



Minutes of the Organizational Meeting of the Board of Education for St. Paul's RCSSD #20 held at St. Paul's Co-Cathedral at 12:00 p.m. on Monday, November 23, 2020.

Present: Trustees Berscheid, Boechler, Boyko, Byblow, Carriere, Case (virtual attendance), Elliott, Jelinski, Stus, Zakreski-Werbicki

Also: Director of Education Chatlain
Superintendent of Education Bazylak (Secretary to the Board)

Guest: Pastoral Associate Father K. McGee

Call to Order

The meeting was called to order by G. Chatlain, Director of Education, at 12:05 p.m.

Adoption of Agenda

Motion: Moved by Trustees R. Boechler and D. Boyko that the agenda be approved as circulated.

CARRIED

Commissioning Service

Fr. Kevin McGee led the Board of Education in a Commissioning Service.

2.0 Election of Board Chair

Director Chatlain called for nominations for the position of Board Chair.

Motion: Trustee D. Berscheid nominated Trustee D. Boyko.

Trustee S. Zakreski-Werbicki seconded the motion.

Motion: Moved by Trustee J. Carriere that nominations cease.

Trustee R. Boechler seconded the motion.

CARRIED

Trustee D. Boyko elected as Chair of the Board.

[Trustee D. Boyko assumed the Chair]

3.0 Election of Vice Chair

Chair D. Boyko called for nominations for the position of Vice Chair.

Motion: Trustee J. Carriere nominated Trustee R. Boechler.

Trustee W. Stus seconded the motion.

Motion: Moved by Trustee T. Jelinski that nominations cease.

Trustee H. Byblow seconded the motion.

CARRIED

Trustee R. Boechler elected as Vice Chair of the Board.

[Trustee R. Boechler assumed the Vice Chair]

4.0 Appointments

Motion: Moved by Trustees B. Elliott and R. Boechler that the Board approve the following appointments for the 2020-2021 organizational year:

- Secretary to the Board of Education – Superintendent Darryl Bazylak
- Treasurer – Chief Financial Officer Joel Lloyd
- Attendance Counselor – Cari Anning
- In absentia, designates to the Director of Education – Superintendent Gordon Martell and Chief Financial Officer Joel Lloyd
- Assistant Secretary to the Board – Patti Seto
- Assistant Treasurer – Kathryn Holmes
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CARRIED

5.0 Agents of the Board of Education

Motion: Moved by Trustees J. Carriere and T. Jelinski that the Board approve the following agents for the 2020-2021 organizational year:

- Fiscal Agent – Scotiabank
- Purchasing Card Agent – Bank of Montreal
- Auditors – MNP
- Insurance Broker – SSBA (Aon)
- Solicitors – McKercher LLP

CARRIED

6.0 Banking Resolution

Motion: Moved by Trustees T. Jelinski and D. Berscheid that the Board:

- utilize the services of the Main Branch of the Scotiabank in Saskatoon for its regular transactions, that the necessary banking resolutions be completed by the Chair and Treasurer of the Board, and that the documentation be filed at the bank; and

- whereas, the Board of Education of the St. Paul's Roman Catholic Separate School Division No. 20 (the "Board") requires the sum of \$15,000,000.00 for current expenditures of the Board; now therefore be it resolved as a resolution of the Board that: the Chair and the Chief Financial Officer on behalf of the Board are authorized to borrow from Scotiabank (the "Bank") the sum of \$15,000,000.00 (the "Loan Amount") for necessary expenditures of the Board pending receipt of the proceeds of taxes and other revenue, by way of overdrawing the Board's account with the Bank from time to time, the amount of each such over-withdrawal being hereinafter referred to as the "Overdraft Loan", (the aggregate of which such Overdraft Loans shall not exceed the Loan Amount) with said Overdraft Loans to be payable on demand, and the Chair and Chief Financial Officer are authorized to agree to pay interest on such Overdraft Loans as may from time to time remain outstanding and unpaid, as well after as before maturity, default and judgment, at an annual rate equal to the Bank's prime interest rate from time to time minus 1.00%; prime interest rate as herein used meaning the annual rate of interest announced from time to time by the Bank as a reference rate then in effect for determining interest rates on Canadian dollar commercial loans in Canada.

The Chair and Chief Financial Officer shall and are hereby authorized to provide written confirmation and acknowledgment to the Bank, on behalf of the Board, on the first business day following each month, of the amount outstanding as at and including the end of the immediately preceding month as to Overdraft Loans to and including that time.

CARRIED

7.0 Signing Officers of the Board

Motion: Moved by Trustees B. Elliott and S. Zakreski-Werbicki that the Board approve the Board Chair and the Chief Financial Officer as the Signing Officers of the Board with in absentia permission granted to the Vice Chair and Assistant Treasurer.

