

Elk Island Catholic Separate School Division

Minutes of the Public Board Meeting

Held on April 23, 2025 at 1:00 p.m.

Elk Island Catholic Schools, Sherwood Park, AB

Board Members Present: Le-Ann Ewaskiw, Board Chair
Jean Boisvert, Vice-Chair
Ted Paszek, Trustee
Shelley Charchun, Trustee
Teresa Makowecki, Trustee
Dean Sarnecki, Trustee, via video conference
Al Stewart, Trustee

Board Members Absent:

Administration Present: Paul Corrigan, Superintendent
Tracy Leigh, Secretary-Treasurer
Brett Cox, Assistant Superintendent, Human Resources
Christina MacKinnon, Assistant Superintendent, Educational Excellence
Jody Seymour, Director of Student and Staff Formation
Stefan Johnson, Director of Student and Staff Formation
Heather Whyte, Director of Business Services
Michael Di Massa, Communications Coordinator
Lisa Wispinski, Recording Secretary

Public: 2

Call to Order	Chair Ewaskiw called the meeting to order at 12:58 p.m.
Opening Prayer	Trustee Sarnecki opened the meeting in prayer, and offered prayers for the repose of the soul of the Holy Father Pope Francis.
Singing of O'Canada	The Board joined in the singing of O'Canada.
Acknowledgement of Land and People	Elk Island Catholic Schools acknowledges that we are, in all the schools and communities of EICS, located within the traditional land of Treaty No.6 and home of the Métis Nation. We also acknowledge the Inuit and other diverse

	<p>Indigenous peoples whose ancestors have marked their territory since time immemorial, a place that has welcomed many peoples from around the world to make their home here.</p> <p>These traditional territories are a vast area encompassing large portions of central Alberta and central Saskatchewan, an area in which we live, work and play each and every day.</p>
Approval of the Agenda	<p>031/2025 Trustee Paszek moved that the agenda be adopted as circulated.</p> <p style="text-align: right;"><i>CARRIED</i></p>
Approval of the Minutes	<p>032/2025 Trustee Charchun moved that the Board of Trustees approve the minutes of the March 19th, 2025 Public Board Meeting as circulated.</p> <p style="text-align: right;"><i>CARRIED</i></p>
Presentations / Delegations	
Faith Formation	<p>Director Seymour shared her final faith formation with the Board of Trustees, as she prepares to move from Elk Island Catholic Schools to Lakeland Catholic Schools where she will serve as the new Deputy Superintendent.</p> <p>Faith formation provided trustees with an opportunity to focus on the story of Lazarus, and to contemplate how, as Catholic leaders, they are called to lead with empathy and presence by actively listening, being moved by others' experiences, and offering support during moments of grief, doubt, or struggle.</p> <p>Chair Ewaskiw expressed sincere gratitude to Director Seymour who served faithfully in her role over the past few years. The Board of Trustees wished Director Seymour success in her new role, sharing that she will be missed at Elk Island Catholic Schools.</p>
Business Services	<p>Director Whyte presented an overview of Business Services, emphasizing their finance and payroll support to the division. Key initiatives include the implementation of the Amazon Business Account (rebate program, reduced membership fees), increased visibility of the fee waiver program, renegotiated Visa Rebate program, in school internal audits, and recent clean annual audit. As part of the Business Services assurance plan, future initiatives include Rycor fee payment upgrades, enhanced collaboration on early dismissal Wednesdays, and the creation of new staff onboarding videos.</p> <p>Chair Ewaskiw expressed appreciation for the department's work, particularly the improved visibility of the fee waiver program on Powerschool for parents.</p>

	The board commended the department for their strong team building efforts.
Unfinished Business	
	No unfinished business at this time.
New Business	
ASBA Edwin Parr Award	<p>Each year the Alberta School Boards Association (ASBA) honours six outstanding first-year teachers with the Edwin Parr Teacher Award. School boards may nominate any first-year K to 12 teacher who has taught in an Alberta school jurisdiction which is a member of the ASBA.</p> <p>2024-2025 ASBA Edwin Parr Nominees: <i>Andrea Dumec - St. Theresa Catholic School</i> <i>Megan Yockey - St. John XXIII Catholic School</i></p> <p>2024-2025 Edwin Parr EICS Winner, ASBA Zone 2/3 Representative: <i>Kristin Seiferman - Holy Spirit Catholic School</i></p> <p>033/2025 Trustee Stewart moved that the Board of Trustees publicly acknowledge and congratulate the Elk Island Catholic Schools' ASBA Edwin Parr Zone 2/3 Award Nominee for having done an outstanding job in their first year of teaching.</p> <p style="text-align: right;"><i>CARRIED</i></p>
CCSSA EICS Excellence in Catholic Education Award	<p>Each year the Council of Catholic School Superintendents of Alberta (CCSSA) honors one teacher or school administrator from each Catholic jurisdiction in the province who has done an exemplary job in preparing our youth to grow into outstanding Catholic citizens. Nominees are passionate about Catholic education and the students they teach, inspire their students, and demonstrate commitment to Catholic education and teaching excellence.</p> <p>An EICS Excellence in Catholic Education award for Support Staff. This award mirrors the CCSSA award, but is designed for our support staff.</p> <p>2024-2025 CCSSA Excellence in Catholic Education Award Nominees: <i>Joclyn Beliveau - St. Nicholas Catholic School</i> <i>Tess Cossey - Holy Redeemer Catholic School</i> <i>Alyre Morin - École Père Kenneth Kearns Catholic School</i></p>

