AGENDA

1. Roll Call

2. Playing of O Canada

3. Adoption of Agenda

4. Celebrating Excellence

   Silverwood Heights School - RespectEd

5. Comments/Concerns/Questions from the Public
   (Maximum 5 minutes per speaker; 20 minutes total)

6. Consent Items

   The Chair will ask for a motion to receive the items, which are starred (★), and to approve all recommendations contained therein. Prior to approving the motion, any trustee may request a star(s) be removed.

7. Reports from Administrative Staff
   a. Core Strategy Update: Literacy for Life
   ★ b. New School Bundling Project Update
   ★ c. Willowgrove New School Update
   ★ d. Financial Results for the Period September 1, 2014 to January 31, 2015
8. ★ Approval of Minutes from Last Meeting
   February 3, 2015 and February 10, 2015

9. Delegations

10. Business Arising from the Minutes

11. Unfinished Business
    a. Items Arising from the Committee of the Whole

12. Correspondence
    ★ (a-b) Individual Items

13. Reports of Committees and Trustees

14. New Business

   Decision
   b. Secure Destruction of Employee Files
   c. Pension Plan Amendment P-24
   d. Transfer from Capital Reserves to Unrestricted Accumulated Surplus – New School Bundling Project

15. Notices of Motion

16. Questions by Trustees

Next Regular Meeting:
At the call of the Chair or
Tuesday, March 10, 2015
7:00 p.m.
MEETING DATE: FEBRUARY 24, 2015  
TOPIC: CELEBRATING EXCELLENCE:  
SILVERWOOD HEIGHTS SCHOOL - RespectEd

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<thead>
<tr>
<th>FORUM</th>
<th>AGENDA ITEMS</th>
<th>INTENT</th>
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<tbody>
<tr>
<td>[✓] Board Meeting</td>
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<td>[ ] Reports From Administrative Staff</td>
<td>[ ] Discussion</td>
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<td>[✓] Other: Celebrating Excellence</td>
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BACKGROUND

Saskatoon Public Schools is committed to providing safe, caring, and accepting learning and work environments. It is our goal to work with parents/caregivers/guardians and community partners to support students as they develop moral values, display ethical conduct, and achieve to the best of their ability. A key component in creating safe, caring and accepting schools is a positive school climate. Positive school climates are created when all stakeholders promote and model appropriate prosocial attitudes and behaviours such as caring, empathy, and appropriate interactions. Within the Saskatchewan curricula are outcomes and indicators related to the development of healthy and respectful relationships. Using provincial curricula and recommended resources students are taught how to negotiate disagreements and manage conflict. Our school division also benefits from the expertise of community partners (i.e. Red Cross RespectEd program, the Restorative Action Program, the Bully Prevention Network, School Resource Officers-Saskatoon Police Service).

CURRENT STATUS

On December 9 and 10, 2014, three students from Silverwood Heights School attended the Canadian Red Cross RespectEd: Violence and Abuse Prevention “Beyond the Hurt” conference with the financial support of the Silverwood Heights School Community Council and Saskatoon Crimestoppers and became trained and certified youth facilitators. As a result of this training, they have taught students from Kindergarten to Grade 8 about topics such as friendships, healthy relationship, and power. Three students from Silverwood Heights School will be in attendance along with their principal Mrs. Genevieve Wood to share their story about how their work has had a positive impact on school culture.

PREPARED BY DATE ATTACHMENTS

Mr. Barry MacDougall, Deputy Director of Education  
Mr. Shane Skjerven, Superintendent of Education  
February 18, 2015  
None
MEETING DATE: FEBRUARY 24, 2015  
TOPIC: CORE STRATEGY UPDATE: LITERACY FOR LIFE

FORUM | AGENDA ITEMS | INTENT
--- | --- | ---
[✓] Board Meeting | [ ] Correspondence | [✓] Information
[ ] Committee of the Whole | [ ] New Business | [ ] Decision
[✓] Reports From Administrative Staff | [ ] Discussion
[ ] Other:

BACKGROUND
The school division is in its eleventh year of implementing the Board’s priority, Literacy for Life. The overall goal of Literacy for Life is to have all students, K-12, reading at or above grade level. The initiative is comprised of the following components:

- Literacy Enhanced Kindergarten;
- Literacy in the Early Years (Kindergarten to Grade 2);
- Literacy Instruction with a focus on Inquiry (Grade K - 3);
- Literacy Instruction with a focus on explicit strategies to create independent readers (Grades K-8);
- Just Read (Pre-Kindergarten to Grade 12);
- Read to Succeed (Grades 3-8).

All of these components move us toward our overall goal, while attending to the Ministry of Education’s Education Sector Strategic Plan. We monitor data about our students’ learning, focus on promising practices in assessment and instruction, renew provincial curricula in all subject areas, integrate First Nations, Inuit and Métis content, perspectives and ways of knowing, use technology to enhance instruction, and attend to the needs of our English as an additional language students.

CURRENT STATUS
Supporting teachers to become learning leaders enhances academic opportunities for our students. This year, fourteen schools worked with our Literacy for Life consultants to champion learning leaders. These school teams assist new and experienced teachers with the Picture Word Inductive Model and with acquiring our consistencies of practice. Mrs. Nicola Bishop-Yong, Principal of Westmount School, Mrs. Leslie Basky, Learning Leader, and Mrs. Michelle Pantel, Literacy Consultant, will outline how they enhance student learning through this professional collaboration.

PREPARED BY | DATE | ATTACHMENTS
--- | --- | ---
Mr. Barry MacDougall, Deputy Director of Education | February 18, 2015 | None
Ms. Lisa Fleming, Superintendent of Education
Mrs. Lori Kindrachuk, Coordinator: Literacy for Life and Curriculum and Instruction K-8
MEETING DATE: FEBRUARY 24, 2015
TOPIC: NEW SCHOOL BUNDLING PROJECT UPDATE

FORUM AGENDA ITEMS INTENT

[✓] Board Meeting [ ] Correspondence [✓] Information
[ ] Committee of the Whole [ ] New Business [ ] Decision
[✓] Reports From Administrative Staff [ ] Discussion
[ ] Other:

BACKGROUND

Trustees have requested that Administration provide regular updates for the New School Bundling Project.

CURRENT STATUS

The third user group session for Project Two (Saskatoon, Martensville and Warman) is scheduled for February 25, 2015 and collaborative meetings with the three proponents for Project Two are scheduled for March 3, 4 and 5, 2015.

Additional feedback sessions with proponents may be scheduled upon their request.

PREPARED BY DATE ATTACHMENTS

Mr. Stan Laba, Superintendent of Facilities February 19, 2015 None

RECOMMENDATION

Proposed Board Motion (if removed from consent items):

That the Board receive the New School Bundling Project update for information.
MEETING DATE: FEBRUARY 24, 2015

TOPIC: WILLOWGROVE NEW SCHOOL UPDATE

FORUM | AGENDA ITEMS | INTENT
-------|--------------|------------------
☑ Board Meeting | ![ ] Correspondence | ![☑] Information
☐ Committee of the Whole | ![ ] New Business | ![ ] Decision
☑ Reports From Administrative Staff | ![ ] Discussion
☐ Other:

BACKGROUND

Trustees have requested that Administration provide regular updates on the Willowgrove New School Project.

CURRENT STATUS

The general contractor continues to work in many parts of the building, with the expectation of reaching substantial completion in the very near future. The consultants continue to compile their room-by-room deficiency lists, which are expected to be complete by the end of February 2015. Once a final occupancy date has been decided, public stakeholders will be notified with the detailed plan for transition to the new school.

Mr. Stan Laba, Superintendent Facilities and Mr. Randy Holfeld, Manager Maintenance and Operations will be in attendance to discuss this item in more detail.

PREPARED BY | DATE | ATTACHMENTS
-------------|------|--------------
Mr. Stan Laba, Superintendent of Facilities | February 19, 2015 | None

RECOMMENDATION

Proposed Board Motion (if removed from consent items):

That the Board receive the Willowgrove New School Update for information.
MEETING DATE: FEBRUARY 24, 2015

TOPIC: FINANCIAL RESULTS FOR THE PERIOD SEPTEMBER 1, 2014 TO JANUARY 31, 2015

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<td>[ ] Other:</td>
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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 January 31, 2015  Pages 1-4
4. Accumulated Surplus Detail at January 31, 2015  Pages 7-9
5. Capital Expenditures  Pages 10-11

Trustees with specific questions are asked to contact Mr. Garry Benning prior to the Board meeting.

