

**NORTH EAST SCHOOL DIVISION
ORGANIZATIONAL MEETING MINUTES
November 24, 2015**

MINUTES of the ORGANIZATIONAL MEETING: of the Board of Education of the North East School Division No. 200 of Saskatchewan, held on Tuesday, November 24, 2015 at 1:00 pm.

PRESENT:

Lori Constant	Ted Kwiatkowski	Director of Education:	Don Rempel
Bob Gagné	Luke Perkins	Supt. of Business Admin.:	Wanda McLeod
Todd Goudy	Kathy Ponath - Chair		
Richard Hildebrand	Freeman Reynolds		
	Marla Walton		

ABSENT: Linda Erickson

CALL TO ORDER – 1:10 pm.

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

ADOPTION OF AGENDA

2015-11-75 R. Hildebrand moved that the agenda be adopted as presented.

CARRIED (9-0)

ELECTION OF CHAIRPERSON

Call for Nominations

Marla Walton nominated Kathy Ponath.

Todd Goudy nominated Luke Perkins.

Bob Gagné moved that nominations ceased.

Nominations were accepted.

Voting commenced.

Kathy Ponath was declared Chairperson of the Board.

Richard Hildebrand moved that the ballots be destroyed

Kathy Ponath took over chairing the meeting.

ELECTION OF VICE-CHAIRPERSON

Call for Nominations

Lori Constant nominated Marla Walton.

Nomination was accepted.

No further nominations were received.

Ted Kwiatkowski moved that nominations cease.

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

MEETINGS

2015-11-76 B. Gagné moved that the regular meetings of the Board of Education be held at 1:00pm on the following dates:

- ❖ Tuesday, December 8, 2015
- ❖ Tuesday, January 26, 2016
- ❖ Tuesday, February 23, 2016
- ❖ Tuesday, March 22, 2016
- ❖ Tuesday, April 19, 2016
- ❖ Tuesday, May 24, 2016
- ❖ Tuesday, June 21, 2016
- ❖ Tuesday, September 27, 2016
- ❖ Tuesday, October 25, 2016
- ❖ Tuesday, November 29, 2016

CARRIED (9-0)

2015-11-77 M. Walton moved that the Board meet in Committee of the Whole at 1:00pm on the following dates:

- ❖ Tuesday, December 1, 2015
- ❖ Tuesday, January 12, 2016
- ❖ Tuesday, February 9, 2016
- ❖ Tuesday, March 1, 2016
- ❖ Tuesday, April 5, 2016
- ❖ Tuesday, May 3, 2016
- ❖ Tuesday, June 7, 2016
- ❖ Tuesday, September 13, 2016
- ❖ Tuesday, October 11, 2016
- ❖ Tuesday, November 8, 2016

CARRIED (9-0)

COMMITTEE STRUCTURE AND APPOINTMENTS

2015-11-78 T. Kwiatkowski moved that the Board appoint the following members to the Audit Committee:

- ❖ Kathy Ponath
- ❖ Richard Hildebrand
- ❖ Ted Kwiatkowski
- ❖ Luke Perkins
- ❖ Marla Walton
- ❖ External Representative - James Thiessen

CARRIED (9-0)

ANNUAL MEETING OF ELECTORS

2015-11-79 L. Constant moved that the Annual Meeting of Electors be held at 7:00pm at Hudson Bay Community School on:

- ❖ Tuesday, March 15, 2016

CARRIED (9-0)

MEETING PROTOCOL

2015-11-80 T. Goudy moved that the Board adopt the Saskatchewan School Boards Association Code of Ethics.
CARRIED (9-0)

2015-11-81 T. Goudy moved that motions be accepted by the Chair without being “seconded” as per Section 77 (3) of The Education Act, 1995.
CARRIED (9-0)

INDEMNITIES AND EXPENSES

2015-11-82 L. Constant moved that indemnities be set as per Section 81 of The Education Act, 1995:

a) That the Board indemnity rates be set as follows:

- ❖ The indemnity for the chairperson is to be \$250 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 to 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
- ❖ An additional \$100 per month that a regular meeting is held, for preparation time of the chairperson and
- ❖ \$50 per hour (or portion thereof) be paid for meetings held by conference call and
- ❖ \$25 per hour for traveling to and from meetings.

b) That the Audit Committee members be compensated at Board indemnity rates plus up to \$200 per quarter for preparation time.

c) That the Audit Committee chairperson be compensated an additional \$50 in recognition of the preparation time involved with the position for chairing the meetings

d) That the Board indemnity rates for attending School Community Council meetings be set as follows:

- ❖ A maximum of \$200 per year per school in subdivision of the Trustee. Mileage expenses will be paid for any additional School Community Council meetings attended.

CARRIED (9-0)

2015-11-83 B. Gagné moved that the Board reimburses Board Members and school division staff for expenses incurred while on board business as follows:

- ❖ Lodging upon presentation of actual receipts, or \$40.00 without a receipt.
- ❖ actual meal expense to a maximum of:
 - a) Breakfast \$15.00
 - b) Lunch \$15.00
 - c) Supper \$25.00
- ❖ mileage rate be set at \$0.41 per kilometer for use of personal vehicle

- 2015-11-84 T. Kwiatkowski moved that the Board declare 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 to general expenses incurred by the member that were necessary and incidental, in the discharge of his/her duties as a Board Member.
CARRIED (9-0)

SIGNING AUTHORITIES

- 2015-11-85 F. Reynolds moved 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 card application and all other required banking activities for all financial institutions that the School Division deals with.

CARRIED (9-0)

CONFIRMATION OF EXTERNAL AUDITOR SERVICES

At the Regular Board Meeting on September 15, 2015 a motion was passed to award the contract for audit services to Virtus Group_{LLP} for the time period of January 1, 2016 to December 31, 2020. Therefore, no motion for external audit services is required at this time.

ADJOURNMENT

- 2015-11-86 F. Reynolds moved that the Board adjourn at 1:20 pm.

CARRIED (9-0)

Board Chairperson

Superintendent of Business Administration