

Minutes of the Organizational Meeting of Northern Gateway Public Schools

October 26th, 2021 - 10:00 a.m.

Board Room of the Division Office in Whitecourt, AB

Opening

A. Opening

Meeting to be recorded – started at 10:02 a.m.

Call to Order and Roll Call

1. Call to Order and Roll Call

The October 26th, 2021 Organizational Meeting was called to order by Kevin Bird, Superintendent at 10:02 a.m.

Trustees: Diane Hagman, Barb Maddigan, Judy Muir, Gerry Steinke, Linda Wigton, Christine Peck, Jim Hailes, Deb Koloski, Sally Petryshen and Administrators Kevin Bird, Superintendent; Leslee Jodry, Deputy Superintendent and Nicole Draves, Recording Secretary were present at this time.

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

Tamara Spong, Secretary-Treasurer was absent at this time.

Board Appointment

2. Board Appointment of Corporate Secretary

4502-21

That the Board appoint Superintendent Kevin Bird as Corporate Secretary for the purpose of the Annual Organizational Meeting.

Motion Carried

Introductions

3. Round Table Introductions

Round table introductions were done.

Official Oath

4. Official Oath

Each Trustee took their official oath with Commissionaire Constable Blake Zollinger of the Royal Canadian Mounted Police.

Method of Voting & Destruction of Ballots

5. Method of Voting & Destruction of Ballots

Votes were done by secret ballot.

Call for Nominations for Board Chair

6. Call for Nominations for Board Chair

First Call

First call for nominations for the position of Board Chair by Kevin Bird.

Linda Wigton nominated Barb Maddigan.

Barb Maddigan accepted the nomination.

Second Call

Second call for nominations by Kevin Bird.

Third & Final Call

Third and final call for nominations by Kevin Bird.

Election of Board Chair/ Oath of Office

7. Election of Board Chair/Oath of Office

Barb Maddigan was declared elected as Board Chair, and chaired the remainder of the meeting.

Call for Nominations for Board Vice -Chair

8. Call for Nominations for Board Vice-Chair

First Call

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

Judy Muir nominated Christine Peck.

Christine Peck accepted the nomination.

Second Call

Second call for nominations by Chair Maddigan.

Third & Final Call

Third and final call for nominations by Chair Maddigan.

Election of Board Vice-Chair/Oath of Office

9. Election of Board Vice–Chair/Oath of Office

Christine Peck was declared elected as Board Vice-Chair.

Minutes of September 1st, 2020 Organizational Meeting

10. Minutes of September 1st, 2020 Organizational Meeting

Attached for information.

Disclosure of Personal Interest Statement

11. (a). Disclosure of Personal Interest Statement

Chair Maddigan informed the Trustees of their requirement to submit a disclosure of a personal interest statement in accordance with the Education Act.

(b). Section 85 (1) (a)

Provided for information.

Process for Board Standing Committees and Board Appointments

12. Process for Board Standing Committees and Board Appointments

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

4503-21

Moved by Trustee Muir–That the Board Chair participate at his or her discretion or by invitation of the committee, meetings as ex officio but not as a voting member except for full participation in finance committee and committees which he or she is appointed to.

Policy 5 – Role of the Board Chair.

Motion Carried

Board Standing Committees

Policy 8 - Committees of the Board

Board Committees for 2021-2022

Advocacy

ATA Negotiations

Communications

Finance

Grievance

13.

14.

15.

16.

17.

18.

19.

Board Standing Committees

Policy 8 - Committees of the Board

Provided for information.

Board Committees for 2021-2022

Provided for information.

Advocacy Committee

1. Sally Petryshen
 2. Judy Muir
 3. Linda Wigton
- Alternate: Christine Peck

ATA Negotiations Committee

1. Deb Koloski
2. Barb Maddigan
3. Jim Hailes

Communications Committee

1. Christine Peck
 2. Sally Petryshen
 3. Linda Wigton
- Alternate: Judy Muir

Finance Committee

Committee as a whole.

Grievance Committee

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 Committee
		<ol style="list-style-type: none"> 1. Deb Koloski 2. Sally Petryshen
Policy	21.	Policy
		<ol style="list-style-type: none"> 1. Gerry Steinke 2. Diane Hagman 3. Deb Koloski <p>Alternate: Barb Maddigan</p>
Student Discipline Review	22.	Student Discipline Review
		<p>Three trustees to be appointed at a Board Meeting prior to the date of the Grievance Hearing.</p>
Support/Admin. Compensation	23.	Support/Admin. Compensation
		<ol style="list-style-type: none"> 1. Linda Wigton 2. Judy Muir 3. Gerry Steinke <p>Alternate: Deb Koloski</p>
Audit Committee	24.	Audit Committee
		<ol style="list-style-type: none"> 1. Christine Peck 2. Diane Hagman 3. Barb Maddigan
Joint Board Support Committee Staff Liaison Committee	25.	Joint Board Support Staff Liaison
		<ol style="list-style-type: none"> 1. Gerry Steinke 2. Diane Hagman 3. Barb Maddigan 4. Christine Peck
Board Representatives to Organizations		Board Representatives to Organizations

Policy 9 – Board Representatives

ASBA – Zone 2/3 Board Representative

4504-21

4505-21

ASBA – Zone 2/3 Alternate

PSBAA Board Representative

PSBAA Board Alternate

Whitecourt Community Association Board Representative

Whitecourt Community Association Board Alternate

26. Policy 9 – Board Representatives

Provided for information.

