



School District No. 51 (Boundary)

Inaugural Meeting of the Board of Education

December 5, 2011 at 6:00 p.m.

School Board Office

Agenda

Call to Order

Report of Election Results

- J. Hanlon, Chief Election Officer, to report on the 2011 School Trustee Election results

Administration of Oaths of Office

- J. Hanlon, Secretary-Treasurer to administer and receive the Oaths of Office

Adoption of Agenda

Business Items

1. Election of Chairperson

- The Superintendent to call for nominations for the position of Board Chairperson and conduct the vote by ballot.

The newly elected Chairperson shall assume the chair for the remainder of the meeting.

2. Board Committees and Representatives (Attachment)

- Committee of the Whole

3. Legal Documents

It is required to establish the signing officers for all legal documents on behalf of the School District.

MOTION: “BE IT RESOLVED THAT the signing officers for School District No. 51 (Boundary) for all legal documents be the Chairperson of the Board and the Superintendent of Schools or Secretary-Treasurer.”

4. Signing Officers

The Signing Officers for all cheques of School District No. 51 (Boundary) shall consist of the following:

- i) Chairperson of the Board
- i) Superintendent of Schools
- ii) Secretary-Treasurer
- iii) Payroll Administrator
- iv) Designated Accounts Payable Clerk
- v) All Trustees

According to the following schedule:

- i) One of: Superintendent of Schools or Secretary-Treasurer or Payroll Administrator or a designated Accounts Payable Clerk be authorized to sign all cheques not exceeding \$7,500.00
Cheques not exceeding \$7,500.00 require one signature.
- ii) One of: Superintendent of Schools or Secretary-Treasurer or Payroll Administrator or a designated Accounts Payable Clerk;
And One of: Chairperson of the Board or a Trustee to sign all cheques exceeding \$7,500.00.
Cheques exceeding \$7,500.00 require two signatures.
- ii) The following payments can be made electronically or by transfer without signature or limit:
 - a) Receiver General
 - b) Teachers' Pension
 - c) Municipal Pension
 - d) Workers' Compensation Board

5. Trustee Activities and Upcoming Events

- BCSTA Trustee Academy – December 8 – 10, 2011
- BCPSEA 18th General AGM – January 20-21, 2012
- Working Session – January 24, 2012 at 5:00 p.m.
- BCSTA/BCPSEA Academy – February 9 - 11, 2012
- Succession Planning – Trustees & Administrators – February 16 or 17, 2012 (tbc)
- BCSTA Provincial Council Meeting – February 24-25, 2012
- Working Session – February 28, 2012 at 5:00 p.m.

Future Agenda Items

Next Board Meeting : **Tuesday, December 13, 2011**
School Board Office
 4:00 p.m. Special Closed Meeting
 6:00 P.M. Regular Open Meeting



SCHOOL DISTRICT NO. 51 (BOUNDARY)
BOARD COMMITTEES -2012

POLICY DEVELOPMENT

Three horizontal lines for names.

The Policy Committee shall hold regular meetings with the intent of developing and maintaining District Policies. They are to involve education partners in the development of School District Policy. The Committee shall make recommendation to the School Board on individual policy adoption or modification.

OPERATIONS

Three horizontal lines for names.

The Committee shall review, explore and make recommendations to the Board on any major issues dealing with facilities or transportation that require the attention of the Board.

PERSONNEL

AD HOC REPRESENTATION

Administration may call on members of this Committee when needed to sit in on personnel or employee relations meetings.

COMMUNITY ENGAGEMENT COMMITTEE OF THE WHOLE

Two horizontal lines for names, each followed by '- CO CHAIRS'.

The intent of this Committee of the Whole is to engage the public in matters relating to education and to provide a venue for informal conversations on education to take place between the Board and the Public. This committee will meet four (4) times a year, twice in the East and twice in the West.

FINANCE COMMITTEE
(CHAired BY THE SECRETARY-TREASURER)

JEANETTE HANLON, SECRETARY-TREASURER

Two horizontal lines for names.

This Committee is responsible for the fiscal stewardship of the School District. It has responsibility for all matters of fiscal policy including submission of the recommended annual operating budget to the Board. The Committee is to involve education partners in the budget process.

ABORIGINAL EDUCATION

One horizontal line for name.

DISTRICT DEVELOPMENT TEAM

Two horizontal lines for names.

COMMUNITY LITERACY COMMITTEE

One horizontal line for name.

BOARD VICE-CHAIRPERSON

Alternate every month

Table with 2 columns: Months and Chairperson names. Rows include March & September (Cathy Riddle), February & August (Cindy Strukoff), June & December (Rose Zitko), May & November (Ken Harshenin), April & October (Vicki Gee), and January & July (Dave Reid).



SCHOOL DISTRICT NO. 51 (BOUNDARY) BOARD REPRESENTATIVES - 2011-2012

Board members are asked to sit on external committees and groups as representatives of School District #51. Representatives of the District are expected to take a District point of view when representing the District. They should relay District concerns to the individual groups/organizations and report back to the Board on issues when necessary to do so. Some of these external positions are appointed and some need to be elected by the Board as a whole. The current major positions are as follows.

DISTRICT SCHOLARSHIP _____ - EAST
_____ - WEST

BCSTA - KOOTENAY BOUNDARY BRANCH _____

BCSTA PROVINCIAL COUNCIL _____

BCPSEA REPRESENTATIVE COUNCIL _____

OKANAGAN LABOUR RELATIONS COUNCIL _____
JEANETTE HANLON

CHILDREN, YOUTH & FAMILY COMMITTEE _____

BOUNDARY INTEGRATED SERVICES MODEL _____

RECREATION COMMISSION _____
- GRAND FORKS

CITY COUNCIL LIAISON (ON AN AS NEEDED BASIS)
- GRAND FORKS _____
- GREENWOOD _____
- MIDWAY _____