heistad informed Trustees that the Rural Caucus and AGM is happening on November 19, 2023 in Edmonton. The Superintendent and Vice-Chair Lonsdale will attend.
- Catholic Education Foundation
The Education Foundation AGM is scheduled on Monday, October 30, 2023.

6.5 CORRESPONDENCE REPORT

The report was reviewed as information.

6.6 UPCOMING EVENTS:

- October 31, 2023 - Trustee School Tours
- November 5, 2023 - Catholic Education Sunday
- November 7, 2023 - Meeting with the City of Red Deer - meeting to be rescheduled in the Spring.
- November 13, 2023 - Audit Committee Meeting
- November 17-19, 2023 - ACSTA Annual General Meeting, Edmonton
- November 19, 2023 - Rural Caucus General Meeting
- November 19-21, 2023 - ASBA General Meeting, Edmonton
- November 21, 2023 - TEBA Annual General Meeting
- November 22, 2023 - RDCRS Engagement Summit Event
- November 27, 2023 - ASBA Zone 4 Meeting, Wetaskawin/Hybrid

*Trustee Pasula read the closing prayer aloud.
Trustee LaGrange left the meeting via Zoom.*

10/27/23-14-Watson

THAT THE BOARD OF TRUSTEES IS RECESSED AT 3:30 PM.

CARRIED.

10/27/23-15-Heistad

THAT THE BOARD OF TRUSTEES GO INTO CAMERA 3:31 PM.

CARRIED.

*Board Chair Hollman and Trustee Watson recused themselves from the meeting at 3:32 PM.
Board Chair Hollman and Trustee Watson returned at 3:42 PM.*

10/27/23-16-Watson

THAT THE BOARD OF TRUSTEES MOVE OUT OF CAMERA AT 4:05 PM.

CARRIED.

10/27/23-17- Lonsdale

THAT THE MEETING ADJOURN, THE TIME BEING 4:06 PM.

CARRIED.

(CHAIR)

(SECRETARY-TREASURER)