

## AGENDA

### Northern Gateway Public Schools Board of Trustees

#### Annual Organizational Meeting

Division Office, Whitecourt – Board Room

August 30<sup>th</sup>, 2022 – 10:00 a.m.

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1. Call to Order – Tamara Spong, Secretary-Treasurer
2. Method of Voting and 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 26<sup>th</sup>, 2021, Organizational Meeting (for information) [TAB 2](#)
8. Disclosure of Personal Interest Statement [TAB 3](#)  
Education Act, Sections 85 and 86 [TAB 4](#)
9. Finance Ad Hoc Committee Report and Recommendations (Barb Maddigan) [TAB 5](#)
10. Audit Committee Report and Recommendations (Diane Hagman) [TAB 6](#)
11. Process for Board Standing Committees and Board Appointments [TAB 7](#)

**12. Board Standing Committees – Policy 8 Committees of the Board TAB 8**

- 12.1 Audit Committee (3 Trustees)
- 12.2 Advocacy (3 Trustees and 1 Alternate)
- 12.3 ATA Negotiations Committee (3 Trustees)
- 12.4 Community Engagement Committee (3 Trustees and 1 Alternate)
- 12.5 Finance Committee (All Trustees)
- 12.6 Grievance Committee (3 Trustees to be appointed at a Board Meeting prior to the date of the Grievance Committee Hearing)
- 12.7 Joint Board/Support Staff Liaison Committee -- CUPE (4 Trustees)
- 12.8 Policy Committee (3 Trustees and one Alternate)
- 12.9 Student Discipline Review Committee (2 Trustees to be determined by the Board Chair in consultation with the Superintendent, on a case-by-case basis)
- 12.10 Support Staff/Contractor Compensation Committee (3 Trustees and 1 Alternate)

**13. Board Representatives to Organizations – Policy 9 Board Representatives TAB 9**

- 13.1 Alberta School Boards Association (ASBA) Zone 2/3 (1 Trustee and 1 Alternate)
- 13.2 Public School Boards Association of Alberta (PSBAA) (1 Trustee and 1 Alternate)
- 13.3 Whitecourt Community Association (WCA) (1 Trustee and 1 Alternate)
- 13.4 Yellowhead Regional Library (YRL) (1 Trustee and 1 Alternate)
- 13.5 Teacher Employee Bargaining Association (TEBA) (1 Trustee)
- 13.6 Rural Caucus of Alberta School Boards (1 Trustee and 1 Alternate)
- 13.7 Group Benefits Insurance Plan Administrative Committee (2 Trustees)

- 14. Currently all Regular Board of Trustees Meetings are held at the Division Office in Whitecourt, commencing at 10:00 a.m. [TAB 10](#)**
- 15. Honoraria, Expenses and Benefits – Policy 7 Appendix: Trustee Claim Rates [TAB 11](#)**
  - 15.1 Trustee Honoraria -- as per Board Motion 3900-18, the Trustee honoraria rates are currently set at the following:
    - \$65.00 per quarter day; (up to and including two (2) hrs.)
    - \$120.00 per half day; (up to and including four (4) hrs.)
    - \$180.00 per three-quarter day; (up to and including six (6) hrs.)
    - \$235.00 per full day; (up to and including eight (8) hrs.)
    - \$300.00 per one and one-quarter day; (up to and including ten (10) hrs.)
    - \$355.00 per one and one-half day; (over ten (10) hrs.)
  - 15.2 Board Chairperson – Annual Honoraria
    - As per Board Motion 3899-18, Board Chairperson honoraria is currently set at \$5,350.00, effective January 1<sup>st</sup>, 2019.
  - 15.3 Committee Chairperson – Honoraria per Committee Meeting is currently set at the quarter day rate.
  - 15.4 Reimbursement for accommodation, parking, and meals for Trustees and staff, currently set at:
    - Accommodation: In Lieu of an accommodation receipt, a private accommodation allowance of \$50.00 a day may be claimed.
    - Meals: 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.
  - 15.5 Payment for kilometers traveled – Trustees and staff
    - As per Board Motion 4535-21, the kilometer rate for Trustees and staff is currently set at \$0.57 per kilometer with an additional \$0.05/km for carpooling.
  - 15.6 Benefit Plans for Trustees
    - As per Board Motion 2397-12, the Board’s contributions to Manulife, ASEBP and ATRF benefit premiums for Trustees are currently set at

what the ATA agreement reflects, effective the month following ratification, and currently set at 100%

15.7 Health Spending Account for Trustees

- As per Board Motion 31-95, the Health Spending Account for Trustees is currently set at \$400, effective September 1<sup>st</sup>, 2015.

15.8 Voluntary Accidental Death & Dismemberment [TAB 12](#)

- As per Board Motion 2722-13, the Voluntary Accidental Death & Dismemberment Policy Plan is currently set at up to \$500,000.00 for a Family Plan at the Board's expense.

15.9 Communication Allowance for Northern Gateway Public Schools business.

- As per Board Motion 2946-14, the Communication Allowance for Northern Gateway Public Schools business is currently set at \$75.00/month, effective November 1<sup>st</sup>, 2014.

**16. Adjournment**