PREPARED BY  DATE  ATTACHMENTS
Mr. Garry Benning, Chief Financial Officer  February 11, 2015  Financial Results
Ms. Wanda McLeod, Budget and Audit Manager  Memo

RECOMMENDATION

Proposed Board Motion (if removed from consent items):
That the Board receive the financial results for the period September 1, 2014 to January 31, 2015 for information.
MEMORANDUM

TO: Trustees
   Administrative Council

FROM: Garry Benning, Chief Financial Officer
       Wanda McLeod, Budget and Audit Manager

RE: FINANCIAL RESULTS TO JANUARY 31, 2015

For the five months ending January 31, 2015, the revenues and expenditures are on budget. The following is an explanation for several of the revenues and expenditures:

1. Revenues
   a) Total Revenue
      Total revenue to date is approximately $99.0 million which is 42.0% of budget. This is -0.3% less than the prior year results.

   b) Property Taxes
      $43.0 million or 40.6% of property tax has been recognized (which is 0.6% less than the prior year). The property tax revenue for 2013 is based on the final information from the City of Saskatoon, 2014 is based on the final information from the City and 2015 is based on the budget.

   c) Provincial Grants
      $45.4 million or 41.0% (0.1% more than the prior year) of the grants have been reported. For the five months ending January 31, 2015, $44.3 million or 42.0% (which is 0.4% more than the prior year) of the operating provincial grant revenue has been recognized.

   d) Tuition and Related Fees
      $3.0 million or 97.7% of tuition and related fee revenues have been reported at January 31, 2015. There are 212 students in the International Student Program in 2014-2015. The budget was calculated based on an estimate of 200 students. In 2013-2014, there were 172 students in the same program and the budget was only 110.

   e) Complementary Services
      The complementary services revenues of $1.6 million or 48.1% (3.0% more than the prior year). Complementary services revenues include provincial grants for prekindergarten programs and grants received for alternate programs.
f) **External Services**  
$3.1 \text{ million or 46.9\% (2.1\% more than the prior year) of external services revenue has been recorded.} \text{ External services revenue includes adult education, donation revenues, cafeteria revenues, federal funding for Whitecap Dakota Elementary School and provincial funding for the associate schools and grants from the Saskatoon Public Schools Foundation.}

g) **School-Generated**  
$2.3 \text{ million or 46.3\% of the budget (5.2\% less than the prior year) for school-generated revenue has been recorded. School-generated revenue includes student fees and grants at the school level.} \text{ The collection of the school-generated funds can vary from year to year.}

h) **Other**  
$644,142 or 51.8\% (6.8\% less than the prior year) of other revenue has been recognized. \text{ The timing of the payments in this category also varies from year to year. Other includes investment and rental income.}

2. **Expenditures**  
a) **Total Expenditures**  
Total expenditures to date are $104.6 million which is 43.7\% of the budget (0.3\% more than in 2013-2014).

b) **Governance**  
Governance expenses for the five months ending January 31, 2015 total $313,510 or 38.5\% of budget (2.6\% more than in 2013-2014). The cost of four modules for a governance course being completed by four trustees was paid in December. In 2013-2014, one trustee attended the course and the payment were made in installments.

c) **Administration**  
Administration expenses for the five months ending January 31, 2015 total $2.7 million or 40.5\% of budget (39.5\% in 2013-2014).

d) **Instruction**  
Instruction expenses total $79.5 million or 45.5\% of the budget for the five months ending January 31, 2015 which is which is 0.2\% more than the prior results.

e) **Plant**  
Plant expenses totaling $12.2 million or 35.7\% of the budget has been incurred (compared to $11.81 million or 34.9\% in the prior year). In 2014-2015, there were more minor renovation expenditures. This just relates to the timing of the expenditures.
f) **School-generated**
   School-generated expenses totaled $2.0 million or 40.8% of the budget for the five months ending January 31, 2015 (39.3% in the prior year).

g) **Transportation**
   Transportation expenses of $3.4 million or 50.0% are estimated at January 31, 2015 (compared to 50.0% in 2013-2014). Both amounts are estimates based on the budgets.

h) **Tuition and Related Fees**
   Tuition and related fees totaling $266,798 or 95.8% of the budget have been incurred (compared to 101.1% in the prior year).

i) **Complementary Services**
   $1.4 million or 40.6% (1.1% more than the prior year) of the budget for complementary services has been spent at the end of January 2015. Complementary services expenses report the Pre-Kindergarten programs and expenditures related to alternate funding.

j) **External Services**
   In 2014-2015, $2.5 million or 37.8% of the budget (compared to 41.8% in the prior year) for external services has been spent. External services include expenses related to the associate schools, Whitecap Dakota Elementary School, cafeterias, alternate funding and donations.

k) **Interest/Allowances**
   In 2014-2015, $298,963 or 42.3% of the budget for interest/allowances has been recognized. This compares to the prior year at $390,899 or 40.2% in the prior year.

3. **Cash Flow Requirements**
   The Cash Flow Requirements statement converts the Statement of Financial Activities into more of a cash basis.

   The Cash Flow Requirements statement provides financial information that is not included in the Statement of Financial Activities such as the purchase of tangible capital assets and the repayment of long-term debt. The statement also adjusts for non-cash items included in the Statement of Financial Activities such as amortization expense.
4. **Internally Restricted Surplus**
   The budget allocations for 2014-2015 have been completed and more detailed information is included in the attached schedule.

5. **Capital Expenditures**
   The attached schedule provides information regarding the capital expenditures for the five months ending January 31, 2015.
## Consolidated Statement of Financial Activities
For the Five Months Ended January 31, 2015

<table>
<thead>
<tr>
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<tbody>
<tr>
<td></td>
<td>Consolidated</td>
<td>Percentage of</td>
<td>Consolidated</td>
<td>Percentage of</td>
</tr>
<tr>
<td></td>
<td>Actual</td>
<td>Budget</td>
<td>Actual</td>
<td>Budget</td>
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<tr>
<td><strong>Revenues</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Property taxes</td>
<td>$43,048,208</td>
<td>40.6%</td>
<td>$41,866,433</td>
<td>41.2%</td>
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<tr>
<td>Provincial grants</td>
<td>45,412,692</td>
<td>41.0%</td>
<td>46,869,840</td>
<td>40.9%</td>
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<tr>
<td>Tuition and related fees</td>
<td>2,967,995</td>
<td>97.7%</td>
<td>2,519,193</td>
<td>162.1%</td>
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<tr>
<td>Complementary services</td>
<td>1,561,352</td>
<td>48.1%</td>
<td>1,392,578</td>
<td>45.1%</td>
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<tr>
<td>External services</td>
<td>3,079,241</td>
<td>46.9%</td>
<td>2,810,854</td>
<td>44.8%</td>
</tr>
<tr>
<td>School-generated</td>
<td>2,294,426</td>
<td>46.3%</td>
<td>2,553,440</td>
<td>51.5%</td>
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<tr>
<td>Other</td>
<td>644,142</td>
<td>51.8%</td>
<td>710,280</td>
<td>58.6%</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>99,008,055</td>
<td>42.0%</td>
<td>98,722,617</td>
<td>42.3%</td>
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<tr>
<td><strong>Expenses</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Governance</td>
<td>313,510</td>
<td>38.5%</td>
<td>288,227</td>
<td>35.9%</td>
</tr>
<tr>
<td>Administration</td>
<td>2,717,019</td>
<td>40.5%</td>
<td>3,030,298</td>
<td>39.5%</td>
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<tr>
<td>Instruction</td>
<td>79,529,671</td>
<td>45.5%</td>
<td>76,656,504</td>
<td>45.3%</td>
</tr>
<tr>
<td>Plant</td>
<td>12,184,121</td>
<td>35.7%</td>
<td>11,760,312</td>
<td>34.9%</td>
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<tr>
<td>School-generated</td>
<td>2,020,513</td>
<td>40.8%</td>
<td>1,947,986</td>
<td>39.3%</td>
</tr>
<tr>
<td>Transportation</td>
<td>3,407,893</td>
<td>50.0%</td>
<td>3,092,080</td>
<td>50.0%</td>
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<tr>
<td>Tuition and related fees</td>
<td>266,798</td>
<td>95.8%</td>
<td>266,315</td>
<td>101.1%</td>
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<td>Complementary services</td>
<td>1,369,341</td>
<td>40.6%</td>
<td>1,279,784</td>
<td>39.5%</td>
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<tr>
<td>External services</td>
<td>2,501,301</td>
<td>37.8%</td>
<td>2,420,461</td>
<td>41.8%</td>
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<tr>
<td>Interest/allowances</td>
<td>298,963</td>
<td>42.3%</td>
<td>390,899</td>
<td>40.2%</td>
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<tr>
<td><strong>Total Expenses</strong></td>
<td>104,609,131</td>
<td>43.7%</td>
<td>101,132,865</td>
<td>43.4%</td>
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<td><strong>Surplus/(deficit)</strong></td>
<td>(5,601,075)</td>
<td></td>
<td>(2,410,247)</td>
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</table>
# Cash Flow Requirements
For the Five Month Period Ended January 31, 2015

