



**Board of Education
Saskatoon School Division No. 13
Meeting of the
Saskatoon Board of Education**

**TUESDAY, NOVEMBER 23, 2021
310 – 21st Street East - 6:30 p.m.**

Please Note: All public Board meetings are audio recorded

AGENDA

- 1. Roll Call**
- 2. Land Acknowledgement**
- 3. Agenda**
 - 3.1. Adoption of Agenda**

Proposed Board Motion: Move approval of the agenda.

- 3.2. Declaration of Conflict of Interest**
- 4. Celebrating Excellence:**
 - 4.1. Practical and Applied Arts – Montgomery School**

- 5. Consent Items**

The Chair will ask for a motion to receive the items, and to approve all recommendations contained therein. Prior to approving the motion, any trustee may request that a consent item be removed.

Proposed Board Motion: That the Board approve the consent items as presented.

- 5.1. Approval of Minutes – October 12, 2021 and November 9, 2021**

Proposed Board Motion (if removed from consent items): That the Board approve the minutes of the Committee of the Whole and Regular Board meetings held October 12, 2021 and the Inaugural Board meeting held November 9, 2021.

- 5.2. Annual Report (Tabling of Documents) – September 1, 2020 to August 31, 2021**

Proposed Board Motion (if removed from consent items): That the Board receive the Annual Report (Tabling of Documents) September 1, 2020 to August 31, 2021 as information.

5.3. Financial Results for the period September 1, 2020 to August 31, 2021

Proposed Board Motion (if removed from consent items): That the Board receive the financial results for the period September 1, 2021 to August 31, 2021 for information.

5.4. Financial Results for the period September 1, 2021 to October 31, 2021

Proposed Board Motion (if removed from consent items): That the Board receive the financial results for the period September 1, 2021 to October 31, 2021 for information.

6. Reports from Administrative Staff

6.1. Strategic Plan Accountability Report: Student Transportation

Proposed Board Motion: That the Board approve the Strategic Plan Accountability Report: Student Transportation, to be included as part of the director of education's 2021-2022 evaluation.

6.2. Draft Memorandum of Understanding Between Meewasin Valley Authority, Greater Saskatoon Catholic Schools, and Saskatoon Public Schools

6.3. Amendment to Preventative Maintenance and Renewal Three Year Plan

Proposed Board Motion: That the Board approve the amendment of the Three Year Preventative Maintenance and Renewal Plan to include the following eight projects:

- 1. Aden Bowman Collegiate various upgrades phase II at an estimated cost of \$850,000*
- 2. École Alvin Buckwold School window replacement phase II at an estimated cost of \$300,000*
- 3. Central Office elevator repair at an estimated cost of \$100,000*
- 4. Greystone Heights School various upgrades at an estimated cost of \$900,000*
- 5. Holliston School boiler replacement at an estimated cost of \$300,000*
- 6. Hugh Cairns V. C. School various upgrades at an estimated cost of \$210,000*
- 7. Lester B. Pearson School roof top unit replacement at an estimated cost of \$200,000*
- 8. Various schools' asbestos removal at an estimated cost of \$100,000*
- 9. Various schools LED upgrade phase I at an estimated cost of \$1,000,000*

6.4. COVID-19 Update

Proposed Board Motion: That the Board receive the COVID-19 Update for information.

- 7. Delegation
- 8. Business Arising from the Minutes
- 9. Unfinished Business
 - 9.1. Items Arising from the Committee of the Whole
- 10. Reports of Committees and Trustees
- 11. New Business
 - 11.1. Relocatable Classroom Funding Requests 2021-22

Proposed Board Motion: That the Board approve the 2021-22 Relocatable Classroom Funding Requests to the Ministry of Education as follows:

- 1. Willowgrove School – One new relocatable, with the option to rescind the request if the Ministry accepts the school division’s proposal for the previously-approved 2020-21 relocatables.
 - 2. Sylvia Fedoruk School – Two new relocatable classrooms
 - 3. Ernest Lindner School – Two new relocatable classrooms
 - 4. Collette Bourgonje School – Two new relocatable classrooms
-

- 12. Comments/Concerns/Questions from the Public
(Maximum 5 minutes per speaker; 20 minutes total; must be related to a specific agenda item)
- 13. Notices of Motion
- 14. Questions by Trustees
- 15. Adjournment

Proposed Board Motion: That the Board Adjourn to the call of the Chair or the meeting of Tuesday, December 7, 2021.



MEETING DATE: NOVEMBER 23, 2021

TOPIC: CELEBRATING EXCELLENCE:
PRACTICAL AND APPLIED ARTS – MONTGOMERY SCHOOL

FORUM	AGENDA ITEMS	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input type="checkbox"/> Correspondence	<input type="checkbox"/> Consent
<input type="checkbox"/> Committee of the Whole	<input type="checkbox"/> New Business	<input type="checkbox"/> Decision
	<input type="checkbox"/> Reports from Administrative Staff	<input type="checkbox"/> Discussion
	<input checked="" type="checkbox"/> Other: Celebrating Excellence	<input checked="" type="checkbox"/> Information

BACKGROUND

Academic excellence, character, engagement, and well-being of students are at the heart of Saskatoon Public Schools' five-year strategic plan. The plan highlights our vision of each student being known, valued, and believed in. It emphasizes Saskatoon Public Schools' commitment to creating learning experiences that inspire all students to reach their potential and the importance of relationships, equity and accountability.

CURRENT STATUS

Montgomery School is recognized in Saskatoon for the grade 8 unique program, *ScienceTrek*. This focus on Science has led to an increased focus on Science instruction throughout the school.

David Crowell, vice principal of Montgomery School has collected and organized Science materials that are shared by all classes in the school. Mr. Crowell has recently offered to expand the collection of Science materials to other teachers within Saskatoon Public Schools. Teachers that borrow these kits receive access to a Google Drive that includes lessons and assessment materials. In return, Mr. Crowell asks from those borrowing these materials to give back, and add to this rich collection.

Vice principal Crowell will be joined by principal Hugh Hamilton and Montgomery School students to share how his passion for Science is impacting Science education at Montgomery School and Saskatoon Public Schools.

PREPARED BY	DATE	ATTACHMENTS
Brent Hills, Deputy Director of Education Mitch Kachur, Superintendent of Education	November 17, 2021	None



MEETING DATE: NOVEMBER 23, 2021
TOPIC: APPROVAL OF MINUTES

FORUM	AGENDA ITEMS	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input type="checkbox"/> Correspondence	<input checked="" type="checkbox"/> Consent
<input type="checkbox"/> Committee of the Whole	<input type="checkbox"/> New Business	<input type="checkbox"/> Decision
	<input type="checkbox"/> Reports from Administrative Staff	<input type="checkbox"/> Discussion
	<input checked="" type="checkbox"/> Other: Approval of Minutes	<input type="checkbox"/> Information

BACKGROUND

CURRENT STATUS

Attached are the minutes from the October 12, 2021 Committee of the Whole and Regular Board meetings and the Inaugural Board meeting of November 9, 2021.

PREPARED BY	DATE	ATTACHMENTS
Daniel Burke, Chief Financial Officer	November 15, 2021	- Minutes

RECOMMENDATION

Proposed Board Motion (if removed from consent items):

That the Board approve the minutes of the Committee of the Whole and Regular Board meetings held October 12, 2021 and the Inaugural Board Meeting held November 9, 2021.

UNAPPROVED

MINUTES OF A MEETING:

of the Board of Education of the Saskatoon School Division No. 13 of Saskatchewan, held on Tuesday, October 12, 2021 at 2:30 p.m.

October 12, 2021

MEMBERS PRESENT:

Trustees Donna Banks, Charmaine Bellamy,
Kathleen Brannen, Vernon Linklater, Colleen MacPherson,
Michael Pidwerbeski, Kim Stranden, Ross Tait, Suzanne Zwarych

Following discussions in Committee of the Whole, Trustee Tait moved that the Board rise and report.

CARRIED (9)

The meeting adjourned at 5:34 p.m.

Secretary of the School Division

Board Chair

UNAPPROVED

MINUTES OF A MEETING:

of the Board of Education of the Saskatchewan School Division No. 13 of Saskatchewan, held on Tuesday, October 12, 2021 at 6:00 p.m.

October 12, 2021

MEMBERS PRESENT:

Trustees Colleen MacPherson (Chair), Donna Banks, Charmaine Bellamy, Kathleen Brannen, Vernon Linklater, Michael Pidwerbeski, Kim Stranden, Ross Tait, Suzanne Zwarych

Chair MacPherson, called the meeting to order, read the roll call into the minutes, and acknowledged the meeting was being held on Treaty Six territory and traditional homeland of the Métis/Michif people.

Agenda: Trustee Tait moved approval of the agenda.

Agenda

CARRIED (8)

There were no conflicts of interest declared by any Board members.

Trustee Bellamy joined the meeting at 6:02 p.m.

Celebrating Excellence – Outreach Worker Support:

Superintendent Norris and Coordinator of Learning Supports Sherry McConnell spoke to the newly created outreach worker positions to support staff with re-engaging students and reconnect with families. Outreach workers and principals shared stories of how the outreach team has been able to reconnect families to school.

Celebrating
Excellence -
Outreach
Worker
Support

Consent Items: Trustee Zwarych moved that the following consent

agenda items be approved as presented.

Consent
Items

CARRIED (9)

Approval of Minutes September 21, 2021: Trustee Zwarych moved

that the Board approve the minutes of the Committee of the Whole and Regular Board meetings held September 21, 2021.

Approval of
Minutes

CARRIED (9)

Secure Destruction of Records: Trustee Zwarych moved

that the Board approve the secure destruction of 65 boxes of paper records and 16,000 digital files eligible for destruction as per SSBA Records and Disposal Guide (September 2019).

Secure
Destruction
of Records

CARRIED (9)

Board Annual Work Plan Update: Trustee Zwarych moved

that the Board receive the 2021-2022 Board Annual Work Plan Update.

