

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES

Held in Person on Thursday, August 28, 2025 at
Central Office, 1018 1 Ave, Wainwright, AB

ADMINISTRATION IN ATTENDANCE

Jim Taplin - Superintendent
Kelly Ehalt – Deputy Superintendent
Michele Revoy – Director of Teaching
Quality & Staff Development
Mary Ann Threinen – Secretary-Treasurer
Liberty Stafford – Assistant Superintendent
of Faith and Formation
Jessica Knight – Board Executive Secretary
& PowerSchool Lead

ATTENDED

In Person
In Person
In Person
In Person
In Person
In Person
In Person

TRUSTEES IN ATTENDANCE

Harry Loonen - Chair
Derek Collins – Vice Chair
Jim Sanson
Malachy Young
Robert Gratton
Duane Austin
Debra Klein

ATTENDED

In Person
In Person
In Person
Absent
In Person
In Person
In Person

1. OPENING PRAYER

Opening Prayer – Trustee D. Austin
Next meeting (September) – Trustee D. Klein

2. TREATY ACKNOWLEDGEMENT

Chair H. Loonen

3. ACTION ITEM

Chair H. Loonen commenced the meeting at 4:00 pm.

4. PRESENTATION

There will be no presentation this month.

5. CONSIDERATION OF THE AGENDA

2025-062:

Trustee J. Sanson moved to approve the agenda for the August 28, 2025, board meeting as amended. Motion carried.

Trustee D. Austin added item I under New Business Stettler Modules

6. REVIEW OF PREVIOUS MINUTES

2025-063:

Trustee D. Klein moved to approve the Minutes of the June 19, 2025, Regular Board Meeting as circulated. Motion carried.

7. BOARD FAITH PLAN

Assistant Superintendent of Faith and Formation, Liberty Stafford, lead the trustees in the faith reflection this month.

8. REVIEW BOARD ANNUAL WORK PLAN

If there are any items, the trustees would like to add they are able to add them.

9. BUSINESS ARISING OUT OF PREVIOUS MINUTES

There is no business arising out of previous minutes.

10. BOARD POLICY REVIEW

2025-064:

Trustee J. Sanson moved to approve the first reading of amended Policy 7 – Board Governance and Operations. Motion carried.

2025-065:

Trustee D. Austin moved to approve the second reading of amended Policy 7 – Board Governance and Operations. Motion carried.

11. IN-CAMERA SESSION

2025-066:

Trustee D. Klein moved to go in-camera at 6:36 pm. Motion carried.

2025-067:

Trustee R. Gratton moved to come out of in-camera at 8:01 pm. Motion carried.

2025-068

Trustee D. Collins moved to support the contracting of 2359833 Alberta Ltd. for a third in-town bus route for Blessed Sacrament School. Motion carried.

12. DIRECTOR OF TEACHING QUALITY AND STAFF DEVELOPMENT

The Director provided a report for the trustees to review. The Director prepared videos to provide an overview of each of the digital resources available to teachers to use with their lesson development and to support student learning through intervention and/or extension. The Director prepared reflection questions to help facilitate the August 28 PLN Session with teachers. The sessions were held virtually either by their grade/subject and teachers held discussions and made plans around focus area(s) for this year. Alberta Profesional Learning Consortium hosted a summer symposium. This information was shared with teachers and administrators. If you were not able to attend a session you registered for the recording was emailed to you. K-3 Literary & Numeracy screeners will continue this year. Alberta Education has adjusted the timeline for them.

13. ASSISTANT SUPERINTENDENT OF FAITH AND FORMATION

The Assistant Superintendent provided a report for the trustees to review. She is preparing for Mission & Ministry day. The Assistant Superintendent has compiled religion resources for teachers that have been assigned religion courses this year. September 8 will be a training day for K-8 teachers. School faith visits added grade 5 & 6 this year to meet with the teachers to empower them and show them what a lesson in faith looks like.

14. SECRETARY-TREASURERS REPORT

The Secretary-Treasurer provided a report for the trustees to review. The Secretary-Treasurer provided a revenue update for 2025-2026. Summer School students at School of Hope achieved 849.5 credits. Buffalo Trail is no longer charging ECACS for the School of Choice/Cross Boundary fees. Riders who live outside a Catholic formation can sign a transportation declaration, which allows BTPS to claim “full” funding for students living outside a Catholic formation.