<table>
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<tbody>
<tr>
<td>Surplus/(deficit)</td>
<td>(5,601,075)</td>
<td>(3,690,822)</td>
<td>(2,410,247)</td>
<td>389,970</td>
<td></td>
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<td><strong>CASH REQUIREMENTS:</strong></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Tangible capital assets:</td>
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<tr>
<td>Purchases</td>
<td>(4,452,742)</td>
<td>(7,235,098)</td>
<td>(4,206,932)</td>
<td>(12,508,709)</td>
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<tr>
<td>Long term debt:</td>
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<td></td>
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<tr>
<td>Repayments</td>
<td>(1,867,551)</td>
<td>(4,425,000)</td>
<td>(2,057,935)</td>
<td>(4,924,000)</td>
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<td></td>
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<tr>
<td>Debt issued</td>
<td>-</td>
<td>2,037,920</td>
<td>-</td>
<td>-</td>
<td></td>
<td></td>
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<tr>
<td>Non-cash items included in surplus/deficit:</td>
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<td></td>
<td></td>
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<tr>
<td>Amortization expense</td>
<td>5,040,093</td>
<td>11,670,000</td>
<td>4,633,777</td>
<td>11,772,000</td>
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<tr>
<td>Employee Future Benefits expenses</td>
<td>363,000</td>
<td>-</td>
<td>-</td>
<td>340,000</td>
<td></td>
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<tr>
<td><strong>NET EXCESS (REQUESTED) CASH</strong></td>
<td>(6,881,275)</td>
<td>(1,280,000)</td>
<td>(4,041,337)</td>
<td>(4,930,739)</td>
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<tr>
<td><strong>Reserves:</strong></td>
<td></td>
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</tr>
<tr>
<td>Use/timing difference for Capital Reserves</td>
<td>2,270,548</td>
<td>1,045,000</td>
<td>1,767,324</td>
<td>2,740,739</td>
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<tr>
<td>Contributions to Other Reserves</td>
<td>(676,034)</td>
<td>(715,000)</td>
<td>(1,559,509)</td>
<td>(210,000)</td>
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<tr>
<td>From unrestricted accumulated surplus</td>
<td>395,833</td>
<td>950,000</td>
<td>-</td>
<td>2,400,000</td>
<td></td>
<td></td>
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<tr>
<td>Technology</td>
<td></td>
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<tr>
<td><strong>ADJUSTED CASH REQUIREMENT</strong></td>
<td>(4,890,928)</td>
<td>-</td>
<td>(3,833,522)</td>
<td>-</td>
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Internally and Externally Restricted Surplus
As at January 31, 2015

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<tbody>
<tr>
<td>Civic Elections</td>
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<tr>
<td>Balance, August 31, 2014</td>
<td>75,139</td>
<td></td>
</tr>
<tr>
<td>Add: 2014-15 Budget allocation</td>
<td>60,000</td>
<td></td>
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<tr>
<td>Deduct: Expenses</td>
<td></td>
<td></td>
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<tr>
<td>Balance, January 31, 2015</td>
<td></td>
<td>135,139</td>
</tr>
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</table>

| School Generated Funds |          |           |
| Balance, August 31, 2014 | 2,540,999 |           |
| Add: Revenues           | 2,294,426 |           |
| Deduct: Expenses        | (2,020,513) |           |
| Balance, January 31, 2015 |          | 2,814,912 |

| Facility Rental Reserve |          |           |
| Balance, August 31, 2014 | 216,953   |           |
| Add: 2014-15 Budget allocation | 15,000    |           |
| Deduct: Expenses         |           |           |
| Balance, January 31, 2015 |          | 231,953   |

| System Application Reserve |          |           |
| Balance, August 31, 2014 | 1,125,000 |           |
| Add: 2014-15 Budget allocation | -         |           |
| Deduct: Expenses           |           |           |
| Balance, January 31, 2015 |          | 1,125,000 |

| Trustee Education Allowance |          |           |
| Balance, August 31, 2014 | 43,000    |           |
| Add: 2014-15 Budget allocation | -         |           |
| Deduct: Expenses           |           |           |
| Balance, January 31, 2015 |          | 43,000    |

| Facility Operating Reserve |          |           |
| Balance, August 31, 2014 | 332,201   |           |
| Add: 2014-15 Budget allocation | -         |           |
| Deduct: Expenses           |           |           |
| Balance, January 31, 2015 |          | 332,201   |

| Specialized School Equipment Reserve |          |           |
| Balance, August 31, 2014 | 1,400,000 |           |
| Add: 2014-15 Budget allocation | -         |           |
| Deduct: Expenses           |           |           |
| Balance, January 31, 2015 |          | 1,400,000 |
|-------------------------------------------------------|--------------------------|--------------------------------|------------------|--------------------------|
| Curriculum Renewal Reserve                            | 1,460,000                |                                |                  | 1,460,000                |
| Technology Renewal Reserve                            | 50,000                   | 250,000                        | -                | 300,000                  |
| Mount Royal Facility Partnership Reserve              | 169,486                  |                                | -                | 169,486                  |
| Staff Professional Development Reserve                | 800,000                  |                                | -                | 800,000                  |
| Secondary Security Camera                             | 50,000                   |                                | -                | 50,000                   |
| School Carry Forwards                                 | 1,582,503                |                                | -                | 1,582,503                |
| Contingency Fund Reserve                              | 104,169                  |                                | -                | 104,169                  |
Memo to Trustees and Administrative Council  
Financial Results to January 31, 2015

<table>
<thead>
<tr>
<th>Alternative Funds</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance, August 31, 2014</td>
<td>226,005</td>
<td></td>
</tr>
<tr>
<td>Add: Revenues</td>
<td>239,842</td>
<td></td>
</tr>
<tr>
<td>Deduct: Expenses</td>
<td>(181,386)</td>
<td></td>
</tr>
<tr>
<td>Balance, January 31, 2015</td>
<td>284,461</td>
<td></td>
</tr>
</tbody>
</table>

Total Internally Restricted, January 31, 2015  
10,832,824

<table>
<thead>
<tr>
<th>Externally Restricted Donations</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance, August 31, 2014</td>
<td>333,032</td>
<td></td>
</tr>
<tr>
<td>Add: Revenues</td>
<td>81,128</td>
<td></td>
</tr>
<tr>
<td>Deduct: Expenses</td>
<td>(62,463)</td>
<td></td>
</tr>
<tr>
<td>Balance, January 31, 2015</td>
<td>351,697</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Foundation</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance, August 31, 2014</td>
<td>190,386</td>
<td></td>
</tr>
<tr>
<td>Add: Revenues</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Deduct: Expenses</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Balance, January 31, 2015</td>
<td>190,386</td>
<td></td>
</tr>
</tbody>
</table>

Total Externally Restricted, January 31, 2015  
542,083

Grand Total - January 31, 2015  
11,374,907
## Capital Expenditures
### As at January 31, 2015

