

Minutes of the Organizational Meeting of the Board of Trustees of Northern Gateway Public Schools

Division Office Boardroom, Whitecourt, Alberta

September 10, 2024 - 10:00 a.m.

Call to Order and Roll Call

1. Call to Order and Roll Call

The September 10, 2024, Organizational Meeting was called to order by Tamara Spong, Secretary-Treasurer at 10:02 a.m.

Present at this time: Trustees Diane Hagman, Barb Maddigan, Judy Muir, Gerry Steinke, Linda Wigton, Christine Peck, Jim Hailes, Les Urness, and Deb Koloski; and Administrators Kevin Bird, Superintendent; Tamara Spong, Secretary-Treasurer; and Nancy Whittaker, Recording Secretary. Leslee Jodry, Deputy Superintendent, was absent from the meeting.

Lisa Bakos, Communications Officer, was present at this time, and Katrina Zack, President of ATA Local 43/teacher at Hilltop High School was present in the gallery.

Method of Voting & Destruction of Ballots

2. Method of Voting and Destruction of Ballots

Secretary-Treasurer Tamara Spong confirmed that voting to elect the Board Chair and Vice-Chair, if necessary, will be by secret ballot, as per Policy 7 Sections 1.2 and 1.3.

5013-24

Moved that the ballots for any voting be destroyed after each election.

Motion Carried

Call for Nominations for Board Chair

3. Call for Nominations for Board Chair

Call for nominations for the position of Board Chair was made by Secretary-Treasurer Tamara Spong. Trustee Deb Koloski nominated Trustee Gerry Steinke. Trustee Steinke accepted the nomination.

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| <p>Election of Board Chair/
Oath of Office</p> | <p>4.</p> | <p><u>Election of Board Chair/Oath of Office</u></p> <p>Trustee Gerry Steinke was declared elected as Chair by acclamation, took the Oath of Office, and chaired the remainder of the meeting.</p> |
| <p>Call for Nominations
for Board Vice-Chair</p> | <p>5.</p> | <p><u>Call for Nominations for Board Vice-Chair</u></p> <p>Call for nominations for the position of Vice-Chair was made by Chair Gerry Steinke. Trustee Linda Wigton nominated Trustee Diane Hagman. Trustee Hagman accepted the nomination.</p> |
| <p>Election of Board Vice-
Chair/Oath of Office</p> | <p>6.</p> | <p><u>Election of Board Vice–Chair/Oath of Office</u></p> <p>Trustee Diane Hagman was declared elected as Board Vice-Chair by acclamation and took the Oath of Office.</p> |
| <p>Minutes of September 12,
2023 Organizational
Meeting</p> | <p>7.</p> | <p><u>Minutes of September 12, 2023 Organizational Meeting</u></p> <p>Accepted as information.</p> |
| <p>Trustee Certification and
Disclosure Statement</p> | <p>8.</p> | <p><u>Trustee Certification and Disclosure Statement</u></p> <p>Secretary-Treasurer Tamara Spong informed the Trustees of their requirement to submit an annual disclosure of a personal interest statement in accordance with the Education Act.</p> |
| <p>Trustee Representation
at School Council Meetings</p> | <p>9.</p> | <p><u>Trustee Representation at School Council Meetings</u></p> <p>After roundtable discussion, there was consensus among Trustees that attendance at school council meetings is part of their responsibilities and that in areas of overlap, both Trustees are able to attend at their discretion.</p> |
| <p>Process for Elections</p> | <p>10.</p> | <p><u>Process for Elections to Committees of the Board and Representatives to Organizations</u></p> |
| <p>5014-24</p> | | <p>Moved that the procedure for elections to Committees of the Board and Representatives to Organizations be made on a voluntary basis in order of preference by each Trustee.</p> |

Motion Carried

**Committees of the Board
Appointments**

11. Committees of the Board Appointments

Audit Committee: Trustees Christine Peck, Barb Maddigan and Les Urness

Advocacy Committee: Trustees Deb Koloski, Christine Peck and Judy Muir with Trustee Linda Wigton as alternate

ATA Negotiations Committee: Trustees Deb Koloski, Barb Maddigan and Jim Hailes

Community Engagement Committee: Trustees Linda Wigton, Diane Hagman and Judy Muir with Trustee Deb Koloski as alternate

Support Staff/Contractor Compensation Committee: Trustees Judy Muir, Deb Koloski and Les Urness with Trustee Gerry Steinke as alternate

Joint Board/Support Staff Liaison Committee: Trustees Barb Maddigan, Diane Hagman, Gerry Steinke and Linda Wigton

Policy Committee: Trustees Christine Peck, Diane Hagman and Gerry Steinke with Trustee Linda Wigton as alternate

**Representatives to
Organizations**

12. Representatives to Organizations

ASBA Zone 2/3: Trustee Linda Wigton with Trustee Jim Hailes as alternate

PSBAA: Trustee Christine Peck with Trustee Judy Muir as alternate

YRL: Trustee Barb Maddigan with Trustee Judy Muir as alternate

TEBA: Trustee Barb Maddigan

Rural Caucus Committee: Trustee Diane Hagman with Trustee Les Urness as alternate

Group Benefits Insurance Plan Administrative Committee: Trustees Judy Muir and Deb Koloski

Motion Amendment
5020 – 24

Moved that the reimbursement for mileage be set at \$0.60/km with an additional \$0.05/km (\$0.65/km) for carpooling.

Discussion continued with a suggestion to review remuneration in the Spring when budgets are being planned.

Motion Amendment Carried
Motion 5019-24 Carried as Amended

14.3 Board Chairperson Annual Honorarium

5021-24

Moved that the Board Chairperson annual honorarium be set at \$5350.00 for the 2024 – 25 school year.

Motion Carried

14.4 Committee Chairperson Honorarium

5022-24

Moved that the Committee Chairperson honorarium be set at \$60.00 per Committee Meeting for the 2024 – 25 school year.

Motion Carried

14.5 Communication Allowance for NGPS Business

5023-24

Moved that the Communication Allowance for internet, cell phone and other technology use be set at \$75.00 per month for the 2024 – 25 school year.

Motion Carried

14.6 Preparation Time Allowance

5024-24

Moved that the Preparation Time Allowance for months in which Board Meetings are held, be set at \$240.00 per month for the 2024 – 25 school year.

Motion Carried

14.7 Benefit Plans for Trustees

5025-24

Moved that the Board's contributions to Manulife, 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%), for the 2024 – 25 school year.

Motion Carried

14.8 Health Spending Account for Trustees

Roundtable discussion regarding Health Spending Account versus Wellness Account.

5026-24

Moved that the Health Spending Account for Trustees be set at \$725.00 for the 2024 – 25 school year.

Motion Amendment
5027 – 24

Moved that the Health Spending Account be changed to a Wellness Account for Trustees.

Administration clarified the difference between the plans, flexibility, tax implications, and work required with Manulife with additional costs.

Motion Amendment Defeated
Motion 5026-24 Carried

14.9 Voluntary Accidental Death & Dismemberment

5028-24

Moved that the Voluntary Accidental Death & Dismemberment rate remain the same at \$500,000 for a Family Plan at the Board's expense.

Motion Carried

Adjournment

15. Adjournment

The Organizational Meeting was adjourned at 11:37 a.m.

Electronic Recording stopped at 11:37 a.m.

Board Chair

Secretary-Treasurer