15. DEPUTY SUPERINTENDENT’S REPORT

The Deputy Superintendent provided a report for the trustees to review. This is the 4th and final year for the Third Path with condition 7 & 8 happening this year. The CTS trailer is at Theresetta Catholic School and will move to Christ-King School and then to St. Thomas Aquinas School. The Deputy Superintendent spent a full day with Don Doherty to review Occupational Health and Safety.

16. SUPERINTENDENT'S REPORT

The Superintendent provided a report for the trustees to review. The Superintendent and Assistant Superintendent of Faith and Formation met with the new priest in Provost and welcomed him to the division. The Superintendent has completed his 5th and final CEP course. Intellica came in over the summer and replaced servers and switches. Computers have been replaced at the schools.

17. COMMITTEES

a. ASBA REPRESENTATIVE – TRUSTEE D. AUSTIN

Trustee D. Austin there hasn't been a meeting since the last one in June.

b. ACSTA DIRECTOR – TRUSTEE R. GRATTON

Trustee R. Gratton there is a new VP for ACSTA.

c. NEGOTIATIONS – TEBA – TRUSTEE D. KLEIN

Trustee D. Klein will be discussed in camera.

d. SERVICE AWARDS

ECACS Service awards were given to trustees who were eligible for one. The trustees have been nominated for ACSTA and ASBA long service awards.

e. GRACE COMMITTEE – TRUSTEE D. COLLINS

Theme for this year is Anchored in Christ. Education Week.

f. RURAL CAUCUS – TRUSTEE J. SANSON

There was no information to report on for the Rural Caucus at this time.

18. NEW BUSINESS

a. Alberta Infrastructure Reviews

The Deputy Superintendent and Secretary-Treasurer met on August 19 with a third party and reviewed the schools. They did an interior and exterior review of each school. They are making Christ-King a priority for us. August 7 reviewed Theresetta School. August 20 reviewed St. Thomas Aquinas School and Blessed Sacrament School. August 26 reviewed St. Jerome's School.

b. Ministerial Order on the Selection, Availability and Access of School Library Materials

We have drafted an administrative procedure to align with the Ministerial Order that came out.

c. Blessed Sacrament School Renovations

Completed by Daventry, the new space for the kids in the old library now contains a new bathroom.

d. Theresetta School PA System

New system has been installed and tested.

e. Fire & CO2 detectors at Blessed Sacrament School

Max occupancy at the Blessed Sacrament Outreach is 40 people. In order to have 41 people we would need to update the Fire & CO2 detectors. Got a quote to get hard wired CO2 and Fire detectors in the building.

f. Flood at St. Jerome's School

Brighter Beginnings brought a play structure from upstairs into the Father Cordeau center, a child was playing on it and broke a sprinkler and set it off. Daventry went in right away and replaced the dry wall and ceiling tiles.

g. **Off Campus**

2025-069:

Trustee R. Gratton moved to approve the involvement of ECACS in the Off-Campus Education Program for the 2025-2026 school year. Motion carried.

h. **OIPC Letter for PowerSchool Data Breach**

Our file with the Office has been closed.

i. **Christ-King Modularity**

Trustee D. Austin inquired about modularity but they won't be necessary with the school review.

19. DUAL CREDIT AND INDIGENOUS CULTURE AND PROGRAM FACILITATOR REPORTS

A Dual Credit report was not provided for the trustees to review.

An Indigenous Culture and Program Facilitator report was provided for the trustees to review.

20. INFORMATION ITEMS

a. **CORRESPONDENCE**

There is no correspondence this month.

b. **TRUSTEE ROUND TABLE**

The trustees provided an update of events for their area.

17. FUTURE BUSINESS

The date of the next Regular Board Meeting will be Thursday, September 25, 2025, in person, commencing at 4:00 pm.

18. CLOSING PRAYER

Closing Prayer – Trustee R. Gratton

Next Meeting (September) – Trustee D. Klein

19. ADJOURNMENT

Chair H. Loonen adjourned the meeting at 8:15 pm.

SIGNATURE OF CHAIR

SIGNATURE OF BOARD EXECUTIVE SECRETARY &
POWERSCHOOL LEAD