

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

Seminar Room, Education Centre  
545 – 11<sup>th</sup> Street East, Prince Albert, SK  
Monday, November 7, 2022  
Immediately following the Regular meeting

**AGENDA**

1. **CALL TO ORDER BY R. BRATVOLD, DIRECTOR OF EDUCATION**
2. **LAND ACKNOWLEDGEMENT**
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, 2022 J. Smith-Windsor
  - December, 2022, January, February, 2023 M. Vickers
  - March, April, May, 2023 B. Yeaman
  - June, September, October, 2023 C. Bloom
  - November, December 2023, January, 2024 B. Gerow
  - February, March, April, 2024 G. Gustafson
  - May, June, September, 2024 A. Lindberg
  - October, November, 2024 A. Nunn
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 2024.

**Recommendation:**  
*"That the Board re-affirm the appointment of Meyers Norris Penny (MNP) LLP as the auditors for the school division for 2023."*
  - (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 2023."*

(c) **Solicitor:**

**Recommendation:**

*"That the firm of McKercher LLP be the solicitor for the school division for the year 2023."*

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 two Mondays of each month at 5:30 p.m., with the Closed Session at 4:00 p.m., at the Education Centre, 545 - 11<sup>th</sup> 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 from 3:00 p.m. to 5:00 p.m. at the Education Centre, 545 - 11<sup>th</sup> Street East as required."*

(c) **Approval of accounts:**

**Recommendation:**

*"That the Chief Financial Officer be authorized for the year 2023 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 2023."*

(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 2023."*

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

*"That the Board confirm the current attendance and transportation services areas for 2022-2023 school year."*

(g) **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 2022-2023 year."*

**10. BOARD APPOINTMENTS:**

- Note - Policy 10: Board Representatives was revised and approved at the September 19, 2022 Board meeting. Trustees have provided their preferences for Board Committees/representatives. The collated information will be shared with the Board Chair at the meeting.

**(a) Employee Bargaining Committee:**

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

<u>2021-2022</u>	<u>2022-2023</u>
<i>Barry Hollick</i>	<i>Board Chair</i>
<i>Darlene Rowden</i>	<i>Vice-Chair</i>
- **CUPE Bargaining Committee:**

<u>2021-2022</u>	<u>2022-2023</u>
<i>Grant Gustafson</i>	
- **LINC Teacher Bargaining Committee:**

<u>2021-2022</u>	<u>2022-2023</u>
<i>Jaimie Smith-Windsor</i>	

**(b) Operational Committee:**

- **Student Discipline Committee:**

<u>2021-2022</u>	<u>2022-2023</u>
<i>Cher Bloom</i>	
<i>Bill Gerow</i>	
<i>Grant Gustafson</i>	
<i>Arne Lindberg</i>	
- **Principal Selection Committee:**

<u>2021-2022</u>	<u>2022-2023</u>
<i>Michelle Vickers</i>	
- **Vice-Principal Selection Committee:**

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

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

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

<u>2021-2022</u>	<u>2022-2023</u>
<i>Bill Yeaman</i>	
- **Public Section Executive Member:**

<u>2021-2022</u>	<u>2022-2023</u>
<i>Alan Nunn</i>	
- **SSBA Indigenous Council Member:**

<u>2021-2022</u>	<u>2022-2023</u>
<i>Bill Gerow</i>	

- **City Liaison Committee:**

2021-2022

*Barry Hollick (Board Chair)*

*Arne Lindberg*

*Michelle Vickers*

2022-2023

*Board Chair* \_\_\_\_\_

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

- **Saskatchewan Rivers Students for Change:**

2021-2022

*Cher Bloom*

*Barry Hollick*

*Arne Lindberg*

*Jaimie Smith-Windsor*

*Michelle Vickers*

2022-2023

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- **Board Development Committee:**

2021-2022

*Bill Gerow*

*Darlene Rowden (Vice-Chair)*

*Jaimie Smith-Windsor*

2022-2023

*Vice-Chair* \_\_\_\_\_

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- **Facilities Committee:**

2021-2022

*Arne Lindberg*

*Alan Nunn*

*Darlene Rowden*

*Bill Yeaman*

2022-2023

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- **Policy Committee:**

2021-2022

*Grant Gustafson*

*Jaimie Smith-Windsor*

*Michelle Vickers*

2022-2023

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- **Communication Committee:**

2022-2023

*Barry Hollick*

*Arne Lindberg*

*Alan Nunn*

*Darlene Rowden*

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

2021-2022

*Bill Gerow*

2022-2023

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- **SRSPD Foundation:**

2021-2022

*Barry Hollick*

*Arne Lindberg*

*Darlene Rowden*

*Cher Bloom*

2022-2023

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**(d) School Community Council Groups:**

- See attached documentation regarding assigning School Board Trustees School Clusters and SCCs.

**The current School Community Council Clusters are as follows:**

**Cluster 1:**

**2021-2022**

**2022-2023**

- Queen Mary Public School Alan Nunn
- Princess Margaret Public School
- SRPSD Distance Learning Centre **Alternate:** Barry Hollick

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**Cluster 2:**

**2021-2022**

**2022-2023**

- Christopher Lake Public School Jaimie Smith-Windsor
- Meath Park Public School
- Riverside Public School **Alternate:** Arne Lindberg

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**Cluster 3**

**2021-2022**

**2022-2023**

- Big River Public School Bill Gerow
- TD Michel Public School
- École Debden Public School **Alternate:** Cher Bloom

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**Cluster 4:**

**2021-2022**

**2022-2023**

- PACI Michelle Vickers
- Westview Public School **Alternate:** Grant Gustafson
- Spruce Home Public School **Alternate:** Jaimie Smith-Windsor

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**Cluster 5:**

**2021-2022**

**2022-2023**

- Canwood Public School Cher Bloom
- Shellbrook Elementary Public School
- WP Sandin Public High School **Alternate:** Bill Gerow
- Wild Rose Public School **Alternate:** Grant Gustafson

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**Cluster 6:**

**2021-2022**

**2022-2023**

- East Central Public School Grant Gustafson
- École Arthur Pechey Public School
- Won Ska Public School **Alternate:** Michelle Vickers

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**Cluster 7:**

**2021-2022**

**2022-2023**

- Carlton Comprehensive Public High School Barry Hollick
- Vincent Massey Public School
- Osborne Public School **Alternate:** Alan Nunn

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<b><u>Cluster 8:</u></b>	<b><u>2021-2022</u></b>	<b><u>2022-2023</u></b>
- St. Louis Public School	Darlene Rowden	_____
- Red Wing Public School		
- West Central Public School	<b>Alternate:</b> Bill Yeaman	_____

<b><u>Cluster 9:</u></b>	<b><u>2021-2022</u></b>	<b><u>2022-2023</u></b>
- Ecole Vickers Public School	Arne Lindberg	_____
- Wesmor Public High School		
- W.J. Berezowsky Public School	<b>Alternate:</b> Jaimie Smith-Windsor	_____

<b><u>Cluster 10:</u></b>	<b><u>2021-2022</u></b>	<b><u>2022-2023</u></b>
- Birch Hills Public School	Bill Yeaman	_____
- John Diefenbaker Public School		
- King George Public School		
- Kinistino Public School		
- Winding River Colony School	<b>Alternate:</b> Darlene Rowden	_____

**Recommendation:**

*“That the current Board committees/representative continue to operate until the appointments to the respective 2022-203 Boards and Committees be ratified at the next Regular Board meeting.”*

**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 on effective of 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. 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 (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.