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>PROJECTS FROM PRIOR YEARS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mount Royal Collegiate</td>
<td>Saskatoon Trades and Skills Centre</td>
<td>43,520</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Nutana Collegiate</td>
<td>Renovation Project</td>
<td>181,578</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Various Schools</td>
<td>Portables</td>
<td>112,937</td>
<td>4,314</td>
<td>3.8%</td>
</tr>
<tr>
<td>Various Schools</td>
<td>Accessibility</td>
<td>42,120</td>
<td></td>
<td>0.0%</td>
</tr>
<tr>
<td>Willowgrove</td>
<td>Construction</td>
<td>6,299,332</td>
<td>1,679,011</td>
<td>26.7%</td>
</tr>
<tr>
<td>Total Projects from Prior Years</td>
<td></td>
<td>6,679,487</td>
<td>1,683,325</td>
<td>25.2%</td>
</tr>
<tr>
<td><strong>ADDITIONAL PROJECTS IN 2012-13 &amp; BUDGET 2013-14</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Various Schools</td>
<td>Roofing Projects</td>
<td>767,128</td>
<td>42,554</td>
<td>5.5%</td>
</tr>
<tr>
<td>Victoria School</td>
<td>Exterior Stabilization - Phase 1 &amp; 2</td>
<td>80,725</td>
<td>4,681</td>
<td>5.8%</td>
</tr>
<tr>
<td>Total Additional Projects in 2012-13 &amp; Budget 2013-14</td>
<td></td>
<td></td>
<td></td>
<td>847,853</td>
</tr>
<tr>
<td><strong>ADDITIONAL PROJECTS IN 2013-14 AND BUDGET 2014-15</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Queen Elizabeth School</td>
<td>Window Replacements</td>
<td>161,534</td>
<td>111,538</td>
<td>69.0%</td>
</tr>
<tr>
<td>Vehicles</td>
<td></td>
<td>120,484</td>
<td>53,999</td>
<td>44.8%</td>
</tr>
<tr>
<td>Various Schools</td>
<td>Infrastructure Emergencies</td>
<td>445,300</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Caroline Robins School</td>
<td>Early Learning Centre</td>
<td>140,048</td>
<td>101,152</td>
<td>72.2%</td>
</tr>
<tr>
<td>Henry Kelsey School</td>
<td>Portables</td>
<td>395,549</td>
<td>254,255</td>
<td>64.3%</td>
</tr>
<tr>
<td>Dundonald School</td>
<td>Portables</td>
<td>371,847</td>
<td>282,874</td>
<td>76.1%</td>
</tr>
<tr>
<td>Forest Grove School</td>
<td>Portables and Roof Replacements</td>
<td>533,950</td>
<td>250,417</td>
<td>46.9%</td>
</tr>
<tr>
<td>Forest Grove School</td>
<td>Roofing Replacement</td>
<td>30,130</td>
<td></td>
<td>0.0%</td>
</tr>
<tr>
<td>Greystone Heights School</td>
<td>Roofing Replacement</td>
<td>484,704</td>
<td>354,312</td>
<td>73.1%</td>
</tr>
<tr>
<td>Queen Elizabeth School</td>
<td>Roofing Replacement</td>
<td>126,269</td>
<td>122,483</td>
<td>97.0%</td>
</tr>
<tr>
<td>Aden Bowman Collegiate</td>
<td>Roofing Replacement</td>
<td>528,752</td>
<td>286,755</td>
<td>54.2%</td>
</tr>
<tr>
<td>Evan Hardy Collegiate</td>
<td>Roofing Replacement</td>
<td>270,431</td>
<td>8,622</td>
<td>3.2%</td>
</tr>
<tr>
<td>Walter Murray Collegiate</td>
<td>Roofing Replacement</td>
<td>805,879</td>
<td>440,188</td>
<td>54.6%</td>
</tr>
<tr>
<td>Brevoort Park School</td>
<td>Roofing Replacement</td>
<td>213,721</td>
<td>4,076</td>
<td>1.9%</td>
</tr>
<tr>
<td>Pleasant Hills School</td>
<td>Roofing Replacement</td>
<td>169,708</td>
<td>152,614</td>
<td>89.9%</td>
</tr>
<tr>
<td>Total Additional Projects in 2013-14 and Budget 2014-15</td>
<td></td>
<td></td>
<td></td>
<td>4,798,306</td>
</tr>
<tr>
<td><strong>OTHER DEPARTMENTS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>1,389,367</td>
<td>298,957</td>
<td>21.5%</td>
</tr>
<tr>
<td><strong>TOTALS</strong></td>
<td></td>
<td>13,715,011</td>
<td>4,452,742</td>
<td>32.5%</td>
</tr>
</tbody>
</table>
## Long-term Projects

<table>
<thead>
<tr>
<th>Project</th>
<th>Total Budget</th>
<th>Total to Date</th>
<th>Total Budget Remaining</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nutana Collegiate</td>
<td>12,279,000</td>
<td>12,097,422</td>
<td>181,578</td>
</tr>
<tr>
<td>Willowgrove School</td>
<td>21,209,803</td>
<td>16,589,482</td>
<td>4,620,321</td>
</tr>
<tr>
<td>(includes $802,228 for the City of Saskatoon portion of the project)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
MEETING DATE: FEBRUARY 24, 2015

TOPIC: APPROVAL OF MINUTES FROM LAST MEETINGS:
       FEBRUARY 3, 2015 AND FEBRUARY 10, 2015

FORUM

[✓] Board Meeting
[   ] Committee of the Whole

AGENDA ITEMS

[   ] Correspondence
[   ] New Business
[   ] Reports From Administrative Staff
[✓] Other: Approval of Minutes from Last Meetings

INTENT

[✓] Information
[ ] Decision
[ ] Discussion

BACKGROUND

CURRENT STATUS

Attached are the minutes from the February 3, 2015 Board meeting and the February 10, 2015 special Board meeting.

PREPARED BY

Mr. Garry Benning, Chief Financial Officer

DATE

February 10, 2015

ATTACHMENTS

Board Meeting 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 February 3, 2015 and the minutes of the special Board meeting held February 10, 2015.
MINUTES OF A MEETING: of the Board of Education of the Saskatoon School Division No. 13 of Saskatchewan, held on Tuesday, February 3, 2015 at 3:00 p.m.  
February 3, 2015

MEMBERS PRESENT: Ms. Donna Banks, Ms. Kathleen Brannen, Mr. Dan Danielson  
Ms. Bronwyn Eyre, Ms. Holly Kelleher, Mr. Vernon Linklater,  
Ms. Colleen MacPherson, Mr. Ray Morrison, Mr. Darrell Utley,  
Mr. Kevin Waugh  

Following discussions in Committee of the Whole, Ms. MacPherson moved that the Board rise and report.

CARRIED (10)

The meeting adjourned at 5:38 p.m.

_________________________________________  ________________________________________
Secretary of the School Division            Board Chair
UNAPPROVED

MINUTES OF A MEETING: of the Board of Education of the Saskatoon School Division No. 13 of Saskatchewan, held on Tuesday, February 3, 2015, at 7:00 p.m.

MEMBERS PRESENT: Mr. Ray Morrison (Board Chair), Ms. Donna Banks, Ms. Kathleen Brannen, Mr. Dan Danielson, Ms. Bronwyn Eyre, Ms. Holly Kelleher, Mr. Vernon Linklater, Ms. Colleen MacPherson, Mr. Darrell Utley, Mr. Kevin Waugh

Agenda: Mr. Utley moved approval of the agenda. CARRIED (10)

Celebrating Excellence: Royal University Hospital School and Homebound Programs: Ms. Brenda Green, Superintendent of Education, introduced Ms. Krista Ford, Principal of Brunskill School, who provided background information on the Royal University Hospital School Program and the Homebound Program. Mr. Marty Hoehn and Ms. Andra Thorstad, Hospital/Homebound teachers, shared a typical day in their programs.

Consent Items: Ms. Kelleher moved that the following consent agenda items be received and recommendations be approved as presented.

- 6b) New School Bundling Project Update
- 6c) Willowgrove New School Update
- 6d) Financial Results for the Period September 1, 2014 to December 31, 2014
- 7 Approval of Minutes from Last Meeting – January 13, 2015
- 13 Correspondence CARRIED (10)

Reports from Administrative Staff: Reports were received, for information, on the following issues:

- Core Strategy Update: Early Learning: Ms. Lisa Fleming, Superintendent of Education and Mrs. Andrea Fiss, Early Learning Consultant, outlined the impact of technology on learning through the use of iPads. Mrs. Kelly Stoddart, prekindergarten teacher at Fairhaven School shared examples of how technology enhances family engagements.

Unfinished Business – Items Arising from Committee of the Whole:

Special Education Technical Aids – Additional Capital Dollars: Ms. Eyre moved that the Board approve the transfer of $95,000 from the Unrestricted Accumulated Surplus to Internally Restricted Surplus Designated for Tangible Capital Asset Expenditures for special education - technical aids.

CARRIED (10)
Pension Plan’s Statement of Investment Policies and Procedures:
Ms. MacPherson moved that the Board approve the Statement of Investment Policies and Procedures dated December, 2014.

CARRIED (10)

Board Subcommittees – Board Governance Committee:
Mr. Linklater moved the following motions:
1) That the Board approve the Board Governance Committee Terms of Reference.
2) That the Board approve the Board Human Resources Committee Terms of Reference.
3) That the Board approve housekeeping changes to Board Policy 6: Board Operations.
4) That the Board approve the Board Governance meeting minutes of January 16, 2015.
5) That the Board approve the Board work plan (identifying subcommittee duties).

CARRIED (10)

Correspondence:
Ms. Kelleher moved that the Board receive, in confidence, the correspondence from the closed session of the Committee of the Whole.

