



Minutes of a Regular Meeting of the Board of Trustees of the The Red Deer Catholic Separate School Division, held January 26, 2024.

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
R. Sawula, Assoc. Superintendent - Curriculum
J. Smith, Assoc. Superintendent - Human Resources
M. St. Pierre, Executive Assistant

*Board Chair Hollman called the meeting to order at 11:30 AM.
Vice-Chair Lonsdale read an opening prayer aloud.*

01/26/24-01-Lonsdale

THAT THE COMMITTEE OF THE WHOLE MOVE IN CAMERA AT 11:31 A.M.

CARRIED.

01/26/24-02-Leyson

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

CARRIED.

01/26/24-03-Pasula

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

CARRIED.

*Board Chair Hollman called the meeting back to order at 1:33 P.M.
Trustee Watson read the opening prayer aloud.
Associate Superintendent Sawula read the Land Acknowledgement aloud.*

1. APPROVAL OF AGENDA

01/26/24-04-Lonsdale

THAT THE AGENDA BE ACCEPTED AS PRESENTED.

CARRIED.

2. APPROVAL OF MINUTES

01/26/24-05-Leyson

**THAT THE MINUTES OF THE REGULAR MEETING OF
NOVEMBER 28, 2023 BE ADOPTED AS PRESENTED.**

CARRIED.

01/26/24-06-Watson

**THAT THE MINUTES OF THE SPECIAL MEETING OF JANUARY
17, 2024 BE ADOPTED AS PRESENTED.**

CARRIED.

3. DELEGATIONS

Associate Superintendent Ledene introduced Shevon Corum, Transportation Manager, who provided Trustees with a presentation about the Transportation Department.

Trustees thanked Corum for the presentation and requested that Ledene provide Trustees with a communications report from the Transportation department before the end of June to be used to share important transportation deadline information at school council meetings. Trustees requested that administration explore why there are so many late registrations and to generate ideas on how to better inform parents that busing registration is required yearly. Trustees also suggested the exploration of an “auto withdrawal” registration system for busing, where bus registration would only be required if there is a change of school, otherwise the onus would be on the parents to inform transportation that busing is no longer required. The presentation was completed at 2:18 PM.

4. ACTION ITEMS

4.1 FACILITY MASTER PLAN -

Associate Superintendent Ledene presented the Facility Master Plan report reviewing the Capital Maintenance and Renewal (CMR) and Infrastructure Maintenance Renewal (IMR) projects happening in the Division for the 2023-2024 school year. Ledene informed Trustees that the Division is exploring the option of charging labour costs done by the Division’s Maintenance department back to Alberta Infrastructure to be able to make better use of our budgets. Trustees requested a report to review the status of the projects and to review the need for additional projects later in the school year. Additionally, Trustees questioned whether this item should become an

information item as opposed to an action item.

01/26/24-07-Pasula

**THAT THE BOARD OF TRUSTEES ACCEPTS THE 2023-2024
SCHOOL FACILITY MASTER PLAN BUDGET AS PRESENTED.**

CARRIED.

Chair Hollman called for a break at 2:37 PM.

Chair Hollman called the meeting back to order at 2:50PM.

4.2 BY-ELECTION REPORT

Secretary-Treasurer Latka presented the By-Election Report and informed Trustees that the vacancy created with the Board of Trustees after the resignation of former Trustee Monique LaGrange gave rise to the provision of a by-election. Latka stated that there are provisions for the Board to continue without a by-election with one vacancy on the Board. Latka asked Trustees to consider the implications and risks of holding a by-election including a potential cost of up to \$143,000, and the uncertainty of the judicial review process that is still ongoing. Trustees asked what would happen to a newly elected trustee after a by-election if the judicial review process went against the Board. Latka informed Trustees that holding a by-election poses a significant risk while the judicial review process is ongoing and the answer of the review is uncertain.

01/26/24-08-Lonsdale

**THAT THE BOARD CONTINUE WITH ONLY SIX TRUSTEES AS
ALLOWED UNDER S.81.(2)a OF THE EDUCATION ACT.**

CARRIED.

