

**MINUTES OF THE ORGANIZATIONAL MEETING OF
NORTHERN GATEWAY REGIONAL DIVISION NO.
10 HELD IN THE BOARD ROOM OF THE DIVISION
OFFICE IN WHITECOURT, ALBERTA
ON OCTOBER 29TH, 2013**

OPENING

A. OPENING

**CALL TO ORDER
AND ROLL CALL**

1. CALL TO ORDER AND ROLL CALL

The meeting was called to order at 10:01 a.m.

Trustees Jim Govenlock, Cindy Granley, Jim Hailes, Sherry Jeffreys, Judy Muir, Albert Schalm, Terry Slemko, Beverly Smith, Gerry Steinke and Administrator Kevin Andrea, Superintendent of Schools were present when Michael Gramatovich, Secretary-Treasurer, called the meeting to order.

Michelle Brennick, Deputy Superintendent was absent from this meeting.

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

**INTRODUCTIONS
(TRUSTEES AND OFFICE
STAFF)**

**2. INTRODUCTIONS (TRUSTEES AND OFFICE
STAFF)**

Introductions of Division Office staff and trustees were made.

OFFICIAL OATH

3. OFFICIAL OATH

Michael Gramatovich administered the official oath of office to all trustees.

WAIVER NOTICE

4. WAIVER NOTICE

Trustees signed the waiver notice for the calling of this organizational meeting.

**METHOD OF VOTING
& DESTRUCTION OF**

**5. METHOD OF VOTING & DESTRUCTION
OF BALLOTS**

BALLOTS

2720-13

- a) Moved by Trustee Muir - that elections, if necessary, be made by way of secret ballot.

Motion Carried

2721-13

- b) Moved by Trustee Schalm – that the ballots for any voting be destroyed after each election.

Motion Carried

CALL FOR NOMINATIONS FOR BOARD CHAIR

6. CALL FOR NOMINATIONS FOR BOARD CHAIR

First Call

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

Terry Slemko nominated Judy Muir.

Judy Muir accepted the nomination.

Second Call

Second call for nominations by Michael Gramatovich.

Third & Final Call

Third and final call for nominations by Michael Gramatovich.

ELECTION OF BOARD CHAIR/OATH OF OFFICE

7. ELECTION OF BOARD CHAIR/OATH OF OFFICE

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

CALL FOR NOMINATIONS FOR BOARD VICE-CHAIR

8. CALL FOR NOMINATIONS FOR BOARD VICE-CHAIR

First Call

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

Jim Govenlock nominated Albert Schalm.

Albert Schalm 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

9. ELECTION OF BOARD VICE-CHAIR/OATH OF OFFICE

Albert Schalm was declared elected Board Vice-Chair and was sworn in by Michael Gramatovich.

MINUTES OF THE AUGUST 28TH, 2012 ORGANIZATIONAL MEETING

10. MINUTES OF THE AUGUST 28TH, 2012 ORGANIZATIONAL MEETING

Attached for Information

DISCLOSURE OF PERSONAL INTEREST STATEMENT

11. 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.

SECTION 81 (2) (b) (ii)

12. SECTION 81 (2) (b) (ii)

Provided for information.

PROCESS FOR BOARD STANDING COMMITTEES AND BOARD APPOINTMENTS

13. PROCESS FOR BOARD STANDING COMMITTEES AND BOARD APPOINTMENTS

Board Standing Committees and Board Appointments be made on a volunteer basis in order of preference by the trustees and that the trustee representation on the C2 Committee, the ATA Negotiations Committee and the Support/Admin Compensation Committee which was in place for 2012 – 2013 remain the same for 2013 – 2014, with the exception of two new committee members for the Support/Admin Compensation Committee.

Motion Carried

**POLICY 8
“BOARD COMMITTEES”**

14. POLICY 8 “BOARD COMMITTEES”

Attached for information.

**BOARD COMMITTEES FOR
2012/13**

15. BOARD COMMITTEES FOR 2012/13

Attached for information.

ADVOCACY

16. ADVOCACY

Judy Muir/Albert Schalm/Gerry Steinke
Alternate: Cindy Granley

ATA NEGOTIATIONS

17. ATA NEGOTIATIONS

Judy Muir/Jim Hailes/Jim Govenlock
Albert Schalm

COMMUNICATIONS

18. COMMUNICATIONS

Cindy Granley/Sherry Jeffreys/Beverly Smith
Alternate: Judy Muir

CUPE LABOUR

19. CUPE LABOUR MANAGEMENT

MANAGEMENT

Albert Schalm/Terry Slemko/Beverly Smith
Gerry Steinke

FINANCE

20. FINANCE

Committee as a whole.

GRIEVANCE

21. GRIEVANCE

Three trustees to be appointed at a Board Meeting prior to any Grievance Committee hearing.

GROUP BENEFITS INSURANCE PLAN

22. GROUP BENEFITS INSURANCE PLAN

Jim Govenlock

JOINT BOARD/TEACHER LIAISON

23. JOINT BOARD/TEACHER LIAISON

Terry Slemko/Jim Govenlock/Jim Hailes
Alternate: Albert Schalm

NOTE: Renaming of Committee to be considered by the Policy Committee.

POLICY

24. POLICY

Gerry Steinke/Cindy Granley/Sherry Jeffreys
Alternate: Beverly Smith

STUDENT DISCIPLINE REVIEW

25. STUDENT DISCIPLINE REVIEW

Minimum of two (2) trustees.