CARRIED (10)

Reports of Committees and Trustees:
- Trustee Brannen reported on her attendance at Board Governance training sessions in Regina on January 29th and 30th.
- Trustee Eyre reported on a question and answer feature in John Lake School’s newsletter where, as a trustee, she responds to questions from the school community council. She also reported on her attendance at Sled Dog elementary relay events.
- Trustee Utley reported on emceeing the final film festival of Evan Hardy’s Media School on January 14th. He also visited the Misbah School on February 3rd and read to grade 3 and 4 classes.
- Trustee Waugh reported on his attendance at recent Saskatchewan School Boards Association meetings. He also reported on his role as emcee at the Saskatchewan Winter games delegation kickoff announcement.
- Trustee Kelleher reported on her attendance at the Sled Dog elementary relay events.
- Trustee Linklater reported on his involvement in recent Vice Principal administrative competition activities.
- Trustee Banks reported on her attendance at the feeder school and Grade 8 orientation meeting for Tommy Douglas Collegiate. She also attended the School Community Council meeting at Fairhaven School and the School Community Council assembly meeting at Walter Murray Collegiate on January 28th.
- Trustee Danielson reported on his attendance at recent Pension Committee meetings and Audit and Risk Committee meetings. He also attended Board Governance training sessions January 29th and 30th.
- Trustee MacPherson reported on her attendance at recent Pension Committee meetings. She also attended the School Community Council assembly meeting at Walter Murray Collegiate on January 28th.
- Board Chair Morrison reported on his attendance at Deloitte’s telecommunication and technology annual forecast event. He also reported on his attendance at the Board Governance training sessions, meetings involving the search for a new Director of Education, Whitecap governance meetings, Okicïyapi partnership meeting and the feast and round dance at Vincent Massey School.
Inviting Student Voice: Tell Them From Me 2014-2015: Ms. Eyre moved that the Board approve the Inviting Student Voice: Tell Them From Me 2014-2015 report to be included as part of the evidence of the quality indicators for the Director's annual evaluation.

CARRIED (10)

Questions from Trustees: Trustee Eyre requested an update from Administration on changes to the report card format and discussion on three way conferences.

Ms. MacPherson moved that the Board adjourn to the call of the Chair or the Committee of the Whole Board meeting of Tuesday, February 24, 2015 at 3:00 p.m.

CARRIED (10)

The meeting adjourned at 8:25 p.m.

______________________________  ________________________________
Secretary of the School Division   Board Chair
MINUTES OF A SPECIAL MEETING: of the Board of Education of the Saskatoon School Division No. 13 of Saskatchewan, held on Tuesday, February 10, 2015, at 5:47 p.m.

MEMBERS PRESENT: Mr. Ray Morrison (Board Chair), Ms. Donna Banks, Ms. Kathleen Brannen, Mr. Dan Danielson, Ms. Holly Kelleher, Mr. Vernon Linklater, Ms. Colleen MacPherson, Mr. Darrell Utley,

Agenda: Ms. Kelleher moved approval of the agenda. Agenda CARRIED (8)

Appointment of the Director of Education: Ms. Banks moved that the Board approve the recommendation from the Board Human Resources Committee to appoint Mr. Barry MacDougall to the position of Director of Education with the Saskatoon Public School Division effective August 1, 2015 subject to the signing of a contract with the candidate. Appointment of the Director of Education CARRIED (8)

Ms. MacPherson moved that the Board adjourn to the call of the Chair or the Committee of the Whole Board meeting of Tuesday, February 24, 2015 at 3:00 p.m. Committee of the Whole Board meeting of Tuesday, February 24, 2015 at 3:00 p.m. CARRIED (8)

The meeting adjourned at 5:53 p.m.

_------------------------------------------_  _------------------------------------------_
Secretary of the School Division  Board Chair
MEETING DATE: FEBRUARY 24, 2015
TOPIC: CORRESPONDENCE

FORUM
[✓] Board Meeting
[ ] Committee of the Whole

AGENDA ITEMS
[✓] Correspondence
[ ] New Business
[ ] Reports From Administrative Staff
[ ] Other:

INTENT
[✓] Information
[✓] Decision
[ ] Discussion

BACKGROUND

The following correspondence is included in this file for the information of the Board:

(a) Correspondence from Honourable Brad Wall, Premier of Saskatchewan, regarding the wage freeze for all senior government officials.

(b) Correspondence from Holly Stevens, Executive Director, Saskatchewan Physical Education Association, regarding the Quality Daily Physical Education (QDPE) program.

PREPARED BY DATE ATTACHMENTS
Mrs. Avon Whittles, Director of Education February 18, 2015 Correspondence Documents

RECOMMENDATION

Proposed Board Motion:

That the Board receive the correspondence as listed.
February 10, 2015

Ray Morrison, Board Chair
Saskatoon School Division No. 13
310 - 21st Street East
SASKATOON SK S7K 1M7
(morrisonra@spsd.sk.ca)

Dear Mr. Morrison:

On February 6, 2015, I announced a wage freeze for all senior government officials. The freeze applies to the Premier and cabinet ministers; senior managers and out-of-scope (non-unionized) executive government and Crown corporation employees; and out-of-scope health region employees for the 2015-16 fiscal year.

This is in addition to the restraints that were communicated to you previously by the Ministry of Education regarding controlled operating spending within government to offset the impact of oil price fluctuations on our province’s revenue base.

I also ask that school divisions exercise the same measures as announced on February 6, 2015. As such, I am seeking your support and cooperation in applying the same policy in your school division.

I understand the pressures you face and appreciate your continued commitment to put the needs of students first, while managing within the funding allocation. We trust that you understand the importance and urgency of this request and will exercise the appropriate leadership.

...2
Representatives from the Ministry of Education will be working in partnership with you and your staff to meet the expectations outlined by government.

Sincerely,

Brad Wall
Premier

cc Honourable Don Morgan, Q.C.
Minister of Education

Greg Miller
Acting Deputy Minister of Education

Connie Bailey, President
Saskatchewan School Board Association

Darren McKee, Executive Director
Saskatchewan School Board Association

Phil Benson, Executive Director
Saskatchewan Association of School Business Officials

Bill Crooke, Executive Director
League of Educational Administrators, Directors and Superintendents of Saskatchewan

Mrs. Avon Whittles, Director
Saskatoon School Division No. 13
(whittles@spsd.sk.ca)
January 29, 2015

Saskatoon Board of Education
310 – 21st Street East
Saskatoon, SK S7K 1M7

Dear Mr. Whittles,

On behalf of the Saskatchewan Physical Education Association Board of Directors, we would like to thank you for your continued support of a Quality Daily Physical Education (QDPE) program in your schools.

In order to qualify for the award, the school physical education program had to meet or exceed all of the Ministry of Educations’ current physical education curriculum guidelines. These schools have joined a select number of schools from across Saskatchewan who made a commitment to provide a high quality physical education program for their students.

In your Division the following school will be receiving a star rated QDPE banner or a star rated year patch to add to their existing banner: Alvin Buckwold School ***, Buena Vista Elementary School *, Dr. John G. Egnatoff School **, Fairhaven School *, Holliston School *, Howard Coad School **, Pleasant Hill Community School **, Prince Philip School ***, Queen Elizabeth School **, River Heights School **, Sutherland Elementary School ***

I have enclosed a star rating chart for information purposes.

We encourage you to congratulate these physical education teachers on their achievement.

For a complete listing of all schools in Saskatchewan that qualified for the 2014-2015 SPEA QDPE Award, please visit our website at www.speaonline.ca

Thank you once again for your support as we continue to encourage Quality Daily Physical Education in every Saskatchewan school.

Sincerely,

Holly Stevens
Executive Director
SPEA
SPEA has adopted a "star" award rating system for QDPE and DPE (Daily Physical Education). The criteria achieved in your school's Physical Education program Kindergarten* to Grade 12 will determine how many stars will go up on your school banner that year.

*For schools that offer kindergarten less frequently than full day, every day (such as half day or every other day), minute requirements may be condensed in proportion to the reduction in instructional time.

