

**NORTH EAST SCHOOL DIVISION
ORGANIZATIONAL MEETING MINUTES
November 23, 2021**

MINUTES of the ORGANIZATIONAL MEETING: of the Board of Education of the North East School Division No. 200 of Saskatchewan, held on Tuesday, November 23, 2021 at 1:00 pm at the North East School Division Office.

PRESENT:

Kathrene Bank	Ted Kwiatkowski	Director of Education: Don Rempel
Kevin Graham	Kevin Trew	Supt. of Business Admin.: Wanda McLeod
Dustin Kelsey	Tyson Waldner	
Lori Kidney	Marla Walton	

ABSENT: NONE

CALL to ORDER at 1:00 pm.

The Director of Education chaired the meeting until the election of the Board Chairperson was completed.

ELECTION of CHAIRPERSON - Call for Nominations

T. Kwiatkowski nominated Marla Walton to serve as Chair of the Board of Education.

K. Trew nominated Kevin Graham to serve as Chair of the Board of Education.

T. Waldner moved that nominations ceased.

Marla Walton accepted the nomination.

Kevin Graham accepted the nomination.

Voting commenced.

Kevin Graham was declared Chairperson of the Board.

Kevin Graham took over chairing the meeting.

ELECTION of VICE-CHAIRPERSON - Call for Nominations

L. Kidney nominated Marla Walton to serve as Vice-Chairperson of the Board of Education.

D. Kelsey nominated Lori Kidney to serve as Vice-Chairperson of the Board of Education.

Lori Kidney declined the nomination.

K. Trew moved that nominations ceased.

No further nominations were received.

The nomination was accepted.

Marla Walton was declared Vice-Chairperson of the Board.

ADOPTION OF AGENDA

2021-11-106 T. Waldner moved that the agenda be adopted as presented.

ADOPTION OF THE MINUTES

The [Minutes of the November 17, 2020 Organizational Meeting](#) were approved at the Regular Meeting of the Board on November 24, 2020.

MEETINGS OF THE BOARD OF EDUCATION

2021-11-107 D. Kelsey moved that the Committee of the Whole and Regular Meetings of the Board of Education be held as follows:

- December 6, 2021 – Regular Board Meeting at 2:00pm.
- January 18, 2022
- February 15, 2022
- March 22, 2022
- April 12, 2022
- May 17, 2022
- June 21, 2022
- September 20, 2022
- October 18, 2022
- November 22, 2022 (Organizational Meeting)

Committee of the Whole meetings to be held at 10:00am and Regular Board meeting will follow at 1:30pm.

Committee meetings are subject to cancellation at the discretion of the Board Chair.

MEETING PROTOCOLS

2021-11-108 K. Trew moved that the Board adopts the Saskatchewan School Boards Association Code of Ethics. *CARRIED*

2021-11-109 M. Walton moved that motions be accepted by the Chair without a seconder as per Section 19(3) of The School Division Administration Regulations. *CARRIED*

INDEMNITIES AND EXPENSES

2021-11-110 T. Kwiatkowski moved that indemnities be set as per Section 23(a) of The School Division Administration Regulations: *CARRIED*

a) *That the Board indemnity rates be set as follows:*

- The indemnity for the chairperson is to be \$275 when chairing meetings and
- \$226 for all Regular and/or Committee of the Whole meetings of the Board of Education and all full day meetings and
- \$226 for one day per month for each month that a regular meeting is held, for preparation time and

**NORTH EAST SCHOOL DIVISION
ORGANIZATIONAL MEETING MINUTES
November 23, 2021**

- An additional \$113 per month that a regular meeting is held, for preparation time of the chairperson and
- \$50 per hour (or portion thereof) be paid for meetings and/or professional development including virtual or conference call platforms to a maximum of \$226 per day (excluding Regular and Committee of the Whole meetings of the Board of Education) and
- \$25 per hour for traveling to and from meetings, and conferences.

b) *That the Board indemnity rates for attending School Community Council meetings be set as follows:*

- A maximum of \$226 per year per school in the subdivision of the Trustee. Mileage expenses will be paid for any additional School Community Council meetings attended.

Expenses while on board business as per Section 23(b) of The School Division

Administration Regulations:

- 2021-11-111 K. Trew moved that the Board reimburse Board Members and school division staff for expenses incurred while on board business as follows: CARRIED
- *Lodging upon presentation of actual receipts, or \$75 without a receipt.*
 - *Actual meal expense to a maximum of:*
 - a. *Breakfast \$15*
 - b. *Lunch \$20*
 - c. *Supper \$25*
 - *Mileage rate be set at \$0.485 per kilometer for use of personal vehicle starting December 1, 2021.*

SIGNING AUTHORITIES

- 2021-11-112 T. Waldner moved that the Board Chair or Vice Chair, together with the Superintendent of Business Administration (or Director of Education or Manager of Financial Services as alternates), is authorized to sign all cheques and financial documents. The signature of the Board Chairperson may be by electronic signature or stamp. The signature of the Superintendent of Business Administration may be by electronic signature. CARRIED

That the Superintendent of Business Administration and/or the Manager of Financial Services are authorized to carry out deposit activity, transfer of funds, purchase card administration, new card application and all other required banking activities for all financial institutions that the School Division deals with.

CONFIRMATION OF EXTERNAL AUDITOR SERVICES

At the Regular Board Meeting on October 20, 2020 a motion was passed to award the contract for audit services to MNP for the time period of January 1, 2021 to December 31, 2025. Therefore, no motion for external audit services is required at this time.

ADJOURNMENT

- 2021-11-113 T. Waldner moved that the Board Meeting adjourn at 1:15 pm.
-

**NORTH EAST SCHOOL DIVISION
ORGANIZATIONAL MEETING MINUTES
November 23, 2021**

Board Chair/Vice-Chair

Superintendent of Business Administration