

**THE ORGANIZATIONAL MEETING FOR THE BOARD OF EDUCATION OF THE
SASKATCHEWAN RIVERS SCHOOL DIVISION NO. 119**

Seminar Room, Education Centre
545 – 11th Street East, Prince Albert, SK
Monday, November 16, 2020
4:00 p.m.

AGENDA

1. CALL TO ORDER BY R. BRATVOLD, DIRECTOR OF EDUCATION
2. LAND ACKNOWLEDGEMENT
3. DECLARATION OF CONFLICT OF INTEREST
4. DECLARATION OF RESULTS – 2020 SCHOOL BOARD ELECTION
5. DECLARATION OF OFFICE BY TRUSTEES
6. ADOPTION OF AGENDA
7. ELECTION OF BOARD CHAIR
8. ELECTION OF VICE-CHAIR

9. DEPUTY CHAIR ROTATION SCHEDULE:

- November, December, 2020, January, 2021
- February, March, April, 2021
- May, June, September, 2021
- October, November, December 2021
- January, February, March, 2022
- April, May, June, 2022
- September, October, November, 2022
- December, 2022, January, February, 2023
- March, April, May, 2023
- June, September, October, 2023
- November, December 2023, January, 2024
- February, March, April, 2024
- May, June, September, 2024
- October, November, 2024

10. APPOINTMENT OF:

(a) Auditor:

The firm of MNP LLP was appointed auditors for the school division for a five year term from 2020 to 2024 at the March 9, 2020 Regular Board meeting.

Recommendation:

"that the Board re-affirm the appointment of Meyers Norris Penny (MNP) LLP as the auditors for the school division for 2021."

(b) Agent of Record (Insurance Agent or Broker):

In the spring of 2020 an SSBA tender process resulted in the selection of Aon as the new provider for the SSBA insurance plan. SRPSD belongs to the SSBA General Insurance Plan and thus Aon becomes our provider as well.

Recommendation:

"That AON Risk Solutions be the agent of record for the school division for the year 2021."

(c) Solicitor:

Recommendation:

"That the Novus Law Group be the solicitor for the school division for the year 2021."

7. ESTABLISH THE FOLLOWING:

(a) Regular meeting date, hour and place:

Recommendation:

"That the Regular meetings of the Saskatchewan Rivers Public School Division be held, subject to change, on one Monday of each month at 5:30 p.m., with the Closed Session at 4:00 p.m., at the Education Centre, 545 - 11th Street East, and that the Board Chair and the Director of Education be authorized to cancel a Regular meeting if the agenda does not warrant holding a meeting."

(b) Planning meeting date, hour and place:

Recommendation:

"That the planning meetings of the Saskatchewan Rivers Public School Division be held, subject to change, on one Monday of each month usually from 3:00 p.m. to 5:00 p.m. at the Education Centre, 545 - 11th Street East."

(c) Approval of accounts:

Recommendation:

"That the Chief Financial Officer be authorized for the year 2021 to certify all accounts for payment."

(d) Signing officers for the school division:

Recommendation:

"That the Board Chair and the Chief Financial Officer be the signing officers for the school division, with the Vice-Chair to sign in the absence of the Board Chair and the Manager of Financial Services to sign in the absence of the Chief Financial Officer for the year 2021."

(e) **Amount of temporary credit with a financial institution in Prince Albert:**

Recommendation:

"That the School Division continue with Conexus Credit Union a credit limit of five million dollars for the year 2021."

(b) **Attendance and Transportation Services Areas**

"That the Board confirm the current attendance and transportation services areas for 2020-2021 school year."

(c) **Hours of Public Access to All Central Offices:**

Recommendation:

"That public access to the Education Centre/Support Services Centre during regular office hours be from 8:00 a.m. to 12:00 noon and 1:00 to 4:30 p.m. and during summer office hours be from 8:00 a.m. to 2:30 p.m. Monday to Friday except for statutory holidays."

(h) **Trustee Remuneration Guidelines:**

The current Trustee Remuneration Guideline are attached.

Recommendation:

"That Trustee Remuneration Guidelines be approved for the 2020-2021 year."

