

Minutes of the Organizational Meeting of Northern Gateway Public Schools

October 29th, 2019 - 1:00 p.m.

Board Room of the Division Office in Whitecourt, AB

Opening

A. Opening

**Call to Order
and Roll Call**

1. Call to Order and Roll Call

The October 29th, 2019 meeting was called to order by Tamara Spong, Secretary-Treasurer at 1:03 p.m.

Trustees: Diane Hagman, Sherry Jeffreys, Barb Maddigan, Judy Muir, Anita Portsmouth, Gerry Steinke, Linda Wigton, Christine Peck and Administrators Kevin Andrea, Superintendent, Tamara Spong, Secretary-Treasurer, and Wendy Robertson, Recording Secretary were present at this time.

Michelle Brennick, Deputy Superintendent, was absent from the meeting.

**Method of Voting
& Destruction of Ballots**

2. Method of Voting & Destruction of Ballots

Votes were done by secret ballot.

**Call for Nominations
for Board Chair**

3. Call for Nominations for Board Chair

First Call

First call for nominations for the position of Board Chair by Tamara Spong.

		Diane Hagman nominated Linda Wigton.
		Linda Wigton accepted the nomination.
Second Call		Second call for nominations by Tamara Spong.
		Christine Peck nominated Barb Maddigan
		Barb Maddigan accepted the nomination.
Third & Final Call		Third and final call for nominations by Tamara Spong.
Election of Board Chair/ Oath of Office	4.	Election of Board Chair/Oath of Office
		Linda Wigton was declared elected as Board Chair, and chaired the remainder of the meeting.
Call for Nominations for Board Vice -Chair	5.	Call for Nominations for Board Vice -Chair
First Call		First call for nominations for the position of Board Vice-Chair by Chair Wigton.
		Judy Muir nominated Sherry Jeffreys.
		Sherry Jeffreys accepted the nomination.
Second Call		Second call for nominations by Chair Wigton.
		Barb Maddigan called for nominations to cease.
Election of Board Vice- Chair/Oath of Office	6.	Election of Board Vice-Chair /Oath of Office
		Sherry Jeffreys was declared elected as Board Vice-Chair.

**Minutes of October 30th,
2018 Organizational
Meeting**

7. Minutes of October 30th, 2018 Organizational Meeting

Attached for information.

**Disclosure of Personal
Interest Statement**

8. (a). Disclosure of Personal Interest Statement

Tamara Spong informed the trustees of their requirement to submit a disclosure of a personal interest statement in accordance with the School Act.

(b). Section 81 (2) (b) (ii)

Provided for information.

**Process for Board
Standing Committees
and Board Appointments**

9. Process for Board Standing Committees and Board Appointments

Was done on a Volunteer Basis (in order of preference by each Trustee)

4084-19

Moved by Trustee Maddigan – that an Audit Committee be added to the Board Standing Committees and 3 trustees be appointed to the membership.

Motion Carried

4085-19

Moved by Trustee Muir – that Rural Caucus be added to the Board Representatives to Organizations with 1 trustee as Representative and 1 trustee as the Alternate.

Motion Carried

Board Standing Committees

Board Standing Committees

Policy 8 - Committees of the Board

10.

Policy 8 - Committees of the Board

Provided for information.

Board Committees for 2018/2019

11.

Board Committees for 2018-2019

Provided for information.

Advocacy

15.

Advocacy

1. Linda Wigton
 2. Judy Muir
 3. Anita Portsmouth
- Alternate: Barb Maddigan

ATA Negotiations

16.

ATA Negotiations

1. Barb Maddigan
2. Linda Wigton
3. Diane Hagman

Communications

17.

Communications/Staff Liaison

1. Christine Peck
 2. Sherry Jeffreys
 3. Barb Maddigan
- Alternate: Linda Wigton

Finance

18.

Finance

Committee as a whole.

Grievance

19. Grievance

Three trustees to be appointed at a Board Meeting prior to the date of the Grievance Hearing.

Group Benefits Insurance

20. Group Benefits Insurance Plan

1. Gerry Steinke
2. Christine Peck - Alternate
3. Linda Wigton - Ex-Officio

Policy

21. Policy

1. Gerry Steinke
 2. Sherry Jeffreys
 3. Anita Portsmouth
- Alternate: Diane Hagman

Student Discipline Review

22. Student Discipline Review

Minimum of two (2) trustees.

Support/Admin. Compensation

23. Support/Admin. Compensation

1. Judy Muir
2. Diane Hagman
3. Christine Peck

Audit Committee

24. Audit Committee

1. Linda Wigton
2. Judy Muir
3. Diane Hagman

Board Representatives to Organizations

Policy 9 – Board Representatives

ASBA – Zone 2/3 Board Representative

ASBA – Zone 2/3 Alternate

PSBAA Board Representative

PSBAA Board Alternate

Whitecourt Community Association Board Representative

Board Representatives to Organizations

25. Policy 9 – Board Representatives

Provided for information.

