

Minutes of the Organizational Meeting of Northern Gateway Public Schools

September 1, 2020 - 10:00 a.m.

Board Room of the Division Office in Whitecourt, AB & by Zoom

Opening

A. Opening

Meeting to be recorded – started at 10:07 a.m.

**Call to Order
and Roll Call**

1. Call to Order and Roll Call

The September 1st, 2020 meeting was called to order by Tamara Spong, Secretary-Treasurer at 10:07 a.m.

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

Lisa Bakos, Communications Officer, was present at this time.

**Method of Voting
& Destruction of Ballots**

3. Method of Voting & Destruction of Ballots

Votes were done by secret ballot.

**Call for Nominations
for Board Chair**

First Call

Second Call

Third & Final Call

**Election of Board Chair/
Oath of Office**

**Call for Nominations
for Board Vice -Chair**

First Call

Second Call

4. Call for Nominations for Board Chair

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 for nominations by Tamara Spong.

Jim Hailes nominated Barb Maddigan

Barb Maddigan accepted the nomination.

Third and final call for nominations by Tamara Spong.

5. Election of Board Chair/Oath of Office

Linda Wigton was declared elected as Board Chair, and chaired the remainder of the meeting.

6. Call for Nominations for Board Vice -Chair

First call for nominations for the position of Board Vice-Chair by Chair Wigton.

Gerry Steinke nominated Sherry Jeffreys.

Sherry Jeffreys accepted the nomination.

Second call for nominations by Chair Wigton.

Diane Hagman nominated Barb Maddigan.

Third & Final Call	Barb Maddigan accepted the nomination.
Election of Board Vice-Chair/Oath of Office	Third and final call for nominations by Linda Wigton.
Minutes of October 29th, 2019 Organizational Meeting	<p>7. Election of Board Vice–Chair /Oath of Office</p> <p>Barb Maddigan was declared elected as Board Vice-Chair.</p>
Disclosure of Personal Interest Statement	<p>8. Minutes of October 29th, 2019 Organizational Meeting</p> <p>Attached for information.</p>
Process for Board Standing Committees and Board Appointments	<p>9. (a). Disclosure of Personal Interest Statement</p> <p>Tamara Spong informed the trustees of their requirement to submit a disclosure of a personal interest statement in accordance with the Education Act.</p> <p>(b). Section 85 (1) (a)</p> <p>Provided for information.</p> <p>10. Process for Board Standing Committees and Board Appointments</p> <p>Was done on a Volunteer Basis (in order of preference by each Trustee)</p>

4265-20

Moved by Trustee Hagman – that we combine the Advocacy and Communications Committees together.

Motion Defeated

4266-20

Moved by Trustee Portsmouth – that the Board Chair may sit as ex-officio on all committee meetings but not as a voting member, and the Policy Committee be directed to make the change in Policy 8 – Board Committees and Policy 5 – Role of the Board Chair.

Motion Carried

Board Standing Committees

Board Standing Committees

Policy 8 - Committees of the Board

11.

Policy 8 - Committees of the Board

Provided for information.

Board Committees for 2019/2020

12.

Board Committees for 2019-2020

Provided for information.

Advocacy

13.

Advocacy

1. Barb Maddigan
 2. Christine Peck
 3. Judy Muir
- Alternate: Anita Portsmouth

ATA Negotiations

14.

ATA Negotiations

1. Barb Maddigan

2. Jim Hailes
3. Diane Hagman

Communications

15. Communications/Staff Liaison

1. Barb Maddigan
 2. Sherry Jeffreys
 3. Christine Peck
- Alternate: Diane Hagman

Finance

16. Finance

Committee as a whole.

Grievance

17. Grievance

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

Group Benefits Insurance

18. Group Benefits Insurance Plan

1. Gerry Steinke
2. Anita Portsmouth - Alternate
3. Linda Wigton - Ex-Officio

4267-20

Moved by Trustee Hailes – that the Policy Committee be changed to four (4) members.

Motion Withdrawn

4268-20

Moved by Trustee Muir – that the Board members vote on the Policy Committee members by Secret Ballot by listing their 3 top choices.

Motion Carried

Policy

19. Policy

1. Gerry Steinke
 2. Sherry Jeffreys
 3. Anita Portsmouth
- Alternate: Jim Hailes

Student Discipline Review

20. Student Discipline Review

Minimum of two (2) trustees.

