



**ORGANIZATIONAL MEETING
OF THE BOARD OF EDUCATION
OF LIVING SKY SCHOOL DIVISION NO. 202**

Wednesday, November 7, 2012
Central Office Board Room
509 Pioneer Avenue North Battleford, SK

ORGANIZATIONAL MEETING AGENDA

5:00 pm SUPPER

5:30 pm 1. CALL TO ORDER

2. OATH OF OFFICE

3. MINUTES – Organizational Meeting November 23, 2011

Approved Minutes for reference only (attached)

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4. ELECTIONS

i. Chairperson

ii. Vice-Chairperson

5. SIGNING OFFICERS

6. COMMITTEES - Policy 2050 – Role of Committees (attached)

Committee List (attached)

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7. SCHOOL LIAISON (list attached)

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8. MEETING DATES & TIMES

9. SOLICITORS

10. INDEMNITIES

11. EXPENSES

ADJOURN



MINUTES OF THE ORGANIZATIONAL MEETING
OF THE BOARD OF EDUCATION
Living Sky School Division No. 202
In the Board Room at North Battleford Office
On
Wednesday, November 23, 2011 at 4:25 p.m.

PRESENT

Trustees: *Arsenault, Challis, Foreman, Gartner, Kowalchuk, Link, Miller, Pethick, Snell and Wouters*. Also in attendance were: Director of Education, *Randy Fox*; and Chief Financial Officer, *Ray Kopera*

CALL TO ORDER

Director of Education *Randy Fox* called the meeting to order at 4:25 p.m.

MINUTES

Organizational Meeting Minutes of November 10, 2010 were previously approved and distributed for reference.

ELECTIONS

Director of Education *Randy Fox* called for nominations for the position of Chairperson. Trustee *Pethick* nominated Trustee *Arsenault*. There was a second call for nominations. There was none. There was a third call for nominations. There was none.

Trustee *Foreman* moved that nominations cease.

Carried

Trustee *Arsenault* was declared Chairperson by acclamation.

Chairman *Arsenault* called for nominations for the position of Vice-Chairperson. Trustee *Snell* nominated Trustee *Pethick*. There was a second call for nominations. There was none. There was a third call for nominations. There was none.

Trustee *Gartner* moved that nominations cease.

Carried

Trustee *Pethick* was declared Vice-Chairperson by acclamation.

SIGNING OFFICERS

Trustee *Wouters* moved the signing officers for the Board of Education for Living Sky School Division No. 202 be any two of the Chairperson, Vice-Chairperson, or the Chief Financial Officer.

Carried

COMMITTEES

Policy 2050: Role of Committees was distributed for review. There was an additional appointment to the Maymont Joint Use Facility and that was Trustee *Kowalchuk*.

Trustee *Foreman* moved the Board approve the Board Committee appointments as presented.
Carried

SCHOOL LIAISON

Trustee *Gartner* moved the Board approve the School Liaison appointments as presented.
Carried

MEETING DATES & TIMES

Trustee *Miller* moved the Board Meetings be set for every Wednesday evening starting at 5:30 pm or at the call of the Chairperson.
Carried

SOLICITORS

Trustee *Kowalchuk* moved the Board appoint Cawood Demmans Baldwin Friedman as Solicitors for the School Division.
Carried

INDEMNITIES

Trustee *Challis* moved the annual indemnities for Board members and Chairperson be increased by 3% to \$12,047.29 and \$14,259.48, paid over 12 months, that 1/3 of the amount be declared as a non-taxable benefit for expenses, and that there be zero reductions for missed Board meetings.

There was a call for recorded vote.

Yes- Trustees *Arsenault, Challis, Foreman, Gartner, Kowalchuk, Miller, Pethick, Snell and Wouters*

No – Trustee Link

Carried

EXPENSES

Trustee *Snell* moved the expense allowance for sustenance remain at (\$8, \$14, \$19) \$41.00 per day without receipts for in-province and actual costs with receipts for out-of-province, travel at \$.4125 per km, and actual costs for accommodations.

Carried

ADJOURNMENT

Trustee *Pethick* moved the meeting be adjourned at 4:46 p.m.

CHAIRMAN OF THE BOARD

CHIEF FINANCIAL OFFICER



Living Sky School Division No. 202

Policy Type:	Governance and Management
Policy Title:	2050 Role of Committees
Legal Reference:	Education Act, Section 106
Approval Date:	November 30, 2007
Review Date:	August 23, 2011
Revision Date:	September 14, 2011

Policy

The Board of Education may meet at any time in **Committee of the Whole Board** on motion to that effect, approved by a majority of the Board members present. The Board of Education shall appoint **Special committees** at such times and for such purposes as the Board of Education may deem necessary. In general, Board committees, when used, will be used to support the work of the Board. The Board Chair will have the authority to appoint Committee members.

The Board may be requested by a stakeholder group to have a member or members form part of a larger committee. Board Representatives on such committees will be at the discretion of the Board.