10. EXTERNAL BOARD APPOINTMENTS:

(a) **Employee Bargaining Committee:**

• **Out of Scope Bargaining Committee (Board Chair/Vice-Chair):**

2019-2020

Barry Hollick

Jaimie Smith-Windsor

2020-2021

Board Chair

Vice-Chair

• **CUPE Bargaining Committee:**

2019-2020

Grant Gustafson

2020-2021

• **LINC Teacher Bargaining Committee:**

2019-2020

Jaimie Smith-Windsor

2020-2021

(b) **Operational Committee:**

• **Student Discipline Committee:**

2019-2020

Bill Gerow

Grant Gustafson

Arne Lindberg

Darlene Rowden

2020-2021

• **Principal Selection Committee:**

2019-2020

Michelle Vickers

2020-2021

- **Vice-Principal Selection Committee:**

2020-2021

Bill Yeaman

2020-2021

(c) **Committees with Third Parties:**

- **Saskatchewan High School Athletic Association:**

2019-2020

Bill Yeaman

2020-2021

- **Public Section Executive Member:**

2019-2020

Darlene Rowden

2020-2021

- **City Liaison Committee:**

2020-2021

Barry Hollick (Board Chair)

Arne Lindberg

2020-2021

Board Chair

(d) **Standing Committee / Ad Hoc:**

- **Saskatchewan Rivers Students for Change:**

2019-2020

Barry Hollick

Jaimie Smith-Windsor

Michelle Vickers

Arne Lindberg

2020-2021

- **Board Development Committee:**

2019-2020

Jaimie Smith-Windsor

Michelle Vickers

Bill Gerow

2020-2021

Vice-Chair

- **Facilities Committee:**

2019-2020

Grant Gustafson

Arne Lindberg

Jaimie Smith-Windsor

Bill Yeaman

2020-2021

- **Policy Committee:**

2019-2020

Grant Gustafson

Michelle Vickers

Jaimie Smith-Windsor

2020-2021

- **Invitational Shared Service Initiative (ISSI):**

2019-2020

John McIvor

2020-2021

SRSPD Foundation:

2019-2020

Barry Hollick

Arne Lindberg

Darlene Rowden

2020-2021

(d) School Community Council Groups:

The current School Community Council Clusters are as follows:

Cluster 1:

2019-2020

2020-2021

- Red Wing Public School

Darlene Rowden

- St. Louis Public School

- Westview Public School

- West Central Public School

Alternate:

Bill Yeaman

Cluster 2:

2019-2020

2020-2021

- École Vickers Public School

Michelle Vickers

- Prince Albert Collegiate Institute (PACI)

- Spruce Home Public School

- Won Ska Cultural Public School

Alternate:

Barry Hollick

Cluster 3:

2019-2020

2020-2021

- École Arthur Pechey Public School

Barry Hollick

- Carlton Comprehensive Public High School

- SRPSD Distance Learning Centre

- Vincent Massey Public School

Alternate:

Jaimie Smith-Windsor

Cluster 4:

2019-2020

2020-2021

- Birch Hills Public School

Grant Gustafson

- East Central Public School

- Riverside Public School

- W.J. Berezowsky Public School

Alternate:

Arne Lindberg

Cluster 5:

2019-2020

2020-2021

- Christopher Lake Public School

Jaimie Smith-Windsor

- Meath Park Public School

- Queen Mary Public School

Alternate:

Grant Gustafson

Cluster 6:

2019-2020

2020-2021

- Big River Public High School

Bill Gerow

- Canwood Public High

- École Debden Public School

- T.D. Michel Public School

Alternate:

John McIvor

Cluster 7:

- John Diefenbaker Public School
- King George Public School
- Kinistino Public School

Alternate:

2019-2020

Bill Yeaman

Darlene Rowden

2020-2021

Cluster 8:

- Osborne Public School
- Princess Margaret Public School
- Wesmor Public High School

Alternate:

2019-2020

Arne Lindberg

Michelle Vickers

2020-2021

Cluster 9:

- Shellbrook Elementary Public School
- Wild Rose Public School
- W.P. Sandin Public High School

Alternate:

2019-2020

John McIvor

Bill Gerow

2020-2021

Recommendation:

"That the appointments to the respective Boards and Committees be ratified."

11. ADJOURNMENT

SRPSD Trustee Remuneration Guidelines 2020-2021

The Trustee Remuneration Guidelines are reviewed annually at each organizational meeting. These guidelines are also subject to complete review by a committee struck by the Board in the second year of a Board's mandate or at other times determined by the Board.