4.3 REAPPOINTMENT OF THE SUPERINTENDENT

Board Chair Hollman explained that the Board successfully renegotiated a contract with Superintendent Finnigan and has reappointed Dr. Finnigan as Superintendent of Schools for the next three years. Finnigan expressed thanks for the reappointment and stated that she is excited to continue in the Superintendent role for the next 3 years.

Trustee Leyson gave kudos to Superintendent Finnigan for being so visible in the faith community and at St. Mary's Parish.

01/26/24-09-Leyson

**THAT THE BOARD OF TRUSTEES APPROVES THE
REAPPOINTMENT OF DR. KATHLEEN FINNIGAN AS THE
SUPERINTENDENT OF SCHOOLS FOR THE RED DEER
CATHOLIC SEPARATE SCHOOL DIVISION EFFECTIVE JANUARY
1, 2024 UNTIL DECEMBER 31, 2026.**

CARRIED.

5. DISCUSSION ITEMS

5.1 BLACKFALDS ENGAGEMENT REPORT

Associate Superintendent Ledene presented Trustees with the Blackfalds Engagement report. Ledene explained that to make space at St. Gregory the Great Catholic School (SGTG) and maintain the highest level of programming for students at SGTG, different options were presented to stakeholders at an engagement forum that took place on January 10, 2024. Ledene presented a summary of the feedback on the two options presented, new suggestions generated by stakeholders and a recommendation to temporarily move select middle school grade levels to St. Lorenzo Ruiz Middle School in September 2024 until the new school in Blackfalds is ready for occupancy, expected to be in 2027.

Superintendent Finnigan asked Associate Superintendent Ledene to explain how the temporary changes would impact staff at these buildings. Ledene explained that Red Deer Catholic Regional Schools (RDCRS) has a transfer process in place that would be applied in this situation involving all principals to ensure the best possible people fill each position. Superintendent Finnigan stated that she is proud of the community that has been built at SGTG and that the recommendation that is being presented is the most viable option.

Trustees commended Senior Administration with the engagement process, and agreed that the Division was left with only two viable options. Trustees concluded that option one (moving pre-kindergarten and kindergarten programming offsite onto portables) is not viable due to safety concerns, staffing and the washroom situation. Trustees agreed that option two is a viable option and that before determining the exact grade configurations to be moved to St. Lorenzo Ruiz Middle School the recommended steps be taken by administration so that the required space is made available at SGTG.

01/26/24-10-Watson

THAT THE BOARD OF TRUSTEES APPROVES A TEMPORARY TRANSFER OF SELECT MIDDLE SCHOOL GRADE LEVELS TO ST. LORENZO RUIZ MIDDLE SCHOOL BEGINNING SEPTEMBER 2024. THE EXACT GRADE LEVEL CONFIGURATION WILL BE DETERMINED AFTER MORE DATA CAN BE EXAMINED FOLLOWING MEASURES OUTLINED IN THE BLACKFALDS ENGAGEMENT REPORT NO LATER THAN FEBRUARY 27, 2024.

CARRIED.

- 5.2 **AMA MEETING - RED DEER REGIONAL ADVISORY BOARD EVENT**
Superintendent Finnigan informed Trustees that the Alberta Motor Association (AMA) has reached out and would like to meet with the Division to discuss community programming and other opportunities for partnership and collaboration. The Red Deer Regional Advisory Board has provided an opportunity to meet and Superintendent Finnigan and Vice-Chair Lonsdale will represent the Division at this event.
- 5.3 **SCHOOL PICTURES FOR PARISHES**
Superintendent Finnigan presented Trustees with a mock-up framed picture of our schools to be mounted on parish walls to ensure visibility of our school division, but not take over wall space. Vice-Chair Lonsdale requested that the Jesuit Martyrs parish and St. Joseph the Workman parishes be included if there are funds available. Trustees suggested using smaller frames for the smaller parishes and for wording to be added to the frames to show association of division schools to the parishes.
- 5.4 **RED DEER CITY TRANSIT ADVOCACY - DATA FOR DISCUSSION**
Associate Superintendent Ledene presented the City of Red Deer City Transit Advocacy report and informed Trustees that the Division is expecting increased ridership for city of Red Deer high schools students who utilize Red Deer City Transit due to provincial transportation eligibility changes coming into effect next year. He explained that the information was shared with the Red Deer City Transit department, but the City of Red Deer has indicated that they are unable to expand routes or make adjustments that will incur costs.
- A recommendation was created to develop a joint communication letter with the Red Deer Public School Board of Trustees to advocate for additional bus routes to support an increase in student ridership in both school divisions.
- Trustees expressed agreement with this idea to ensure students have sufficient busing next year with the new eligibility criteria.
- 5.5 **BOARD & SUPERINTENDENT EVALUATIONS**
Superintendent Finnigan presented the Board & Superintendent Evaluations report recommending that the annual Board and Superintendent evaluations be conducted in October of each year instead of at the end of the school year where many division events happen at the same time resulting in scheduling conflicts for Trustees and Administration. Trustees were in agreement with the recommendation to begin conducting these evaluations every October.

