

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES

Held in Person on Thursday, November 25, 2025 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 – Assistant Superintendent
of Faith and Educational Services
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

Derek Collins - Chair
Marlyn Charlebois – Vice Chair
Carolyn Fetaz
Angelique Peeters
Ryan Bolin
Rebecca Scherger
Noel Wirachowsky
Alan Rogan

ATTENDED

In Person
In Person
In Person
In Person
In Person
In Person
Absent
In Person

1. OPENING PRAYER

Opening Prayer – Trustee A. Peeters
Next meeting (December) – Trustee R. Bolin

2. TREATY ACKNOWLEDGEMENT

Chair D. Collins

3. CALL TO ORDER

Chair D. Collins commenced the meeting at 4:21 pm.

4. ADOPTION OF THE AGENDA

2025-092:

Trustee M. Charlebois moved to approve the agenda for the November 25, 2025, board meeting as presented. Motion carried.

5. APPROVAL OF MINUTES

2025-093:

Chair A. Rogan moved to approve the Minutes of the October 23, 2025, Organizational Board Meeting as amended. Motion carried.

2025-094:

Trustee M. Charlebois moved to approve the Minutes of the October 23, 2025, Regular Board Meeting as amended. Motion carried.

2025-095:

Trustee R. Scherger moved to approve the Minutes of the November 10, 2025, Special Board Meeting as circulated. Motion carried.

6. BOARD FAITH FORMATION

Assistant Superintendent of Faith and Educational Services, Liberty Stafford, lead the trustees in the faith reflection this month.

7. REVIEW BOARD ANNUAL WORK PLAN

If there are any items, the trustees would like to add they are able to add them.

8. BOARD BUSINESS ARISING FROM MINUTES

There was no business arising from the previous minutes.

9. ACTION ITEMS

9.1 Audited Financial Statements

2025-096:

Trustee A. Rogan moved to approve the Audited Financial Statements for year ended August 31, 2025, as presented by King and Company. Motion carried.

9.2 Unrestricted Surplus

2025-097:

Trustee A. Rogan moved to approve the transfer of \$771, 052 from Internally Restricted School & Instruction Operating Reserves to Unrestricted Surplus. Motion carried.

9.3 Request for Exemption to the 2024-2025 Operating Reserve Maximum

2025-098:

Trustee R. Bolin moved to approve the Board Chair sending a letter to the Minister of Education requesting an exemption to the East Central Catholic School Division's Operating Reserve Cap for the 2024-2025 school year. Motion carried.

9.4 STJ, BSS, SOH, STA and BSO Revised School Calendar

2025-099:

Trustee M. Charlebois moved to approve the 2025-2026 calendars for St. Jerome's School, Blessed Sacrament School, School of Hope, St. Thomas Aquinas School, Blessed Sacrament Outreach as amended. Motion carried.

9.5 Rental Office Space Lacombe, AB

2025-100:

Trustee A. Rogan moved to approve securing additional office space in Lacombe to support facilitator workload and recruitment operations. Motion carried.

10. TRUSTEE INFORMATION ITEMS AND COMMITTEE REPORTS

10.1 ASBA Representative

Chair D. Collins provided a report for meetings that took place on November 7, 2025, and the Fall General Meeting that took place on November 17-18, 2025.

10.2 ACSTA Representative

Trustee C. Fetaz attended the meeting on November 14, 2025 and provided a report for in-camera.

10.3 Negotiations

Nothing to report at this time.

10.4 GrACE Committee

The GrACE newsletter was provided for the trustees to review.

10.5 Rural Caucus

Trustee R. Scherger provided a report for the Fall General Meeting. The Spring General Meeting will take place from March 1-3, 2026.

10.6 Transportation

Trustee R. Scherger provided a report for the Joint Transportation Committee meeting that took place on November 10, 2025.

10.7 Christmas Concert Dates

Christmas Concert dates for all the schools were provided for the trustees.

11. POLICY REVIEW

Policy review will take place starting in January.

12. ADMINISTRATION REPORTS

12.1 Indigenous Culture and Program Facilitator

An Indigenous Culture and Program Facilitator report was provided for the trustees to review.

12.2 Dual Credit

A Dual Credit report was provided for the trustees to review.

12.3 Director of Teaching Quality and Staff Development

The Director of Teaching Quality and Staff Development provided a report for the trustees to review.

12.4 Assistant Superintendent of Faith and Educational Services

The Assistant Superintendent provided a report for the trustees to review.

12.5 Deputy Superintendent

The Deputy Superintendent provided a report for the trustees to review.

12.6 Secretary-Treasurer

The Secretary-Treasurer provided a report for the trustees to review. A Financial Report and an IMR/CMR report were provided for the trustees to review as well.

12.7 Superintendent

The Superintendent provided a report for the trustees to review.

13. IN-CAMERA MEETING

2025-101:

Trustee R. Bolin moved to go in-camera at 6:59 pm. Motion carried.

2025-102:

Trustee R. Bolin moved to come out of in-camera at 7:29 pm. Motion carried.

14. MOTIONS COMING OUT OF IN-CAMERA

There were no motions coming out of in-camera.

15. TRUSTEE ROUND TABLE

Chair D. Collins asked each trustee to share a challenge and a celebration.

16. CLOSING PRAYER AND ADJOURNMENT

Closing Prayer – Trustee A. Peeters

Next Meeting (December) – Trustee R. Bolin

Chair D. Collins adjourned the meeting at 7:44 pm.

SIGNATURE OF CHAIR

SIGNATURE OF BOARD EXECUTIVE SECRETARY &
POWERSCHOOL LEAD