



MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION

Living Sky School Division No. 202

On

Wednesday, September 18, 2019 at 4:00 p.m.

Central Office Board Room

North Battleford, SK

PRESENT

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

Absent: Trustees *Link, Arsenault, Miller*.

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 September 4, 2019.

Carried

DELEGATIONS

Strategic Reports

- i. Increase Students' Literacy, Math and Technology Skills 1.2 a, b & c – *Cathy Herrick and Ruth Weber*, Superintendents of Learning

BAU Reports

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

BOARD ITEMS

- i. Continuous Agenda – reviewed
- ii. Opening Day Enrolments 2019-2020 – reviewed
- iii. New Procedures/Forms for Approval - approved
 1. Human Resources 5.39: Confidentiality
 2. Human Resources 5.39A: Acknowledgement of Review of Confidentiality Procedure
 3. Human Resources 5.40: Privacy Breach Protocol
- iv. SCC Workshop – tentative November 7, 2019
- v. MLA Invite – tentative – January 2020
- vi. Upcoming Board Meeting Dates - reviewed

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

| | | | |
|------------|---------------------------------------|----|-------------------|
| Sept 10/19 | #083131 | \$ | 100.00 |
| Sept 10/19 | #PJ00310 (Online Payment) | | 458,560.81 |
| Sept 10/19 | #PJ00311 (Online Payment) | | 2,757.73 |
| Sept 10/19 | #PJ00312 (Online Payment) | | 898.04 |
| Sept 10/19 | #PJ00313 (Online Payment) | | 3,518.88 |
| Sept 10/19 | #003121 – 003126 (US Acct) | | 15,559.56 |
| Sept 10/19 | #DD072985 – DD073109 (Direct Deposit) | | 249,857.76 |
| Sept 10/19 | #083132 – 083183 | | 88,763.48 |
| | | \$ | 820,016.26 |

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

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

CLOSED SESSION

- i. Board Development Session – Board Actions, Trustee *Pethick* - discussed
- ii. Director Review, Trustee *Pethick* - discussed

RESOLUTIONS

- 007 – 09/18/19 Trustee *Leask* moved the Board accept the following reports: Increase Students' Literacy, Math and Technology Skills 1.2 a, b & c, as presented by *Cathy Herrick and Ruth Weber*, Superintendents of Learning, Business Update, as presented by *Janel Etcheverry*, Business Manager and the Payroll Update, as presented by *Kristy Gray*, Payroll Manager.
- Carried*
- 008 – 09/18/19 Trustee *Hiebert* moved the Board approve the following new procedures and forms; Human Resources Procedure 5.39 – Confidentiality, Form 5.39A – Statement of Acknowledgement of Review of Confidentiality, and Procedure 5.40 – Privacy Breach Protocol.
- Carried*
- 009 – 09/18/19 Trustee *Leask* moved the Board accept the Director Evaluation, as presented.
- Carried*
- 010 – 09/18/19 Trustee *Kowlachuk* moved the Board approve the audit engagement as presented.
- Carried*
- 011 – 09/18/19 Trustee *Gartner* moved the Board approve the revisions to Procedure 8.01 – Transportation Services.
- Carried*

012 – 09/18/19 Trustee *Hiebert* moved the Board approve 4th quarter projected financial statement as presented.

Carried

CORRESPONDENCE

- i. City of North Battleford – Taxi Bylaw Meeting - distributed
- ii. Eagle Feather News – September 2019 – distributed
- iii. STF Bulletin – September 2019 - distributed

ADJOURNMENT

Trustee *Kowalchuk* moved the meeting be adjourned at 7:25 pm.

CHAIRMAN OF THE BOARD

CHIEF FINANCIAL OFFICER