Board Annual
Work Plan update

CARRIED (9)

Reports from Administrative Staff:

Strategic Plan Accountability Report: 2021-2022 Enrolment
Superintendents Kachur and Newton presented the accountability report for 2021-2022 Enrolment.

Strategic
Plan Accountability
Report:
2021-2022
Enrolment

Trustee Bellamy moved that the Board approve the Strategic Plan Accountability Report: 2021-2022 Enrolment, to be included as part of the director of education's 2021-2022 evaluation.

CARRIED (9)

Strategic Accountability Report: Student Learning Results:
Grades 9-12: Superintendent Janzen and Coordinator: Curriculum and Instruction 9-12, Ryan Brimacombe presented the accountability report for student learning results grades 9-12.

Strategic Plan
Accountability
Report:
Student Learning
Results Grades
9-12

Chair MacPherson moved that the Board approve the Strategic Plan Accountability Report: Student Learning Results Grades 9-12, to be included as part of the director of education's 2021-2022 evaluation.

CARRIED (9)

COVID-19 Update: Deputy Director Scrimshaw provided an update on the COVID-19 pandemic.

COVID-19
Update

Trustee Pidwerbeski moved that the Board receive the COVID-19 update for information.

CARRIED (9)

City Centre Project Update: Deputy Director Hills provided an update on the City Centre Project.

City Centre
Project Update

Trustee Linklater moved that the Board receive the City Centre School Project Update for information.

CARRIED (9)

Unfinished Business:

C.U.P.E. 8443 Ratification: Trustee Banks moved that the Board ratify the contract extension between the Board of Education of the Saskatoon School Division No. 13 of Saskatchewan and the Canadian Union of Public Employees Local #8443.

C.U.P.E. 8443
Ratification

CARRIED (9)

Year End Reserve Transfers: Trustee Stranden moved that the Board approve the following funding transfers:

Year End
Reserve Transfers

- 1) The transfer of \$3,943,924 from PMR project allocations, to the Unrestricted Accumulated Surplus for PMR operational projects, based on actual project amounts for the year ended August 31, 2021.
- 2) The transfer of \$215,921 from CAIF project allocations, to the Unrestricted Accumulated Surplus for CAIF operational projects, based on actual project amounts for the year ended August 31, 2021.
- 3) The transfer of \$5,420,000 from the Unrestricted Accumulated Surplus to the Externally Restricted Surplus for Pandemic Support Funding.
- 4) The transfer of \$3,125,000 from the Internally Restricted Surplus for COVID-19 Pandemic Savings to the Internally Restricted Surplus for Technology Replacement.
- 5) The transfer of \$1,272,000 from the Internally Restricted Surplus for Technology Replacement to the Unrestricted Surplus. This will draw down the Technology Replacement reserve to reflect payments made for the staff and student computer technology loans.
- 6) The transfer of \$170,663 from the Internally Restricted Surplus for Facility Rentals to the Unrestricted Accumulated Surplus, based on actual project amounts for the year ended August 31, 2021.

UNAPPROVED

- 7) The transfer of \$73,000 from the Unrestricted Accumulated Surplus to the Internally Restricted Surplus for Facility Operating, based on actual project amounts for the year ended August 31, 2021.
- 8) The transfer of \$3,973,000 from the Internally Restricted Surplus for Pension Asset to the Unrestricted Accumulated Surplus based on the year-end actuarial valuation adjustment.

CARRIED (9)

Pension – Actuarial Valuation Report as at December 31, 2020: Trustee Brannen moved that the Board receive the Actuarial Valuation Report on the Pension Plan for the Non-Teaching Employees of the Saskatoon Board of Education.

Pension-
Actuarial
Valuation
Report as at
December 31,
2020

CARRIED (9)

Saskatchewan School Boards Association 2021 Annual General Meeting and Voting Delegates: Trustee Tait moved that the Board approve the following motions:

SSBA 2021
Annual General
Meeting and
Voting Delegates

- 1) That the Saskatoon Board of Education is entitled to 51 votes at the SSBA Fall General Assembly.
- 2) That Trustee Brannen be the representative authorized by the Board to act as voting delegates for the school division.

CARRIED (9)

Reports of Committees and Trustees:

- Trustee Pidwerbeski reported on his attendance at school community council meetings at Ward 1 schools. He also reported on his school visit to Sutherland School and his participation in World Teacher Day events.
- Trustee Banks reported on her involvement in several meetings of the Saskatchewan School Boards Association. She also reported on school visits to many Ward 3 schools, as well as attending the school community council meeting at Fairhaven School and participating in Tommy Douglas Collegiate's academic awards. Trustee Banks also attended the Wicahitowin Indigenous Engagement Conference.
- Trustee Linklater reported on his visit to Westmount School to speak to students about residential schools. He participated in Orange Shirt Day and Truth and Reconciliation activities on September 30. He also joined Pleasant Hill Community School for their annual smudge walk and later attended the tobacco presentation to Senator David Arnott by students of Pleasant Hill Community School. On October 12, he went to W.P. Bate School to discuss tobacco ties with the students.
- Trustee Bellamy reported on her involvement with virtual meetings with administration from schools in Ward 9. She also attended the Wicahitowin Indigenous Engagement Conference.
- Trustee Stranden reported on her attendance at school community council meeting at Ward 4 schools. She also reported on positive feedback from schools with outreach workers.
- Board Chair MacPherson reported on her weekly attendance at meetings involving Board Chairs and Directors throughout Saskatchewan and her attendance at school community council meetings at Ward 5 schools.

UNAPPROVED

New Business

There were no New Business items to report.

Comments/Concerns/Questions from the Public:

There were no comments/concerns/questions from the Public.

Notice of Motion:

No Notices of Motion were brought forward.

Questions by Trustees:

There were no questions by Trustees.

Adjournment:

Trustee Zwarych moved that the Board adjourn to the call of the Chair or the Inaugural Board meeting of Tuesday, November 9, 2021.

CARRIED (9)

The meeting adjourned at 7:31 p.m.

Secretary of the School Division

Board Chair

MINUTES OF THE INAUGURAL MEETING: of the Board of Education of the Saskatoon School Division No. 13 of Saskatchewan, held on Tuesday, November 9, 2021 at 12:00 noon. November 9, 2021

MEMBERS PRESENT: Trustees Angela Arneson, Donna Banks, Charmaine Bellamy, Kathleen Brannen, Vernon Linklater, Colleen MacPherson, Michael Pidwerbeski, Kim Stranden, Ross Tait, Suzanne Zwarych

Daniel Burke, Chief Financial Officer and Secretary Treasurer of the School Division, called the meeting to order, read the roll call into the minutes, and acknowledged the meeting was being held on Treaty Six territory and traditional homeland of the Métis people. Call to Order and Land Acknowledgement

Election of Board Chair: Daniel Burke highlighted the procedure for Election of Board Chair in accordance with Part 4, Section 14.2 of *The School Division Administration Regulations* and Policy 6, Section 1.4 of *The Board Policy Handbook*. He then called for nominations for the office of Board Chair. Election of Board Chair

Trustee Bellamy nominated Trustee MacPherson to serve as Chair of the Board of Education.

Trustee Brannen moved nominations cease.

CARRIED (10)

Trustee MacPherson accepted the nomination and was declared Chair of the Board of Education. Chair MacPherson provided comments as the newly elected Chair.

Election of Vice Chairs: Trustee Brannen nominated Trustee Tait to serve as Vice Chair for the first six-month term. Election of Vice Chairs

Trustee Arneson nominated Trustee Stranden to serve as Vice Chair for the second six-month term.

Trustee Bellamy moved nominations cease.

CARRIED (10)

Trustees Stranden and Tait accepted the nominations and were declared Vice Chairs of the Board.

Minutes of the November 16, 2020, Inaugural Board Meeting: Minutes of the November 16, 2020 Inaugural Board Meeting will be presented to the Board for approval at the November 23, 2021 Regular Board meeting. Minutes of November 16, 2020 Inaugural Board Meeting

Confirmation of Professional Services:

Confirmation
of Professional
Services

Insurance Broker – Trustee Stranden moved that the Board appoint AON Reed Stenhouse to serve as its insurance broker for 2021.

Insurance Broker

CARRIED (10)

Banking Authority: Trustee Linklater moved that the requirements with regard to Banking Authority be approved as follows and that they be effective until the next Inaugural Meeting.

Banking
Authority

- (a) Transfers of funds between bank accounts are primarily handled by electronic transmission. The Accounting Branch has been given the security access to enable transfer of funds. If transfers are affected by way of paper transmittals, that the chief financial officer be authorized on his signature alone to transfer funds, as may be necessary, between any and all bank accounts in the name of the Saskatoon School Division No. 13 of Saskatchewan.
- (b) That the form required by the bank for signing authorities and temporary borrowing power be duly completed; the chair or vice chair, together with the chief financial officer, act as signing authorities for the Board.
- (c) That payroll cheques be issued on the signature of the chief financial officer alone, provided that both the chair and chief financial officer signs the cheque and voucher each month for the total paid from General Account into Payroll Account.

CARRIED (10)

Borrowing Authority: Trustee Banks moved that the form required by the bank for borrowing be approved.

Borrowing
Authority

**SASKATCHEWAN
SCHOOL DIVISION BORROWING RESOLUTION**

Whereas pursuant to Section 319 of The Education Act, 1995 the Board of Education of a school division may by resolution authorize its Chair or Vice Chair and Chief Financial Officer to borrow:

- a) any sum of money that may be required for necessary expenditures of the board of education pending receipt of the proceeds of taxes and other revenue; and;
- b) any sum of money that the board of education considers necessary to provide for its current expenditures on the security of operating grants payable to the school division pursuant to Section 310, where borrowing pursuant to clause (a) is insufficient to do so.

