

# Prairie South School Division No. 210

## ORGANIZATIONAL MEETING

Moose Jaw, Saskatchewan

Date: November 8, 2016

### AGENDA

1. **Opening Remarks**  
Director of Education

2. **Declaration of Office**  
All Trustees

3. **Call for Nomination of Chair**  
Director of Education

4. **Call for Nomination of Vice-Chair**  
Chair

5. **Motion to Destroy Ballots**  
Chair

6. **Board Remuneration Rates**  
i) **Annual Remuneration**

During the 2016/17 budget deliberations trustee remuneration was set as follows:

- Member: 2016/17: \$1,325/mo. (2014/15 & 15/16: \$1,325/mo.)
- Vice-Chair: 2016/17: \$1,399/mo. (2014/15 & 15/16: \$1,399/mo.)
- Chair: 2016/17: \$1,472/mo. (2014/15 & 15/16: \$1,472/mo.)

#### **Motion for Annual Remuneration:**

*That for the 2016/17 fiscal year, the Board maintain the current rates for trustees' remuneration for attendance at Board Meetings and performance of all duties and activities within the School Division as follows payable monthly:*

- *Member: \$1,325 per month*
- *Vice-Chair: \$1,399 per month*
- *Chair: \$1,472 per month*

**ii) Out-of-Division Remuneration**

Current remuneration for attendance at out-of-division functions, meetings and other activities:

- Member: \$200.00 per day
- Vice Chair: \$225.00 per day
- Chair: \$250.00 per day

**Motion for Out-of-Division Remuneration:**

*That for the 2016/17 fiscal year, the Board remunerate trustees for attendance at out-of-division functions, meetings and other activities at the following rates:*

- Member: \$200.00 per day
- Vice Chair: \$225.00 per day
- Chair: \$250.00 per day

**iii) Remuneration for Travel Time**

Current remuneration for travel time is: \$0.20 per kilometer

**Motion for Remuneration for Travel Time:**

*That for the 2016/17 fiscal year, trustees' remuneration for travel time be set at \$0.20 per kilometer.*

**iv) Missed Meetings**

Current practice:

Trustee remuneration is reduced by \$300 per full meeting day or \$150 per half meeting day for missed regular meetings in excess of one full meeting day in the fiscal year (Sept 1 to Aug 31).

Meeting Day Definition: 3 or less hours constitutes a half meeting day and more than 3 hours constitutes one full meeting day.
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**Motion for Missed Meetings:**

*That during the 2016/17 fiscal year, any Board Member may miss one Regular Board Meeting without adjustment to remuneration and that only missed Board Meetings in excess of one would result in a reduction to remuneration at a rate of \$300 per full day missed meeting or \$150 per half day missed meeting.*

**7. Annual Trustee Professional Development Allowance**

Current practice:

During the 2016/17 budget the annual allowance for trustee professional development has been budgeted at \$4000 per trustee. This includes all professional development activities including SSBA events and which is to cover remuneration for all expenses associated with the activities. Professional development mileage and travel costs for out of division travel will be calculated on the assumption that everyone leaves from Moose Jaw or nearer. Professional Development costs will not be incurred for the Board Representatives for Public Section, SHSAA and Members' Council.

**Motion for Professional Development Allowance and Practice:**

*That the annual allowance for trustee professional development be set at \$4000 per trustee. This includes all professional development activities including SSBA events and which is to cover remuneration for all expenses associated with the activities. Professional development mileage and travel costs for out of division travel will be calculated on the assumption that everyone leaves from Moose Jaw or nearer. Professional Development costs will be not be incurred for the Board Representatives for Public Section, SHSAA and Members' Council.*

**8. Cheque Signing Authorities**

Current: One of the Chair or Vice-Chair, and the Superintendent of Business and Operations.

**No motion required unless the Board wishes to change signing authorities.**

**9. Operating Line of Credit (Item A)**

Current: \$15,000,000  
Recommended: \$15,000,000

**Motion:** *Borrowing resolution required – refer to attachment Item A.*

**10. Auditor Appointment**

The rules for appointment of auditors have changed somewhat whereby boards no longer have to appoint them a year in advance. Prairie South has appointed Stark & Marsh as auditors through to the 2018-19 fiscal year. Therefore no action is required at this meeting.