CARRIED

8.0 Trustee Remuneration and Expense Schedule

Motion: Moved by Trustees W. Stus and J. Carriere that the Board approve the Trustee Remuneration and Expense Schedule as presented.

**Proposed Trustee Remuneration and Expense Schedule
September 1, 2020 - August 31, 2021**

The following schedule of trustee remuneration and expenses is developed in accordance with the Procedures for Board Member Remuneration and Expense.

1. Trustee Remuneration

Remuneration for trustees of the Board of Education shall be \$25,140 per year paid monthly in twelve (12) equal installments.

Remuneration for the Vice Chair of the Board of Education shall be \$26,173.50 per year paid monthly in twelve (12) equal installments.

Remuneration for the Chair of the Board of Education shall be \$32,615 per year paid monthly in twelve (12) equal installments.

2. Travel and Conference/Professional Development

To a maximum of \$5,500.00 per annum for Trustees and \$10,000 per annum for the Board Chair

Travel and Conference Rates:

Conference Registration	Actual Cost	
Hotel Accommodation	Actual cost with receipts presented	
Air Travel	Economy fare	
Saskatchewan Public Commission Rates	Car Allowance:	
	(\$0.4535/km – Effective October 1, 2020)	
	Sustenance Allowance:	
	\$51.00/day – In Province	\$61.00/day – Out of Province
Other Expenses	With receipts	

(A member of the board participating on a trustee organization at the provincial or national level that does not reimburse for expenses equal to the preceding schedule may claim the differential in rates.)

3. Benefits

Trustees may access a Health Spending Account (HSA) of up to \$3,000.00. The HSA provides reimbursement for a wide range of health-related expenses, over and above regular benefit plan maximums. HSA is administered in accordance with Canada Revenue Agency guidelines. Eligible dependents and spouse of the trustee are also covered under the HSA.

CARRIED

9.0 Dates and Times of Regular and Planning Meetings of the Board

Date	Meeting	Time
Monday, November 23, 2020	Organizational Meeting of the Board	12:00 pm
Monday, November 23, 2020	Planning Meeting of the Board	12:30 pm
Monday, November 30, 2020	Regular Meeting of the Board	12:00 pm
Monday, December 14, 2020	Regular Meeting of the Board	12:00 pm
Monday, January 18, 2021	Planning Meeting of the Board	11:00 pm
Monday, February 8, 2021	Regular Meeting of the Board	12:00 pm
March 1, 2021	Planning Meeting of the Board	11:00 pm
Monday, March 14-15, 2021	Board Retreat – Queen’s House	
Monday, March 15, 2021	Regular Meeting of the Board	12:00 pm
Monday, March 29, 2021	Planning Meeting of the Board	11:00 pm
Monday, April 19, 2021	Regular Meeting of the Board	12:00 pm
Monday, May 3, 2021	Planning Meeting of the Board	11:00 pm
Monday, May 17, 2021	Regular Meeting of the Board	12:00 pm
Monday, May 31, 2021	Planning Meeting of the Board	11:00 pm
Monday, June 14, 2021	Regular Meeting of the Board	12:00 pm
Monday, June 28, 2021 (if needed)	Regular Meeting of the Board	12:00 pm
Monday, August 23, 2021	Planning Meeting of the Board	11:00 pm
Monday, September 13, 2021	Regular Meeting of the Board	12:00 pm
Monday, September 27, 2021	Planning Meeting of the Board	11:00 pm
Monday, October 18, 2021	Regular Meeting of the Board	12:00 pm
Monday, November 1, 2021	Organizational Meeting of the Board	12:00 pm
Monday, November 1, 2021	Planning Meeting of the Board	12:30 pm

Motion: Moved by Trustees D. Berscheid and W. Stus that the Board approve the Board Meeting Schedule as amended.