Now, therefore, be it resolved by the Board of Education of the Saskatoon School Division No. 13 of Saskatchewan, (hereinafter referred to as "the Board") as follows:

- 1. That the Board Chair or vice chair and chief financial officer on behalf of the Board are hereby authorized to borrow from institutions approved under the laws of Canada, up to \$20,000,000 to meet the expenditures of the said School Division until the proceeds of taxes and operating grants payable to the said School Division are available and to pay or agree to pay interest on the monies borrowed either in advance or at maturity, at such rates as may be agreed upon at the time of borrowing
- 2. The said sum of \$20,000,000 and interest shall be repayable and shall be a first charge upon the uniform tax levy for the fiscal year in which the loan was made and in addition shall be secured by operating grants which may be payable to the School Division at any time.
- 3. That the said loan may be secured by the promissory note or an operating loan agreement of the said chair or vice chair and chief financial officer given on behalf of the said Board and the said chair or vice chair and treasurer are hereby authorized and empowered to execute and give such promissory note or an operating loan agreement on behalf of the said Board as may be required by the said Bank.
- 4. That this resolution shall take effect on January 1, 2022.

CARRIED (10)

UNAPPROVED

Committees of the Board:

Committees
of the Board

Board Audit and Risk Committee: Trustee Pidwerbeski moved that Trustees Arneson, Banks and Brannen be appointed to the Board Audit and Risk Committee.

Board Audit and
Risk Committee

CARRIED (10)

Board Governance Committee: Trustee Tait moved that Trustees Arneson, Brannen, Stranden and Tait be appointed to the Board Governance Committee.

Board
Governance
Committee

CARRIED (10)

Board Human Resources Committee: Trustee Zwarych moved that Trustees Banks, Bellamy, Linklater and Pidwerbeski be appointed to the Board Human Resources Committee.

Board Human
Resources
Committee

CARRIED (10)

Board Pension Trustees Committee: Trustee Arneson moved that Trustee Stranden be appointed to the Pension Trustee Committee as an observer.

Board Pension
Trustees
Committee

CARRIED (10)

Board Representatives:

Board
Representatives

Saskatchewan School Boards Association Public Section: Trustee Zwarych moved that Trustee MacPherson be appointed the member at large to the SSBA Public Section, and Trustee Brannen be appointed the second voting member to the SSBA Public Section.

Saskatchewan
School Boards
Association
Public Section

CARRIED (10)

Saskatchewan High Schools Athletic Association: Trustee Arneson moved that Trustee Zwarych be appointed to be the representative to the Saskatchewan High School Athletics Association.

Saskatchewan
High School
Athletic
Association

CARRIED (10)

Saskatoon Public Schools Foundation Inc.: Trustee Brannen moved that Trustees MacPherson and Tait be appointed to the Saskatoon Public Schools Foundation Inc.

Saskatoon
Public Schools
Foundation
Inc.

CARRIED (10)

UNAPPROVED

Inaugural Meeting.

Adjournment: Trustee Bellamy moved that the Board adjourn the

Adjournment

CARRIED (10)

The Inaugural Meeting adjourned at 12:10 p.m.

Secretary of the School Division

Board Chair



MEETING DATE: NOVEMBER 23, 2021

TOPIC: ANNUAL REPORT (TABLING OF DOCUMENTS)
SEPTEMBER 1, 2020 TO AUGUST 31, 2021

FORUM	AGENDA ITEMS	INTENT
<input type="checkbox"/> Board Meeting	<input type="checkbox"/> Correspondence	<input checked="" type="checkbox"/> Consent
<input checked="" type="checkbox"/> Committee of the Whole	<input checked="" type="checkbox"/> New Business	<input type="checkbox"/> Decision
	<input type="checkbox"/> Reports from Administrative Staff	<input type="checkbox"/> Discussion
	<input type="checkbox"/> Other:	<input type="checkbox"/> Information

BACKGROUND

In May 2012, a change to *The Education Act, 1995* created the requirement that Board of Education annual reports be tabled in the Saskatchewan Legislature. These new *Education Act* requirements mean that Board of Education annual reports must be completed in a consistent manner and format, as outlined by the Ministry of Education, and that they must include a number of standard financial and non-financial items, including the audited financial statements.

CURRENT STATUS

The Annual Report will be made available on December 15 and will be located on our Division website under Division Information – Reports and Publications at www.saskatoonpublicschools.ca.

PREPARED BY	DATE	ATTACHMENTS
Shane Skjerven, Director of Education Paul Janzen, Superintendent of Education	November 17, 2021	None



MEETING DATE: NOVEMBER 23, 2021

TOPIC: FINANCIAL RESULTS FOR THE PERIOD SEPTEMBER 1, 2020
TO AUGUST 31, 2021

FORUM	AGENDA ITEMS	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input type="checkbox"/> Correspondence	<input checked="" type="checkbox"/> Consent
<input type="checkbox"/> Committee of the Whole	<input type="checkbox"/> New Business	<input type="checkbox"/> Decision
	<input checked="" type="checkbox"/> Reports from Administrative Staff	<input type="checkbox"/> Discussion
	<input type="checkbox"/> Other: Approval of Minutes	<input type="checkbox"/> Information

BACKGROUND

The attached financial information shows the school division's financial position through the year ended August 31, 2021.

CURRENT STATUS

Attached are the following documents:

- | | |
|---|-----------|
| 1. Memorandum regarding Financial Results to August 31, 2021 | Pages 1-5 |
| 2. Consolidated Statement of Operations and Accumulated Surplus | Page 6 |
| 3. Cash Flow Requirements | Page 7 |
| 4. Year-end Reserve Balances | Page 8 |

Trustees with specific questions are asked to contact Daniel Burke prior to the Board meeting.

PREPARED BY	DATE	ATTACHMENTS
Daniel Burke, Chief Financial Officer Krista Wei, General Manager of Financial Services	November 16, 2021	Financial Results Memo

RECOMMENDATION

Proposed Board Motion (if removed from consent items):

That the Board receive the financial results for the period September 1, 2020 to August 31, 2021 for information.



MEMORANDUM

DATE: November 16, 2021

TO: Board Trustees
Administrative Council

FROM: Daniel Burke, Chief Financial Officer
Krista Wei, General Manager of Financial Services
Jilleen Kaal, Senior Accountant

RE: **FINANCIAL STATEMENT VARIANCE ANALYSIS FOR THE YEAR ENDING AUGUST 31, 2021**

The following provides explanations for the unaudited financial results for the year ending August 31, 2021 for Saskatoon Public Schools. Please note that the numbers presented are currently being audited and therefore could be subject to change in the event of audit findings.

1. **Consolidated Statement of Operations and Accumulated Surplus**

Please refer to Schedule 1.

Revenues

a) Provincial Grants

Grant revenues are approximately \$14.8 million and 6.0% over 2020-21 budgeted levels.

Capital grant income was \$2.6 million higher than budgeted as the Preventative Maintenance and Renewal (PMR) funding, Portables, Climate Action Incentive Funds (CAIF) and In-Kind grants were higher than expected.

The provincial operating grant was \$12.2 million higher than budgeted mainly due to \$10.9 million of Covid-19 funding.

b) Tuition and Related Fees

Tuition and Related Fees revenues were \$0.01 million and 0.7% over budget. This is due to slightly higher tuition from Whitecap Dakota First Nation.

c) School Generated Funds

School Generated Funds were \$3.6 million lower than budgeted and 72.7% under budget. These revenues were lower due to Covid-19 restrictions. Overall, these lower revenues correspond with lower school-generated expenses.

d) Complementary Services

Complementary services revenue is approximately \$0.03 million and 0.5% over budget. Complementary services include the provincial grant for Pre-kindergarten as well as funding for special projects and other programming. Pre-K grant revenue was aligned with budget. Other complementary programs were funded at levels which were relatively consistent with expectations.

e) External Services

External service revenue is approximately \$0.9 million and 20.7% over budget. These revenues include provincial funding for associate schools, funding related to the alliance agreement with Whitecap Dakota First Nation, cafeteria receipts, funding from charitable donations and the revenues attributed to Saskatoon Public Schools Foundation (the foundation). The majority of the variance relates to the recognition of \$2.6 million in revenue raised by the foundation in 2020-21 which was \$1.2 million above budget. Adult education revenue and summer school revenue were \$0.1 million below budget and cafeteria revenue was \$0.2 million below budget.

f) Other

Other income including investment income and rentals was \$0.5 million under budget due to record low interest rates and Covid-19 restrictions which limited rental income.



Saskatoon Public Schools
Inspiring Learning

Shane Skjerven, Director of Education

310 - 21st Street East, Saskatoon SK S7K 1M7 • tel: (306) 683.8200 • fax: (306) 657.3900 • saskatoonpublicschools.ca

Expenses

a) Governance

Governance expenses were \$0.1 million and 9.5% below budget due to the reallocation of school community council expenses to school generated expenses.

b) Administration

Administration expenses were \$1.8 million and 28.5% over budget. This area was over budget due to unbudgeted Covid-19 expenditures which include PPE, plexiglass shields, cleaning supplies and hand sanitizer. These over expenditures are covered by additional grant funding. Pension expense was also above budget due to the reversal of the pension asset.

c) Instruction

Instruction was approximately \$2.1 million and 1.0% over budget.

The main component of these expenses are instructional salaries for teachers. Teaching salary and benefit costs were approximately \$2.0 million higher than budget for the year. This variance is due to additional staff deployed which was covered through additional Covid-19 grant funding and the reversal of the pension asset also contributed to the over expenditure.

d) Plant

Plant expenditures were \$1.5 million and 3.5% higher than budgeted. Plant consists of several types of expenditures, including plant maintenance and operations, related salary and benefits and capital asset amortization.

The main variances are related to the additional deployment of caretaking staff for increased sanitation and materials and supplies for paper products, gloves and other items related to Covid-19. Pension expense was also above budget due to the reversal of the pension asset. Amortization was \$1.6 million over budget. This was offset by lower amount of PMR funding used for non-capital expenditures in the current year and lower than expected utility expenses.

e) School Generated

School generated expenditures were \$3.5 million and 70.6% lower than budgeted. These expenses were lower than budgeted due to Covid-19 restrictions and correspond with lower than budgeted school generated revenues.