<table>
<thead>
<tr>
<th>One Stars ★</th>
<th>Two Stars ★★</th>
<th>Three Stars ★★★</th>
<th>Four Stars ★★★★</th>
</tr>
</thead>
<tbody>
<tr>
<td>Well-planned lessons incorporating a wide range of activities that address the provincial curriculum learning outcomes/objectives.</td>
<td>Well-planned lessons incorporating a wide range of activities that address the provincial curriculum learning outcomes/objectives.</td>
<td>Well-planned lessons incorporating a wide range of activities that address the provincial curriculum learning outcomes/objectives.</td>
<td>Well-planned lessons incorporating a wide range of activities that address the provincial curriculum learning outcomes/objectives.</td>
</tr>
<tr>
<td>A variety of assessment and evaluation strategies that enhance student learning.</td>
<td>A variety of assessment and evaluation strategies that enhance student learning.</td>
<td>A variety of assessment and evaluation strategies that enhance student learning.</td>
<td>A variety of assessment and evaluation strategies that enhance student learning.</td>
</tr>
<tr>
<td>Emphasize student learning, personal success, fair play, and personal health and wellness.</td>
<td>Emphasize student learning, personal success, fair play, personal health and wellness.</td>
<td>Emphasize student learning, personal success, fair play, personal health and wellness.</td>
<td>Emphasize student learning, personal success, fair play, personal health and wellness.</td>
</tr>
<tr>
<td>Adhere to provincial student safety guidelines.</td>
<td>Adhere to provincial student safety guidelines.</td>
<td>Adhere to provincial student safety guidelines.</td>
<td>Adhere to provincial student safety guidelines.</td>
</tr>
<tr>
<td>Appropriate learning activities for the age/stage of development of each student that reflect current research and best practices.</td>
<td>Appropriate learning activities for the age/stage of development of each student that reflect current research and best practices.</td>
<td>Appropriate learning activities for the age/stage of development of each student that reflect current research and best practices.</td>
<td>Appropriate learning activities for the age/stage of development of each student that reflect current research and best practices.</td>
</tr>
<tr>
<td>Meets or exceeds provincial curriculum recommendations for minimum instructional time in physical education.</td>
<td>A minimum of 150 minutes of PE per week, divided among at least 3 days per week. At least 92.5 hours of PE per school year.</td>
<td>A minimum of 150 minutes of PE per week, divided among at least 3 days per week. At least 92.5 hours of PE per school year.</td>
<td>Minimum of 30 minutes of PE every day of the school year.</td>
</tr>
<tr>
<td>Opportunities to be physically active beyond scheduled physical education time in order to realize recommended physical activity requirements for students (i.e. intramurals, extracurricular, school wide physical activity initiatives (DPA), etc.).</td>
<td>Opportunities to be physically active beyond scheduled physical education time in order to realize recommended physical activity requirements for students (i.e. intramurals, extracurricular, school wide physical activity initiatives (DPA), etc.).</td>
<td>Opportunities to be physically active beyond scheduled physical education time in order to realize recommended physical activity requirements for students (i.e. intramurals, extracurricular, school wide physical activity initiatives (DPA), etc.).</td>
<td>Opportunities to be physically active beyond scheduled physical education time in order to realize recommended physical activity requirements for students (i.e. intramurals, extracurricular, school wide physical activity initiatives (DPA), etc.).</td>
</tr>
<tr>
<td>Opportunities for student leadership development.</td>
<td>Opportunities for student leadership development.</td>
<td>Opportunities for student leadership development.</td>
<td>Opportunities for student leadership development.</td>
</tr>
<tr>
<td>All students are taught by a qualified physical educator (PE Specialist).</td>
<td>All students are taught by a qualified physical educator (PE Specialist).</td>
<td>All students are taught by a qualified physical educator (PE Specialist).</td>
<td>All students are taught by a qualified physical educator (PE Specialist).</td>
</tr>
</tbody>
</table>

Based upon the above criteria, please check what star award your school qualifies for:

- ★
- ★★
- ★★★
- ★★★★

Please submit your application electronically to:

spea@xplornet.com

DUE December 19, 2014
SASKATOON BOARD OF EDUCATION

MEETING DATE: FEBRUARY 24, 2015

TOPIC: FISCAL LEADERSHIP REPORT 2013-2014

FORUM
[✓] Board Meeting
[ ] Committee of the Whole

AGENDA ITEMS
[ ] Correspondence
[✓] New Business
[ ] Reports From Administrative Staff
[ ] Other:

INTENT
[ ] Information
[✓] Decision
[ ] Discussion

BACKGROUND

Saskatoon Public Schools relies upon public funds to finance the operation of the school division. The division is aware of its responsibility to expend public funds carefully. This report outlines the recent measures taken by the division to ensure its fiscal responsibilities, while investing in the Board’s priorities.

CURRENT STATUS

The measures outlined in the attached report are organized under the following headings:
- Revenue
- Managing Expenditures
- Wise Investments

PREPARED BY DATE ATTACHMENTS

RECOMMENDATION

Proposed Board Motion:
That the Board approve the Fiscal Leadership Report 2013-2014 to be included as part of the evidence of the quality indicators for the Director’s annual evaluation.
Revenue

1. The Saskatoon Public Schools Foundation’s newly created programs of excellence grants awarded $41,600 to 14 schools for their unique school initiatives.

2. The Saskatoon Public Schools Foundation granted $585,000 in support of the Cameco Centre of Excellence in Science and Mathematics at Bedford Road Collegiate.

3. The Saskatoon Public Schools Foundation received a generous donation of $45,000 to support an expanded Summer Reading Camp Program. Reading Camp involved 168 students in 11 schools in August, 2014. There were two teachers in each school providing intensive literacy support to early learners.

4. The Saskatoon Public Schools Foundation provided a grant of $82,000 to launch the Early Learner Literacy Tutor Program that provides intensive literacy support to students in grades one to three.

5. The Saskatoon Public Schools Foundation received a grant of $200,000 from PotashCorp for the Food 4 Thought program in our schools.

6. The Foundation also secured a grant for $100,000 from Aboriginal Affairs and Northern Development Canada for a literacy and numeracy coaching program at Bedford Road and Mount Royal. The program provided support to 231 students.

Managing Expenditures

1. Energy cost savings of approximately $1.2 million were generated during the implementation period of the Energy Smart Program in 2013-2014. This program included renovations and upgrades to all Saskatoon Public School facilities, as well as tracking and monitoring energy use, and engaging all Saskatoon Public Schools stakeholders in the energy conservation process. This program also encourages students to be school-based energy conservation leaders through Destination Conservation, which provides a solid foundation of curriculum and training support.

2. The use of tenders for various goods and services has saved Saskatoon Public Schools approximately $615,608 in expenditures over the last fiscal year. This figure was determined by taking the successful tender and comparing it to the next lowest tender. Forty-one formal tenders were completed for the last fiscal year.

3. Many elementary schools offset their bell time so they may share transportation. The net impact is a reduction in cost for the 2013-2014 fiscal year of over $1,000,000. This reduction in cost is only possible with the support of school staff and the school community.

4. The use of an external cost analyst/consultant on major and capital construction projects has saved Saskatoon Public Schools between 1 to 5% on major and minor capital construction projects. In 2013-2014, it is estimated that the net savings to the school division is at least $435,000.
5. The Textbook Centre:
   a. Was able to send 193 secondary textbooks to a bindery this past year to be rebound. Not only does this extend the life of these textbooks by three to five years but this action also saves on costs. The cost to purchase 193 textbooks would be approximately $21,300, whereas the cost for rebinding is $2,123 thereby saving our school division $19,177.
   b. The Print Centre printed 2,500,000 black and white copies on 11x17” paper, cut the paper in half to create two copies, but only paid for one copy. The regular cost of printing this volume of copies would have been $40,000; this saved the school division $20,000.
   c. The Print Centre printed 350,000 color copies. 280,000 copies were printed using 11” x 17” paper, cutting the paper in half to create two copies. The regular cost of these copies would have been $33,600 where the actual cost was $33,600. Therefore, realizing a savings of $16,800.

6. The use of purchasing cards has improved internal processing efficiencies. In 2013-2014 the number of business transactions using purchasing cards was 25,491 total transactions in the amount of $4,953,551.

Wise Investments

1. Our tenth year of Literacy for Life resulted in improved outcomes for student learning. Our data, in the form of products, conversations and observations, indicate our students continue to move toward the overall goal of having all students, K-12, reading at or above grade level.

Since the onset of Literacy for Life, we have been fortunate to partner with a variety of literacy partners in our community; thereby, providing our students and staff with the opportunity to learn in a variety of contexts. In May 2014, close to 5,500 student delegates attended the ninth Literacy for Life conference on the University of Saskatchewan campus. The conference involved student sessions with numerous well-known authors and illustrators. As part of the conference events, Sally Armstrong provided an inspiring keynote address to over 1,000 of our students, staff and parents.

Inquiry teaching and learning are at the heart of our renewed provincial curricula. The inquiry resource kits for all grade three, four and five classrooms continue to provide a timely and supportive investment for our students and staff, as we implement provincial curricula. In addition, Levelled Literacy Intervention resources were implemented in most schools in order to focus upon Grade 1 students’ learning outcomes and Roadways to Reading was introduced as an additional intervention.

2. Our seventh year of the Board's priority Collegiate Renewal resulted in secondary school staff and students deepening their understandings and use of formative assessment and responsive instruction, “all those activities undertaken by teacher and/or their students which provide information to be used as feedback to modify teaching and learning (leading to improved
academic achievement for all students).” (Wiliam, 2011). Secondary teacher collaboration occurred in the form of Teacher Learning Groups (TLG) to support implementation of formative assessment practices. In addition, learning walks are used by secondary principals to support successful monitoring of the implementation of formative assessment practices. In addition, many schools implemented secondary data teams. Student input into learning goals and supports was evident during the year though such initiatives as: student forums, Tell Them From Me student survey results and the Youth Engaged in Leadership and Learnings (Y.E.L.L.) student leadership committee.