27. ASBA – Zone 2/3 Board Representative

1. Jim Hailes

Moved by Trustee Steinke that the Board support Trustee Wigton’s consideration for Executive role with ASBA.

Motion Carried

Moved by Trustee Steinke that if Trustee Wigton is successful with ASBA Board nomination that Trustee Steinke takes the representative position as an alternate.

Motion Carried

ASBA – Zone 2/3 Alternate

1. Linda Wigton

28. PSBAA Board Representative

1. Christine Peck

PSBAA Board Alternate

1. Deb Koloski

29. Whitecourt Community Association Board Representative

1. Barb Maddigan

Whitecourt Community Association Board Alternate

1. Linda Wigton

Yellowhead Regional Library Board Representative

30. Yellowhead Regional Library Board Representative

1. Barb Maddigan

Yellowhead Regional Library Board Alternate

Yellowhead Regional Library Board Alternate

1. Judy Muir

TEBA

31. TEBA

1. Barb Maddigan

Rural Caucus

32. Rural Caucus Committee

1. Diane Hagman

Rural Caucus Alternate

33. Rural Caucus Committee Alternate

1. Sally Petryshen

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

Regular Board Meetings for 2021-2022

34. Regular Board Meetings for 2021-2022

Division Office commencing at 10:00 a.m.

2021	
November 23	December 14
2022	
January 11	February 8
March 8	March 22
April 12	May 10
May 24	June 14

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

35. 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

36. Policy 7 Appendix: Trustee Claim Rates

Provided for Information

Trustee Honoraria

37. 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

4506-21

Moved by Trustee Wigton to increase the mileage rate for Trustees and staff from \$0.525/km to \$0.59/km with an additional \$0.05/km for carpooling, effective November 1, 2021 as per CRA criteria.

[Employers' Guide – Taxable Benefits and Allowances - Canada.ca](https://www.cra-arc.gc.ca/employment-emploi/employers/employers-guide-taxable-benefits-and-allowances-canada-ca)

**Board Chairperson
- Annual Honorarium**

4507-21

38. Board Chairperson – Annual Honorarium

Moved by Trustee Steinke: That the current rate of \$5,350.00 for the Board Chair honoraria remain the same for 2021-2022.

Motion Carried

**Committee Chairperson
Honorarium Per
Committee Meeting**

4508-21

**39. Committee Chairperson-Honorarium
Per Committee Meeting**

Moved by Trustee Steinke: That the Honoraria per Committee meeting currently set at the quarter day rate remain the same for 2021-2022.

Motion Carried

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

4509-21

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

Moved by Trustee Steinke: That the current reimbursement for accommodation, parking and meals for Trustees and Staff will remain the same for 2021-2022.

Motion Carried

Payment for Kilometers Traveled

41. Payment for Kilometers Traveled

Information as per Board Motion (Trustee Wigton) 4506-21: that the kilometer rate for Trustees and staff will increase to \$0.59/km with an additional \$0.05/km effective November 1, 2021 as per CRA criteria.

[Employers' Guide – Taxable Benefits and Allowances - Canada.ca](#)

Motion Carried

Benefit Plans for Trustees

42. Benefit Plans for Trustees

4510-21

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 2021-2022 school year.

Currently set at: 100%

Motion Carried

Health Spending Account - Trustees

43. 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.

4511-21

Moved by Trustee Steinke: That the Health Spending Account for Trustees remain at \$400.00 for the 2021-2022 school year.

Motion Carried

**Voluntary Accidental
Death and
Dismemberment**

4512-21

**Communication
Allowance for Northern
Gateway School Division
Business**

4513-21

Adjournment

4514-21

**44. 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.

Moved by Trustee Steinke: That the
Voluntary Accidental Death and
Dismemberment remain the same for the
2021-2022 school year.

Motion Carried

**45. Communication Allowance for Northern
Gateway School Division Business.**

Moved by Trustee Steinke: That the
Communication Allowance for
Northern Gateway School Division
business will remain at \$75.00/month for the
2021-2022 school year.

Motion Carried

46. Adjournment

Moved by Trustee Koloski: That the meeting
be adjourned at 1:31 p.m.

Motion Carried

Board Chair

Corporate Secretary