1. Monthly Remuneration

The remuneration that is received by trustees in each of the 12 months of the year is expected to compensate trustees for the work of the Board that they do as trustees. It is recognized that trustees are serving the community in an elected position and remuneration should not be perceived as payment for hours worked. Although trustees volunteer their time and expertise, they should not be required to suffer financial loss as a result of work they are elected to do. Remuneration is expected to pay costs for essential/required trustee duties such as those described below.

(Note that the list is not exhaustive, but is provided for context and reference)

- a. Regular and Special meetings and related work
- b. School Board committee meetings/work
- c. School Community Council meetings and events
- d. School events (ex. graduations, awards ceremonies, Track & Field days, etc.)
- e. Linkage meetings/work (ex. Meetings with SRSC, PAATA, MLAs, City, RMs, etc.)
- f. Events hosted by external agencies (ex. Chamber of Commerce, PAATA, etc.)
- g. Division special events (ex. School Division Art Show, grand openings, school tours, etc.)

If trustees are required by the Board to travel outside City of Prince Albert in order to fulfill their duties then necessary travel, accommodation and meal costs will be reimbursed at the rates established by the Board.

Annual base rate is 20% of Class VI maximum of Teachers Provincial Salary Grid, which renders a annual base rate of \$19,617.00. Board Chair rate is an additional \$4,000.00 per year and Vice-Chair is an additional \$2,000.00 per year. Salary rates change on effective of any new Provincial Teacher's Agreement.

Annual and monthly remuneration rates are as follows:

- Trustee \$19,617.00 (Monthly amount = \$1634.75)
- Vice-Chair \$21,617.00 (Monthly amount = \$1,801.42)
- Chair \$23,617.00 (Monthly amount = \$1,968.08)

2. Indemnities – Board-Approved Activities

Each trustee: \$70.00 per hour to a maximum of \$280.00 per day. Indemnities are intended as compensation for attendance at events/meetings such as Canadian School Boards Association, Saskatchewan School Boards Association (SSBA), SSBA Public Section and professional development in or out of the division (such as Rural Congress, Office of the Treaty Commission, Enterprise Risk Management, Board/Director Evaluation, Board Seminars, full Board meetings with School Community Councils and Saskatchewan Rivers Students for Change).

In addition to the above, and to compensate for time required for travel, trustees traveling on Board business outside of the school division, but within the province, are entitled to claim \$.20/kilometre traveled. Trustees traveling on Board business outside of the province are entitled to the equivalent of two days' indemnity (i.e., \$560.00).

3. Deductions

An individual trustee can miss a maximum of three Board meetings in a 12-month period (such period commencing immediately following each year's Organizational Meeting) without experiencing a reduction in remuneration. A trustee who misses more than three Board meetings in a 12-month period will experience a deduction of \$300.00 for each meeting missed beginning with the fourth meeting, unless the Board has passed a resolution supporting such absence with no deduction.

4. Travel Cost Allowances

Trustees are encouraged to car pool and minimize travel costs in other appropriate ways in order to reduce costs and maximize value for the travel budget allocation.

- a. Board Chair travel annual allowance: \$2,100.00 (Monthly amount = \$175.00)
- b. Trustee travel annual allowance: \$1,200.00 (Monthly amount = \$100.00)
- c. Mileage rate (established at the Organizational Meeting each year or as required)
 - *Rate set at the Organizational meeting* \$0.39 per kilometre
- d. Accommodation: as per receipts
- e. Gratuity in lieu of hotel \$50.00 per night
- f. Meals IN Province OUT of Province
 - Breakfast \$10.00 \$15.00
 - Lunch \$15.00 \$22.50
 - Supper \$25.00 \$37.50
- g. Parking as per receipts
- h. Other expenses as per receipts

5. Professional Development and Convention Allowances

Professional development and convention allowances are intended to cover costs of attendance at conventions, conferences, and other Board-approved professional development activities. An allocation is pooled into one fund for all trustees. Administration will inform the Board if the collective fund is in jeopardy of exceeding the budgeted allocation.

6. Adjudication

The Board Chair and/or Vice-Chair and/or Director of Education will assist in resolving situations in which the above guidelines do not provide specific enough direction.