

**MINUTES OF THE ORGANIZATIONAL MEETING OF THE BOARD August 22, 2024**

MINUTES OF THE ORGANIZATIONAL MEETING OF THE BOARD OF TRUSTEES OF THE CLEARVIEW SCHOOL DIVISION HELD ON MONDAY, AUGUST 22, 2024, COMMENCING AT 9:27 AM AT THE CLEARVIEW DIVISION OFFICE IN STETTTLER, ALBERTA.

**CALL TO ORDER**

Secretary-Treasurer Reyes called the meeting to order at 9:27 am.

**PRESENT**

Trustees: Erika Grice, Greg Hayden, Guy Neitz, John Schofer, Becky Scott, Kim Smyth, Shauna-lee Thomas  
Superintendent of Schools: Scot Leys  
Deputy Superintendent: Daram Van Oers  
Secretary-Treasurer: Mauricio Reyes  
Executive Assistant: Meghan Thomson

2024-08-01        Moved by Kim Smyth  
                      “THAT the agenda be adopted as presented.”

**CARRIED**

**ELECTION OF CHAIR AND VICE-CHAIR**

2024-08-02        Secretary-Treasurer Reyes reviewed the process for nominating and voting by secret ballot for Chair and Vice-Chair of the Board. Nominations for Chair of the Board were called.

Trustee Smyth nominated Trustee Neitz for Board Chair.  
Trustee Neitz was acclaimed Board Chair for a one-year term.

2024-08-03        Secretary-Treasurer Reyes turned the chairing of the remainder of the Organizational Meeting over to Chair Neitz.

Chair Neitz then called for nominations for Vice-Chair of the Board.

Trustee Grice nominated Trustee Thomas for Vice-Chair.  
Trustee Thomas was acclaimed Vice-Chair for a one-year term.

2024-08-03        Moved by Erika Grice  
                      “THAT the committee appointments for 2024-2025 be assigned as follows:

**Alberta Rural Caucus (2 and an alternate)**  
Greg Hayden, Kim Smyth (Alternate: John Schofer)

**ASBA Zone 4 Director (1 and an alternate)**  
Becky Scott (Alternate: Kim Smyth)

**Audit Committee (3)**  
Becky Scott, John Schofer, Shauna-lee Thomas

**Communications and Engagement (3)**  
Kim Smyth, Guy Neitz, Erika Grice

**Community Adult Learning Councils (1 and an alternate)**  
    • Stettler & District – Becky Scott (Alternate: Greg Hayden)  
    • Paintearth – Erika Grice (Alternate: Shauna-lee Thomas)

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**Compensation Committee (3)**  
Greg Hayden, Shauna-lee Thomas, John Schofer (alternate Kim Smyth)

**Edwin Parr Designate (1)**  
N/A this year.

**Grievance Committee (3)**  
Erika Grice, Greg Hayden, Guy Neitz,

**Joint / Shared Use Planning (3)**  
Greg Hayden, Guy Neitz, Shauna-lee Thomas (alternate Erika Grice)

**Performing Arts Committee (1)**  
Becky Scott

**Policy Committee (3)**  
Becky Scott, Kim Smyth, Shauna-lee Thomas

**Safety Committee (2) Clearview**  
Erika Grice, Greg Hayden

**Wellness Committee (2)**  
Erika Grice, Kim Smyth

**Teacher-Board Liaison Committee (2)**  
Kim Smyth, Becky Scott (Alternate: John Schofer)

**Teachers’ Employer Bargaining Association (TEBA) (1)**  
Shauna-lee Thomas

CARRIED

2024-08-04      Moved by Kim Smyth  
“THAT the trustee liaison representatives for school councils be assigned for 2024-25 as listed, with any trustee attending any school council meeting and a maximum two trustees per school council meeting unless otherwise listed. Trustees interested in going to a school council meeting need to coordinate it with the designated Trustee representative.”