CARRIED

10.0 Continuous Agenda of the Board

Greater Saskatoon Catholic Schools Board of Education 2019-2020 Continuous Agenda		
August	September	October
<ul style="list-style-type: none"> • Board/Director Review 	<ul style="list-style-type: none"> • Financial Statements • Year in Review • SCSBA Julian Paslawski Meritorious Service Award • SCSBA Nomination to Executive • Premier's Award for Innovation and Excellence in Education • Catholic School Community Councils Liaison Plan 	<ul style="list-style-type: none"> • Financial Statements • SSBA Convention Resolutions • SSBA Voting Procedures • Staff Monitoring Report • Enrolment Monitoring Report • SCSBA AGM & Conference • Organizational Meeting Planning • Facilities Monitoring Report: 2018-2019 Projects • Improving Student Learning and Achievement Monitoring Report: Part 1
November	December	January
<ul style="list-style-type: none"> • Financial Statements • Board Annual Report to Ministry • Organizational Meeting of the Board • Annual Schedule of Board Meetings • Continuous Agenda of the Board • Together in Faith and Action Committee Membership • Facility Planning: Modular Application • Improving Student Learning and Achievement Monitoring Report: Part 2 • CSCC/Trustee Meeting and Report to the Community • SSBA Fall General Assembly • Transportation Monitoring Report 	<ul style="list-style-type: none"> • Financial Statements • Auditor's Report • Celebrating and Promoting Catholic Identity Monitoring Report • Student Health & Fitness Monitoring Report • Out-of-Province Student Learning Activities 	<ul style="list-style-type: none"> • Financial Statements • Academic Year Approval • Program Tour • Technology Report
February	March	April
<ul style="list-style-type: none"> • Financial Statements • First Nations, Métis and Inuit Education Monitoring Report • Facility Planning: 5-Year Capital and Construction Plan • Education Leave Priorities 	<ul style="list-style-type: none"> • Financial Statements • Promoting Stewardship Monitoring Report • Board Faith, Governance and Planning Retreat 	<ul style="list-style-type: none"> • Financial Statements • Catholic Education Week • School Reviews (School Closures/Grade Discontinuance) • Mill Rate
May	June	July
<ul style="list-style-type: none"> • Financial Statements • Facility Tour • Preliminary Budget • HCI Final Budget • Board/Director Review Data Collection • Technology • Transportation • Building Relationships and Partnerships Monitoring Report 	<ul style="list-style-type: none"> • Financial Statements • Facility Monitoring Report: Preventative Maintenance and Renewal Plan • Final Budget • Suspension Report • GSCS Foundation Annual Meeting • Approval of Mill Rate • Out of Scope Salaries • SHSAA Annual Policy Conference • Canadian Catholic School Trustees' Association (CCSTA) AGM and Convention • Out of Province Student Learning Activities 	<ul style="list-style-type: none"> • Canadian School Boards Association (CSBA) National Trustee Gathering on Aboriginal Education and Congress

Motion: Moved by Trustees R. Boechler and B. Elliott that the Board approve the Continuous Agenda as presented.

CARRIED

11.0 Board Appointments

11.1 Together in Faith and Action Committee

Motion: Moved by Trustees D. Berscheid and R. Boechler to appoint Trustee T. Jelinski as Chair of the Together in Faith and Action Committee.

CARRIED

Motion: Moved by Trustees W. Stus and R. Boechler that the Board appoint Trustee H. Byblow to the Together in Faith and Action Committee.

CARRIED

11.2 Saskatchewan Catholic School Boards Association

Motion: Moved by Trustees W. Stus and J. Carriere that the Board appoint Trustee T. Jelinski to serve as representative to the Saskatchewan Catholic School Boards Association.

CARRIED

11.3 Greater Saskatoon Catholic Schools Foundation

Motion: Moved by Trustees D. Berscheid and B. Elliott that the Board appoint Trustee S. Zakreski-Werbicki to the Greater Saskatoon Catholic Schools Foundation Board of Directors.

CARRIED

Motion: Moved by Trustees D. Berscheid and S. Zakreski-Werbicki that the Board appoint Trustee B. Elliott to the Greater Saskatoon Catholic Schools Foundation Board of Directors.

CARRIED

11.4 Joint Operations Committee for Humboldt Collegiate Institute

Motion: Moved by Trustees T. Jelinski and R. Boechler that the Board appoint Trustees D. Berscheid and W. Stus to serve as representatives to the Joint Operations Committee of Humboldt Collegiate Institute.

CARRIED

11.5 māmawohkamātowin Partnership

Motion: Moved by Trustees W. Stus and J. Carriere that the Board appoint the board chair or designate and Trustees S. Zakreski-Werbicki and D. Case to attend the māmawohkamātowin Partnership meetings.

CARRIED

11.6 CUMFI & GSCS Educational Alliance

Motion: Moved by Trustees D. Berscheid and S. Zakreski-Werbicki that the Board appoint the board chair or designate and Trustees W. Stus and J. Carriere to attend the CUMFI & GSCS Educational Alliance meetings.

CARRIED

11.7 Trustee School Liaison Schedule

Motion: Moved by Trustees R. Boehler and D. Case that the Board approve the Board Trustee School Liaison Program schedule as presented.

CARRIED

12.0 Adjournment

Motion: Moved by Trustee H. Byblow that the meeting be adjourned at 1:03 p.m.

CARRIED


Secretary


Chair