



Minutes of a Regular Meeting of the Board of Trustees of the The Red Deer Catholic Separate School Division, held February 27, 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, Associate Superintendent - System Services
R. Sawula, Associate Superintendent - Curriculum
J. Smith, Associate Superintendent - Human Resources
M. St. Pierre, Executive Assistant

*Board Chair Hollman called the meeting to order at 3:30 P.M.
Trustee Leyson read an opening prayer aloud.*

02/27/24-01-Leyson

THAT THE COMMITTEE OF THE WHOLE MOVE IN CAMERA AT 3:31 PM.

CARRIED.

02/27/24-02-Heistad

THAT THE BOARD MOVE OUT OF CAMERA AT 5:30 PM.

CARRIED.

*Trustee Pasula read the opening prayer aloud.
Associate Superintendent Smith read the Land Acknowledgement aloud.*

1. APPROVAL OF AGENDA

02/27/24-03-Lonsdale

THAT THE AGENDA BE ACCEPTED AS PRESENTED.

CARRIED.

2. APPROVAL OF MINUTES

02/27/24-04-Watson

THAT THE MINUTES OF THE REGULAR MEETING OF JANUARY 26, 2024 BE ADOPTED AS AMENDED.

CARRIED.

3. DELEGATIONS

There were no delegations at the meeting.

4. ACTION ITEMS

4.1 NEW BLACKFALDS SCHOOL & SPACE ACCOMMODATIONS

Associate Superintendent Ledene presented Trustees with the St. Gregory the Great Catholic School Middle School Relocation report. Associate Superintendent Ledene shared that approximately 300 people who would be impacted by a middle school move attended the open house event held on February 7, 2024, at St. Lorenzo Ruiz Middle School. Ledene explained that four different grade configurations were presented and that families and staff were given an opportunity to provide their feedback on all of the options. Ledene provided Trustees with a summary report of the data gathered from parents and staff, projections for both St. Gregory the Great and St. Lorenzo Ruiz Middle School and possible implications for St. Lorenzo Ruiz Middle School. A recommendation for a temporary move of St. Gregory the Great Catholic School students enrolled in grades 7, 8, and 9 in September 2024, to St. Lorenzo Ruiz Middle School beginning September 2024 was presented by Ledene on behalf of the Senior Administration team.

Trustees asked questions about how the open house event was received, how families with students with complex needs felt about the changes, and what some of the biggest concerns from families were. Administration stated that people have shared that they are supportive of the process, pleased to have the opportunity to ask lots of questions and appreciative of the opportunity to tour St. Lorenzo Ruiz. Superintendent Finnigan stated that parents of children with complex needs spent a lot of time at the inclusion table and were able to ask questions about how their needs would be met at St. Lorenzo Ruiz. Administration stated that some students became excited about their new school where they previously indicated they were worried.

02/27/24-05-Watson

THAT THE BOARD OF TRUSTEES APPROVE A TEMPORARY MOVE OF ST. GREGORY THE GREAT CATHOLIC SCHOOL STUDENTS ENROLLED IN GRADES 7, 8, AND 9 IN SEPTEMBER 2024 TO ST. LORENZO RUIZ MIDDLE SCHOOL BEGINNING SEPTEMBER 2024 UNTIL THE NEW BLACKFALDS SCHOOL IS READY FOR OCCUPANCY.

CARRIED.

Superintendent Finnigan shared that the decision and next steps will be communicated with St. Gregory the Great Catholic School families. She provided thanks to the committee for their work on this project.

4.2 ROCKY MOUNTAIN HOUSE CALENDAR

Trustees reviewed the 2024-2025 Rocky Mountain House Calendar report presented by Associate Superintendent Ledene. Ledene explained that once the Wildrose School Division approved their calendar in December 2023, for the 2024-2025 school year, many days were not aligned with the Red Deer Catholic Regional Schools (RDCRS) - Rocky Mountain House calendar days. Ledene explained that the number of discrepant days would have exceeded the target of 5 or less discrepant days and that would have fairly significant ramifications on shared busing.

