

Minutes of the Organizational Meeting of Northern Gateway Public Schools

October 18th, 2016 - 10:00 a.m.

Board Room of the Division Office in Whitecourt, AB

Opening

A. Opening

Call to Order
and Roll Call

1. Call to Order and Roll Call

The October 18th, 2016 meeting was called to order by Michael Gramatovich, Secretary-Treasurer at 10:02 a.m.

Trustees Jim Govenlock, Cindy Granley, Jim Hailes, Sherry Jeffreys, Robyn O'Neill, Judy Muir, Albert Schalm, Terry Slemko, Gerry Steinke, and Administrators Kevin Andrea, Superintendent, Michael Gramatovich, Secretary-Treasurer, and Wendy Robertson, Recording Secretary were present at this time.

Lisa Bakos, Communications Officer, was present at this time.

Michelle Brennick, Deputy Superintendent, and Milly McGregor, Assistant Secretary-Treasurer were absent from the meeting.

Method of Voting
& Destruction of Ballots

2. Method of Voting & Destruction of Ballots

3396-16

Moved by Trustee Slemko – that elections, if necessary, be made by way of secret ballot.

Motion Carried

3397-16

Moved by Trustee Muir- that the ballots for any voting be destroyed after each election.

Motion Carried

Call for Nominations for Board Chair

First Call

Second Call

Third & Final Call

Election of Board Chair/Oath of Office

Call for Nominations for Board Vice -Chair

First Call

3. Call for Nominations for Board Chair

First call for nominations for the position of Board Chair by Michael Gramatovich.

Jim Govenlock nominated Judy Muir.

Judy Muir accepted the nomination.

Second call for nominations by Michael Gramatovich.

Third and final call for nominations by Michael Gramatovich.

4. Election of Board Chair/Oath of Office

Judy Muir was declared elected as Board Chair, sworn in by Michael Gramatovich and chaired the remainder of the meeting.

5. Call for Nominations for Board Vice -Chair

First call for nominations for the position of Board Vice-Chair by Chair Muir.

Jim Govenlock nominated Sherry Jeffreys.

Sherry Jeffreys accepted the nomination.

Second Call

Second call for nominations by Chair Muir.

Third & Final Call

Third and final call for nominations by Chair Muir.

Election of Board Vice-Chair/Oath of Office

6. Election of Board Vice –Chair /Oath of Office

Sherry Jeffreys was declared elected as Board Vice-Chair, sworn in by Michael Gramatovich.

Minutes of October 20th, 2015 Organizational Meeting

7. Minutes of October 20th, 2015 Organizational Meeting

Attached for information.

Disclosure of Personal Interest Statement

8 (a). Disclosure of Personal Interest Statement

Michael Gramatovich informed the trustees of their requirement to submit a disclosure of a personal interest statement in accordance with the School Act if there are any changes.

Section 81 (2) (b) (ii)

8 (b). Section 81 (2) (b) (ii)

Provided for information.

Process for Board Standing Committees and Board Appointments

9. Process for Board Standing Committees and Board Appointments

3398-16

Moved by Trustee Hailes– that the current positions for Board Standing Committees and the Board Appointments remain the same as the 2015 – 2016 year.

Motion Carried

Board Standing Committees

Board Standing Committees

Policy 8 - Committees of the Board

10.

Policy 8 - Committees of the Board

Provided for information.

Board Committees for 2015/2016

11.

Board Committees for 2015-2016

Provided for information.

Advocacy

12.

Advocacy

1. Judy Muir
 2. Robyn O'Neill
 3. Sherry Jeffreys
- Alternate: Jim Hailes

ATA Negotiations

13.

ATA Negotiations

1. Judy Muir
2. Jim Govenlock
3. Jim Hailes

Communications

14.

Communications

1. Judy Muir
 2. Cindy Granley
 3. Sherry Jeffreys
- Alternate: Albert Schalm

Finance

15.

Finance

Committee as a whole.

Grievance

16. Grievance

Three trustees to be appointed at a Board Meeting prior to the date of the Grievance Hearing.

Group Benefits Insurance

17. Group Benefits Insurance Plan

1. Jim Govenlock
2. Ex-Officio

Staff Liaison Committee

18. Staff Liaison Committee

1. Jim Hailes
2. Gerry Steinke
3. Terry Slemko
4. Robyn O'Neill

Policy

19. Policy

1. Jim Govenlock
 2. Albert Schalm
 3. Sherry Jeffreys
- Alternate: Robyn O'Neill

Student Discipline Review

20. Student Discipline Review

Minimum of two (2) trustees.

Support/Admin. Compensation

21. Support/Admin. Compensation

1. Albert Schalm
2. Robyn O'Neill
3. Terry Slemko
4. Judy Muir

**Board Representatives
to Organizations**

**Policy 9 – Board
Representatives**

**ASBA – Zone 2/3
Board Representative**

**ASBA – Zone 2/3
Alternate**

**PSBAA
Board Representative**

**PSBAA Board
Alternate**

**Whitecourt Community
Association Board
Representative**

Board Representatives to Organizations

22. Policy 9 – Board Representatives

Provided for information.

