



## MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION

Living Sky School Division No. 202

On

Wednesday, September 23, 2020 at 4:00 p.m.

Central Office

North Battleford, SK

### PRESENT

Trustees: *Pethick, Link, Gartner, Arsenault, Kowalchuk, Miller and Leask*. Also in attendance were: Director of Education, *Brenda Vickers*; and Chief Financial Officer, *Lonny Darroch*.  
Absent: Trustees *Wouters, Heintz and Hiebert*.

### CALL TO ORDER

Chairman *Pethick* called the meeting to order at 4:00 p.m.

### AGENDA

Trustee *Kowalchuk* moved the agenda be approved.

*Carried*

### DECLARATION OF CONFLICT OF INTEREST

None.

### MINUTES

Trustee *Gartner* moved the Board approve the minutes of the Regular Meeting of June 17, 2020.

*Carried*

Trustee *Arsenault* moved the Board approve the minutes of the Special Meeting of August 12, 2020.

*Carried*

### DELEGATIONS

#### BAU Reports

- i. Business BAU – *Janel Etcheverry*, Business Manager
- Payroll BAU – *Kristy Gray*, Payroll Manager

### BOARD ITEMS

- i. Communications Report – reviewed
- ii. Continuous Agenda - reviewed
- iii. September 18 Enrolments 2020 – reviewed
- iv. SSBA 2020 Spring/Fall Assembly November 25-27, 2020 – discussed
- v. New Procedures for Approval
  - Human Resources 5.42: COVID-19 Staff Health and Safety
  - Human Resources 5.42A: Illness in Care
  - School Operations 4.50 Memorial Services and Shrines
  - Human Resources 5.22: Accreditation of Teachers

### DIRECTOR OF EDUCATION REPORT

Director of Education, *Brenda Vickers* presented the non-confidential items of the Director's report as filed.

**CHIEF FINANCIAL OFFICER REPORT**

Chief Financial Officer, *Lonny Darroch* presented the non-confidential items of the Chief Financial Officer's report as filed.

**ACCOUNTS**

Trustee *Gartner* moved the Board approve payment of accounts as follows:

June 19, 2020	#DD075898 – DD075979 (Direct Deposit)	78,877.44
June 22, 2020	#PJ00349 (Online Payment)	606,487.18
June 30, 2020	#DD075980 – DD076064 (Direct Deposit)	131,320.17
June 30, 2020	#084504 – 084535	36,810.23
July 7, 2020	#PJ00350 (Online Payment)	607,879.81
July 7, 2020	#PJ00351 (Online Payment)	1,590.51
July 10, 2020	#DD076065 – DD076128 (Direct Deposit)	1,118,009.60
July 15, 2020	#084536 – 084563	269,546.60
July 20, 2020	#DD076129 - DD076186 (Direct Deposit)	305,748.02
July 30, 2020	#DD076187 – DD076232 (Direct Deposit)	112,610.22
July 30, 2020	#084564 – 084580	10,218.08
July 30, 2020	#PJ00352 (Online Payment)	1,096,756.71
July 30, 2020	#003177 (US Acct)	20,918.54
Aug 6, 2020	#084581 – 084592	31,788.59
Aug 10, 2020	#DD076233 – DD076274 (Direct Deposit)	300,087.20
Aug 18, 2020	#PJ00353 (Online Payment)	514,020.50
Aug 20, 2020	#DD076275 – DD076306 (Direct Deposit)	122,044.97
Aug 20, 2020	#084593 – 084608	136,975.47
Aug 20, 2020	#PJ00354 (Online Payment)	1,801.46
Aug 25, 2020	#084609	1,665.00
Aug 28, 2020	#DD076307 – DD076347 (Direct Deposit)	65,267.58
Aug 28, 2020	#084610 - 084624	25,231.18
Sept 1, 2020	#DD076348 (Direct Deposit)	3,792.00
Sept 1, 2020	#PJ00355 (Online Payment)	29.64
Sept 8, 2020	#PJ003569 (Online Payment)	471,911.25
Sept 10, 2020	#DD076349 (Direct Deposit)	200,900.93
Sept 10, 2020	#084625 – 084648	42,227.30
		<b>\$ 6,314,516.18</b>

Trustee *Arsenault* moved the Board move to in camera session.

Trustee *Miller* moved the Board rise and report from in camera session.

**CLOSED SESSION**

- i. Confidential HR Staffing Report as of September 23, 2020 – reviewed.

**RESOLUTIONS**

001 – 09/23/20 Trustee *Miller* moved the Board accept the following reports as presented:  
 Business BAU – as presented by *Janel Etcheverry*, Business Manager and  
 Payroll BAU – as presented by *Kristy Gray*, Payroll Manager.

*Carried*

002 – 09/23/2020 Trustee *Link* moved the Board approve the following new procedures:  
 Human Resources 5.42: COVID-19 Staff Health and Safety  
 Human Resources 5.42A: Illness in Care  
 School Operations 4.50 Memorial Services and Shrines  
 Human Resources 5.22: Accreditation of Teachers

*Carried*

003 – 09/23/2020 Trustee *Leask* moved the Board accept the HR Staffing Report as attached by *Jim Shevchuk*, Superintendent of Learning.

*Carried*

004 – 09/23/2020 Trustee *Pethick* moved the Board approve the audit engagement as presented.

*Carried*

005 – 09/23/2020 Trustee *Kowalchuk* moved the Board acknowledge the receipt of and review the Student Transportation and Best Practices document.

*Carried*

006 – 09/23/2020 Trustee *Link* moved the Board approve the 4<sup>th</sup> quarter projected financial statement as presented.

*Carried*

#### **ADJOURNMENT**

Trustee *Kowalchuk* moved the meeting be adjourned at 9:15 pm.

---

**CHAIRMAN OF THE BOARD**

---

**CHIEF FINANCIAL OFFICER**