5.6 SPONSORSHIP REQUEST - CALGARY CATHOLIC SCHOOL DISTRICT:

- POLICY 24: ATTENDANCE AT FUNDRAISING EVENTS

Vice-Chair Lonsdale addressed a sponsorship request received from the Canadian Catholic School Trustee Association (CCSTA) for the CCSTA convention being hosted by the Calgary Catholic School District in May 2024. Trustees discussed the idea and indicated that they would prefer to see the funds come from the Alberta Catholic School Trustees' Association (ACSTA) and not individual school board. Trustees indicated that they will support the conference by attending it, not by sponsoring it.

6. INFORMATION ITEMS

6.1 SUPERINTENDENT REPORT

Superintendent Finnigan presented the Superintendent report as information providing Trustees with a Faith update, Education Technology/Information Technology update, Early Learning update and a Stakeholder Engagement and Advocacy update.

6.2 SECRETARY-TREASURER REPORT

Secretary-Treasurer Latka presented the Secretary-Treasurer report as information.

6.3 TRUSTEE REPORTS AND UPDATES

- ALBERTA SCHOOL BOARDS ASSOCIATION (ASBA)
 - Trustee Heistad stated that the meeting highlights were sent to Trustees and she stated that there is currently lots of conversation about the diploma exams and nutrition grants.
- ASBA POSITION STATEMENT COMMITTEE
 - The Secretary-Treasurer has started to gather data for the development of a possible position statement. The Committee will meet in February.
- ALBERTA CATHOLIC SCHOOL TRUSTEES ASSOCIATION (ACSTA)
 - Trustee Leyson provided an oral report informing Trustees that there was a special meeting on January 9, 2024. Archbishop Smith attended the meeting. A letter written about the pronoun use for Spring legislation, a Motion was passed.
- RURAL CAUCUS OF ALBERTA SCHOOL BOARDS
 - Trustee Heistad stated that the Rural Caucus hasn't met as of yet.
- CATHOLIC EDUCATION FOUNDATION
 - The Catholic Education Foundation fund development committee met earlier this week to discuss fundraising opportunities and the prospect of improving engagement with RDCRS alumni. The Foundation board is scheduled to meet next week to further discuss fund development, event planning and board recruitment.

6.5 CORRESPONDENCE

A holiday greetings letter from the Minister was presented as information.

6.6 UPCOMING EVENTS:

- February 5-6, 2024 - ACSTA Meeting
- February 9-10, 2024 - ACSTA Symposium
- February 13, 2024 - AMA Meeting
- February 19, 2024 - Family Day - Stat Holiday
- February 22-23, 2024 - Teachers Convention
- February 26, 2024 - ASBA Zone 4 Meeting

Trustee Leyson read the closing prayer aloud.

01/26/24-11-Watson

THAT THE BOARD OF TRUSTEES GO INTO CAMERA AT 5:10 P.M.

CARRIED.

01/26/24-12-Watson

THAT THE BOARD OF TRUSTEES MOVE OUT OF CAMERA AT 6:15 P.M.

CARRIED.

01/26/24-13-Leyson

THAT THE MEETING ADJOURN, THE TIME BEING 6:16 P.M.

CARRIED.

(CHAIR)

(SECRETARY-TREASURER)