Saskatoon Public Schools
Inspiring Learning

Shane Skjerven, Director of Education

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f) Transportation

Transportation expenses were \$0.7 million and 9.7% under budget due to lower than expected transportation requirements.

g) Tuition and Related Fees

Tuition and related fees were \$0.06 million over budget for the year. This relates to a larger number of students accessing home-based education.

h) Complementary Services

Complementary Services were \$0.4 million and 7.5% over budget for the year. These expenses were closely aligned with the corresponding grant revenues and some alternate program expenditures were incurred from prior year's funding.

i) External Services

External Services were \$0.4 million and 9.0% higher than budget for the year. The main variance is due to the expenditures on programs run by the foundation which is consolidated at year end into the financial statements. The foundation expenditures total \$2.2 million. External services expenses are lower than external services revenues as the timing of expenditures for charitable donation initiatives typically occurs over multiple school-years.

j) Other Expenses

Other Expenses were closely aligned with budget. These accounts consist of interest expense on borrowings. The expenses were marginally lower than budgeted due to lower interest charges.



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2. **Cash Flow Requirements**

Please refer to Schedule 2.

a) **Tangible Capital Assets**

Capital expenditures total \$7.2 million for the period to date (see Schedule 2 – Cash Flow Requirements). \$1.5 million of the expenditures relate to portables.

Other major capital expenditures for the year include preventative maintenance and renewal projects and computer hardware.

b) **Long-term Debt**

No new debt issuances occurred during the year. Cash flow associated with payments is consistent with budget.

c) **Non-cash Items included in Surplus/Deficit**

Amortization expense is a non-cash item.

Employee future benefits and pension plan adjustments are also non-cash items included in the Consolidated Statement of Operations. There was no budget for the pension plan adjustment because it varies greatly from year to year depending on changes in the actuarial extrapolation.

d) **Adjusted Surplus/Deficit**

Budget 2020-21 had an operating deficit funded by the operating reserve. During the course of the year a number of reserve transfers occurred between operating and capital reserves. The operating reserve has decreased while the capital, internal, and external reserves increased.

3. **Year-end Reserve Balances**

Please refer to Schedule 3.

At August 31, 2021, the internally restricted reserves and the unrestricted operating reserves totaled \$20.8 million. This is 7.84% of the actual 2020-21 operating expenses.



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Schedule 1
Consolidated Statement of Operations and Accumulated Surplus
For the year ending August 31, 2021

	2020-21				2019-20			
	Actual	Budget	Actual - Budget Variance	Percentage of Consolidated Budget	Actual	Budget	Actual - Budget Variance	Percentage of Consolidated Budget
Revenues								
Property Taxation	\$ -	\$ -	\$ -		\$ -	\$ 200,845	\$ (200,845)	0.0%
Grants	261,887,793	247,045,654	14,842,139	106.0%	241,041,803	237,152,498	3,424,629	101.6%
Tuition and Related Fees	1,590,046	1,579,032	11,014	100.7%	1,674,712	2,110,235	(435,523)	79.4%
School Generated Funds	1,351,849	4,955,000	(3,603,151)	27.3%	3,132,927	4,955,000	(1,822,073)	63.2%
Complementary Services	5,738,714	5,712,548	26,166	100.5%	6,283,392	4,458,674	1,824,718	140.9%
External Services	5,319,694	4,405,906	913,788	120.7%	7,301,376	5,314,272	1,973,011	137.4%
Other	1,061,683	1,570,506	(508,823)	67.6%	1,265,250	1,570,506	(305,256)	80.6%
Total Revenues	276,949,779	265,268,646	11,681,133	104.4%	260,699,460	255,762,030	4,937,430	101.9%
Expenses								
Governance	928,084	1,025,340	(97,256)	90.5%	597,667	722,549	(124,882)	82.7%
Administration	8,257,414	6,425,808	1,831,606	128.5%	6,176,877	6,195,410	538,037	99.7%
Instruction	207,526,713	205,404,149	2,122,564	101.0%	191,681,893	197,375,125	(3,290,316)	97.1%
Plant	43,850,910	42,355,234	1,495,676	103.5%	38,321,070	44,608,437	(5,285,697)	85.9%
Transportation	6,157,492	6,818,567	(661,075)	90.3%	5,586,917	6,503,740	(916,823)	85.9%
Tuition and Related Fees	450,584	391,982	58,602	115.0%	424,751	391,982	32,769	108.4%
School Generated Funds	1,455,518	4,955,000	(3,499,482)	29.4%	2,244,288	4,955,000	(2,710,712)	45.3%
Complementary Services	6,210,619	5,776,453	434,166	107.5%	5,563,603	4,240,781	1,322,822	131.2%
External Services	5,222,821	4,791,185	431,636	109.0%	7,521,054	6,265,625	1,267,247	120.0%
Other Expenses	341,560	337,634	3,926	101.2%	349,039	385,393	(36,354)	90.6%
Total Expenses	280,401,715	278,281,352	2,120,363	100.8%	258,467,159	271,644,042	(13,176,883)	95.1%
Deficit for the year	\$ (3,451,936)	\$ (13,012,706)	\$ 9,560,770		\$ 2,232,301	\$ (15,882,012)	\$ 18,114,313	
Accumulated surplus, beginning of year	305,597,592				303,365,291			
Accumulated surplus, end of year	\$ 302,145,656				\$ 305,597,592			



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Schedule 2
Cash Flow Requirements
For the year ended August 31, 2021

	Actual 2020-21	Budget 2020-21	Variance
Surplus/(deficit)	\$ (3,451,936)	\$ (13,012,706)	\$ 9,560,770
CASH REQUIREMENTS:			
Tangible capital assets:			
Capital Expenditures	(7,154,429)	(3,670,000)	(3,484,429)
Long term debt:			
Debt issued	-	-	-
Repayments	(1,942,984)	(1,950,461)	7,477
Non-cash items included in surplus/deficit:			
Amortization expense	15,516,531	13,460,000	2,056,531
Employee Future Benefits	-	771,100	(771,100)
Adjusted Surplus/(Deficit)	2,967,182	(4,402,067)	
Reserves:			
Decrease (increase) in Capital reserves	(623,404)	1,570,000	(2,193,404)
Decrease (increase) in Operating Reserves	(2,546,556)	2,832,067	(5,378,623)
Remeasurement Gains/Losses	202,778	-	202,778
ADJUSTED CASH SURPLUS (DEFICIT)	\$ -	\$ -	\$ -



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Schedule 3
Year-end Reserve Balances
For the year ended August 31, 2021

<u>Internally Restricted</u>	<u>Opening Balance</u>	<u>Additions/Transfers</u>	<u>Balance August 31, 2021</u>
<i>School Generated Funds</i>	3,487,517	11,867	3,499,384
<i>Facility Rental Reserve</i>	306,953	(170,663)	136,290
<i>Governance Reserve</i>	43,000	-	43,000
<i>Facility Operating Reserve</i>	437,201	140,762	577,963
<i>Curriculum Renewal Reserve</i>	100,000	-	100,000
<i>Technology Renewal Reserve</i>	3,122,000	1,853,000	4,975,000
<i>Pandemic Support Funding</i>	3,125,000	2,295,000	5,420,000
<i>Mount Royal Facility Partnership Reserve</i>	169,486	-	169,486
<i>Staff Professional Development Reserve</i>	-	-	-
<i>Secondary Security Camera</i>	50,000	-	50,000
<i>School Carry Forwards</i>	1,896,944	(77,772)	1,819,172
<i>Alternative Funds</i>	1,017,459	(620,562)	396,897
<i>Whitecap</i>	29,339	(41,217)	(11,878)
Total Internally Restricted, August 31, 2021	13,784,899	3,390,415	17,175,314
<u>Externally Restricted</u>			
<i>Donations</i>	490,983	77,081	568,064
<i>Foundation</i>	1,084,453	444,558	1,529,011
<i>Re-measurment</i>	60,682	202,778	263,460
Total Externally Restricted, August 31, 2021	1,636,118	724,417	2,360,535
Unrestricted accumulated surplus	5,049,570		3,587,477
Grand Total - August 31, 2021	\$ 20,470,587		\$ 23,123,326
Total unrestricted and internally restricted			\$ 20,762,791
Percentage of 2020-21 actual operating expenses			7.84%



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MEETING DATE: NOVEMBER 23, 2021

TOPIC: FINANCIAL RESULTS FOR THE PERIOD SEPTEMBER 1, 2021 TO OCTOBER 31, 2021

FORUM	AGENDA ITEMS	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input type="checkbox"/> Correspondence	<input checked="" type="checkbox"/> Consent
<input type="checkbox"/> Committee of the Whole	<input type="checkbox"/> New Business	<input type="checkbox"/> Decision
	<input checked="" type="checkbox"/> Reports from Administrative Staff	<input type="checkbox"/> Discussion
	<input type="checkbox"/> Other:	<input type="checkbox"/> Information

BACKGROUND

The attached financial information shows the school division's year-to-date financial position.

CURRENT STATUS

Attached are the following documents:

- | | |
|---|-----------|
| 1. Memorandum regarding financial results to October 31, 2021 | Pages 1-3 |
| 2. Statement of financial activities to October 31, 2021 | Page 4 |
| 3. Cash flow requirements | Page 5 |
| 4. Capital and PMR project status | Page 6 |
| 5. Internally and externally restricted surplus | Page 7 |

Trustees with specific questions are asked to contact Daniel Burke prior to the Board meeting.

PREPARED BY	DATE	ATTACHMENTS
Daniel Burke, Chief Financial Officer	November 15, 2021	Financial Results
Krista Wei, General Manager of Financial Services		Memo

RECOMMENDATION

Proposed Board Motion (if removed from consent items):

That the Board receive the financial results for the period September 1, 2021 to October 31, 2021 for information.



