

## BOARD AGENDA

### Annual Organizational Meeting

Division Office, Whitecourt  
October 30, 2018 – 3:00 p.m.

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1. Call to Order – Lachlan Whatley, Secretary-Treasurer
2.
  - a) Method of Voting – Tab 1
  - b) Destruction of Ballots – Tab 1
3. Call for nominations for Board Chairperson  
- First, second and third call.
4. Election of Board Chairperson/Oath of Office
5. Call for nominations for Board Vice-Chairperson  
- First, second and third call.
6. Election of Board Vice-Chairperson/Oath of Office
7. Minutes of October 24<sup>th</sup>, 2017 Organizational Meeting
  - attached for information – Tab 2
8.
  - (a) Disclosure of Personal Interest Statement – Tab 3
  - (b) Section 81 (2) (b) (ii) – see Tab 3
9. PSBAA/ASBA Costing – (Lachlan Whatley) – see Tab 4
10. Trustee Tax Exemption Information – (Lachlan Whatley)  
- Additional costs to gross up payroll would be \$20,000.00.

11. Process for Board Standing Committees and Board Appointments  
- see Tab 5

### **Board Standing Committees**

12. Policy 8 – Committees of the Board - see Tab 6
13. Board Committees for 2017/18 – see Tab 7
14. Advocacy (3 trustees/1 alternate)
15. ATA Negotiations Committee (3 trustees)
16. Communications (3 trustees/1 alternate)
17. Finance (all trustees)
18. Grievance (3 trustees to be appointed at a Board Meeting prior to the date of the Grievance Hearing)
19. Group Benefits Insurance Plan (2 trustees/one (1) being ex-officio)
20. Staff Liaison Committee (4 trustees)
21. Policy (3 trustees/1 alternate)
22. Student Discipline Review (2 trustees)
23. Support/Admin. Compensation (4 trustees)

### **Board Representatives to Organizations**

24. Policy 9 – Board Reps – see Tab 8
25. Alberta School Boards Association (ASBA) – Zone 2/3 (1 trustee or alternate)

- 26. Public School Boards Association of Alberta (PSBAA) – (1 trustee or alternate)
- 27. Whitecourt Community Association – (1 trustee/1 alternate)
- 28. Yellowhead Regional Library Board (YRL) – (1 trustee/1 alternate)
- 29. Teacher Employee Bargaining Association (TEBA) – (1 trustee)

**Date, Time and Place of Regular Board of Trustees Meetings (Information)**

- 30. Date, Time and Place of Regular Board of Trustees Meetings (Motion to Ratify) Division Office commencing at 5:00 p.m.

August 28, 2018	March 12, 2019
September 18, 2018	March 26, 2019
October 16, 2018	April 15, 2019
October 30, 2018(Organizational/Reg)	May 7, 2019
November 13, 2018	May 28, 2019
December 11, 2018	June 11, 2019
January 15, 2019	June 25, 2019
January 29, 2019	
February 12, 2019	

- 31. Organizational Meetings for 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> year following general election.

Information as per Board Motion 2724-13: That the Board's Organizational Meeting during the 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> year be held on the 1<sup>st</sup> Board Meeting date following the anniversary date of the general election to commence at 10:00 a.m. at the Division Office in Whitecourt.

### **Honoraria, Expenses and Benefits**

32. Policy 7 Appendix: Trustee Claim Rates – see Tab 9

a) ASBA Survey - see Tab 10

33. Trustee Honoraria

Information as per Board Motion 2715-13: That the Trustee honoraria rates be set at the following, effective November 1<sup>st</sup>, 2013.

- 1.1.1 - \$60.00 per quarter day;
- 1.1.2 - \$110.00 per half day;
- 1.1.3 - \$170.00 per three-quarter day;
- 1.1.4 - \$220.00 per full day;
- 1.1.5 - \$280.00 per one and one-quarter day
- 1.1.6 - \$330.00 per one and one-half day

34. Board Chairperson – Annual Honoraria

Information as per Board Motion 3402-16: That the Board Chair honoraria be increased to \$5,000.00, effective November 1<sup>st</sup>, 2016.

35. Committee Chairperson – Honoraria per Committee Meeting currently set at the quarter day rate

36. Reimbursement for accommodation, parking and meals – Trustees and staff.

- Accommodation currently set at: In Lieu of an accommodation receipt, a private accommodation allowance of \$50.00 a day may be claimed without receipt.
- Meals currently set at: By receipt; or Breakfast up to \$20.00, Lunch up to \$25.00 and Supper up to \$35.00 for a Total of \$80.00.

37. Payment for kilometers traveled – Trustees and staff

- Currently set at: The kilometer rate for trustees and staff is set at \$0.525 per kilometer with an additional \$0.05/km for carpooling.

\* ASBA 2018 rate – 53 cents

\* CRA 2018 rate – 55 cents per kilometre for the first 5,000 kilometres driven;  
and 49 cents per kilometer driven after that.

38. Benefit Plans for Trustees

Information as per Board Motion 2397-12: That the Board's contribution to Sun Life's, ASEBP and ATRF benefit premiums for Trustees be the same as what the ATA agreement reflects, effective the month following ratification.

- Currently set at: 100%

39. Health Spending Account – Trustees

Information as per Board Motion 31-95: That the Health Spending Account for trustees, be set at \$400 effective September 1<sup>st</sup>, 2015.

40. Voluntary Accidental Death & Dismemberment – see Tab 11

Information as per Board Motion 2722-13: That the Voluntary Accidental Death & Dismemberment Policy Plan remain the same up to \$500,000.00 for a Family Plan at the Board's expense.

41. Communication Allowance for Northern Gateway Regional Division No. 10 business.

Information as per Board Motion 2946-14: That the Communication Allowance for Northern Gateway Regional Division No. 10 business be increased to \$75.00/month effective November 1<sup>st</sup>, 2014.

42. Adjournment