Trustee Liaison for School Councils		
School	Liaison(s)	Alternate
Big Valley	Kim Smyth	All Trustees
Botha	John Schofer	All Trustees
Brownfield	Shauna-lee Thomas	All Trustees
Byemoor	John Schofer	All Trustees
Colony Schools	Trustee by Ward	All Trustees
Coronation	Shauna-lee Thomas	All Trustees
Donalda	Guy Neitz	All Trustees
Erskine	Guy Neitz	All Trustees
Gus Wetter	Erika Grice	All Trustees
Stettler Elementary	Greg Hayden, Becky Scott	All Trustees
Wm. E. Hay Stettler Secondary Campus	Greg Hayden, Becky Scott	All Trustees
Council of School Council	Board representative as hosted by school.	

CARRIED

2024-08-05      Moved by John Schofer  
“THAT the Board of Trustees hereby approves the 2024-25 Board Meeting schedule as presented, with meetings to typically occur at the Clearview

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Public School Central Services Building. Times for meetings will usually be 9:30 am to 3:30 pm. Minutes will reflect established dates of the Board.

- August 22, 2024 (Organizational and Regular)
- September 26, 2024
- October 18, 2024 (proposed Superintendent and Board of Trustees Evaluation)
- October 21, 2024 (proposed Superintendent and Board of Trustees Evaluation)
- October 31, 2024
- November 28, 2024
- December 19, 2024
- January 30, 2025
- February 27, 2025 (? Also have Local Governance Meeting this day)
- March 13, 2025 (proposed Strategic Budget with LLT)
- March 17, 2025\*(Monday due to CASS Conference)
- April 17, 2025 (CASS FNMI Conference April 24)
- May 15, 2025 (? ½ Day Virtual)
- May 29, 2025
- June 19, 2025
- August 21, 2025 (Regular Election Year)
- September 25, 2025
- October 23, 2025 (Organizational Meeting & Regular Meeting)
- November 6, 2025 (Governance PD)
- November 27, 2025”

CARRIED

2024-08-06 Moved by Erika Grice  
“THAT the Board rates with respect to Trustee Honorariums for the 2024-25 school year be \$240 for overnight, \$200 Full-Day (up to (8) hours), \$100 Half-day (up to 4 hours).”

CARRIED

2024-08-07 Moved by Kim Smyth  
“THAT the mileage rate for kilometers will follow the Canada Revenue Agency rate for the 2024-25 operating year.”

CARRIED

2024-08-08 Moved by John Schofer  
“THAT the meal allowance and non-hotel stay allowance for the 2024-25 fiscal year set at \$15 Breakfast, \$20 Lunch and \$40 Supper, with a max claim of \$75 per diem. Non-hotel stay allowance will remain at \$40.”

CARRIED

2024-08-09 Moved by Kim Smyth  
“THAT the Superintendent shall determine an Acting Superintendent during periods of absence from the school division, unless otherwise determined through Board motion. Where the Superintendent has not so designated or is unable to designate an individual, in the absence of the Superintendent, the Board hereby designates Deputy Superintendent Daram Van Oers as Acting Superintendent; in the absence of the Deputy Superintendent, the Board hereby designates Assistant Superintendent of Human Services Mark Siemens as Acting Superintendent.”

CARRIED

2024-08-10 Moved by Kim Smyth  
“THAT the Board hereby designates the following individuals to have the signing authority under Board Policy 27 “Signing Authorities”:  
Board Chair Guy Neitz  
Board Vice-Chair Shauna-lee Thomas  
Superintendent Scot Leys  
Secretary-Treasurer Mauricio Reyes  
Assistant Superintendent Mark Siemens (employee contracts).”

CARRIED

Trustees and Senior Leadership reviewed the pecuniary interest forms submitted by Trustees.

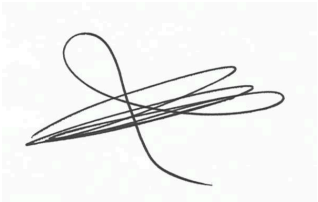
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Adjourned

Meeting was declared adjourned at 10:34 am by the Chair.

A handwritten signature in black ink, appearing to read "Guy Ault", written in a cursive style.

Board Chair

A handwritten signature in black ink, consisting of several overlapping loops and strokes, written in a cursive style.

Secretary Treasurer