

CATHOLIC CENTRAL HIGH SCHOOL – SCHOOL COUNCIL MEETING

Thursday, December 4, 2025 6:00pm - CCH East Library



MEETING MINUTES

1). WELCOME AND INTRODUCTIONS

- Meeting called to order at 6:00pm. Opening Prayer led by Principal Joanne Polec.
- **Attendance:** Joanne Polec (Principal), Christa Sawatzky (Chair), Amber Baines (Secretary), Sally Schafer (Co-Treasurer), Carmen Mombourquette (Trustee Liaison), Shaina Spiess (Student Council President), Jackie Belcourt, Chantelle Motycka
- **Regrets:** Heather Spiess (Vice Chair), Kayla Knowles (Co-Treasurer)

2). APPROVAL OF THE AGENDA

- Moved Student Council report up on the agenda, updated new business items.
- **Amber made motion to approve, Jackie seconded. Motion carried.**

3). APPROVAL OF MINUTES FROM NOVEMBER 6, 2025 MEETING

- Available on the CCH website: [November 6, 2025 Meeting Minutes](#)
- **Christa made motion to approve, Jackie seconded. Motion carried.**

4). STUDENT COUNCIL REPORT – PRESENTED BY SHAINA SPIESS

Shaina highlighted the work of the Faith, Wellness, and Athletics committees, each organizing their own events to encourage student involvement. Key December events include candy cane handouts, Christmas games, hot chocolate and cookie decorating, Christmas movie day, and flannel day. Concession sales will begin on December 9 during the boys' basketball game on West Campus. They are also beginning early planning for a Valentine's Day dance in February.

5). TRUSTEE REPORT - PRESENTED BY CARMEN MOMBOURQUETTE

- **GRACE Initiative** <https://www.gracealberta.org/> – A provincial Catholic education committee that shares positive happenings and initiatives across Alberta's Catholic schools. Families are encouraged to Stay in touch with the latest updates in Catholic Education and sign up for the monthly GRACE newsletter: [GRACE Alberta Newsletter Signup](#). Christa will share information via Instagram, and Joanne will add a direct link to the school website.
- **FLVT Transition to Junior High** – With the opening of St. Kateri Elementary, FLVT will become a Junior High-only school starting in the 2026/2027 school year. Boundary adjustments have been made, and grandfathering details are expected to be announced in January. The Division's goal is to develop a high-quality, modern, and competitive Junior High at FLVT. The Board emphasized that the resources and supports required to achieve this will be a priority.
- **St. Francis Project Proposal** – A proposal has been submitted to the provincial government recommending a full rebuild rather than a renovation, as the projected costs were comparable. A funding decision is hoped for in the February provincial budget. Current capacity is approximately 800 students, with potential to expand to 950.

6). TREASURER REPORT

Sally Schafer presented the Treasurer's Report, providing an overview of the current financial status and recent expenditures.

Current Balance: \$261.00

Catholic Central High School			
School Council 2025-2026			
Date	Description	Amount	Balance
11-Sep-25	Opening Balance		\$1,605.66
30-Sep-25	Monthly Maintenance Charge	-5.00	\$1,600.66
2-Oct-25	Deposit -2024-2025 school fees	720.34	\$2,321.00
2-Oct-25	Deposit - Knights of Columbus (Santa Anonymous Donation)	500.00	\$2,821.00
22-Oct-25	Cheque #578 CCH (rewards) (Cleared 31/10/25)	-1200.00	\$1,621.00
22-Oct-25	Cheque #579 Student Council (Cleared 31/10/25)	-500.00	\$1,121.00
31-Oct-25	Monthly Maintenance Charge	-5.00	\$1,116.00
7-Nov-25	Cheque #580 CCH Santa Anonymous(Cleared 11/24/25)	-850.00	\$266.00
30/Nov/25	Monthly Maintenance Charge	-5.00	\$261.00

New Requests:

#	Request Details	Amount	Date Needed	Motion Made	Seconder	Motion Passed	
1	NONE						
TOTAL NEW REQUESTS							

Estimated Total after New Requests: \$ N/A

Anticipated Future Requests:

#	Request Details	Amount	Date Needed
1	Play Bill	TBD, \$500 last year	Spring 2026
2	2026 Graduation Gifts (Rosaries)	\$500	Spring 2026
3	2026 Graduation Fee Assistance	TBD, \$500 last year	April 2026
4	Teacher Retirement Gifts	TBD, \$285 last year	May 2026
TOTAL		\$1,785.00	

Expected Revenue:

#	Revenue Details	Amount	Date Expected
1	School fees deposit	TBD	January 2026
TOTAL		TBD	

- Tamara away on leave until about January 9, 2026. Will expect a deposit for school fees soon after she returns, in time to support upcoming spring requests.
- **Christa made a motion to accept the Treasurer's report, Amber seconded. Motion carried.**

6). PRINCIPAL'S REPORT

Joanne Polec shared highlights from her report, and insights from other discussions. Read the complete report here: [Principal's Report for December 2025](#).