26. ASBA – Zone 2/3 Board Representative

1. Anita Portsmouth

ASBA – Zone 2/3 Alternate

1. Gerry Steinke

27. PSBAA Board Representative

1. Judy Muir

PSBAA Board Alternate

1. Christine Peck

28. Whitecourt Community Association Board Representative

1. Barb Maddigan

Whitecourt Community Association Board Alternate

Whitecourt Community Association Board Alternate

1. Linda Wigton

Yellowhead Regional Library Board Representative

29. Yellowhead Regional Library Board Representative

1. Sherry Jeffreys

Yellowhead Regional Library Board Alternate

Yellowhead Regional Library Board Alternate

1. Christine Peck

TEBA

30. TEBA

1. Barb Maddigan

Rural Caucus

31. Rural Caucus

1. Anita Portsmouth
2. Gerry Steinke (Alternate)

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

Regular Board Meetings for 2019/20

32. Regular Board Meetings for 2019-20

Division Office commencing at 1:00 p.m.

August 27, 2019
September 17, 2019

March 10, 2020
April 14, 2020

October 8, 2019	May 5, 2020
October 29, 2019 (Org/Reg)	May 26, 2020
November 26, 2019	June 16, 2020
December 10, 20189	
January 14, 2020	
February 11, 2020	

Organizational Meetings for 2nd, 3rd, and 4th Year Following General Election

33. Organizational Meetings for 2nd, 3rd and 4th Year Following General Election

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

4086-19

Moved by Trustee Steinke – that we hold the next Organizational Meeting at the first meeting in September 2020.

Motion Carried

Honoraria, Expenses and Benefits

Policy 7 Appendix: Trustee Claim Rates

34. Policy 7 Appendix: Trustee Claim Rates

Provided for Information

Trustee Honoraria

35. Trustee Honoraria

Current Trustee Honoraria Rate: As per Board Motion 3900-18, effective January 1st, 2019.

- 1.1.1- \$65.00 per quarter day;
- 1.1.2- \$120.00 per half day;
- 1.1.3- \$180.00 per three-quarter day;
- 1.1.4- \$230.00 per full day;
- 1.1.5- \$300.00 per one and one-quarter day
- 1.1.6- \$355.00 per one and one-half day

4087-19

Moved by Trustee Steinke – to increase the kilometer rate for trustees and staff to \$0.55 per kilometer with an additional \$0.05/km for carpooling.

Motion Defeated

**Board Chairperson
- Annual Honorarium**

36. Board Chairperson – Annual Honorarium

4088-19

Moved by Trustee Muir – that the current rate of \$5,350.00 for the Board Chair honoraria remain the same for 2019 – 2020.

Motion Carried

**Committee Chairperson
Honorarium Per
Committee Meeting**

**37. Committee Chairperson _ Honorarium
Per Committee Meeting**

4089-19

Moved by Trustee Muir – that the Honoraria per Committee meeting currently set at the quarter day rate, remain the same for 2019-2020.

Motion Carried

**Reimbursement For
Accommodation,
Parking and Meals –
Trustee and Staff**

4090-19

**38. Reimbursement For Accommodation,
Parking and Meals – Trustee and Staff**

Moved by Trustee Muir – that the current reimbursement for Accommodation, Parking and Meals for Trustees and Staff will remain the same for 2019– 2020.

Motion Carried

**Payment for Kilometers
Traveled**

4091-19

39. Payment for Kilometers Traveled

Moved by Trustee Muir – that the kilometer rate for trustees and staff will remain the same at \$0.525 per kilometer with an additional \$0.05/km for carpooling, for the 2019 – 2020 school year.

Motion Carried

Benefit Plans for Trustees

4092-19

40. Benefit Plans for Trustees

Moved by Trustee Muir – that the Board’s contribution to Manulife, ASEBP and ATRF benefit premiums for Trustees be same as what the ATA agreement reflects, effective the month following ratification and remain the same for the 2019 – 2020 school year.

Currently set at: 100%

Motion Carried

**Health Spending
Account - Trustees**

41. Health Spending Account – Trustees

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

4093-19

Moved by Trustee Muir – that the Health Spending Account for trustees remain at \$400.00 for the 2019 – 2020 school year.

Motion Carried

**Voluntary Accidental
Death and
Dismemberment**

**42. Voluntary Accidental Death and
Dismemberment**

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

4094-19

Moved by Trustee Muir – that the Voluntary Accidental Death and Dismemberment remain the same for the 2019 – 2020 school year.

Motion Carried

**Communication
Allowance for Northern
Regional Division No. 10
Business**

**43. Communication Allowance for Northern
Gateway Regional Division No. 10 Business.**

4095-19

Moved by Trustee Muir – that the Communication Allowance for Northern Gateway School Division business will remain at \$75.00/month for the 2019 – 2020 school year.

Motion Carried

Adjournment

44. Adjournment

4096-19

Moved by Trustee Maddigan – that the meeting be adjourned at 2:27 p.m.

Motion Carried

Board Chair

Secretary-Treasurer