MEMORANDUM

DATE: November 15, 2021

TO: Board Trustees

FROM: Daniel Burke, Chief Financial Officer
Krista Wei, General Manager of Financial Services
Jilleen Kaal, Senior Accountant

RE: **FINANCIAL RESULTS TO OCTOBER 31, 2021**

See Schedule 1 and 2 for financial information as of October 31, 2021. The following is an explanation for the main revenues and expenditures:

Revenues

- a) Provincial Grants
\$40.4 million and 16% of the provincial grants have been recognized for the year, compared to \$43.3 million and 18% in the prior year. This relates primarily to operating grant revenue which is received equally on a monthly basis. In the prior year we had received an additional \$3.9 million for Covid-19 related funding.
- b) Tuition and Related Fees
Tuition and related fees consist of revenues from Whitecap and the international student program (ISP). \$0.2 million and 13% of budget has been realized as of October 31, 2021, compared to \$0.2 million and 13% of budget in the prior year.
- c) Complementary Services
Complementary services relate primarily to prekindergarten funding, as well as alternative funding grants. \$1.4 million and 23% of budget has been realized so far in the current year. This compares to \$2.1 million and 37% of budget in 2019-20. Both years are high on a percentile basis as lump-sum funding was received for specific programs at the beginning of the year.

d) External Services

External services consist of funding for associate and alliance schools, cafeteria revenues, and qualified donee and foundation donations. As of October 31, 2021, \$0.4 million and 5% of budget has been recognized. In 2020-21, \$0.5 million and 11% of budget had been realized for the comparable period. The current year is lower on a percentile basis as the Foundation revenues, which were increased, will not be recorded until year-end consolidation.

e) School Generated

School Generated revenue relates to student fees and grants at the school level. Revenues of \$0.5 million and 11% of budget has been realized in the current year. This is comparable to \$1.0 million and 20% in 2020-21. The current year is lower as October revenues have not yet been recorded but will be reflected in November.

f) Other

Other includes mainly investment and rental income. Other revenues of \$0.1 million and 9% of budget has been realized in the current year compared to \$0.04 million and 2% in the previous year. The prior year is lower as rentals had been cancelled due to Covid-19 restrictions.

Expendituresa) Governance

Expenses related to governance total \$0.1 million and 20% of budget as of October 31, 2021, compared to \$0.1 million and 10% in the prior year. The current year is higher due to the timing of membership fees and the prior year included budgeted election expenses.

b) Administration

Administrative costs are \$1.2 million and 17% of budget as of October 31, 2021. This is lower than 2020-21 levels of \$1.7 million and 27% of budget as the prior year included unexpected Covid-19 expenditures which were covered through additional grant funding.

c) Instruction

Instruction expenses total \$35.8 million and 17% of budget as of October 31, 2021. This is comparable to \$35.1 million and 17% in the prior year.

d) Plant

Plant expenses are currently at \$5.0 million and 12% of budget. This is comparable with 2020-21 levels of \$5.0 million and 12% of budget.

e) School Generated Expense

These expenses currently total \$0.5 million and 11% of budget. This is higher than 2020-21 levels of \$0.2 million and 5% of budget. Both years are low on a percentile basis due to Covid-19 activity restrictions and will align with lower school generated revenues.



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f) Transportation

Transportation expenditures amount to \$0.7 million and 10% of budget as of October 31, 2021. This is lower than 2020-21 levels of \$0.9 million and 13% but is expected to be on budget.

g) Tuition and Related Fees

These expenses relate primarily to disbursements to homebased students. There is no expense at October 31, 2021, compared to -\$0.003 million and -1% of budget in 2020-21. The prior year included a reversed tuition payment.

h) Complementary Services

Complementary services expenditures relate primarily to prekindergarten and alternative funding grants. Expenses are currently \$0.7 million and 11% of budget. This is lower than 2020-21 levels of \$0.9 million and 16% of budget but will align with Complementary Services Revenues.

i) External Services

External services include expenses related to the associate and alliance schools, cafeterias, qualified donee, and the foundation. These amount to \$0.5 million as of October 31, 2021 and 6% of budget. In 2020-21, \$0.4 million and 9% of budget had been realized for the comparable period. The current year is lower on a percentile basis as the Foundation expenses, which were increased, will not be recorded until year-end consolidation.

j) Interest/Allowances

Interest expenditures are currently \$0.05 million and 16% of budget. This is comparable to 2020-21 levels which were \$0.06 million and 17% of budget.

Cash Flow Requirements

Schedule 2 provides information regarding the cash flow requirements as of October 31, 2021. We currently have a cash deficit year to date. This can be attributed to tangible capital asset purchases and principal loan payments.

Capital Expenditures

The attached schedule (Schedule 3) provides information regarding the unaudited financial status as of October 31, 2021 for capital projects which are considered in progress or have had financial activity during the year. This includes the inception to date costs and budget.

Internally and Externally Restricted Surplus

There are no significant changes to the restricted surplus accounts other than budgeted allocations and allocations from funds outside the operating fund. See Schedule 4 for more information.

Schedule 1

Saskatoon Public Schools
Consolidated Statement of Financial Activities
For the Month Ended October 31, 2021

	2021-22		2020-21	
	Consolidated Actual	Percentage of Consolidated Budget	Consolidated Actual	Percentage of Consolidated Budget
<u>Revenues</u>				
Property taxes	\$ -	0%	\$ 0	
Provincial grants	40,375,954	16%	43,316,882	18%
Tuition and related fees	185,363	13%	204,413	13%
Complementary services	1,415,218	23%	2,097,277	37%
External services	418,095	5%	467,680	11%
School-generated	538,237	11%	1,011,376	20%
Other	138,301	9%	36,218	2%
Total Revenues	43,071,167	15%	47,133,847	18%
<u>Expenses</u>				
Governance	145,869	20%	104,023	10%
Administration	1,222,240	17%	1,748,774	27%
Instruction	35,797,205	17%	35,078,417	17%
Plant	4,972,478	12%	4,963,092	12%
School-generated	522,023	11%	237,492	5%
Transportation	711,332	10%	908,320	13%
Tuition and related fees	-	0%	(3,000)	-1%
Complementary services	676,278	11%	924,925	16%
External services	513,047	6%	445,002	9%
Interest/allowances	47,734	16%	55,957	17%
Total Expenses	44,608,207	16%	44,463,002	16%
Surplus/(deficit)	(1,537,040)		2,670,845	

Schedule 2

Saskatoon Public Schools
Cash Flow Requirements
For the Month Ended October 31, 2021

	Actual 2021-22	Annual Budget 2021-22
Surplus/(deficit)	(2,184,226)	(6,242,207)
CASH REQUIREMENTS:		
Tangible capital assets:		
Purchases	(1,103,963)	(9,961,000)
Long term debt:		
Repayments	(332,522)	(1,995,133)
Debt issued	-	-
Non-cash items included in surplus/deficit:		
Amortization expense	2,180,000	13,080,000
Employee Future Benefits expenses	-	503,400
Pension Plan Adjustment	-	-
NET EXCESS (REQUESTED) CASH	(1,440,712)	(4,614,940)

Schedule 3

Saskatoon Public Schools
Capital and PMR Project Status
Includes Capital Projects (all) and PMR Projects (budgets \geq \$250,000)
As of October 31, 2021

Project Name	Actual	Budget	% Budget	Variance
PMR Projects				
Forest Grove ROOF REPL #3A-D	757,751 *	815,500	93%	57,749
Hugh Carins WINDOW REPL	311,306 *	300,000	104%	(11,306)
Dr. John G. Egnatoff ROOF REPL #1,5,6	602,444 *	644,000	94%	41,556
Evan Hardy BOILER REPLC	560,044 *	550,000	102%	(10,044)
John Dolan BOILER REPLC	433,038 *	532,600	81%	99,562
Walter Murray PAINTING, DOOR REPLC	1,128,506 *	1,144,952	99%	16,446
Total PMR Projects	3,793,089	3,987,052		193,963
Portables				
Willowgrove 19-20	617,994 *	720,000	86%	102,006
Centennial 19-20	755,909 *	720,000	105%	(35,909)
Alvin Buckwold 20-21	239,217 *	360,000	66%	120,783
Willowgrove 20-21	438,789 *	720,000	61%	281,211
Centennial 20-21	-	360,000	0%	360,000
Total Portables	2,051,910	2,880,000		828,090
Other				
City Centre Project	294,837 *	1,300,000	23%	1,005,163

* Includes multiple years (actual cost = total project spend to date)

Schedule 4

Saskatoon Public Schools Internally and Externally Restricted Surplus As of October 31, 2021

Internally Restricted	Opening Balance	Additions/Transfers	As of October 31, 2021
<i>Civic Elections</i>	-		-
<i>School Generated Funds</i>	3,499,384	16,213	3,515,597
<i>Facility Rental Reserve</i>	136,290		136,290
<i>Governance Reserve</i>	43,000		43,000
<i>Facility Operating Reserve</i>	577,963		577,963
<i>Curriculum Renewal Reserve</i>	100,000		100,000
<i>Technology Renewal Reserve</i>	4,975,000		4,975,000
<i>Pandemic Support Funding</i>	5,420,000		5,420,000
<i>Mount Royal Facility Partnership Reserve</i>	169,486		169,486
<i>Secondary Security Camera</i>	50,000		50,000
<i>School Carry Forwards</i>	1,819,172		1,819,172
<i>Alternative Funds</i>	396,897	(375,837)	21,060
<i>Whitecap</i>	(11,878)		(11,878)
Total Internally Restricted	17,175,314	(359,624)	16,815,690
<u>Externally Restricted</u>			
<i>Donations</i>	568,064	22,904	590,968
<i>Foundation</i>	1,422,827		1,422,827
Total Externally Restricted	1,990,891	22,904	2,013,795



MEETING DATE: NOVEMBER 23, 2021

TOPIC: STRATEGIC PLAN ACCOUNTABILITY REPORT:
STUDENT TRANSPORTATION

FORUM	AGENDA ITEMS	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input type="checkbox"/> Correspondence	<input type="checkbox"/> Consent
<input type="checkbox"/> Committee of the Whole	<input type="checkbox"/> New Business	<input checked="" type="checkbox"/> Decision
	<input checked="" type="checkbox"/> Reports from Administrative Staff	<input type="checkbox"/> Discussion
	<input type="checkbox"/> Other:	<input checked="" type="checkbox"/> Information

BACKGROUND

Academic excellence, character, engagement, and well-being of students are at the heart of Saskatoon Public Schools' five-year strategic plan. The plan highlights our vision of each student being known, valued, and believed in. It emphasizes Saskatoon Public Schools' commitment to creating learning experiences that inspire all students to reach their potential and the importance of relationships, equity, and accountability.

