

**NORTH EAST SCHOOL DIVISION  
ORGANIZATIONAL BOARD MEETING MINUTES  
NOVEMBER 25, 2014**

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**PRESENT:**

|                |             |                           |               |
|----------------|-------------|---------------------------|---------------|
| P. Brooks      | L. Perkins  | Director of Education:    | D. Rempel     |
| L. Constant    | K. Ponath   | Supt. of Business Admin.: | R. Ottenbreit |
| B. Gagné       | F. Reynolds |                           |               |
| T. Goudy       | M. Walton   |                           |               |
| T. Kwiatkowski |             |                           |               |

**CALL TO ORDER** 4:05 p.m.

Director of Education chaired the meeting until the Election of Board Chairperson was completed.

**ADOPTION OF AGENDA**

2014-11-89 That the agenda be adopted as amended.  
Kathy Ponath.....Carried.

**ELECTION OF CHAIRPERSON**

**Call for Nominations**

Bob Gagné nominated Kathy Ponath.

Nomination was accepted.

No further nominations were received.

Kathy Ponath was declared Chairperson of the Board by acclamation.

Kathy Ponath took over chairing the meeting.

**ELECTION OF VICE-CHAIRPERSON**

**Call for Nominations**

Pat Brooks nominated Marla Walton.

Nomination was accepted.

No further nominations were received.

Marla Walton was declared Vice-Chairperson of the Board by acclamation.

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**MEETINGS**

2014-11-90 That the regular meetings of the Board of Education be held at dates and times as follows.

|                          |                           |
|--------------------------|---------------------------|
| December 16, 2014 @ 1:00 | May 19, 2015 @ 4:00       |
| January 20, 2015 @ 1:00  | June 16, 2015 @ 4:00      |
| February 17, 2015 @ 1:00 | September 15, 2015 @ 4:00 |
| March 17, @ 1:00         | October 20, 2015 @ 4:00   |
| April 21, 2015 @ 4:00    | November 17, 2015 @ 4:00  |
| Bob Gagné .....          | Carried.                  |

**COMMITTEE OF THE WHOLE MEETINGS**

2014-11-91 That the Committee of the Whole Meetings be held at dates and times as follows. Meetings are subject to cancellation at the discretion of the Board Chairperson.

|                         |                          |
|-------------------------|--------------------------|
| December 2, 2014 @ 1:00 | May 5, 2015 @ 4:00       |
| January 6, 2015 @ 1:00  | June 2, 2015 @ 4:00      |
| February 3, 2015 @ 1:00 | September 1, 2015 @ 4:00 |
| March 3, 2015 @ 1:00    | October 6, 2015 @ 4:00   |
| April 7, 2015 @ 4:00    | November 3, 2015 @ 4:00  |
| Bob Gagné ... ..        | Carried.                 |

**COMMITTEE STRUCTURE AND APPOINTMENTS**

2014-11-92 That the Board appointed members to the Audit Committee are : Ted Kwiatkowski, Luke Perkins and Marla Walton; and the Chair of the committee will be Kathy Ponath.

Ted Kwiatkowski.....Carried.

**ANNUAL MEETING OF ELECTORS**

2014-11-93 That the Annual Meeting of Electors be held at 7:00 p.m. on March 25, 2015 in Tisdale.

Luke Perkins.....Carried.

**MEETING PROTOCOL**

2014-11-94 That the Board adopt the Saskatchewan School Boards Association Code of Ethics.

Marla Walton.....Carried

2014-11-95 That motions be accepted by the Chair without being “seconded” as per Section 77(3) of *The Education Act, 1995*.

Pat Brooks.....Carried.

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**INDEMNITIES AND EXPENSES**

- 2014-11-96 That the Board indemnity rates be set as follows:
- the indemnity for the chairperson is to be \$250.00 when chairing meetings, and
  - \$200 for all regular and/or committee of the whole meetings of the Board of Education and all full day meetings, and
  - a half day indemnity of \$100.00 be paid for meetings of less than three hours (excluding regular or committee of the whole meetings of the Board of Education), and
  - \$200 for one day per month for each month that a regular meeting is held for preparation time, and
  - \$50.00 per hour (or portion thereof) be paid for meetings held by conference call, and
  - \$25.00 per hour for traveling to and from meetings.
- Bob Gagné .....Carried.
- 2014-11-97 That the Board indemnity rates for attending SCC meetings be set as follows:
- A maximum of \$200.00 per year per school in Trustees subdivision. Mileage expenses will be paid for any additional SCC meetings attended.
- Pat Brooks .....Carried.
- 2014-11-98 That Audit Committee members be compensated at Board indemnity rates plus up to \$200.00 as needed per quarter for preparation time.
- Ted Kwiatkowski.....Carried.
- 2014-11-99 That the Board reimburses board members and school division staff for expenses incurred while on board business as follows:
- lodging expenses when on board business upon presentation of actual receipts or \$40.00 without a receipt, and
  - actual meal expenses when on board business to a maximum of \$12.00 for breakfast, \$15.00 for lunch and \$20.00 for supper, and
  - mileage rate at \$0.41 per kilometer for use of a personal vehicle.
- Bob Gagné .....Carried.
- 2014-11-100 That the Board declares one-third of the total sum paid by the School Division to each member of the Board for services as having been paid in respect of general expenses incurred by the member that was necessary and incidental in the discharge of their duties as Board Members.
- Freeman Reynolds.....Carried.

**SIGNING AUTHORITIES**

- 2014-11-101 That the Board Chair, together with the Superintendent of Business Administration (or Director of Education or Supervisor of Financial Services as alternates), is authorized to sign all cheques and financial documents. The signature of the Board Chairperson may be by electronic signature or stamp. The signature of the Superintendent of Business Administration may be by electronic signature.

That the Superintendent of Business Administration and/or the Supervisor of Financial Services are authorized to carry out deposit activity, transfer of funds, corporate visa administration, new

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card application and all other required banking activities for all financial institutions that the School Division deals with.

Freeman Reynolds .....Carried.

**APPOINTMENT OF AUDITOR**

2014-11-102 That MNP<sub>LLP</sub> Chartered Accountants be appointed as auditor for the fiscal year ended August 31, 2015.

Ted Kwiatkowski.....Carried.

**ADJOURNMENT**

2014-11-103 That the meeting adjourns at 4:40pm.

Pat Brooks.....Carried.

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Board Chairperson

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Superintendent of Business Administration