23. ASBA – Zone 2/3 Board Representative

1. Jim Hailes

ASBA – Zone 2/3 Alternate

1. Jim Govenlock

24. PSBAA Board Representative

1. Gerry Steinke

PSBAA Board Alternate

1. Judy Muir

**25. Whitecourt Community Association
Board Representative**

1. Cindy Granley

Whitecourt Community Association Board Alternate

Whitecourt Community Association Board Alternate

1. Jim Govenlock

Yellowhead Regional Library Board Representative

26. Yellowhead Regional Library Board Representative

1. Terry Slemko

Yellowhead Regional Library Board Alternate

Yellowhead Regional Library Board Alternate

1. Albert Schalm

TEBA

27. TEBA

1. Jim Govenlock

Date, Time and Place of Regular Board of Trustees Meetings (Information)

Regular Board Meetings for 2016/17

28. Regular Board Meetings for 2016-17

- | | |
|----------------------------|-------------------|
| August 30, 2016 | February 7, 2017 |
| September 20, 2016 | February 21, 2017 |
| October 4, 2016 | March 14, 2017 |
| October 18, 2016 (Org/Reg) | March 29, 2017 |
| November 1, 2016 | April 11, 2017 |
| November 15, 2016 | April 25, 2017 |
| December 6, 2016 | May 9, 2017 |
| January 10, 2017 | May 23, 2017 |
| January 24, 2017 | June 7, 2017 |
| | June 20, 2017 |

3399-16

Moved by Trustee Schalm - that the Board ratify the Regular Board Meeting schedule for 2016 – 2017.

Motion Carried

Randy Lovich, Director of Maintenance, entered the meeting at 10:14 a.m.

Organizational Meetings for 2nd, 3rd, and 4th Year Following General Election

29. Organizational Meetings for 2nd, 3rd and 4th Year Following General Election

Information as per Board Motion 2724-13: That the Board's Organizational Meeting during the 2nd, 3rd, and 4th year be held on the 1st Board Meeting date following the anniversary date of the general election to commence at 10:00 a.m. at the Division Office in Whitecourt.

Honoraria, Expenses and Benefits

Policy 7 Appendix: Trustee Claim Rates

30. Policy 7 Appendix: Trustee Claim Rates

Provided for Information

a) ASBA Survey

Provided for Information

Trustee Honoraria

3400-16

3401 – 16

**Board Chairperson
- Annual Honorarium**

3402-16

**Committee Chairperson
Honorarium Per
Committee Meeting**

3403-16

**Reimbursement For
Accommodation,
Parking and Meals –
Trustee and Staff**

31. Trustee Honoraria

Moved by Trustee Hailes– that the current trustee honoraria rates remain the same for 2016 – 2017.

Motion Carried

Moved by Trustee Hailes– that the Board revisit the Trustee Honoraria rates the last meeting before the October 16, 2017 Election.

Motion Carried

32. Board Chairperson – Annual Honorarium

Moved by Trustee Steinke – that the annual honorarium rate for the Board Chair be increased to \$5,000.00, effective November 1st, 2016.

Motion Carried

**33. Committee Chairperson _ Honorarium
Per Committee Meeting**

Moved by Trustee Jeffreys – that the current Committee Chairperson honorarium rate be maintained.

Motion Carried

**34. Reimbursement For Accommodation,
Parking and Meals – Trustee and Staff**

3404-16

Moved by Trustee Steinke – that in Lieu of an accommodation receipt, the private accommodation allowance be increased to \$50.00 per day, for trustees and staff, effective November 1st, 2016.

Motion Carried

3405-16

Moved by Trustee Steinke – that the rate for meals without a receipt, be increased by \$5.00; Breakfast up to \$20.00, Lunch up to \$25.00 and Supper up to \$35.00, for a total of \$80.00, for trustees and staff, effective November 1st, 2016.

Motion Carried

Payment for Kilometers Traveled

35.

Payment for Kilometers Traveled

3406-16

Moved by Trustee Govenlock – that the kilometer rate for trustees and staff remain the same at \$0.525 per kilometer with an additional \$0.05/km for carpooling,

Motion Carried

Benefit Plans for Trustees

36.

Benefit Plans for Trustees

Information provided as per Board Motion 2397-12: That the Board's contribution to Sun Life's, ASEBP and ATRA benefit premiums for Trustees be the same as what the ATA agreement reflects, effective the month following ratification.

- Current set at: 100%

**Health Spending
Account - Trustees**

37. Health Spending Account – Trustees

Information as per Board Motion 31-95: That the Health Spending Account for trustees, be set at \$400 effective September 1st, 2015.

**Voluntary Accidental
Death and
Dismemberment**

**38. Voluntary Accidental Death and
Dismemberment**

Information as per Board Motion 2722-13: That the Voluntary Accidental Death and Dismemberment Policy Plan remain the same up to \$500,000.00 for a Family Plan at the Board's expense.

**Communication
Allowance for Northern
Regional Division No. 10
Business**

**39. Communication Allowance for Northern
Gateway Regional Division No. 10 Business.**

3407-16

Moved by Trustee Granley –that the Communication Allowance for Northern Gateway Regional Division No. 10 business remain at \$75.00/month.

Motion Carried

Adjournment

3408-16

40. Adjournment

Moved by Trustee Jeffreys – that the meeting be adjourned at 10:44 a.m.

Motion Carried

Trustee Hailes was absent for the vote.

Board Chair

Secretary-Treasurer