The Ministry requires semi-annual reporting to Boards of Education, as indicated in the "Transportation Safety Reporting Guidelines (TSRG)". It includes requirements related to compliance with transportation legislation, reporting of student transportation performance, risks to student safety, and tracking and resolving complaints.

CURRENT STATUS

The key risks to transportation as identified in the TSRG were reviewed with each bus company earlier this year.

Attached is the accountability report for student transportation which will be presented by Daniel Burke, Chief Financial Officer and Sheila May, Financial Analyst/Transportation Manager.

PREPARED BY	DATE	ATTACHMENTS
Daniel Burke, Chief Financial Officer Sheila May, Financial Analyst/Transportation Manager	November 16, 2021	Accountability Report

RECOMMENDATION

Proposed Board Motion:

That the Board approve the Strategic Plan Accountability Report: Student Transportation, to be included as part of the director of education's 2021-2022 evaluation.

At Saskatoon Public Schools every student is Known • Valued • Believed In

We are committed to creating learning experiences that inspire all students to reach their potential.



Accountability Topic: Student Transportation Report

Date of Board Meeting: November 23, 2021

Strategic Priorities:

<input type="checkbox"/> Academic Excellence	<input checked="" type="checkbox"/> Well-being
<input type="checkbox"/> Character	<input checked="" type="checkbox"/> Financial Stewardship
<input type="checkbox"/> Engagement	<input type="checkbox"/> Internal Business Processes

Commitments:

- ☐ Relationships (honouring diversity, welcoming and joyful spaces, and community partnerships)
- ☐ Equity (anti-racist/anti-oppressive practice, representative workforce, high expectations)
- ☒ Accountability (evidence-based practice, focus on Indigenous student success, ensure safe, caring, and accepting learning environments)

Key Measures:

See performance indicators in the Student Transportation Report as of Sept. 30, 2021, and Key Safety Risks to Transportation.

Targets:

Provide safe on-time transportation for students while minimizing cost.

Key Initiatives Employed:

On-time transportation for each bus company is tracked with a performance log. Bus companies that outperform other companies receive additional bus routes.

Cost efficiency of transportation is reviewed during the school year and changes are made to decrease transportation costs.

Key risks to safety are addressed semi-annually with each bus company, see attached “Key Safety Risks to Transportation”.

Data:

See the attached “Student Transportation Report as of September 30, 2021” and “Key Safety Risks to Transportation”.

Future Initiatives:

As part of planning for the 2022-2023 school year, transportation at schools is reviewed for opportunities to double-loop, which results in lower costs than separate routes.

In addition, planning is underway to continue to move toward more technology, including apps for families to access bus route locations and GPS on all buses. Other opportunities are being analyzed to improve access to information for families/caregivers, and to streamline work at schools.

Risk Assessment:

Schools have been negatively impacted by a shortage of bus drivers for the start of the current school year. First Student has experienced a significant shortage of drivers, resulting in instances of students arriving late for classes, extra supervision by schools and parents/caregivers making alternate arrangements for students to arrive at school. As a result, multiple routes were moved from First Student to Hertz.

Hertz has managed to maintain a driver for each route. LP3 combined routes during the beginning of the year but has since recruited drivers and separated the routes.

Implementation of AP 415 Vaccinations and Testing by transportation providers is resulting in a small number of drivers leaving their employment rather than choosing the testing or vaccination options.

The Hertz contract extension expires June 30, 2021, however the risk to the division will be mitigated by conducting an RFP process that takes a balanced view of service and cost needs.

There is risk of increased costs for busing and taxis for 2022-2023 due to contracts ending June 30, 2022 and the RFP process occurring in the current school year.

Summary Comments:

Transportation seeks to provide safe on-time, cost efficient transportation.

**Student Transportation Report
as of September 30, 2021**

November 16, 2021

Performance Indicator	
Number of students registered for transportation	4554
Number of students transported who require intensive support	394
Number of transportation routes	145
Number of unfilled routes*	4
Cancellations**	
Mechanical - number of routes	0
Weather (2020-2021 school year) - number of days	0
No substitute driver - number of runs (AM or PM)	0
Average age of bus fleet (years)	7
Capacity utilized on bus (average)***	61%
Average one-way run time (minutes)	20
Longest one-way run time (minutes)****	77
Performance measurements Sept.1 to Sept. 30, 2021*****	
First Student (late runs/total runs)	28/2580
Hertz (late runs/total runs)	2/3000
LP3 (late runs/total runs)	9/160

Notes:

*First Student is short drivers. Three routes are without dedicated drivers and there aren't any spare drivers to cover routes when drivers are away for appointments, unexpected emergencies, etc.. To operate efficiently, at least 10 spare drivers are required. To ensure bus routes operate, First Student combines routes at schools, resulting in students late for classes in the morning and extra supervision for school staff at the end of the school day.

LP3 was short drivers at the start of school and combined two routes into one temporarily. The regular routes are operating and there are spares available.

Hertz has enough drivers to operate routes and implemented routes moved from First Student in Sept..

**Cancellations are for Sept. 1 to Sept 30, 2021

Bus route transportation is cancelled at -45c with wind-chill.

***Capacity utilization is based on a maximum school bus load of 3 students/bench seat. Students in kindergarten and the early grades may ride at 3 students/bench seat.

Students in older grades and students needing more space are seated at 2 students/seat.

The capacity rating of buses at 3/bench seat overstates the space available for transporting students in older grades.

****Students are transported from around the city to intensive support programs and the Cree Language and Culture Program.

*****Late runs and total runs are for the period Sept.1, 2021 to Sept. 30, 2021.

Total runs are the number of bus route trips to and from school.

(transportation days in Sept. x number of routes x route trips/day)

Comparable figures are not included due to timing differences from the pandemic.

KEY SAFETY RISKS TO TRANSPORTATION

Key Risk	Strategies Implemented to Address Risk
Driver Competence	<p>Driver Evaluations are completed with new drivers after 90 days and annually thereafter.</p> <p>Safety meetings are scheduled monthly.</p> <p>Each driver's SGI Driver's Abstract is reviewed annually.</p> <p>New drivers work with mentors before driving a route on their own</p> <p>Senior drivers with specialized training provide driver skills reviews by periodically attending on each route in a ride along review.</p> <p>An annual meeting is held in August with all drivers to review safety policies, legislative requirements and to communicate current information.</p> <p>Complaints received are investigated by the operations manager.</p> <p>Drivers can complete anonymous surveys regarding training and safety procedures.</p>
Student Behaviour	<p>A guidelines to a safe school bus ride document is distributed to families and includes information for parents/caregivers and students.</p> <p>School bus safety rules are posted inside buses.</p> <p>Processes are established for managing student behaviour. A school bus conduct report is used to support positive student behaviour.</p>
Vehicle Maintenance/ Condition	<p>Preventative maintenance is performed every three months or 5,000 kms whichever is first. Maintenance is tracked with maintenance software.</p> <p>Inspection and maintenance are performed according to SGI school bus safety standards.</p> <p>SGI inspections are performed annually. Staff regularly review reports outlining required inspections to ensure SGI guidelines are met.</p> <p>Shops are staffed with certified journeymen technicians with many years of school bus maintenance and repair experience.</p> <p>Technicians in bus yards to assist drivers with immediate concerns.</p> <p>Zonar (GPS) systems facilitate identifying maintenance concerns.</p>
External Factors	<p>GPS is on most buses.</p> <p>School buses are equipped with two-way radios allowing for direct contact between drivers and the school bus office.</p> <p>Standard accident reports are used to document collisions involving buses.</p> <p>Severe weather procedures are in place in partnership with school divisions.</p> <p>Bus information phone hotline and Bus Planner Web provide late bus information.</p> <p>School bus loading zones are reviewed during loading and unloading on a rotational basis. Any safety concerns are noted and addressed.</p>

**MEETING DATE:** NOVEMBER 23, 2021**TOPIC:** DRAFT MEMORANDUM OF UNDERSTANDING BETWEEN MEEWASIN VALLEY AUTHORITY, GREATER SASKATOON CATHOLIC SCHOOLS, AND SASKATOON PUBLIC SCHOOLS

FORUM	AGENDA ITEMS	INTENT
<input type="checkbox"/> Board Meeting	<input type="checkbox"/> Correspondence	<input type="checkbox"/> Consent
<input checked="" type="checkbox"/> Committee of the Whole	<input checked="" type="checkbox"/> New Business	<input type="checkbox"/> Decision
	<input type="checkbox"/> Reports from Administrative Staff	<input checked="" type="checkbox"/> Discussion
	<input type="checkbox"/> Other:	<input type="checkbox"/> Information

BACKGROUND

Saskatoon Public Schools is looking to build on relationship and reciprocity with the Meewasin Valley Authority and Greater Saskatoon Catholic Schools. Attached is a draft memorandum of understanding outlining a working framework with the goal to support students, staff, and community.

CURRENT STATUS

Input from the Meewasin Valley Authority and Greater Saskatoon Catholic Schools has been incorporated into the attached draft memorandum of understanding.

Superintendent Dean Newton will be in attendance to lead the discussion. Feedback from trustees will be incorporated into the document moving forward.

PREPARED BY	DATE	ATTACHMENTS
Shane Skjerven, Director of Education Dean Newton, Superintendent of Education	November 17, 2021	Draft MOU

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU) made effective the ____ day of _____, 2021.