	<p>2024-2025 CCSSA Excellence in Catholic Education Winner: <i>Kim Frey - St. John XXIII Catholic School</i></p> <p>2024-2025 EICS Excellence in Catholic Education Award for Support Staff Nominees: <i>Laura Taylor - St. Isidore Learning Centre</i> <i>Jessica Woitas - Our Lady of the Angels Catholic School</i></p> <p>2024-2025 EICS Support Staff Winner <i>Marlene Engle - EICS Transportation</i></p> <p>034/2025 Trustee Charchun moved that the Board of Trustees publicly acknowledge and congratulate the Elk Island Catholic Schools' CCSSA Excellence in Catholic Education Award winner and the EICS Excellence in Catholic Education Support staff award winner for their excellent work in facilitating the faith development of students.</p> <p style="text-align: right;"><i>CARRIED</i></p>
Bylaw 03-2024 Substitute Returning Officer	<p>The Secretary-Treasurer introduced Bylaw 03-2024, enacting that the Executive Services Coordinator of Elk Island Catholic Separate School Division be appointed substitute returning officer for the 2025 School Trustee Election.</p> <p>035/2025 Trustee Paszek moved that the Board of Trustees approve Bylaw 03-2024 for first reading to appoint a Substitute Returning Officer.</p> <p style="text-align: right;"><i>CARRIED</i></p> <p>036/2025 Trustee Charchun moved that the Board of Trustees approve Bylaw 03-2024 for second reading to appoint a Substitute Returning Officer.</p> <p style="text-align: right;"><i>CARRIED</i></p> <p>037/2025 Vice Chair Boisvert moved that the Board of Trustees approve Bylaw 03-2024 to proceed to third reading.</p> <p style="text-align: right;"><i>CARRIED UNANIMOUSLY</i></p> <p>038/2025 Trustee Stewart moved that the Board of Trustees approve Bylaw 03-2024 for third reading to appoint a Substitute Returning Officer.</p> <p style="text-align: right;"><i>CARRIED</i></p>
2025-2026 Division Fee Schedule	<p>Secretary Treasurer introduced the recommended fee schedule for 2025-2026.</p>

	<p>039/2025 Trustee Paszek moved that the Board of Trustees approve the 2025-2026 Division Fee Schedule as recommended.</p> <p style="text-align: right;"><i>CARRIED</i></p>
2025-2026 School Fee Maximum Schedule	<p>Secretary Treasurer Leigh introduced the Fee Maximum Schedule for 2025-2026.</p> <p>040/2025 Vice Chair Boisvert moved that the Board of Trustees approve the 2025-2026 School Fee Maximum Schedule as recommended.</p> <p style="text-align: right;"><i>CARRIED UNANIMOUSLY</i></p>
Superintendent's Report	
	<p>Superintendent Corrigan shared updates on the following:</p> <ul style="list-style-type: none"> ● Literacy and Numeracy Support Funding ● Prayers for Pope Francis ● Updates on Blessed Carlo Acutis Catholic School ● Transportation ● ExCEL Partnership ● Nutrition Grant ● Division Assurance Plan ● Andrew Charter School Application ● Violence Threat Risk Assessment (VTRA) Protocol Partnership with Camrose community partners. <p>Chair Ewaskiw expressed appreciation to administration for their efforts in representing the needs of students, staff, and parents in Camrose, acknowledging their leadership behind the scenes with all parties in hope of a timely resolution towards opening Blessed Carlo Acutis Catholic School in September 2025.</p> <p>041/2025 Trustee Stewart moved that the Board of Trustees receive the Superintendent Report as information.</p> <p style="text-align: right;"><i>CARRIED</i></p>
Secretary Treasurer Report	
Governance and Financial Reports	<p>Secretary Treasurer Leigh presented the Financial and Governance Reports for March 2025.</p> <p>042/2025 Trustee Charchun moved to go in camera at 3:33 pm</p> <p style="text-align: right;"><i>CARRIED</i></p>

	<p>043/2025 Trustee Makowecki moved to go out of camera at 3:36 pm <i>CARRIED</i></p> <p>044/2025 Trustee Makowecki moved that the Board of Trustees receive the Secretary-Treasurer's Report as information. <i>CARRIED</i></p>
Correspondence	
	No correspondence at this time.
Trustee Reports	
Alberta Catholic School Trustees' Association (ACSTA)	No report at this time.
Alberta School Boards Association (ASBA)	No report at this time
Board Meeting Evaluation	Trustees were encouraged to complete the Board Meeting Evaluation.
Closing Prayer	Vice Chair Boisvert led the closing prayer.
Adjournment	Chair Ewaskiw declared the meeting adjourned at 3:47 p.m.

Board Chair, Le-Ann Ewaskiw

Secretary Treasurer, Tracy Leigh