3. Integrated community centre projects with other partners, including the Open Door Society, City of Saskatoon, SIAST, SIIT, Greater Saskatoon Catholic Schools and the Saskatoon Soccer Centre have resulted in greater learning opportunities and learning environments for Saskatoon Public Schools students than would normally occur in stand-alone facilities. The following facility partnerships provide examples of these opportunities:

   a. At Centennial Collegiate in the Forest Park Centre, our students have access to a large indoor atrium/commons space, indoor soccer fields, an indoor walking track, a large fitness room, additional gym space and a variety of outdoor recreational sports fields.

   b. At Tommy Douglas Collegiate in the Shaw Centre, our students have access to a large indoor atrium/commons space, the Shaw Centre (aquatics facility), an indoor walking/jogging track, a large fitness room, additional gym space and a variety of outdoor recreational sports fields.

   c. At W.P. Bate Community School, our elementary students have access to a city-funded multi-purpose room, an enlarged nutrition room, outdoor playground structures and recreation features provided by the city, and a much larger outdoor recreational space.

   d. At Queen Elizabeth School, families have access to daycare through our partnership with the Open Door Society. In addition to providing care for the children of newcomer adults who receive English language training at Queen Elizabeth, the centre provides opportunities for children from the surrounding neighbourhood.

   e. At Willowgrove School, our students will have access to a 50-space shared daycare facility and a community recreation facility which is partially funded by the City of Saskatoon.

   f. At Mount Royal Collegiate, our students continue to benefit from the enhanced opportunities provided through the Saskatoon Trades and Skill Centre.

   g. The Saskatoon Public Schools Foundation, in partnership with PotashCorp, provided the Eco Science and Indigenous Learning Centre at Brightwater. This beautiful facility continues to provide rich learning experiences for students and staff.

4. The creation of new and expanded early learning care centres in a number of our schools allows for the integration of learning opportunities for preschool and school-aged children. The creation of new and expanded early learning care centres is a priority of both the Ministry of Education and Saskatoon Public Schools.
In the fall of 2014, Caroline Robins Community School had the official grand opening of its early learning care centre. Saskatoon Public Schools continues to partner with the Ministry of Education to find early learning partners and to continue establishing these centres within our facilities.

5. Saskatoon Public Schools staff worked in a number of curricular areas to ensure our teachers and students have the supports they need with renewed curricula across grades 6-11. We embedded the professional learning about outcomes and assessment for learning into our ongoing work in Literacy for Life and Collegiate Renewal, and supported the use of technology through training school leaders in each elementary school.

6. Technology Updates - The following updates have been made with technology:
   a. Introduction of a new tablet network to provide Saskatoon Public Schools’ owned devices with a more reliable, robust wireless infrastructure in all schools.
   b. The update of school and parent web pages to a platform that permits better access from mobile devices and improved integration with cloud-based services.
   c. Distribution of spare staff laptops at all schools to provide substitute teachers with technology in the event of staff with technology in the event of laptop failure.
   d. Development of a school-based tablet management system where schools retain local authority and control over their tablet software procurement while still registering all devices centrally with Saskatoon Public Schools, in conjunction with professional development resources to support the new processes.
   e. Inclusion of teaching staff with cloud-integrated Office 365 tools to improve collaboration with students and offer a richer experience with modern, mobile-centric applications.
   f. Major enhancements to the Professional Learning Plan (PLP) application workflows with integration of legacy plans, improved ease of use and notifications.

7. Bedford Road Collegiate began investigation into the International Baccalaureate (IB) program in 2007. After investing in the necessary professional development for staff, the IB program opened for students at Bedford in 2009. Aden Bowman Collegiate has also applied to become an IB program site (still pending approval).

8. During the 2012-2013 school year, our First Nations, Inuit and Métis (FNIM) Education Unit received grants from the Ministry of Education’s First Nations and Métis Education Initiative Fund. This grant supports school divisions in developing initiatives that lead to improvements in First Nations and Métis education. Saskatoon Public Schools received funding for initiatives outlined below:
   a. Enhanced literacy supports - with the support of the achievement funds, Speech Language Pathologist and two support teachers: FNIM Student Success, were hired to support students who required additional support with English literacy development. Over sixty students benefitted from the additional support and many were reading at grade level or close to it at the end of the year.
b. **Student Transitions** - the elementary school counsellor helps build relationships with Grade 8 students and their families as they transition from elementary school into high schools. This liaison position has demystified some of the transition process and has provided timely support to parents and students. Additionally, the counsellor worked with students and families that required more intensive support to remain attached to school.

c. **Culturally Responsive Teaching and Learning** - Teachers participated in professional learning that focused on enhancing the teaching of Science with Indigenous Knowledge. Elders, traditional knowledge keepers and teachers worked collaboratively to actualize outcomes of the Grade 6-9 science curriculum in a blended professional model that included workshops and classroom-embedded support. This work has been captured in a publication “Enhancing Science with Indigenous Knowledge: What we know from Teachers and Researchers”.

9. Through the strengthened partnership with Whitecap Dakota First Nation (Whitecap), the teachers at Whitecap Dakota Elementary School are now teachers of Saskatoon Public Schools. The prekindergarten to grade four school at Whitecap is federally funded and will operate in the same manner as any other Saskatoon Public School. This partnership will ease the transition process and ensure strong learning outcomes for the students.

**Conclusion**

This report demonstrates the Division’s commitment to fiscal responsibility, while investing in the Board’s priorities.
MEETING DATE: FEBRUARY 24, 2015

TOPIC: SECURE DESTRUCTION OF EMPLOYEE FILES

FORUM AGENDA ITEMS INTENT

[✓] Board Meeting [ ] Correspondence [ ] Information
[ ] Committee of the Whole [✓] New Business [✓] Decision
[ ] Reports From Administrative Staff [ ] Discussion
[ ] Other:

BACKGROUND

Based on Administrative Procedure 175: Preservation and Disposal of Records and the Saskatchewan School Boards Association’s (SSBA) Records Retention and Disposal Guide (December 2012), the destruction of employee files can take place after seven years. Paper records of employee files that were terminated in 2006 and 2007 (teacher and support staff) are candidates for destruction. Saskatoon Public Schools has a contract with Crown Enterprises (since 2013) for secure destruction that adheres to the policies and guidelines of both Saskatoon Public Schools and the SSBA.

CURRENT STATUS

A motion is required to securely destroy a box of recently-located legacy microfilm (circa early 1990s) containing archived employee records.

PREPARED BY DATE ATTACHMENTS

Mr. Jason Dunk, Chief Technology Officer February 12, 2015 None

RECOMMENDATION

Proposed Board Motion:
That the Board approve the secure destruction of one box of microfilm using the secure destruction services under contract with Crown Enterprises.
At the December 16, 2014 Board meeting, the following motion was passed:

“1) To address the increased funding requirements of the pension plan, the Board approve the following methodology, contribution rate increases and plan changes effective January 1, 2015:

- Change in actuarial methodology around administrative expenses reflecting them explicitly as an increase in current service cost of the plan rather than implicitly as a basis point reduction in the discount rate.
- Effective January 1, 2015:
  - Increase member contribution rate by 1.0%.
  - Change in pension indexing, moving from conditional excess interest to ad hoc indexing, based on affordability, for post-2014 service.
  - Change to the normal form pension, removing the subsidization of married members for post-2014 service.
  - Change the early retirement subsidy such that, for post-2014 service, the unreduced pension date is increased to age 62 or rule of 85 and the early retirement reduction is increased to 5% per year.
  - Change the interest rate credited to employee contributions to the minimum prescribed rate.

- Effective September 1, 2015, increase member contribution rate by 0.5%.

AND

2) That the Board instruct Aon Hewitt to draft the necessary amendments to the plan text to reflect the changes so moved and to submit a draft amendment to the Board no later than February 15, 2015.

AND

3) That the Board approve an increase of up to $107,000 in contributions toward the Pension Plan for the Non-teaching Employees for the time period of January 1, 2015 to September 1, 2015 and that the funds be taken from the unrestricted surplus.”

CURRENT STATUS

The Board’s pension consultants (Aon Hewitt) met with the Pension Committee and the Pension Advisory Committee on February 11, 2015 to review Pension Plan Amendment P-24.
RECOMMENDATION

**Proposed Board Motion:**
That the Board approve Amendment P-24 to the Pension Plan for the Non-Teaching Employees of the Saskatoon Board of Education effective January 1, 2015.
WHEREAS the Board of Education of the Saskatoon School Division No. 13 of Saskatchewan (hereinafter referred to as the “Board”) established the Pension Plan for the Non-teaching Employees of the Saskatoon Board of Education (hereinafter referred to as the “Plan”) effective January 1, 1966 and restated June 1, 2000;

AND WHEREAS the Board retained the right to amend the Plan at any time in accordance with Section 16.01 of the Plan;

AND WHEREAS the Board has approved, pursuant to a resolution of the Board passed on December 16, 2014, certain changes to the Plan, including an increase in member contribution rates and various other changes to the Plan for credited service after 2014;

NOW THEREFORE be it hereby resolved that the Plan is amended, effective January 1, 2015:

1. Section 1 is amended by deleting and replacing Section 1.27 with the following:

“1.27 Interest means:

(1) Prior to January 1, 2015:

(a) Interest credited at the end of each Plan Year at a rate determined as the gross rate of return earned by the Fund for the most recently completed Plan Year, less the rate attributable to any expenses required to be paid out of the Fund for administration of the Plan in respect of that Plan Year; and

(b) where payment is made on a date other than December 31st, Interest credited to the date of payment at a rate that is an estimate of the actual net rate of return earned by the Fund, in respect of the completed portion of that Plan Year, determined solely on the basis of information regarding the performance of the Fund since the last Plan Year end, as reported to the Board by the Fund Manager.

