

## MINUTES OF THE ORGANIZATIONAL BOARD MEETING

Thursday, June 22, 2023, at 10:00 a.m.  
at St. Anthony's School, Drumheller

### Administration in Attendance

Andrea Holowka (Superintendent)  
Vincent Behm (Chief Deputy Superintendent)  
Pat MacDonald (Associate Superintendent)  
Michael Kilcommons (Associate Superintendent)  
Cindy Nickerson (Director of Communications)  
Kim Jamieson (Executive Assistant)

### Attended

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

### Trustees in Attendance

Andrea Keenan  
Harry Salm  
Mark MacDonald  
Mark Chung  
Andrew Gustafson  
Michelle Rude-Volk  
John de Jong  
John-David Bogdanowski

### Attended

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

## 1 OPENING

- |      |                                   |                                                                                                                                   |
|------|-----------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|
| 1.01 | Call to Order                     | Chair Keenan (Foothills County) called the meeting to order at 10:35 a.m.                                                         |
| 1.02 | Opening Liturgy                   | Associate Superintendent Kilcommons led the group in the Opening Prayer.                                                          |
| 1.03 | Trustee Oath of Office            | Each trustee present read and signed the Trustee Oath of Office.                                                                  |
| 1.04 | Trustee Declaration of Faith      | Each trustee present read and signed a Declaration of Faith.                                                                      |
| 1.05 | Filing of Disclosure Statement    | Each trustee present reviewed and completed a Disclosure Statement.                                                               |
| 1.06 | Additions/Deletions to the Agenda | Associate Superintendent Kilcommons asked if there were any additions or deletions to the proposed Board agenda. There were none. |
| 1.07 | Approval of the Agenda            | <b>Andrew Gustafson (Okotoks) moved:</b><br>that the agenda be approved as presented.<br><b>Motion #100-23</b>                    |

**Carried**

## 2 ELECTION OF CHAIR

- |                |                               |                                                                                                                                                                                                                                                  |
|----------------|-------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2.01           | First Call for Chair          | Associate Superintendent Kilcommons opened the floor for nominations for Chair. Trustee Salm (Strathmore) nominated Trustee Keenan (Foothills County) for the position of Chair. Trustee Keenan (Foothills County) agreed to let her name stand. |
| 2.02           | Second Call for Chair         | Associate Superintendent Kilcommons called for nominations from the floor a second time. There were none.                                                                                                                                        |
| 2.03           | Third Call for Chair          | Associate Superintendent Kilcommons called for nominations from the floor for a third and final time. There were none.                                                                                                                           |
| 2.04           | Motion that Nominations Cease | <b>Mark MacDonald (High River) moved:</b><br>that nominations cease.<br><b>Motion #101-23</b>                                                                                                                                                    |
| <b>Carried</b> |                               |                                                                                                                                                                                                                                                  |
| 2.06           | Election of Chair             | Trustee Keenan (Foothills County) was acclaimed Chair. Chair Keenan expressed that she was very humbled to be acclaimed Chair and is looking forward to another year working with the Board as Chair.                                            |

### 3 NOMINATIONS FOR VICE CHAIR

- 3.01 First Call for Vice Chair  
Chair Keenan (Foothills County) opened the floor for nominations for Vice Chair. Trustee MacDonald (High River) nominated Trustee Gustafson (Okotoks) for the position of Vice Chair. Trustee Gustafson accepted the nomination.
- 3.02 Second Call for Vice Chair  
Chair Keenan (Foothills County) called for further nominations a second time. There were none.
- 3.03 Third Call for Vice Chair  
Chair Keenan (Foothills County) called for nominations for a third and final time. There were none.
- 3.04 Motion that Nominations Cease  
**Michelle Rude-Volk (Oyen) moved:**  
that nominations cease.  
**Motion #102-23**  
**Carried**
- 3.06 Election of Vice Chair  
Chair Keenan (Foothills County) announced that Trustee Gustafson (Okotoks) was acclaimed Vice Chair. Vice Chair Gustafson stated that he appreciates the opportunity to support Chair Keenan (Foothills County) in her role as Chair.

### 4 BOARD STANDING COMMITTEES/ASSOCIATIONS

- 4.01 Policy Development and Review Committee (Maximum of 4 Voting Trustees) and Election of Committee Chair  
The following trustees offered to serve on the Policy Development and Review Committee:  
*Andrew Gustafson, Mark MacDonald, Andrea Keenan and John-David Bogdanowski.*  
  
Chair Keenan (Foothills County) nominated Trustee Gustafson (Okotoks) as Chair. Trustee Gustafson accepted the nomination and was declared Chair of the Policy Development and Review Committee.
- 4.02 Audit Committee (Maximum of 4 Voting Trustees) and Election of Committee Chair  
The following trustees offered to serve on the Audit Committee:  
*Mark Chung, John de Jong, Andrew Gustafson, Michelle Rude-Volk.*  
  
