

MINUTES OF THE ORGANIZATIONAL BOARD MEETING

Thursday, October 30, 2025, at 10:00 a.m.
at the Catholic Education Centre, Okotoks, AB

Administration in Attendance

Dr. Andrea Holowka (Superintendent)
Vincent Behm (Chief Deputy Superintendent)
Marco Pacione (Associate Superintendent)
Michael Kilcommons (Associate Superintendent)
Kim Jamieson (Executive Assistant)

Attended

In Person
In Person
In Person
In Person
In Person

Trustees in Attendance

Andrea Keenan
Andrew Gustafson
Harry Salm
Michelle Rude-Volk
Matthew Mclsaac
Louise Henrickson
Jacqueline Vanderfluit
Michelle Gietz

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 10:31 a.m.
- 1.02 Opening Prayer Trustee Mclsaac (Canmore) 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 **Andrea Keenan (Foothills County) moved:** that the agenda be approved as presented.
Motion #126-25

Carried

2 ELECTION OF CHAIR

- 2.01 First Call for Chair Associate Superintendent Kilcommons opened the floor for nominations for Chair. Trustee Gustafson (Okotoks) 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 **Andrew Gustafson (Okotoks) moved:** that nominations cease.
Motion #127-25

Carried

2.05 Election of Chair
Trustee Keenan (Foothills County) was acclaimed Chair. Chair Keenan expressed that she was grateful to be nominated and looks forward to the upcoming year.

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 Rude-Volk (Oyen) 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
Matthew Mclsaac (Canmore) moved:
that nominations cease.
Motion #128-25

Carried

3.05 Election of Vice Chair
Chair Keenan (Foothills County) announced that Trustee Gustafson (Okotoks) was acclaimed Vice Chair. Vice Chair Gustafson stated that was grateful for the nomination and looks forward to serving as Vice 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:
Matthew Mclsaac, Jacqui Vanderfluit, Michelle Rude-Volk, Louise Henrickson

Trustee Rude-Volk (Oyen) nominated Trustee Mclsaac (Canmore) as Chair. Trustee Mclsaac 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:
Harry Salm, Andrew Gustafson, Matthew Mclsaac, Michelle Gietz

Trustee Gustafson (Okotoks) nominated Trustee Salm (Strathmore) as Chair. Trustee Salm 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:
Andrea Keenan, Jacqui Vanderfluit, Louise Henrickson, Harry Salm

Trustee Salm (Strathmore) nominated Chair Keenan (Foothills County) as Chair. Chair Keenan 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:
Michelle Rude-Volk, Michelle Gietz, Harry Salm, Louise Henrickson

Trustee Henrickson (Drumheller) nominated Trustee Rude-Volk (Oyen) as Chair. Trustee Rude-Volk 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, Andrew Gustafson, Michelle Rude-Volk, Harry Salm

- 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: Andrew Gustafson, Harry Salm, Michelle Gietz
- Trustee Salm (Strathmore) nominated Trustee Gustafson (Okotoks) as Co-Chair. Trustee Gustafson 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, Jacqui Vanderfluit, Louise Henrickson, Harry Salm
- Trustee Salm (Strathmore) nominated Chair Keenan (Okotoks) as Chair. Chair Keenan 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:
Matt McIsaac, Andrea Keenan, Andrew Gustafson, Jacqui Vanderfluit
- Chair Keenan (Foothills County) 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 Salm (Strathmore), Trustee Vanderfluit (High River) offered to serve as an alternate.
- 4.10 Alberta Catholic School Trustees' Association
The following trustee offered to serve as Christ The Redeemer Catholic School's ACSTA representative, for year one of a two-year term: Chair Keenan (Foothills County), Trustee Gietz (Brooks) offered to serve as an alternate.
- 4.11 Review of Ad Hoc Committees Board Members Sit On (TEBA and Alberta School Boards Rural Caucus)
The following trustee offered to serve as Christ The Redeemer Catholic School's TEBA representative: Trustee Rude-Volk (Oyen), with Chair Keenan (Foothills County) as alternate.
- Trustee Rude-Volk (Oyen) was given support to be the Board representative with the Rural Alberta Education Symposium of Alberta School Boards.
- 4.12 Requests for Board Support for Committee Representation
There were no requests for Board support regarding committee representation.
- 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 Prayer
Trustee Rude-Volk (Oyen) led the group in the Closing Liturgy.

6.02 Adjournment

Louise Henrickson (Drumheller) moved:
that the organizational meeting adjourn. The meeting adjourned at 11:17
a.m.
Motion #129-25

Carried

SIGNATURE OF CHAIR:

SIGNATURE OF SUPERINTENDENT:
