



Date: November 29, 2023 **Agenda Item:** 7.4
To: Board of Trustees
From: Shawna Warren, Superintendent
Originator(s): Shawna Warren, Superintendent
Governance Policy: [Policy 225: Role of the Board](#)
Additional Reference: Education Act: 68, 222
Assurance Domain: Governance

Superintendent Leadership Quality Standard (SLQS)

SLQS Competencies ([SLOS](#) / [Board Policy 700](#)):
Supporting Effective Governance

Subject: **Appointment of Secretary Treasurer**

Purpose:

For approval. Motion required.

Recommended Motion:

THAT the Board of Trustees, as per the provisions of the Education Act, appoint Sean Nicholson, Associate Superintendent, Corporate Services, as Secretary Treasurer for The Sturgeon Public School Division effective December 1, 2023.

Background:

As stated in Section 68 of the Education Act, "A board shall (a) appoint a secretary and a treasurer, or one person to act as secretary-treasurer, (b) immediately notify the Minister of the appointment, and (c) arrange for the bonding of the treasurer or the secretary-treasurer, as the case may be, in an amount that is reasonable in the circumstances."

The Associate Superintendent, Corporate Services, will serve as the Secretary Treasurer and will play a pivotal role in overseeing the business and financial affairs of the Division, reporting directly to the Superintendent. This executive position involves supervising key departments, including Financial Services, Facility Services and Transportation Services, and leading the development, execution and reporting of the Division's budget.



Administration is prepared to respond to questions at the November 29, 2023, Public Board meeting.

Attachment(s):

Not applicable.