

**THE REGULAR MEETING FOR THE BOARD OF EDUCATION OF THE
SASKATCHEWAN RIVERS PUBLIC SCHOOL DIVISION**

Education Centre, Board Room

545 – 11th Street East, Prince Albert, SK

Monday, November 4, 2019

Time: Immediately following the Organizational Meeting

AGENDA (#19R-9)

- 1. Call to order by Board Chair**
- 2. Adoption of the agenda**
- 3. Consent Items**
 - (a) Adoption of the Minutes for the Regular meeting of October 7, 2019
 - (b) Correspondence – S.H.S.A.A.
 - (c) Administrative Procedure Changes
 - (d) Request for Proposal – Natural Gas
- 4. Business arising from the previous meeting**
 - (a) Board/Director Seminar update – **B. Hollick**
- 5. New Business** (Board Committee Reports, Trustees' items and Notice of Motions)
 - (a) External Board Committees
 - Board Development Committee (BDC) Update – **M. Vickers**
 - Verbal Report – Facilities Committee- **G. Gustafson**
 - (b) Provincial Update (if any)
 - (c) Saskatchewan Rivers Students for Change (SRSC) Report
- 6. Accountability reports**
- 7. Reports from administrative staff**
 - (a) Budget Priorities, Guidelines and Timelines – **R. Bratvold**
- 8. Board members' forum**
- 9. Motion to move into Closed Session**
- 10. Regular session convenes**

- 11. New Business** (Board Committee Reports, Trustees' items and Notice of Motions)
(d) Motions brought forward from Closed Session from November 4, 2019

12. Adjournment

CALENDAR OF EVENTS	
November 17 – 19, 2019	SSBA Annual General Meeting, Regina, SK
Monday, November 25, 2019 Time: 4:00 p.m.	Regular Meeting, Board Room, Education Centre, 545 – 11 th Street East, Prince Albert, SK
Sunday, December 1, 2019 and Monday, December 2, 2019	Board/Director Seminar Location: TBD
Monday, December 9, 2019 Time: 4:00 p.m.	Regular Meeting, Board Room, Education Centre, 545 – 11 th Street East, Prince Albert, SK

(b) Planning meeting date, hour and place:

Recommendation:

"That the planning meetings of the Saskatchewan Rivers Public School Division be held, subject to change, on one Monday of each month usually from 3:00 p.m. to 5:00 p.m. at the Education Centre, 545 - 11th Street East."

(c) Approval of accounts:

Recommendation:

"That the Chief Financial Officer be authorized for the year 2020 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 2020."

(e) Amount of temporary credit with a financial institution in Prince Albert:

Recommendation:

"That the School Division establish with Conexus Credit Union a credit limit of five million dollars for the year 2020."

(f) Attendance and Transportation Services Areas

"That the Board confirm the current attendance and transportation services areas for 2019-2020 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 2019-2020 year."

10. EXTERNAL BOARD APPOINTMENTS:

(a) Employee Bargaining Committee:

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

2018-2019

Barry Hollick

Jaimie Smith-Windsor

2019-2020

Board Chair

Vice-Chair

- **CUPE Bargaining Committee:**

<u>2018-2019</u>	<u>2019-2020</u>
<i>Grant Gustafson</i>	_____

- **LINC Teacher Bargaining Committee:**

<u>2018-2019</u>	<u>2019-2020</u>
<i>Jaimie Smith-Windsor</i>	_____

(b) Operational Committee:

- **Student Discipline Committee:**

<u>2018-2019</u>	<u>2019-2020</u>
<i>Bill Gerow</i>	_____
<i>Grant Gustafson</i>	_____
<i>Arne Lindberg</i>	_____
<i>Darlene Rowden</i>	_____

- **Principal Selection Committee:**

<u>2018-2019</u>	<u>2019-2020</u>
<i>Michelle Vickers</i>	_____

- **Vice-Principal Selection Committee:**

<u>2019-2020</u>	<u>2019-2020</u>
<i>Bill Yeaman</i>	_____

(c) Committees with Third Parties:

- **Saskatchewan High School Athletic Association:**

<u>2018-2019</u>	<u>2019-2020</u>
<i>Bill Yeaman</i>	_____

- **Public Section Executive Member:**

<u>2018-2019</u>	<u>2019-2020</u>
<i>Darlene Rowden</i>	_____

- **City Liaison Committee:**

<u>2019-2020</u>	<u>2019-2020</u> (<i>Appointment expires– 2019 11 09</i>)
<i>Barry Hollick (Board Chair)</i>	<i>Barry Hollick</i>
<i>Arne Lindberg</i>	<i>Arne Lindberg</i>