Support/Admin. Compensation

21. Support/Admin. Compensation

1. Diane Hagman
 2. Judy Muir
 3. Sherry Jeffreys
- Alternate: Anita Portsmouth

Audit Committee

22. Audit Committee

1. Gerry Steinke
2. Judy Muir
3. Diane Hagman

Joint Board Support Staff Liaison Committee

23. Joint Board Support Staff Liaison Committee

1. Barb Maddigan
2. Christine Peck
3. Gerry Steinke
4. Sherry Jeffreys

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

24. Policy 9 – Board Representatives

Provided for information.

25. ASBA – Zone 2/3 Board Representative

1. Jim Hailes

ASBA – Zone 2/3 Alternate

1. Linda Wigton

26. PSBAA Board Representative

1. Christine Peck

PSBAA Board Alternate

1. Anita Portsmouth

27. 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

28. Yellowhead Regional Library Board Representative

1. Sherry Jeffreys

Yellowhead Regional Library Board Alternate

Yellowhead Regional Library Board Alternate

1. Judy Muir

TEBA

29. TEBA

1. Barb Maddigan

Rural Caucus

30. Rural Caucus

1. Diane Hagman
2. Anita Portsmouth (Alternate)

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

Regular Board Meetings for 2020/21

31. Regular Board Meetings for 2020-21

Division Office commencing at 1:00 p.m.

August 18, 2020	February 9, 2021
September 1, 2020 (Org/Reg)	March 9, 2021
September 22, 2020	April 13, 2021
October 13, 2020	May 4, 2021
October 27, 2020	May 25, 2021
November 24, 2020	June 15, 2021
December 15, 2020	
January 12, 2021	

4269-20 Moved by Trustee Muir – that the March 9, 2021 Board Meeting, be moved to March 16, 2021.

Motion Carried

4270-20 Moved by Trustee Jeffreys – that the Board of Trustees move Board meetings to now commence at 10:00 a.m.

Motion Carried

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

32. 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.

Honoraria, Expenses and Benefits

Policy 7 Appendix: Trustee Claim Rates

33. Policy 7 Appendix: Trustee Claim Rates

Provided for Information

4271-20

Moved by Trustee Steinke – that trustees receive an additional full day rate per month for preparation time, effective September, 2020.

Motion Carried

Trustee Honoraria

34. 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- \$235.00 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

4272-20

Moved by Trustee Muir – that the Trustee Honoraria Rates remain the same for 2020/21.

Motion Carried

Board Chairperson - Annual Honorarium

35. Board Chairperson – Annual Honorarium

4273-20

Moved by Trustee Muir – that the current rate of \$5,350.00 for the Board Chair honoraria remain the same for 2020 – 2021.

Motion Carried

**Committee Chairperson
Honarium Per
Committee Meeting**

4274-20

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

Moved by Trustee Jeffreys – that the Honoraria per Committee meeting currently set at the quarter day rate, remain the same for 2020-2021.

Motion Carried

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

4275-20

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

Moved by Trustee Portsmouth – that the current reimbursement for Accommodation, Parking and Meals for Trustees and Staff will remain the same for 2020– 2021.

Motion Carried

**Payment for Kilometers
Traveled**

4276-20

38. Payment for Kilometers Traveled

Moved by Trustee Portsmouth – 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 2020 – 2021 school year.

Motion Carried

Benefit Plans for Trustees 39. Benefit Plans for Trustees

4277-20

Moved by Trustee Steinke – that the Board’s contribution to Manulife, ASEBP and ATRF benefit premiums for Trustees be the same as what the ATA agreement reflects, effective the month following ratification and remain the same for the 2020 – 2021 school year.

Currently set at: 100%

Motion Carried

Health Spending Account - Trustees

40. 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.

4278-20

Moved by Trustee Jeffreys – that the Health Spending Account for trustees remain at \$400.00 for the 2020 – 2021 school year.

Motion Carried

Voluntary Accidental Death and Dismemberment

41. 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.

4279-20

Moved by Trustee Jeffreys – that the Voluntary Accidental Death and Dismemberment remain the same for the 2020 – 2021 school year.

Motion Carried

Communication Allowance for Northern Gateway School Division Business

42. Communication Allowance for Northern Gateway School Division Business.

4280-20

Moved by Trustee Portsmouth – that the Communication Allowance for Northern Gateway School Division business will remain at \$75.00/month for the 2020 – 2021 school year.

Motion Carried

Adjournment

43. Adjournment

4281-20

Moved by Trustee Jeffreys – that the meeting be adjourned at 1:17 p.m.

Motion Carried

Board Chair

Secretary-Treasurer