Regulations

1. Committee of the Whole

- a. The rules of order used in regular meetings shall be observed in meetings of the Committee of the Whole Board.
- b. A record of members present, discussions and decisions in meetings of the Committee of the Whole Board shall be kept.
- c. The Committee of the Whole Board shall decide the items to be released to the general meeting.
- d. To conclude a meeting of the Committee of the Whole Board, a member shall move that the Committee rise to report to the open Board of Education meeting. Decisions reached in the Committee of the Whole Board shall be presented as motions in the open Board of Education meeting and shall be voted on without debate.

2. Standing Committees

- a. The standing Committees of the Board of Education shall be:
 - i. Associate School
 - ii. C.U.P.E. (requested)
 - iii. Catholic Advisory
 - iv. L.I.N.C. Local Implementation Negotiating Committee
 - v. Recognition-Division Special Events Committee (requested)
 - vi. Treaty Land Entitlement
 - vii. Audit Committee



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- b. The first person named to a Committee shall be the Chairperson of the Committee.
 - c. Each Committee shall deal with the matters specifically outlined for the Committee with reports, recommendations and actions requiring the ratification of the Board of Education at a regular or special meeting.
 - d. Committee meetings are "in-camera" sessions unless otherwise designated.
 - e. The Director of Education or designate shall serve on all committees in an advisory capacity, at the request of the Board.

Guidelines and Procedures

i. The Associate School Committee shall deal with:

- Negotiating any agreements between the Board of Education and Associate Schools.
- All other matters relating to the agreement and policies of Associate Schools.

ii. The CUPE Committee shall deal with:

- Negotiating collective agreements with those covered by the CUPE agreement.
- Management of such terms of the CUPE agreement that require periodic interpretation and review by the Board.

iii. The Catholic Advisory Committee shall deal with:

- The purposes of liaison with St. Vital School and the components of its religious education program.

iv. The Local Implementation & Negotiation Committee shall deal with:

- Negotiations to establish the Local Bargaining Agreement.
- Management and interpretation of the terms of the contract that require Board approval and grievances arising from the contract.

v. The Recognition-Division Special Events Committee shall deal with:

- Planning all division-wide special events including, but not limited to, the Service Recognition Celebration.



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vi. Treaty Land Entitlement shall deal with:

- All treaty land entitlement matters regarding property within Living Sky School Division No. 202.

vii. Audit Committee shall deal with:

- Communication with auditors.
- Review effectiveness of internal controls.
- Review compliance with legislation and governing authorities.
- Review reliability of financial statement.

3. Special, Sub Committees and External Boards

- a. The Board may, as deemed expedient, appoint special committees from time to time. These ad hoc committees shall be discharged when they have completed the tasks for which they were appointed.
- b. The Director will consult with the Board Chairperson or Vice-Chairperson as to the need to call a special meeting.
- c. The recommendations and actions of the Committee will be presented at the next regular meeting of the Board of Education for ratification and/or action.



Living Sky School Division No. 202

Growth Without Limits, Learning For All

Board Committees November 2011

Committee	Board Member(s)
Associated School	Bob Foreman
CUPE	Roy Challis, Ken Arsenault, Ron Kowalchuk
Catholic Advisory	Kim Gartner
LINC	Bob Foreman, Ronna Pethick, Jack Snell, Glenn Wouters
Recognition-Division Special Events	Ken Arsenault, Ronna Pethick, Garth Link
Treaty Land Entitlement	Ronna Pethick, Kim Gartner, Todd Miller
Audit Committee	Ken Arsenault, Roy Challis, Ron Kowalchuk, plus any additional members that wish to attend
Ad Hoc Boundaries	Bob Foreman, Kim Gartner, Ken Arsenault (ex-officio) plus the Trustee from the area where the boundaries are being reviewed, plus any additional members that wish to attend
Ad Hoc Shared Facilities with LOCRCSSD	Roy Challis
Ad Hoc Battlefords Facilities	Bob Foreman, Roy Challis, Garth Link, Glenn Wouters

APPOINTMENTS:

City Planning Commission – Roy Challis

Public Section – Ronna Pethick

Battlefords First Nations Joint Board of Education (Sakewew) – Roy Challis

Village Centre Child Care Inc. – Garth Link

Maymont Joint-Use Facility – Ron Kowalchuk



Living Sky School Division No. 202

Growth Without Limits, Learning For All

Board Member / School Liaison November 2010

Board Member	Schools
Ken Arsenault	Hartley Clark, Leoville, Medstead, Meadow Lake and Spiritwood High
Roy Challis	Phoenix/Manacowin, North Battleford Comprehensive
Garth Link	Lawrence and McKitrick
Kim Gartner	Macklin
Glenn Wouters	Connaught and Bready
Ron Kowalchuk	Hafford and Maymont
Todd Miller	Cando, McLurg, Norman Carter and Scott Colony
Ronna Pethick	Unity Composite High, Unity Public, Cut Knife Elementary, Cut Knife High and Hillsvale Colony
Bob Foreman	Battleford Central, Heritage and St. Vital
Jack Snell	Kerrobert, Lakeview Colony, Luseland and Major