(d) Standing Committee / Ad Hoc:

- **Saskatchewan Rivers Students for Change:**

<u>2018-2019</u>	<u>2019-2020</u>
<i>Barry Hollick</i>	_____
<i>Jaimie Smith-Windsor</i>	_____
<i>Michelle Vickers</i>	_____
<i>Arne Lindberg (alternate)</i>	_____

- Board Development Committee:**

	<u>2019-2020</u>
	<u>Vice-Chair</u>

- Program Enhancement Grant representative:**

<u>2018-2019</u>	<u>2019-2020</u>
<i>Bill Gerow</i>	_____

- Invitational Shared Service Initiative (ISSI):**

<u>2018-2019</u>	<u>2019-2020</u>
<i>John McIvor</i>	_____

- SRSPD Foundation:**

<u>2018-2019</u>	<u>2019-2020</u>
<i>Barry Hollick</i>	_____
<i>Arne Lindberg</i>	_____
<i>Darlene Rowden</i>	_____

(d) School Community Council Groups:

The current School Community Council Clusters are as follows:

<u>Cluster 1:</u>	<u>2018-2019</u>	<u>2019-2020</u>
- Red Wing Public School	<i>Darlene Rowden</i>	_____
- St. Louis Public School		
- Westview Public School		
- West Central Public School Alternate:	<i>Bill Yeaman</i>	_____
<u>Cluster 2:</u>	<u>2018-2019</u>	<u>2019-2020</u>
- École Vickers Public School	<i>Michelle Vickers</i>	_____
- Prince Albert Collegiate Institute (PACI)		
- Spruce Home Public School		
- Won Ska Cultural Public School Alternate:	<i>Barry Hollick</i>	_____
<u>Cluster 3:</u>	<u>2018-2019</u>	<u>2019-2020</u>
- École Arthur Pechey Public School	<i>Barry Hollick</i>	_____
- Carlton Comprehensive Public High School		
- Vincent Massey Public School Alternate:	<i>Jaimie Smith-Windsor</i>	_____
<u>Cluster 4:</u>	<u>2018-2019</u>	<u>2019-2020</u>
- Birch Hills Public School	<i>Grant Gustafson</i>	_____
- East Central Public School		
- Riverside Public School		
- W.J. Berezowsky Public School Alternate:	<i>Arne Lindberg</i>	_____

Cluster 5:

- Christopher Lake Public School
- Meath Park Public School
- Queen Mary Public School

Alternate:

2018-2019

Jaimie Smith-Windsor

2019-2020

Grant Gustafson

Cluster 6:

- Big River Public High School
- Canwood Public High
- École Debden Public School
- T.D. Michel Public School

Alternate:

2018-2019

Bill Gerow

2019-2020

John McIvor

Cluster 7:

- John Diefenbaker Public School
- King George Public School
- Kinistino Public School

Alternate:

2018-2019

Bill Yeaman

2019-2020

Darlene Rowden

Cluster 8:

- Osborne Public School
- Princess Margaret Public School
- Wesmor Public High School

Alternate:

2018-2019

Arne Lindberg

2019-2020

Michelle Vickers

Cluster 9:

- Shellbrook Elementary Public School
- Wild Rose Public School
- W.P. Sandin Public High School

Alternate:

2018-2019

John McIvor

2019-2020

Bill Gerow

Recommendation:

"That the appointments to the respective Boards and Committees be ratified."

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 a currently monthly base rate of \$19,232.20. Board Chair rate is an additional \$4,000.00 per year and Vice-Chair is an additional \$2,000.00 per year. Salary rates change on effective of any new Provincial Teacher's Agreement.

Annual and monthly remuneration rates are as follows:

- Trustee.....\$19,232.20 (Monthly amount = \$1,602.68)
- Vice-Chair\$21,232.20 (Monthly amount = \$1,769.35)
- Chair\$23,232.20 (Monthly amount = \$1,936.02)

2. Indemnities – Board-Approved Activities

Each trustee: \$70.00 per hour to a maximum of \$280.00 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., \$560.00).

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*.....\$0.39 per kilometre
- d. Accommodation:as per receipts
- e. Gratuity in lieu of hotel\$50.00 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 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.

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.