**SUPPORT/ADMIN.
COMPENSATION**

26. SUPPORT/ADMIN. COMPENSATION

Judy Muir/Terry Slemko/Albert Schalm
Jim Govenlock

**BOARD APPOINTMENTS
TO ORGANIZATIONS**

BOARD APPOINTMENTS TO ORGANIZATIONS

**POLICY 9
“BOARD
REPRESENTATIVES”**

27. POLICY 9 “BOARD REPRESENTATIVES”

Attached for information.

**ASBA ZONE 2/3
BOARD REPRESENTATIVE**

28. ASBA ZONE 2/3 BOARD REPRESENTATIVE

Jim Hailes

**ASBA – ZONE 2/3
ALTERNATE**

ASBA ZONE 2/3 ALTERNATE

Terry Slemko

CHAMBER OF COMMERCE

29. CHAMBER OF COMMERCE

one (1) trustee for each Chamber/one (1) alternate
where necessary

**PSBAA BOARD
REPRESENTATIVE**

30. PSBAA BOARD REPRESENTATIVE

Judy Muir

PSBAA ALTERNATE

PSBAA ALTERNATE

Jim Hailes

WHITECOURT COMMUNITY ASSOCIATION BOARD REPRESENTATIVE

31. WHITECOURT COMMUNITY ASSOCIATION BOARD REPRESENTATIVE

Cindy Granley

WHITECOURT COMMUNITY ASSOCIATION BOARD ALTERNATE

WHITECOURT COMMUNITY ASSOCIATION BOARD ALTERNATE

Jim Govenlock

YELLOWHEAD REGIONAL LIBRARY BOARD REPRESENTATIVE

32. YELLOWHEAD REGIONAL LIBRARY BOARD REPRESENTATIVE

Terry Slemko

YELLOWHEAD REGIONAL LIBRARY BOARD ALTERNATE

YELLOWHEAD REGIONAL LIBRARY BOARD ALTERNATE

Sherry Jeffreys

C2 COMMITTEE

33. C2 COMMITTEE

Jim Govenlock

2723-13

Moved by Trustee Jeffreys– that the Board Standing Committees and Board Representatives to Organizations be appointed as outlined above.

Motion Carried

Lisa Bakos, Communications Officer, left the meeting at 11:14 a.m.

REGULAR BOARD MEETINGS FOR 2013/14

34. REGULAR BOARD MEETINGS FOR 2013/14 (as per Board Motion 2611-13)

Information Only

August 28, 2013

February 25, 2014

September 17, 2013	March 11, 2014
October 8, 2013	March 25, 2014
October 29, 2013	April 8, 2014
November 20, 2013	April 22, 2014
December 17, 2013	May 6, 2014
January 14, 2014	May 20, 2014
January 28, 2014	June 4, 2014
February 11, 2014	June 17, 2014

ORGANIZATIONAL MEETINGS 35. FOR 2ND, 3RD AND 4TH YEAR

ORGANIZATIONAL MEETINGS FOR 2ND, 3RD YEAR AND 4TH YEAR

2724-13

Moved by Trustee Schalm– 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.

Motion Carried

POLICY 7 APPENDIX: TRUSTEE CLAIM RATES

36. POLICY 7 APPENDIX: TRUSTEE CLAIM RATES

Attached for information.

TRUSTEE HONORARIA

37. TRUSTEE HONORARIA

Board Motion 2715-13 provided for information.

BOARD CHAIR ANNUAL HONORARIUM

38. BOARD CHAIR ANNUAL HONORARIUM

2725-13

Moved by Trustee Steinke– that the Board Chair honoraria be increased to \$3,300.00, effective November 1st, 2013.

Motion Carried

COMMITTEE CHAIR HONORARIUM PER COMMITTEE MEETING

39. COMMITTEE CHAIR HONORARIUM PER COMMITTEE MEETING

Per Quarter day rate.
No change to the honorarium rate.

ACCOMMODATIONS, PARKING & MEALS

40. ACCOMMODATIONS, PARKING & MEALS

No change to the rates for accommodations, parking and meals.

PAYMENT FOR KILOMETERS TRAVELED

41. PAYMENT FOR KILOMETERS TRAVELED

No change to the kilometer rate for trustees and staff.

Administration to review the CRA rules regarding the 1/3 amount that is taxable for trustee's mileage to and from Division office.

Policy Committee to review also.

Barry Kerton, Report, Whitecourt Star, entered the meeting at 1:40 p.m.

SUN LIFE BENEFIT PLAN/ ALBERTA HEALTH CARE

42. SUN LIFE BENEFIT PLAN/ALBERTA HEALTH CARE

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

Provided for information.

HEALTH SPENDING ACCOUNT - TRUSTEES

43. HEALTH SPENDING ACCOUNT – TRUSTEES

Moved by Trustee Slemko– that a Health Spending

Account in the amount of \$350.00 be set up for trustees, effective November 1st, 2013.

Motion Carried

VOLUNTARY ACCIDENTAL & DISMEMBERMENT

2727-13

42. VOLUNTARY ACCIDENTAL DEATH & DISMEMBERMENT

Moved by Trustee Schalm – that the Voluntary Accidental Death & Dismemberment Policy Plan remain the same up to \$500,000.00 for a Family Plan at the Board’s expense.

Motion Carried

COMMUNICATION ALLOWANCE

43. COMMUNICATION ALLOWANCE

No change to the rate.

ADJOURNMENT

2728-13

46. ADJOURNMENT

Moved by Trustee Steinke – that the meeting be adjourned at 1:51 p.m.

Motion Carried

CHAIR

SECRETARY-TREASURER