

**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 20, 2023
Time: 1:00 p.m.

AGENDA

1. CALL TO ORDER BY N. FINCH, DIRECTOR OF EDUCATION
2. LAND ACKNOWLEDGEMENT – Trustee Grant Gustafson
3. DECLARATION OF CONFLICT OF INTEREST
4. ADOPTION OF AGENDA
5. ELECTION OF BOARD CHAIR
6. ELECTION OF VICE-CHAIR
7. DEPUTY CHAIR ROTATION SCHEDULE:
 - November, December 2023, January, 2024 B. Gerow
 - February, March, April, 2024 G. Gustafson
 - May, June, September, 2024 A. Lindberg
 - October, November, 2024 B. Hollick
8. APPOINTMENT OF:
 - (a) **Auditor:**

The firm of MNP LLP was appointed auditors for the school division for a five-year term from 2020 to 2025.

Recommendation:
"That the Board re-affirm the appointment of Meyers Norris Penny (MNP) LLP as the auditors for the school division for 2024."
 - (b) **Agent of Record (Insurance Agent or Broker):**

Recommendation:
"That AON Risk Solutions be the agent of record for the school division for the year 2024."
 - (c) **Solicitor:**

Recommendation:
"That the firm of McKercher LLP be the solicitor for the school division for the year 2024."

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 3:30 p.m., with the Closed Session at 2:00 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) Approval of accounts:

Recommendation:

"That the Chief Financial Officer be authorized for the year 2024 to certify all accounts for payment."

(c) 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 2024."

(d) 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 2024."

(e) Attendance and Transportation Services Areas

"That the Board confirm the current attendance and transportation services areas for 2023-2024 school year."

(f) Hours of Public Access to All Central Offices:

Recommendation:

"That the Board affirm 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 the Trustee Remuneration Guidelines be approved for the 2023-2024 year."

10. BOARD APPOINTMENTS:

- Board discussion led by Board Chair:
 - Policy Committee may become the entire Board (this change was discussed at the Board Seminar and noted in the survey)
 - Communication Committee may be disbanded (this committee was in place prior to the additional hiring of a Superintendent of Schools and noted in the survey).
- Note - Trustees provided their preferences for Board Committees and representatives through a survey and the collated information was shared with the Board Chair/Director. The trustee appointments to the Board Committees will be provided at the meeting.

(a) Employee Bargaining Committee:

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

<u>2022-2023</u>	<u>2023-2024</u>
<i>Darlene Rowden</i>	<u><i>Board Chair</i></u>
<i>Alan Nunn</i>	<u><i>Vice-Chair</i></u>

- **CUPE Bargaining Committee:**

<u>2022-2023</u>	<u>2023-2024</u>
<i>Grant Gustafson</i>	_____

- **LINC Teacher Bargaining Committee:**

<u>2022-2023</u>	<u>2023-2024</u>
<i>Jaimie Smith-Windsor</i>	_____

(b) Operational Committee:

- **Student Discipline Committee:**

<u>2022-2023</u>	<u>2023-2024</u>
<i>Cher Bloom</i>	_____
<i>Bill Gerow</i>	_____
<i>Grant Gustafson</i>	_____
<i>Arne Lindberg</i>	_____

- **Principal Selection Committee:**

<u>2022-2023</u>	<u>2023-2024</u>
<i>Michelle Vickers</i>	_____

- **Vice-Principal Selection Committee:**

<u>2022-2023</u>	<u>2023-2024</u>
<i>Alan Nunn</i>	_____

(c) Committees with Third Parties:

- **Saskatchewan High School Athletic Association Member:**

<u>2022-2023</u>	<u>2023-2024</u>
<i>Bill Yeaman</i>	_____

- **Public Section Executive Member:**

<u>2022-2023</u>	<u>2023-2024</u>
<i>Alan Nunn</i>	_____

- **SSBA Indigenous Council Member:**
2022-2023 2023-2024
Bill Gerow _____
- **City Liaison Committee:**
2022-2023 2023-2024
Darlene Rowden (Board Chair) Board Chair _____
Barry Hollick _____
Arne Lindberg _____

(d) Standing Committees / Ad Hoc:

- **Saskatchewan Rivers Students for Change:**
2022-2023 2023-2024
Cher Bloom _____
Bill Gerow _____
Grant Gustafson _____
Barry Hollick _____
Jaimie Smith-Windsor _____
Michelle Vickers _____
- **Board Development Committee:**
2022-2023 2023-2024
Bill Gerow Vice-Chair _____
Alan Nunn (Vice-Chair) _____
Darlene Rowden _____
- **Facilities Committee:**
2022-2023 2023-2024
Grant Gustafson _____
Arne Lindberg _____
Alan Nunn _____
Bill Yeaman _____
- **Policy Committee: Discussion/decision**
2022-2023 2023-2024
Option A:
Grant Gustafson _____
Jaimie Smith-Windsor _____
Darlene Rowden _____
Michelle Vickers _____

Option B: SRPSD Board
- **Communication Committee: Discussion/decision**
Option A:
2022-2023
Barry Hollick _____
Arne Lindberg _____
Alan Nunn _____

Option B: Disband

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

2022-2023

Bill Gerow

2023-2024

- **SRSPD Foundation:**

2022-2023

Cher Bloom

Barry Hollick

Arne Lindberg

2023-2024

Recommendation:

That the appointments to the respective Boards and Committees for 2023-2024 be ratified.

(d) School Community Council Groups:

The current School Community Council Clusters for 2023-2024 are as follows. These were set at the June 19, 2023 Board meeting:

Cluster 1:

- Queen Mary Public School
- Princess Margaret Public School
- King George Public School

Alan Nunn

Alternate:

Barry Hollick

Cluster 2:

- Christopher Lake Public School
- Meath Park Public School
- Spruce Home Public School

Jaimie Smith-Windsor

Alternate:

Arne Lindberg

Alternate:

Michelle Vickers

Cluster 3

- Big River Public School
- TD Michel Public School
- Ecole Debden Public School

Bill Gerow

Alternate:

Cher Bloom

Cluster 4:

- PACI
- Westview Public School
- Riverside Public School

Michelle Vickers

Alternate:

Grant Gustafson

Alternate:

Jaimie Smith-Windsor

Cluster 5:

- Canwood Public School
- Shellbrook Elementary Public School
- WP Sandin Public High School
- Wild Rose Public School

Cher Bloom

Alternate:

Bill Gerow

Alternate:

Grant Gustafson

Cluster 6:

- East Central Public School
- Ecole Arthur Pechey Public School
- Won Ska Public School

Grant Gustafson

Alternate:

Michelle Vickers

Cluster 7:

- Carlton Comprehensive Public High School
- Vincent Massey Public School
- Osborne Public School

Barry Hollick

Alternate:

Alan Nunn

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Cluster 8:

- St. Louis Public School
- Red Wing Public School
- West Central Public School

Darlene Rowden

Alternate: Bill Yeaman

Cluster 9:

- Ecole Vickers Public School
- Wesmor Public High School
- W.J. Berezowsky Public School

Arne Lindberg

Alternate: Jaimie Smith-Windsor

Cluster 10::

- Birch Hills Public School
- John Diefenbaker Public School
- Kinistino Public School
- Winding River Colony School

Bill Yeaman

Alternate: Darlene Rowden

Recommendation:

That the Board re-affirm the School Community Clusters for 2023-2024.

11. ADJOURNMENT

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 an annual base rate of \$20,409.60. Board Chair rate is an additional \$5,000.00 per year and Vice-Chair is an additional \$2,500.00 per year. Salary rates change are effective on any new Provincial Teacher’s Agreement.

Annual and monthly remuneration rates are as follows:

- Trustee.....\$20,409.60 (Monthly amount = \$1,700.80)
- Vice-Chair\$22,909.60 (Monthly amount = \$1,909.13)
- Chair\$25,409.60 (Monthly amount = \$2,117.47)

2. Indemnities – Board-Approved Activities

Each trustee: \$75.00 per hour to a maximum of \$300.00 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., \$600.00).

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*.....\$0.50 per kilometre (effective September 1, 2022)
- d. Accommodation:as per receipts
- e. Gratuity in lieu of hotel\$75.00 per night
- f. MealsIN 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 (PD) 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. Trustees are expected to inform the Board, or Board Chair, prior to registering for any PD events and to report to the Board a summary of the learning from those PD events at a subsequent meeting of the Board.

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.