

## MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES

Held in Person on Thursday, October 24, 2024 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 – Director of Faith &  
Wellness  
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. Klein  
Next meeting (November) – D. Collins

### 2. TREATY ACKNOWLEDGEMENT

Chair H. Loonen

### 3. ACTION ITEM

Chair H. Loonen commenced the meeting at 4:17 pm.

### 4. PRESENTATION

There will be no presentation this month.

### 5. CONSIDERATION OF THE AGENDA

**2024-089:**

*Trustee D. Klein moved to approve the agenda for the October 24, 2024 board meeting as circulated. Motion carried.*

### 6. REVIEW OF PREVIOUS MINUTES

**2024-090:**

*Trustee R. Gratton moved to approve the Minutes of the September 26, 2024, Regular Board Meeting as circulated. Motion carried.*

### 7. BOARD FAITH PLAN

Director of Faith and Wellness, 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 was no business arising out of previous minutes.

### 10. BOARD POLICY REVIEW

**2024-091:**

*Trustee D. Klein moved to approve Policy 9 – Board Committees as presented. Motion carried.*

## **11. IN-CAMERA SESSION**

### **2024-092:**

*Trustee D. Klein moved to go in-camera at 6:35 pm. Motion carried.*

### **2024-093:**

*Trustee D. Collins moved to come out of in-camera at 8:16 pm. Motion carried.*

## **12. DIRECTOR OF TEACHING QUALITY AND STAFF DEVELOPMENT**

The Director provided a report for the trustees to review. The new Digital Resources that have been implemented this year hasn't been without some glitches. The Director has received access to three out of the four digital resources. She has provided some stats for Reading Eggs and Mathseeds, and BrainPop for the trustees to review. The Director arranged a session with a registered nurse about general seizure information this was to assist staff that work with students with medical concerns. The Director provided the trustees with some statistics from the divisions assurance results. There were some items in the surveys that need to be reviewed. A support staff wellness day will take place on November 14 for the north schools and November 22 for the South schools. The speaker will talk on building resiliency on how do we take the challenges we have in education and turn them into opportunities.

## **13. DIRECTOR OF FAITH AND WELLNESS**

The Director provided a report for the trustees to review. The Director is on the resource subcommittee for Alberta and Northwest Territories. They are creating a document provincially for teachers to go through a checklist to vet their resources so they aren't using resources that are not in a Catholic World view. St. Jerome's School invited the Director to do a teaching Mass. Father Joy was a pleasure to work with. She has St. Thomas Aquinas school left for her class visits she has been focusing on the grade 1 and 2 students. She will be working with the grade 3 and 4 students in the new year. The Director attended the Braiding Together Conference with Indigenous Program Facilitator Shauna Despina. They looked at how we can connect Catholic and Indigenous worldviews to foster reconciliation.

## **14. SECRETARY-TREASURERS REPORT**

The Secretary-Treasurer provided a report for the trustees to review. Reviewed the funded enrolment information with the trustees. The Secretary-Treasurer provided a statement of revenues and expenses as of August 31, 2024. The Secretary Treasurer provided a facilities update for the Trustees.

## **15. DEPUTY SUPERINTENDENT'S REPORT**

The Deputy Superintendent provided a report for the trustees to review. The Catholic Education Sunday Mass took place in Wainwright last weekend and it was really well done. The CASS Connections article on the CTS trailer is in the current magazine. The Deputy Superintendent has set up the phones at Central Office and Blessed Sacrament Outreach so the phone speakers can be activated for Hour Zero communication. Collaborated with Brent Thomas of the Learning Network to obtain monetary assistance with the Administrative PD on Instructional Leadership.

## **16. SUPERINTENDENT'S REPORT**

The Superintendent provided a report for the trustees to review. The Superintendent attended Mass in Castor and Stettler for Catholic Education Sunday. The Superintendent has done a technology review with Solut which he reviewed with the trustees. The Superintendent informed the trustees of some of the priority items that he would like to complete immediately. The first session of instructional leadership with instructor Cora Ostermeier has taken place. She was able to go to St. Jerome's School and School of Hope and collect data on how the schools operate. The Principals need to know what is quality instruction when they walk into a classroom. Sr. Admin met with AB Ed Field Services manager on Tuesday, it was a successful meeting and they celebrated the success of the division. The Superintendent brought up concerns with the change to Dual

Credit funding. They discussed portable classrooms for St. Jerome's School and the capital project at Christ-King School of building a new school and not having the space to build one.

## **17. COMMITTEES**

### **a. ASBA REPRESENTATIVE – TRUSTEE D. AUSTIN**

Trustee D. Austin stated the next meeting has not taken place yet.

### **b. ACSTA DIRECTOR – Trustee R. Gratton**

Trustee R. Gratton the next meeting will be the Fall AGM.

### **c. NEGOTIATIONS – TEBA – CHAIR D. KLEIN**

Trustee D. Klein the next meeting is on November 6, 2024

### **d. GRACE COMMITTEE – TRUSTEE D. COLLINS**

Vice Chair D. Collins the GrACE Summit is tomorrow October 25 in Calgary they can attend by zoom as well. There is now a GrACE website.

### **e. RURAL CAUCUS – TRUSTEE J. SANSON**

Trustee J. Sanson stated the next meeting is November 17.

### **f. FACILITIES**

## **18. NEW BUSINESS**

### **a. Blessed Sacrament School International Field Trip – Greece April 3-12, 2026**

#### **Motion 2024-094:**

*Trustee J. Sanson moved to approve in principle the Blessed Sacrament School's Greece International field trip request for April 3-12 2026, provided that all field trip procedure requirements for out of country field trips have been met. Motion carried.*

### **b. 4x4 Castor Update**

Chair met with Theresetta Education Foundation to discuss the formation of 4x4 in Castor. Discussed what it means to be a trustee.

## **19. DUAL CREDIT AND INDIGENOUS CULTURE AND PROGRAM FACILITATOR REPORTS**

A Dual Credit report was 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**

Correspondence was provided for the trustees.

### **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, November 28, 2024, by zoom and in person, commencing at 4:00 pm.

## **18. CLOSING PRAYER**

Closing Prayer – Trustee D. Klein

Next Meeting (November) – Trustee D. Collins

**19. ADJOURNMENT**

Chair H. Loonen adjourned the meeting at 9:00 pm.

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**SIGNATURE OF CHAIR**

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**SIGNATURE OF BOARD EXECUTIVE SECRETARY &  
POWERSCHOOL LEAD**