Trustees reviewed the report and recommended that going forward RDCRS approve the Rocky Mountain House calendar in draft or delay its final approval for planning purposes of parents and staff. Trustees also suggested that this item be discussed at an upcoming meeting with the Wildrose School Division.

02/27/24-06-Lonsdale

THAT THE BOARD OF TRUSTEES RESCIND THE APPROVAL OF THE 2024-2025 ROCKY MOUNTAIN HOUSE SCHOOL CALENDAR ONLY (BOARD MOTION 11/28/23-12) AND APPROVE THE REVISED 2024-2025 SCHOOL CALENDAR FOR ROCKY MOUNTAIN HOUSE AS PRESENTED.

CARRIED.

5. DISCUSSION ITEMS

5.1 QUARTERLY REPORT

Associate Superintendent Sawula presented Trustees with the Quarterly Report on Division happenings from November 2023 to the end of January 2024. Superintendent Finnigan informed Trustees that the Division was well represented at the ACSTA Catholic Education Symposium where the future direction of teacher faith formation in the province was discussed. She also shared that the Division is working collaboratively with the Archdiocese of Edmonton in the 'Archdiocese Art Project' where student artwork will be presented to the Archbishop in May.

Associate Superintendent Smith provided Inclusion highlights, stating that the Family School Counselling team organized and facilitated a variety of group and family opportunities within the Division. Smith also highlighted that the Division's Human

Resources department has participated in various Career Fairs to focus on recruiting prospective teachers and elevating the public Relations profile of RDCRS.

Trustees asked for more information on the family freezer meal sessions outlined in the Quarterly Report. Smith informed Trustees that nutrition grant money is used for this program where families gather to create different nutritious freezer bags meals that they are able to take home. Approximately 80 people have benefited from this service.

Secretary-Treasurer Latka provided Trustees with financial services highlights and informed Trustees that ministerial approval will no longer be required prior to using operating reserves or transferring capital reserves. Trustees asked for clarification on how the enrolment growth funding and classroom complexity grants have been used. Latka informed Trustees that the funds have been used for staffing costs.

Associate Superintendent Ledene provided Trustees with an update on the development of the new Blackfalds school. Ledene informed Trustees the design plans look excellent and that work is ongoing between Alberta Infrastructure and the town of Blackfalds to ensure the steps to secure the land are completed.

Trustees asked for an update on project timelines and school capacity. Ledene informed Trustees that the project is currently within schedule and that they have borrowed ideas from St. Lorenzo Ruiz Middle School to ensure there is additional classroom space available if it becomes needed.

Associate Superintendent Sawula provided Trustees with highlights from the Indigenous Education department. Sawula stated that the Indigenous Education team will be hosting the overnight portion of the land camp starting March 1, 2024, in partnership with Red Deer Polytechnic, ACTUA and Painted Warriors. He shared that approximately 25 students will be earning high school credits for this work and that there has been positive feedback from the families about this opportunity.

Trustees expressed appreciation to the Human Resources department for its initiatives in talent recruitment. Associate Superintendent Smith added that the department is trying to be proactive and identify and prepare for personnel needs in advance.

5.2 SUPERINTENDENT AND BOARD EVALUATIONS NEXT STEPS

Board Chair Hollman explained that planning for the fall Board and Superintendent evaluations will assist with an effective evaluation process. Superintendent Finnigan presented two approaches for the evaluation process, one with the use of an outside consultant and one without the use of a consultant. Finnigan presented timelines for

both approaches and recommended that the public be informed when the work is completed at the November Board meeting.

Trustees questioned whether the staff culture questions have been included within the Schollie survey and requested a review of the faith questions to be included within the survey in an effort to provide more meaningful data. Administration indicated that the culture survey questions have been added and that updated faith questions will be introduced next year. Trustees also requested that information specific to the Superintendent and Board of Trustees be made available to them.

Trustees expressed an interest in moving towards an evaluation process with the use of an outside consultant or agency to preserve the anonymity of staff who participate but that the consultative process doesn't have to be all encompassing as cost will be a factor. Trustees recommended that proposals for this work begin to see if this is cost prohibitive or not.