- **Academics**

Note to all parents/guardians - Alberta Ed has scheduled diploma exams to be written during Holy Spirit's Easter Break. This includes:

- English 30 (-1 & -2) Part A scheduled Thursday April 9 from 9am-12pm
- Social 30 (-1 & -2) Part A scheduled Friday April 10

- **Continuous Improvement Plan (CIP)**

Joanne reviewed the [2025–2026 Continuous Improvement Plan for Catholic Central High School](#), which is developed with teachers to guide ongoing school improvement and informed by AEAM survey data, building on progress from the past two years. This year's plan focuses on four main areas:

- **Faith Formation:** Strengthening Catholic identity through more opportunities for prayer, parish involvement, and visible expressions of faith across school life.
- **FNMI Engagement:** Increasing cultural recognition and belonging, creating "places of knowing" in classrooms, and amplifying FNMI student voice.
- **Teaching Quality:** Supporting staff through targeted professional development, mentorship, assessment practices, technology use (including AI), and trauma-responsive approaches.
- **Welcoming & Safe Environments:** Enhancing student wellness supports, promoting inclusion, and celebrating cultural diversity.

- **Alberta Education Assurance Measure (AEAM) Results**

Joanne also shared highlights from the [Alberta Education Assurance Measure Report for Catholic Central](#):

- The school maintains strong outcomes in student learning engagement and citizenship, with scores above provincial averages, indicating positive perceptions of learning quality and community involvement.
- High school completion rates remain very strong across 3-, 4-, and 5-year measures, demonstrating effective student supports and program completion.
- Diploma results showed areas of strength and areas requiring targeted support; for example, some subjects met or exceeded provincial results while math and certain sciences were noted as areas for improvement.

- **Alberta Classroom Insights Survey**

Joanne shared an overview of the new Alberta Classroom Insights Survey, a province-wide initiative aimed at gathering detailed, real-world information about classroom conditions—such as staffing, student supports, and class composition. The goal is to give the province a clearer understanding of the day-to-day complexities schools face so future decisions around resources and education policy are better informed. The survey was extensive—about 30 hours of work—and schools were given less than a week to complete it.

Joanne reminded us that every number in the survey represents an actual student, and even though CCH is a large school, it's still important to protect students' privacy. Because of this, the results won't be shared publicly.

The survey included detailed reporting in the following areas:

- School Information
- Utilization Rates – CCH reported 99% utilization. The cafeteria and library are regularly used as instructional spaces, and two PE classes often share the gym. The survey did not allow schools to indicate that CCH operates on two campuses.
- Staffing – FTE counts for teachers and division staff, plus teaching assignments.
- Student Summary – Overall student demographics.
- Class-Level Details – All 300 classes were reported, including:
 - Teachers, educational assistants, and number of students
 - Students with IPPs; those with severe or mild/moderate learning codes (e.g., Code 54); gifted/talented (Code 58)
 - FNMI, refugee, and EAL students
 - Students on assessment waitlists
 - Other complexities (safety plans, behavioural concerns, support plans)
 - Moderate and severe incidents needing monitoring (bullying, harassment, assault, suspensions)

Key Learnings:

- The Division realized there is no formal system for reporting non-injury incidents.
- 1:1 scheduling with students continues to be a valuable tool in understanding and supporting student needs.
- **Faith & Community:**
 - All are invited to the blessing of Santa's Anonymous Hampers on December 10 @ 9:30am.
 - Krista will attend the awards ceremony on Monday Dec 8 @ 7:00pm.
- **Co-Curricular:**
 - Rehearsals underway for *Joseph and the Technicolor Dreamcoat*.
 - Christmas concert on Dec 16 7:00pm.
 - Volleyball Boys Sr team brought home the South Zone banner AND won Provincials – a first for CCH!
 - The Football team brought home the South Zone banner!
- **Grad 2026**
 - First letter has been sent out. Joanne will be visiting all Grade 12s to review the letter and get things moving!