Between:

The Meewasin Valley Authority, a body corporate pursuant to the provisions of *The Meewasin Valley Authority Act* Chapter M-11.1, S.S. 1979 ("Meewasin")

- and -

Saskatoon Public School Division No. 13 of Saskatchewan,
herein after called Saskatoon Public Schools (SPS)

- and -

St. Paul's Roman Catholic Separate School Division #20,
herein after called Greater Saskatoon Catholic Schools (GSCS)

1. Introduction

Meewasin is a non-profit organization that exists to ensure a healthy and vibrant river valley, with a balance between human use and conservation, for the benefit of present and future generations, in Saskatoon & area.

Saskatoon Public Schools (SPS) is responsible for the delivery of public education, including Pre-K, Elementary and High School programs. SPS operates 62 schools, including one associate school and one affiliate school in Saskatoon & area.

Greater Saskatoon Catholic Schools (GSCS) is responsible for the delivery of Catholic education, including Pre-K, Elementary and High School programs. GSCS operates 50 schools in Saskatoon & area.

2. Definitions

In this document, the following words or expressions have the following meanings:

(a) "Memorandum of Understanding (MOU)" means this instrument and all schedules referenced and attached, as amended from time to time;

(b) "Steering Committee" means a committee of senior personnel established by the parties to provide oversight of the MOU and strategic and policy direction for the relationship;

(c) "Project" means an endeavour that the parties wish to pursue together in a more formal fashion through a stand-alone agreement;

(e) "Valley" or "Meewasin Valley" means the legally defined description in the Meewasin Valley Authority Act, Schedule A; and,

(f) “Land-based Education” means the natural and cultural history of the Meewasin Valley.

3. Background

Meewasin, Saskatoon Public Schools and Greater Saskatoon Catholic Schools have a long-standing relationship relating to land-based education in the Meewasin Valley. This MOU is not meant to replace or supersede any aspect of this relationship, rather, it is developed to recognize and enhance this history of collaboration, and further areas of common interest between these organizations.

4. Scope

This Memorandum of Understanding (MOU) and collaboration is between Meewasin, Saskatoon Public Schools and Greater Saskatoon Catholic Schools.

This MOU serves to define the means to enhance and encourage further joint engagements; however, the parties acknowledge and agree this MOU is not meant to create a binding legal relationship, enforceable rights or obligations between them, but rather it is the expectation of the parties that if a joint project is pursued, the parties, acting reasonably, shall negotiate and execute a legally binding agreement with respect to the same that will set out the obligations and responsibilities of each.

The parties participating in this agreement may have existing MOUs in place with other organizations who are undertaking similar work. From time to time, the parties to this agreement may choose to engage other organizations in support of the work being undertaken in relation to this MOU, with the intent of fostering a collaborative approach, creating efficiencies and streamlining resources. This MOU, or its dissolution, does not affect these other agreements.

This MOU, or its dissolution, does not affect other agreements currently active among the parties. If agents represented by any of the parties are no longer employed by said parties, this agreement remains active unless the organizational representative provides written notice as per the agreement’s ‘Termination Procedure.’

5. Purpose

Meewasin, Saskatoon Public Schools and Greater Saskatoon Catholic Schools wish to reinforce and enhance their long-standing relationship so that each organization can benefit from the others’ respective expertise while respecting the autonomy of each.

The purpose of this MOU is to define the parties’ potential areas of engagement and areas of current or future strategic collaboration.

Although this MOU is not meant to be limiting, it is recognized that as of the creation of the MOU, the parties have a particular interest in partnering on common goals relating to student and teacher engagement in land-based education in and relating to the Meewasin Valley.

6. Term and Limitation

This MOU shall be effective for a period of five years from the date of execution. It is recommended that the MOU be reviewed every two years. This MOU may be renewed or extended at any time given the terms are unchanged.

7. Steering Committee

The parties will establish a steering committee with representation from each party intended to further the collaborative efforts.

The steering committee will be chaired by a member one of the participating parties for a period of one year and will rotate on an annual basis.

The members of the steering committee shall be those tasked by each of the parties to serve in such a role to increase the collaborations between the three parties. Each of the parties may advise the others as to their representatives.

The steering committee shall perform the tasks as further and better described in the attached Terms of Reference.

The steering committee may identify opportunities for specific projects that would be further and better described in a more formal agreement in accordance with the next section of this MOU.

8. Project Identification and Formalization

Any of the parties or the steering committee may wish to see a specific initiative become a more formal endeavour. Should the endeavour require specific commitments of time, resources and/or funds, and if the parties agree such an initiative would become a project, it would be subject to a formal agreement detailing the purpose, cost, term and responsibilities.

9. Confidentiality

The parties agree to keep confidential and not disclose to others information designated as confidential and supplied for the purposes of developing a project or otherwise under the scope of this MOU.

The parties acknowledges that privacy law and legislation requires the parties to limit collection of personal information and health information to what is absolutely necessary for the purposes of performing its obligations under this MOU.

10. Ownership of Intellectual Property and Other Property Including Copyright

Documents, data and information developed as a result from the partnership will be considered shared intellectual property. Each party will retain all of its own assets, equipment, program supplies and technology.

11. Termination Procedure

Any party may terminate its participation in this MOU by providing the other parties with no fewer than ninety (90) days written notice of its intention to do so, and any work, collaborative opportunity or project would continue upon the expiration of the notice period unless the parties determine that a collaborative opportunity or project should cease.

12. Relationship

The parties agree that this MOU does not and is not intended to create a partnership or joint venture, and that each of the parties remains independent of the other and that no action of one creates any obligation of the others unless the other parties have agreed, in advance and in writing, to be bound by that obligation.

13. Amendments

This MOU shall not be amended, modified, supplemented or altered except as agreed upon by the parties in writing.

Signed by Meewasin this ____ day of _____, 2021

Meewasin Valley Authority

Colin Tennent
Board Chair

Andrea Lafond
Chief Executive Officer

Signed by Saskatoon Public Schools this ____ day of _____, 2021

Saskatoon Public Schools

Colleen MacPherson
Board Chair

Signed by Greater Saskatoon Catholic Schools this ____ day of _____, 2021

Greater Saskatoon Catholic Schools

Diane Boyko
Board Chair

Schedule A - Terms of Reference

Joint Meewasin Valley Authority (Meewasin), Saskatoon Public Schools (SPS) & Greater Saskatoon Catholic Schools (GSCS) Steering Committee

I: Background

The Meewasin Valley Authority ("Meewasin"), Saskatoon Public Schools (SPS) and Greater Saskatoon Catholic Schools (GSCS) have a desire to strategically collaborate within areas of shared interest. The three organizations have many such areas within their core mandates, projects, and programs. Meewasin, SPS & GSCS have decided to work together to become more intentional and strategic about collaborating and have set out a defined means of achieving this. To do this and to achieve an increased level of collaboration, Meewasin, SPS and GSCS have entered into a memorandum of understanding (MOU).

II: Principles

The joint Meewasin-SPS-GSCS steering committee will be based on many of the same guiding principles that underlie the MOU as a whole. The MOU was formed on the basis that the parties have a desire to enhance collaboration and intersecting areas of work between their organizations.

More specifically, the conduct of the steering committee is to be guided by the belief that the best work will arise through:

- intentional and strategic collaboration;
- innovative and creative problem solving;
- integrity, honesty, and a commitment to act in good faith;
- honoring and celebrating diversity and inclusion;
- purposeful efforts to work together on issues of mutual concern; and
- respect for the autonomy, processes, values, and mandates of each party.

III: Purposes

The purposes of Meewasin-SPS-GSCS steering committee are as follows:

- 1) *Implementation of the memorandum of understanding:* The three parties agree to work collaboratively in intentional and strategic ways and so are agreeing to enter into a memorandum of understanding. The steering committee shall seek to implement this memorandum of understanding in such a way that respects the guiding principles described above.
- 2) *Champion Meewasin-SPS-GSCS collaboration:* The steering committee shall facilitate and encourage intentional collaboration in such a way that the expertise that exists in all three organizations can be leveraged for mutual benefit.
- 3) *Problem solving & information sharing:* The steering committee is meant to proactively facilitate conversations between the parties on issues of shared interest. In so doing, it is desired that the steering committee will actively solve problems in such a way that supplements the internal processes of the parties while not abrogating or derogating from them.
- 4) *Project oversight:* The steering committee shall provide oversight to any joint projects that result from this memorandum of understanding.

IV: Membership

The members of the steering committee shall be as follows:

From Meewasin:

- Chief Executive Officer (or designate)
- Manager of Education & Experiences (or designate)

From SPS:

- Director of Education (or designate)
- Coordinator/Consultant

From GSCS:

- Director of Education (or designate)
- Coordinator/Consultant

The parties may involve other individuals if doing so will bring mutual benefit to the steering committee. Members of the steering committee can permanently assign a designate to act on their behalf on the steering committee, but temporary substitutions should be avoided, if possible.

V: Responsibilities

Individually, the responsibilities of the steering committee members are to:

- attend, participate in, and come prepared for meetings;
- work to achieve the purposes of the steering committee listed above, and;
- conduct themselves in a manner that befits the guiding principles listed above.

Collectively, the responsibilities of the steering committee are to:

- appoint a person to act as chair, from the participating parties, to assist with the functioning of the committee and the running of meetings;
- as necessary, create *ad hoc* committees on issues that require more detailed examination or study that would report back to the steering committee; and
- as necessary, request the assistance of others for the work of the steering committee or an *ad hoc* committee when the current membership is not deemed to have the necessary expertise, experience, or capacity, and;
- review this MOU every two years.

VI: Meeting Operations

The steering committee shall meet at least twice per a year, with the option to call additional meetings if deemed necessary by the chair. The chair is responsible for calling the meetings at a mutually agreeable time. The meetings may be hosted alternately by the three parties and shall be held at a location deemed appropriate by the host. The host party for the meeting is responsible for providing administrative support during and leading up to that meeting of the steering committee.