5.3 POTENTIAL AGENDA ITEMS FOR UPCOMING ENGAGEMENTS:

Trustees reviewed and set dates and agenda items to be included for upcoming engagements with different stakeholders. The following dates will be added to the Trustees' calendars:

- Wild Rose School Division - March 18, 2024
- City of Red Deer - March 21, 2024
- Town of Blackfalds - April 10, 2024
- Town of Olds - May 10, 2024

Board Chair Hollman called for a break at 6:44 P.M.

6. INFORMATION ITEMS

6.1 FINANCIAL REPORTING PROFILE

Secretary-Treasurer Latka presented the Financial Reporting Profile report as information. Latka highlighted the Division's Adjusted Accumulated Operating Surplus (ASO) to expense ratio and stated that the ASO gives an overall level of financial health of the jurisdiction and provides a measure for unspent funds to be utilized in future years. Trustees informed Latka that they would like this report presented annually when the information becomes available.

6.2 SECRETARY-TREASURER REPORT

Secretary-Treasurer Latka presented the Secretary-Treasurer report as of January 31, 2024 as information. Trustees asked Latka to provide them with an estimate of cost for ASEBP. Latka stated she will research and provide this information at a future meeting. Trustees were informed that the Division is waiting for the approval of

portables to be moved from École Camille J. Lerouge to, École Secondaire Notre Dame High School.

Additionally, Trustees learned that the Department of Defense is taking back their space located beside École Camille J. Lerouge and it will be fenced in by the Department of Defense during the summer break. Trustees discussed a plan to lobby for the school to continue to be able to use this space including contacting the Red Deer Members of Parliament.

6.3 TRUSTEE REPORTS AND UPDATES

- ALBERTA SCHOOL BOARDS ASSOCIATION (ASBA)
 - Trustee Heistad provided Trustees with an oral report and sought feedback on two questions regarding the sustainability of ASBA over the next few years. Trustee Heistad will provide the Board's feedback on behalf of the Board. Heistad shared highlights with Trustees from the last ASBA meeting via email.
- ASBA POSITION STATEMENT COMMITTEE
 - Administrative Funding Report
 - Trustee Watson presented a written report and a recommendation. Watson stated that the work taken on by the Administration Budget Committee has been completed and the Committee can now be disbanded.
- ALBERTA CATHOLIC SCHOOL TRUSTEES ASSOCIATION (ACSTA)
 - Trustee Leyson provided Trustees with a written report on the last ACSTA meeting.
- RURAL CAUCUS OF ALBERTA SCHOOL BOARDS
 - There was no report provided.
- CATHOLIC EDUCATION FOUNDATION
 - Trustee Pasula provided Trustees with an oral report stating that at its last meeting held in February, the Catholic Education Foundation board advanced their policy governance and work plan development work in the areas of fund development involving raffles and 50-50 draws amongst other fundraising tactics; foundation marketing and communications strategy including social media and web development tools; school council engagement regarding foundation fundraising services; and, RDCRS alumni association creation and development.

6.4 CORRESPONDENCE

There was no report provided.

6.5 UPCOMING EVENTS:

- March 1, 2024 - Full-Day Board Mini-Retreat
- March 3-5, 2024 - Alberta Rural Education Symposium
- March 4, 2024 - Indigenous Education Kickoff Pipe Ceremony
- March 18, 2024 - Wild Rose School Division Meeting
- March 21, 2024 - City of Red Deer Meeting

Trustee Heistad read the closing prayer aloud.
Board Chair Hollman called for a break at 7:35 PM.

02/27/24-07-Heistad

THAT THE BOARD OF TRUSTEES GO INTO CAMERA AT 7:43 PM.

CARRIED.

02/27/24-08-Lonsdale

**THAT THE BOARD OF TRUSTEES MOVE OUT OF CAMERA AT
8:00 P.M.**

CARRIED.

02/27/24-09-Watson

THAT THE MEETING ADJOURN, THE TIME BEING 8:00 P.M.

CARRIED.

(CHAIR)

(SECRETARY-TREASURER)