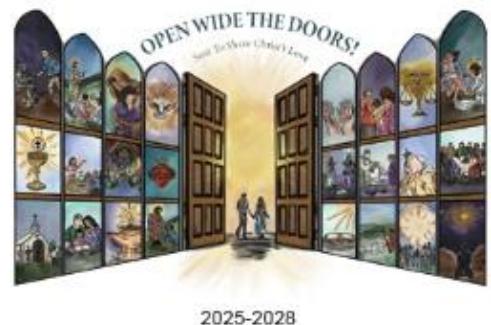
7). CHAIRPERSON REPORT

Christa & Amber attended the Council of School Councils / Board of Trustees Meeting on Dec 1, 2025. Summary of items discussed:

- New 3-year Division Faith Plan (2025–2028) launched:

Open Wide the Doors!

- Year 1: Know God
- Year 2: Love God
- Year 3: Serve God
- Provides direction for how we are developing our faith.
- Artwork for the plan was created by CCH Grade 12 student Bella Lindemann.



- Trustee Role Review

- Trustees serve in a governance role, not operations.
- The School Board Trustee Liaison acts as a communication bridge between School Council and the School Board—sharing updates, clarifying decisions, and bringing parent feedback forward.
- Trustees do not have voting privileges at School Council.
- Attendance at School Council is by invitation or request when they have updates to share.

- Schollie Surveys

- An annual survey used by schools to gather feedback from parents, students, and staff on areas such as wellness, engagement, school environment, and involvement—has historically had very low parent participation.
- Beginning in January 2026, the school will begin using a new tool to send the survey to all parents (all grades) and all staff to improve response rates. The survey includes a standard set of questions, with the option for each school to add their own. It is a short survey and reaches a broader audience than the Alberta Assurance Survey. Results are expected in March 2026.

- AI Pulse Survey

- The Holy Spirit School Board is participating with other Zone 6 divisions on a committee developing Admin guidelines and procedures for AI, led by consultants. Our division is the only Catholic division involved in this work. The board will share information on this as it progresses.

- Update on Recent Labour Action

The Board provided an overview of how the Division navigated—and continues to navigate—the recent teachers' strike. Prior to the labour action, leadership worked with principals on scenario planning to address lost instructional time and determine which operational work would continue. During the strike, the Division supported operational staff and kept families informed through regular updates on the Division website.

The Board clarified that Bill 2, which brought teachers back on October 29, did not resolve the underlying bargaining issues; it was strictly a legislative measure to end the strike, supported by the use of the notwithstanding clause. Throughout the strike the Division was unable to communicate with ATA members.

Technology access was temporarily adjusted—Google Classroom was paused for students and teachers, teachers' laptops remained at school, and tech services continued to be available to support staff.

Moving forward, the Division's priorities are to ensure student and staff supports, prioritize learning outcomes, and maintain clear communication. One School Council raised concerns about the government normalizing the removal of rights; while recognizing the Board must remain neutral, they emphasized the importance of having a stance.

9.) NEW BUSINESS

a. Student Enrollment Growth

Discussed in detail during Mrs. Polec's presentation of the CIP, AEAM, and Alberta Insights surveys. Council members were given an inside glance into the everyday complexities and realities of CCH classrooms. The information shared was eye-opening and helped us better understand just how complex and demanding day-to-day teaching and learning can be.

b. Parent/Guardian Library

Our CCH East librarian has kindly offered to manage the checkout process for the Parent/Guardian Library and has now catalogued all books and made them available online. Council will share the librarian's instruction sheet, update the library poster, and post an announcement on Instagram to help increase awareness and access.

Parents and guardians will be invited to suggest titles they would like to see added to the collection. Donations are also welcome; for example, Sally will be contributing several new Matthew Kelly books from Dynamic Catholic.

10). 2025/2026 SCHOOL COUNCIL MEETING DATES

All meetings will be in the Library on East Campus at 6:00pm.

- Thursday February 5, 2026
- Thursday March 5, 2026
- Thursday April 30, 2026 (Graduation Rosaries)
- Thursday June 4, 2026

11). CLOSING PRAYER

- Closing prayer led by Joanne Polec.
- Meeting adjourned at 7:45pm