



MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION

Living Sky School Division No. 202

on

Wednesday, April 15, 2020 at 4:00 p.m.
via electronic meeting

PRESENT

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

CALL TO ORDER

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

AGENDA

Trustee *Wouters* moved the agenda be approved.

Carried

DECLARATION OF CONFLICT OF INTEREST

None.

MINUTES

Trustee *Heintz* moved the Board approve the minutes of the Regular Meeting of March 25, 2020 and the Special Meeting of April 2, 2020.

Carried

BOARD ITEMS

- i. Continuous Agenda - reviewed
- ii. Division Events
 1. Student Hall of Fame - cancelled
 2. Service Recognition - cancelled
- iii. New Procedure/Forms for Approval - approved
 1. Human Resources 5.41: Work From Home
 2. Human Resources 5.41A: How to Set-up Your Home Office
 3. Human Resources 5.41B: Home Office Checklist

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 *Kowalchuk* moved the Board approve payment of accounts as follows:

Apr 2, 2020	#PJ00340 (Online Payment)	21,647.13
Apr 2, 2020	#DD075417 – DD075531 (Direct Deposit)	685,406.45
Apr 2, 2020	#084390 - 084424	213,203.87
Apr 1, 2020	#PJ00341 – PJ00342 (Online Payment)	637,361.00
Apr 8, 2020	#DD075532 – DD075561 (Direct Deposit)	1,111,674.44
		\$ 2,669,292.89

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

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

CLOSED SESSION

RESOLUTIONS

- 048 – 04/15/2020 Trustee *Leask* moved the Board approve the new Human Resources procedure and forms as follows: 5.41- Work from Home, 5.41A - How to Set-up Your Home Office and 5.41B - Home Office Checklist. *Carried*
- 049 – 04/15/2020 Trustee *Miller* moved the Board receive the Ministry 2nd Quarter Budget Projection report. *Carried*
- 050 – 04/15/2020 Trustee *Link* moved the Board accept the April 15, 2020 HR Staffing Report as attached by *Jim Shevchuk*, Superintendent of Learning. *Carried*

ADJOURNMENT

Trustee *Wouters* moved the meeting be adjourned at 5:15 pm.

CHAIRMAN OF THE BOARD

CHIEF FINANCIAL OFFICER