(2) On or after January 1, 2015:

(a) Interest credited at the end of each Plan Year at the rate calculated on the basis of the average of the yields of five-year personal fixed term chartered bank deposit rates, published by the Bank of Canada as Series V122515, over the 12 months of the Plan Year, rounded downwards to the next full 1/10 of 1% where that calculation would result in a fraction of 1% that is expressed other than as a multiple of a full 1/10 of 1%; and
where payment is made on a date other than December 31st, Interest credited to the date of payment at the rate calculated in (a) above for the previous calendar year.

Where Interest is to be applied to contributions made during a Plan Year, Interest means one-half of the interest rate determined in (1) or (2) above, whichever is applicable.”

2. Section 3 is amended by deleting and replacing Section 3.01(1)(iv) and adding new Sections 3.01(1)(v) and (vi) as follows:

“(iv) From January 1, 2013 to December 31, 2014, 6.4% of monthly Earnings up to one-twelfth of the YMPE and 8.5% of monthly Earnings in excess of one-twelfth of the YMPE; plus

(v) From January 1, 2015 to August 31, 2015, 7.4% of monthly Earnings up to one-twelfth of the YMPE and 9.5% of monthly Earnings in excess of one-twelfth of the YMPE; plus

(vi) After August 31, 2015, 7.9% of monthly Earnings up to one-twelfth of the YMPE and 10.0% of monthly Earnings in excess of one-twelfth of the YMPE.”

3. Section 6 is amended by deleting and replacing Section 6.02 with the following:

“6.02 **Benefits at Early Retirement**
A Member who retires prior to the Member’s Normal Retirement Date, and has not previously been granted a pension or a lump sum settlement under the Plan, shall be entitled to an annual pension equal to (1) plus (2) plus (3) below, subject to Section 6.06:

(1) **Pre-2015 Credited Service Benefit**

The benefit determined in accordance with Section 6.01(1) in respect of the Member’s Credited Service accrued prior to January 1, 2015 at the Member’s early retirement date, reduced by 1/6% for each month, if any, that the Member’s early retirement date precedes the earlier of:

(a) the first day of the month coincident with or next following the Member’s 60th birthday; or

(b) the first day of the month coincident with or next following the date on which the sum of the Member’s age (including years and completed months) plus the Member’s Service (excluding periods of lay-off and absence from employment that are not included in Credited Service) equals 85.

Notwithstanding the above, no reduction shall apply to the pension of a Member who has a total and permanent disability (as defined in the Income Tax Act); and in no event shall the reduction above be less than the Member’s Prescribed Reduction.

(2) **Post-2014 Credited Service Benefit**
The benefit determined in accordance with Section 6.01(1) in respect of the Member’s Credited Service accrued after December 31, 2014 at the Member’s early retirement date, reduced by \( \frac{5}{12} \% \) for each month, if any, that the Member’s early retirement date precedes the earlier of:

(a) the first day of the month coincident with or next following the Member’s 62\textsuperscript{nd} birthday; or

(b) the first day of the month coincident with or next following the date on which the sum of the Member’s age (including years and completed months) plus the Member’s Service (excluding periods of lay-off and absence from employment that are not included in Credited Service) equals 85.

Notwithstanding the above, no reduction shall apply to the pension of a Member who has a total and permanent disability (as defined in the Income Tax Act); and in no event shall the reduction above be less than the Member’s Prescribed Reduction.

(3) **Plan B Benefit**

The benefit determined in accordance with Section 6.01(2) at the Member’s early retirement date, reduced by:

(a) if the Member has attained age 60 and has completed at least 20 years of Credited Service, \( \frac{1}{4} \% \) for each month that the Member’s early retirement date precedes the Member’s Normal Retirement Date; or

(b) if the Member has not attained age 60 or has not completed 20 years of Credited Service, \( \frac{1}{2} \% \) for each month that the Member’s early retirement date precedes the Member’s Normal Retirement Date, provided that the resulting pension payable is not less than the Actuarial Equivalent of the pension payable at the Member’s Normal Retirement Date.

Notwithstanding the above, no reduction shall apply to the pension of a Member who has a total and permanent disability (as defined in the Income Tax Act); and in no event shall the reduction above be less than the Member’s Prescribed Reduction.”

4. **Section 6 is amended by deleting and replacing Section 6.07 with the following:**

“6.07 **Adjustments to Pensions in Payment**

(1) Retirement benefit payments in respect of Credited Service accrued prior to January 1, 2015 made from the Plan to Pensioners shall be increased on each January 1\textsuperscript{st} by the lesser of:

(a) the average rate of return in excess of 6.0\% per annum of the net rate of return of the Fund on a market value basis as determined by the Actuary for the three years ending September 30\textsuperscript{th} immediately preceding the January 1\textsuperscript{st} that the increase is effective; or
(b) 100% of the change in the average Consumer Price Index (CPI) for Canada for the twelve months ending October 31st immediately preceding the January 1st that the increase is effective, rounded down to the next lower 1/4%.

(2) Retirement benefit payments in respect of Credited Service accrued on or after January 1, 2015 made from the Plan to Pensioners may be increased on an ad-hoc basis at the discretion of the Board and subject to the limits under the Income Tax Act.”

5. Section 7 is amended by deleting and replacing Section 7.02 with the following:

“7.02 Normal Form of Pension
The normal form of pension provided under the terms of the Plan shall be as described in either (1) or (2) below:

(1) **Member With a Spouse**
If the Member has a Spouse at the date of pension commencement, a lifetime pension shall be payable to the Member. After the Member’s death, a lifetime pension shall be payable to such Spouse if still living, in equal monthly instalments of 60% of the amount the Member was receiving immediately prior to death.

The portion of the pension payable in respect of Credited Service accrued after December 31, 2014, shall be adjusted to be the Actuarial Equivalent of the pension payable to a Member without a Spouse at the date of retirement, as described in (2) below.

(2) **Member Without a Spouse**
If the Member does not have a Spouse at the date of pension commencement, a lifetime pension shall be payable to the Member. If the Member dies before having received 60 monthly payments, such monthly payments shall continue to the Member’s Beneficiary until 60 monthly payments in total, including the payments made to the Member prior to death, have been made.”

6. Section 9 is amended by replacing all references to “Section 6.02” with “Section 6.02(1)” in Section 9.01.
IN WITNESS WHEREOF the Board has caused this Amendment to be executed by its duly authorized officers as of the _________ day of ___________________, 2015.

Saskatoon Board of Education

Per:________________________________________

Per:_______________________________________
MEETING DATE: FEBRUARY 24, 2015

TOPIC: TRANSFER FROM CAPITAL RESERVES TO UNRESTRICTED ACCUMULATED SURPLUS – NEW SCHOOL BUNDLING PROJECT

FORUM | AGENDA ITEMS | INTENT
--- | --- | ---
[✓ ] Board Meeting | [ ] Correspondence | [ ] Information
[ ] Committee of the Whole | [✓ ] New Business | [✓ ] Decision
[ ] Reports From Administrative Staff | [ ] Discussion
[ ] Other:

BACKGROUND

During 2013-2014 and 2014-2015, the Ministry of Education provided funding for school divisions to support operating costs associated with the new school bundling project. In 2013-2014, the school division received $206,885 and in 2014-2015, the school division received $211,000 (a total for the two years of $417,885).

CURRENT STATUS

The grant revenues received by the school division must be recognized by the school division as capital in the audited financial statements; however, the expenditures are reported as part of the school division’s operations. As a result, the funds should be transferred from the Internally Restricted Surplus Designated for Tangible Capital Asset Expenditures (capital reserves) to Unrestricted Accumulated Surplus. This will transfer the funds to the area where the funds are being expended.

PREPARED BY | DATE | ATTACHMENTS
--- | --- | ---
Mr. Garry Benning, Chief Financial Officer | February 12, 2015 | None

RECOMMENDATION

Proposed Board Motion:
That the Board approve the transfer of $417,885 from the Internally Restricted Surplus Designated for Tangible Capital Assets to Unrestricted Accumulated Surplus specifically funded by the Ministry of Education to support operating costs associated with the new school bundling project.