

**NORTH EAST SCHOOL DIVISION
ORGANIZATIONAL MEETING MINUTES
November 27, 2018**

MINUTES of the ORGANIZATIONAL MEETING: of the Board of Education of the North East School Division No. 200 of Saskatchewan, held on Tuesday, November 27, 2018 at 2:00 pm at the Tisdale Transportation and Technology Boardroom, in Tisdale, Saskatchewan.

PRESENT:

Randy Ariss	Lori Kidney	Director of Education:	Don Rempel
Michael Botterill	Ted Kwiatkowski	Supt. of Business Admin.:	Wanda McLeod
Linda Erickson	Luke Perkins		
Bob Gagné	Marla Walton		
Richard Hildebrand			

CALL TO ORDER - 2:00pm.

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

ELECTION OF CHAIRPERSON

Call for Nominations

Ted Kwiatkowski nominated Luke Perkins.

Bob Gagné moved that nominations ceased.

Nomination was accepted.

No further nominations were received.

Luke Perkins was declared Chairperson of the Board.

Luke Perkins took over chairing the meeting.

ELECTION OF VICE-CHAIRPERSON

Call for Nominations

Bob Gagné nominated Marla Walton.

Nomination was accepted.

No further nominations were received.

Marla Walton was declared Vice-Chairperson of the Board.

ADOPTION OF AGENDA

2018-11-86 M. Walton moved that the agenda be adopted as presented.

CARRIED

ADOPTION OF THE MINUTES

The Minutes of the November 28, 2017 Organizational Meeting were approved at the Regular Meeting of the Board on January 23, 2018.

MEETINGS OF THE BOARD OF EDUCATION

2018-11-87 T. Kwiatkowski moved that the Committee of the Whole and Regular Meetings of the Board of Education be held as follows:

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- January 15, 2019
- February 12, 2019
- March 25, 2019
- April 16, 2019
- May 28, 2019
- June 18, 2019
- September 17, 2019
- October 22, 2019
- November 26, 2019

Committee of the Whole meetings to be held at 10:00am and Regular Board meetings will follow at 1:30pm.

Committee meetings are subject to cancellation at the discretion of the Board Chair.

CARRIED

MEETING PROTOCOL

2018-11-88 M. Botterill moved that the Board adopts the Saskatchewan School Boards Association Code of Ethics.

CARRIED

2018-11-89 R. Hildebrand moved that motions be accepted by the Chair without a seconder as per Section 19(3) of The School Division Administration Regulations.

CARRIED

INDEMNITIES AND EXPENSES

2018-11-90 M. Walton moved that indemnities be set as per Section 23(a) of The School Division Administration Regulations:

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

- The indemnity for the chairperson is to be \$275 when chairing meetings and
- \$225 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 \$112 to be paid for meetings of less than three hours (excluding Regular or Committee of the Whole meetings of the Board of Education) and
- \$225 for one day per month for each month that a regular meeting is held, for preparation time and
- An additional \$112 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, and conferences.

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

- A maximum of \$225 per year per school in the subdivision of the Trustee. Mileage expenses will be paid for any additional School Community Council meetings attended.

CARRIED

Expenses while on board business as per Section 23(b) of The School Division Administration Regulations:

- 2018-11-91 B. Gagné moved that the Board reimburse Board Members and school division staff for expenses incurred while on board business as follows:
- ❖ *Lodging upon presentation of actual receipts, or \$75 without a receipt.*
 - ❖ *Actual meal expense to a maximum of:*
 - a) *Breakfast \$15*
 - b) *Lunch \$20*
 - c) *Supper \$25*
 - ❖ *Mileage rate be set at \$0.41 per kilometer for use of personal vehicle.*
- CARRIED
- 2018-11-92 L. Erickson moved that the Board declare, that as long as the Income Tax Act allows, 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

SIGNING AUTHORITIES

- 2018-11-93 L. Kidney moved that the Board Chair or Vice Chair, together with the Superintendent of Business Administration (or Director of Education or Manager 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 Manager of Financial Services are authorized to carry out deposit activity, transfer of funds, purchase card administration, new card application and all other required banking activities for all financial institutions that the School Division deals with.

CARRIED

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

- 2018-11-94 B. Gagné moved that the Board adjourn at 2:20pm.

CARRIED

Board Chairperson

Superintendent of Business Administration