

SCHOOL DISTRICT NO. 51 (BOUNDARY)

Minutes of the Inaugural Meeting of the Board of Education of School District No. 51
(Boundary) held Monday, December 5, 2011 at 6:00 p.m.

School Board Office

The Secretary-Treasurer called the meeting to order at 6:00 p.m.

Present:	Mrs. T. Rezansoff	Chairperson
	Ms. V. Gee	Trustee
	Mr. K. Harshenin	Trustee
	Mr. D. Reid	Trustee
	Mrs. C. Riddle	Trustee
	Mrs. C. Strukoff	Trustee
	Mrs. R. Zitko	Trustee
	Mr. M. Strukoff	Superintendent
	Mrs. J. Hanlon	Secretary-Treasurer
	Ms. M. Ruzicka	Director of Instruction

Report of Election Results

J. Hanlon, Chief Election Officer, reported on the 2011 School Trustee Election results.

Administration of Oaths of Office

J. Hanlon, Secretary-Treasurer administered and received the Oaths of Office.

Adoption of Agenda

MOVED Harshenin
2ND Riddle

“That the Agenda be adopted as circulated.”

CARRIED

Business Items

1. Election of Chairperson

The Superintendent assumed the chair for the Board Chairperson election process. The Secretary-Treasurer called for nominations for the position of Board Chair and conducted the vote by secret ballot. Teresa Rezansoff was nominated and accepted the position of Board Chair.

Board Chair Rezansoff assumed the chair for the remainder of the meeting.

2. Board Committees and Representatives

MOVED Harshenin
2ND Strukoff

“That for the first year of the term, we will have Committees of the Whole.”

CARRIED

3. Legal Documents

It is required that signing officers for all legal documents be established on behalf of the School District.

MOVED Riddle
2ND Reid

“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.”

CARRIED

4. Signing Officers

MOVED Zitko
2ND Reid

That 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.
- iii) 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

CARRIED

5. Future Agenda Items

- BC School Sports

Meeting adjourned at 6:35 p.m.