**No motion required.**

**11. Solicitors**

Current:

- McKercher LLP and
- Saskatchewan School Boards Association Legal Services

**No motion required unless the Board wishes to change solicitors.**

**12. Architect**

Current:

- Pattison MGM, Regina

**No motion required unless the Board wishes to change its architect.**

**13. Board Spokesperson**

The Board currently has a motion as follows:

*That Board communications are dealt with as follows: The Board Chair communicates with the media and public on political issues and the Director of Education communicates with the media and public on all other issues.*

**If the Board wishes to continue with this direction no motion is necessary.**

**14. Board Committee Appointments**

In respect to Policy 8: *the appointment of trustees to committees will be by the responsibility of the Chair. Normally trustees serve on a maximum of two standing committees. A list of current committees is attached to this agenda.*

**15. Adjournment**

**Motion:**

*"That the Organizational Meeting be adjourned at \_\_\_\_."*

**Prairie South School Division No. 210 Borrowing Resolution**

Whereas pursuant to Section 319 of the *Education Act, 1995*, Chapter E-0.2 of the *Statutes of Saskatchewan, 1995*, the Board of Education of a School Division may by resolution authorize its Chairman and Chief Financial Officer to borrow:

- 1) any sum of money that may be required to meet current expenditures of the board and may be secured by the promissory note or notes of the Chairman and Chief Financial Officer given on behalf of the Board;
- 2) on the security of the operating grants and capital grants payable to the division pursuant to Section 310 and 311 of the Act any sum of money that the board considers necessary to provide for its current expenditures.

Now, therefore, be it resolved by the Board of Education of the Prairie South School Division No. 210 of Saskatchewan, (hereinafter referred to as "the Board") as follows:

1. That the Board or Chairman and Chief Financial Officer on behalf of the Board are hereby authorized to borrow from institutions approved under the laws of Canada, up to the sum of **\$15,000,000.00** to meet the expenditures of the said School Division until the proceeds of operating grants or any capital grants payable to the said School Division are available and to pay or agree to pay interest on the monies borrowed either in advance or at maturity, at such rates as may be agreed upon at the time of borrowing.
2. The said sum of **\$15,000,000.00** and interest shall be repayable and shall be secured by operating grants and any capital grants which may be payable to the said School Division at any time.
3. That the said loan may be secured by the promissory note or an operating loan agreement of the said Board and the said Chairman and Chief Financial Officer are hereby authorized and empowered to execute and give such promissory note and/or operating loan agreement on behalf of the said Board as may be required by the said Bank.
4. That this resolution shall take effect on November 8, 2016.

Passed this 8<sup>th</sup> day of November A.D. 2016.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Chief Financial Officer

I hereby certify that the foregoing is a true and correct copy of resolution duly passed by the Board of Education for the Prairie South School Division No. 210 of Saskatchewan, at a duly and regularly constituted meeting of the said Board held on the 8<sup>th</sup> day of November A.D. 2016 as entered in the Minutes of the said Board and that said resolution is in full force and effect.

Given under my hand and the seal of the said School Division this 8<sup>th</sup> day of November, A.D. 2016.

\_\_\_\_\_  
Chief Financial Officer

# BOARD COMMITTEES

## 2016-2017

<b><u>COMMITTEE</u></b>	<b><u>PRIORITIES</u></b>
<b>Student Literacy and Achievement</b> <u>Members:</u>	<ul style="list-style-type: none"><li>• engage in a review of plans and progress related to the Education Sector Strategic Plan outcome on reading, writing and math.</li><li>• engage in a review of Home-Based Education Programming and Supports.</li></ul>
<b>Equitable Opportunities</b> <u>Members:</u>	<ul style="list-style-type: none"><li>• engage in a review of IT and Innovation Standards for Prairie South Schools.</li></ul>
<b>Student Transitions</b> <u>Members:</u>	<ul style="list-style-type: none"><li>• engage in a review of plans and progress related to the Education Sector Strategic Plan outcome and priority on Graduation Rates.</li><li>• continue their work related to prekindergarten programming, including conducting an initial assessment of the magnet programming established in September, 2016.</li></ul>
<b>Business and Governance</b> <u>Members:</u>	
<b>Advocacy and Networking</b> <u>Members:</u>	<ul style="list-style-type: none"><li>• continue with the staff engagement focus from the 2014-2016 school years.</li><li>• engage in a review of current processes related to teacher transfers within Prairie South Schools.</li></ul>
<b>Rural Strategies</b> <u>Members:</u>	<ul style="list-style-type: none"><li>• meeting schedules coordinate with Board planning sessions in order to evaluate strategic direction emerging from those sessions through urban and rural lenses.</li></ul>
<b>Urban Strategies</b> <u>Members:</u>	<ul style="list-style-type: none"><li>• meeting schedules coordinate with Board planning sessions in order to evaluate strategic direction emerging from those sessions through urban and rural lenses.</li></ul>