Chair Keenan (Foothills County) nominated Trustee Chung (Drumheller) as Chair. Trustee Chung accepted the nomination and was declared Chair of the Audit Committee.
- 4.03 Faith Committee (Maximum of 4 Voting Trustees) and Election of Committee Chair  
The following trustees offered to serve on the Faith Committee as voting members:  
*Mark MacDonald, Michelle Rude-Volk, Harry Salm, John de Jong (Andrea Keenan, ex officio).*  
  
Trustee Salm (Strathmore) nominated Trustee MacDonald (High River) as Chair. Trustee MacDonald accepted the nomination and was declared Chair of the Faith Committee.
- 4.04 Negotiations Committee and Election of Committee Chair  
The following trustees offered to serve on the Negotiations Committee:  
*Mark Chung, John de Jong, and John-David Bogdanowski.*  
  
Trustee de Jong (Brooks) nominated Trustee Chung (Drumheller) as Chair. Trustee Chung accepted the nomination and was declared Chair of the Negotiations Committee.

- 4.05 Awards Committee (Maximum of 4 Voting Trustees) and Election of Committee Chair
- The following trustees offered to serve on the Awards Committee: *Andrea Keenan, Mark MacDonald, Michelle Rude-Volk, Andrew Gustafson.*
- Chair Keenan (Foothills County) nominated Trustee Rude-Volk (Oyen) as Chair. Trustee Rude-Volk accepted the nomination and was declared Chair of the Awards Committee.
- 4.06 Liaison Committee (3 Trustees) and Election of Committee Co-Chair
- The following trustees offered to serve on the Liaison Committee: *Mark Chung, Andrew Gustafson, John de Jong.*
- Chair Keenan (Foothills County) nominated Trustee de Jong (Brooks) as Co-Chair. Trustee de Jong accepted the nomination and was declared Co-Chair of the Liaison Committee.
- 4.07 GrACE CTR Committee (Maximum of 4 Voting Trustees) and Election of Committee Chair
- The following trustees offered to serve on the GrACE CTR Committee: *Andrea Keenan, Mark MacDonald, John de Jong, Harry Salm.*
- Chair Keenan (Foothills County) nominated Trustee MacDonald (High River) as Chair. Trustee MacDonald accepted the nomination and was declared Chair of the GrACE CTR Committee.
- 4.08 Emergent Issues Feedback Committee (Maximum of 4 Voting Trustees)
- The following trustees offered to serve on the Emergent Issues Feedback Committee: *John de Jong, Andrea Keenan, Andrew Gustafson, Harry Salm.*
- Chair Keenan was declared Chair of the Emergent Issues Feedback Committee.
- 4.09 Alberta School Boards Association Zone Director (1 Director and 1 Member)
- The following trustee offered to serve as Christ The Redeemer Catholic School's Zone 5 representative for ASBA: *Trustee MacDonald (High River). Trustee Salm (Strathmore) offered to serve as an alternate and Chair Keenan (Foothills County) offered to serve as an alternate to Trustee Salm.*
- 4.10 Alberta Catholic School Trustees' Association
- The following trustee offered to serve as Christ The Redeemer Catholic School's ACSTA representative, for year two of a two-year term: *Andrew Gustafson (Okotoks). Andrea Keenan (Foothills County) offered to serve as an alternate.*
- 4.11 Review of Ad Hoc Committees Board Members Sit On (TEBA and St. Mary's University)
- The following trustee offered to serve as Christ The Redeemer Catholic School's TEBA representative – *Mark Chung (Drumheller).*
- The following trustees offered to serve as Christ The Redeemer Catholic School's representatives for St. Mary's University Community Advisory Council – *Andrea Keenan (Foothills County), Mark MacDonald (High River).*
- 4.12 Requests for Board Support for Committee Representation
- Trustee de Jong (Brooks) was given support to be a part of the Medicine Hat College (Brooks Campus).
- Trustee Gustafson (Okotoks) was given support to be a part of the Okotoks Regional Planning Committee which encompasses Foothills County.
- Trustee Rude-Volk (Oyen) was given support to be a part of the Rural Alberta Education Symposium of Alberta School Boards.

## 5 OKOTOKS WARD COMMITTEES

- 5.01 Okotoks Ward I Chair
- Trustee Gustafson (Okotoks) will serve as Chair of the Okotoks Ward I Committee.
- 5.02 Okotoks Ward II Chair
- Chair Keenan (Foothills County) will serve as Chair of the Okotoks Ward II Committee.

- 6**            **CLOSING**
- 6.01      Closing Liturgy
- 6.02      Adjournment

Associate Superintendent Pat MacDonald led the group in the Closing Liturgy.

**Harry Salm (Strathmore) moved:**  
that the organizational meeting adjourn. The meeting adjourned at 11:04  
a.m.

***Motion #103-23***

***Carried***

SIGNATURE OF CHAIR:

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SIGNATURE OF ASSOCIATE SUPERINTENDENT,  
CORPORATE SERVICES:

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