Decision making is not the primary purpose of this steering committee, as the steering committee is focused on implementing the memorandum of understanding, problem solving, and information sharing. When it is necessary, decisions on direction for the steering committee shall be done by consensus and in a manner that adheres to the principles of the steering committee.

VII: Areas of Work

Although this steering committee is meant to enhance any aspect of the Meewasin/SPS/GSCS relationship, it is important to the parties to outline the key areas of work that we want to address through this committee. These working areas are not meant to be wholly inclusive; rather, they are a starting point to guide agendas and work arising from the committee and should be revisited frequently by this steering committee as the relationship and MOU evolve.

Identified areas of work are as follows:

Land-based Education: Explore opportunities to promote, enhance, and increase education and understanding of the Meewasin Valley, its traditional peoples and practices, and to use the corridor as a natural classroom through land-based education.

Digital Resources: Collaborate on the development and deployment of curriculum-aligned digital resources for students and teachers.

Language, Culture & Reconciliation: Explore opportunities to promote, enhance, and elevate understanding of traditional Indigenous knowledge and Ways of Knowing, Being & Doing. Promote and enhance the understanding of Indigenous languages and the Francophone language and culture in the River Valley.

Volunteerism & Stewardship: Identify and evaluate opportunities to engage students and teachers in the stewardship of the river valley through Meewasin-led volunteer initiatives.

Professional Development: Identify and evaluate opportunities for cross-organizational learning and professional development.

Research, Conservation, and Resource Management: Explore opportunities to engage students and teachers in research, conservation and resource management in the Valley in accordance with Meewasin's Valley-Wide Monitoring Framework.

Project Collaboration: As projects or initiatives arise in these or other identified areas, the work may be realized in different ways depending on the scope of the work. In some cases, steering committee members may simply facilitate interactions between organizational contacts, stewarding the work but not directly involved. In other cases, it may be deemed appropriate to establish an ad hoc "task team" to move a project forward.

Regardless of how the work manifests, it will be the role of steering committee members to steward mutually agreed to work within their respective organizations and to ensure its completion and success.

VII: Duration

The steering committee shall exist and shall meet so long as the memorandum of understanding dated _____ between Meewasin, SPS & GSCS is in effect and it is deemed to be in mutual benefit of the parties.

VIII: Accountability

As the steering committee does not have any binding decision-making powers, the steering committee must report out desires, directions, and proposed initiatives to the appropriate person, office, or governing body of each respective party. The steering committee does not have the authority to unilaterally augment the decision-making processes of all of the parties, but it is able to provide advice or recommendations as to the desired direction of future work. Ultimately, each of the parties must follow their regular processes for decision making.

**MEETING DATE: NOVEMBER 23, 2021****TOPIC: AMENDMENT TO PREVENTATIVE MAINTENANCE AND RENEWAL THREE YEAR PLAN**

FORUM	AGENDA ITEMS	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input type="checkbox"/> New Business	<input type="checkbox"/> Information
<input type="checkbox"/> Committee of the Whole	<input checked="" type="checkbox"/> Reports from Administrative Staff	<input checked="" type="checkbox"/> Decision
	<input type="checkbox"/> Other:	<input type="checkbox"/> Discussion

BACKGROUND

The Board is required to submit any required amendments to the previously approved Three-Year Preventative Maintenance and Renewal Plan (PMR) to the Ministry of Education for its review and approval.

CURRENT STATUS

There are eight new projects that have been identified as priorities for preventative maintenance and renewal funding. Hence, they should be added as amendments to the Three Year Preventative Maintenance and Renewal Plan previously approved by the Board in May 2021. They are as follows:

- Aden Bowman Collegiate various upgrades phase II at an estimated cost of \$850,000
- École Alvin Buckwold School window replacement phase II at an estimated cost of \$300,000
- Central Office elevator repair at an estimated cost of \$100,000
- Greystone Heights School various upgrades at an estimated cost of \$900,000
- Holliston School boiler replacement at an estimated cost of \$300,000
- Hugh Cairns V. C. School various upgrades at an estimated cost of \$210,000
- Lester B. Pearson School roof top unit replacement at an estimated cost of \$200,000
- Various schools - asbestos removal at an estimated cost of \$100,000
- Various schools - LED upgrade phase I at an estimated cost of \$1,000,000

Attached, please find a copy of the Ministry of Education Preventative Maintenance and Renewal Amendment form ready for submittal to the Ministry of Education pending Board approval.

PREPARED BY	DATE	ATTACHMENTS
Stan Laba, Superintendent of Facilities	November 15, 2021	Amendment Form

RECOMMENDATION**Proposed Board Motion:**

That the Board approve the amendment of the Three Year Preventative Maintenance and Renewal Plan to include the following eight projects:

1. Aden Bowman Collegiate various upgrades phase II at an estimated cost of \$850,000
2. École Alvin Buckwold School window replacement phase II at an estimated cost of \$300,000
3. Central Office elevator repair at an estimated cost of \$100,000
4. Greystone Heights School various upgrades at an estimated cost of \$900,000
5. Holliston School boiler replacement at an estimated cost of \$300,000
6. Hugh Cairns V. C. School various upgrades at an estimated cost of \$210,000
7. Lester B. Pearson School roof top unit replacement at an estimated cost of \$200,000
8. Various schools - asbestos removal at an estimated cost of \$100,000
9. Various schools - LED upgrade phase I at an estimated cost of \$1,000,000

Updated: December 2015

**MEETING DATE: NOVEMBER 23, 2021****TOPIC: COVID-19 UPDATE**

FORUM	AGENDA ITEMS	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input type="checkbox"/> Correspondence	<input type="checkbox"/> Consent
<input type="checkbox"/> Committee of the Whole	<input type="checkbox"/> New Business	<input type="checkbox"/> Decision
	<input checked="" type="checkbox"/> Reports from Administrative Staff	<input checked="" type="checkbox"/> Discussion
	<input type="checkbox"/> Other:	<input checked="" type="checkbox"/> Information

BACKGROUND

Saskatoon Public Schools continues to focus on the response to the COVID-19 pandemic. Student and staff safety is our number one priority, and the division is focused on maintaining our efforts on the four student goals in the strategic plan. Timely and effective communication with staff, parents, and the community is a priority, and the division's administrative team will continue to ensure that all stakeholders are well informed on the response to the COVID-19 pandemic.

CURRENT STATUS

As of November 18, 2021, Saskatoon Public Schools had been notified of 300 COVID cases this school year. As of that same date, six classes moved to online learning during an isolation period and twenty-two schools had been identified as having an outbreak. A school outbreak is identified when Saskatoon Health Authority (SHA) recognizes that there has been in-school transmission for two or more cases.

While our COVID numbers have been high for the months of September and October, it is important to note that the month of November has seen COVID case counts drop in our schools. In speaking with partners in SHA, this is due to a variety of reasons that include:

- masking and additional cleaning/sanitizing measures in schools are working,
- a decrease in the number of people accessing testing, and
- more people are choosing to get vaccinated.

We continue to remind our schools to be vigilant in our COVID processes in hopes to sustain our downward COVID trend.

The provincial *Test to Protect* program continues to support schools with testing kits. All elementary schools have received kits to be distributed to families on a voluntary and first come basis. Principals continue to make requests for more kits when they run out, however the delivery of these kits has been unpredictable.

In working with the Saskatoon and area Vaccine Section Chief, we have learned that community-based mass vaccination clinics for children age 5-11 will be scheduled in late November or early December prior to school vaccine clinics. Following the community clinics, it is anticipated that some elementary schools will be requested to host SHA vaccine clinics after school hours so parents/caregivers can be with their children if they choose to be vaccinated.

Director Skjerven, Deputy Director Hills, and Deputy Director Scrimshaw will provide a verbal update on the ongoing response to the COVID-19 pandemic.

PREPARED BY	DATE	ATTACHMENTS
Shane Skjerven, Director of Education Brent Hills, Deputy Director of Education Charlene Scrimshaw, Deputy Director of Education	November 18, 2021	None

RECOMMENDATION

Proposed Board Motion:

That the Board receive the COVID-19 Update for information.

**MEETING DATE:** **NOVEMBER 23, 2021****TOPIC:** **RELOCATABLE CLASSROOM FUNDING REQUESTS 2021-22**

FORUM	AGENDA ITEMS	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input checked="" type="checkbox"/> New Business	<input type="checkbox"/> Information
<input type="checkbox"/> Committee of the Whole	<input type="checkbox"/> Reports from Administrative Staff	<input checked="" type="checkbox"/> Decision
	<input type="checkbox"/> Other:	<input type="checkbox"/> Discussion

BACKGROUND

The Ministry of Education directed all school divisions to submit their 2021-22 Relocatable Classroom Funding Requests on or before November 4, 2021. As the timing of the October 12, 2021 Board meeting did not allow time to analyze September 30, 2021 enrolments, therefore it was agreed that formal approval would be requested at the next Board meeting on November 23, 2021.

CURRENT STATUS

The following are the relocatable requests that were approved for submission to the Ministry of Education. These are listed in order of highest to lowest current utilization; however, they are not ranked when submitted to the Ministry of Education.

1. Willowgrove School – One new relocatable, with the option to rescind the request if the Ministry accepts the school division's proposal for the previously-approved 2020-21 relocatables.
2. Sylvia Fedoruk School – Two new relocatable classrooms
3. Ernest Lindner School – Two new relocatable classrooms
4. Collette Bourgonje School – Two new relocatable classrooms

PREPARED BY	DATE	ATTACHMENTS
Stan Laba, Superintendent of Facilities	November 16, 2021	None

RECOMMENDATION

Proposed Board Motion:

That the Board approve the 2021-22 Relocatable Classroom Funding Requests to the Ministry of Education as follows:

1. Willowgrove School – One new relocatable, with the option to rescind the request if the Ministry accepts the school division's proposal for the previously-approved 2020-21 relocatables.
2. Sylvia Fedoruk School – Two new relocatable classrooms
3. Ernest Lindner School – Two new relocatable classrooms
4. Collette Bourgonje School – Two new relocatable classrooms