



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

**TUESDAY, DECEMBER 13, 2022  
310 – 21<sup>st</sup> Street East - 6:30 p.m.**

Please note that all public board meetings are audio recorded.

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## **AGENDA**

**1. Roll Call**

**2. Acknowledgement**

**3. Agenda**

**3.1. Adoption of Agenda**

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*Proposed Board Motion: Move approval of the agenda.*

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**3.2. Declaration of Conflict of Interest**

**4. Celebrating Excellence:**

**4.1. Literacy Parent Night at James L. Alexander 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.

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

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**5.1. Approval of Minutes – November 22, 2022**

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*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 November 22, 2022.*

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**6. Reports from Administrative Staff**

**6.1. Strategic Plan Accountability Report: Facilities**

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*Proposed Board Motion: That the board approve the Strategic Plan Accountability Report: Facilities, to be included as part of the director of education's 2022-2023 evaluation.*

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**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. Sale of Pleasant Hill School and Property**

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*Proposed Board Motion: That the board approve the agreement between the board and the Ministry of SaskBuilds and Procurement for the sale of Pleasant Hill School and property effective January 1, 2023 with a possession date of July 21, 2023 for a total purchase price of \$1,670,000 plus a relocation fee of \$750,000 and that the school be closed on June 30, 2023.*

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**11.2. Mid-Year Funding**

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*Proposed Board Motion: That the board approve the expenditure of up to \$3.7 million from unrestricted reserves to be applied as recommended by administration to address enrolment growth with mid-year funding.*

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**11.3. Approval of Directors for Saskatoon Public Schools Foundation Corp.**

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*Proposed Board Motion: That the board approve the appointment of Allison McMillan, Brennen Mills, Fatima Coovadia and John Lagimodiere to the Saskatoon Public Schools Foundation Board of Directors effective January 1, 2023.*

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**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**

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***Proposed Board Motion:*** *That the board adjourn to the call of the chair or the meeting of Tuesday, January 17, 2023.*

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**MEETING DATE:** DECEMBER 13, 2022

**TOPIC:** CELEBRATING EXCELLENCE:  
LITERACY PARENT NIGHT AT JAMES L. ALEXANDER SCHOOL

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

## BACKGROUND

Academic excellence, character, engagement, and well-being of students are at the heart of Saskatoon Public Schools' 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

The school division recognizes the benefits of evidence-based literacy instruction on improving student achievement and engagement. The comprehensive literacy plan and supports, such as learning support teachers have played an important role in shifting instructional practice in classrooms.

The instructional strategies utilized in classrooms to teach reading may not be familiar to parents and caregivers. As parents are recognized as valued partners in helping students to read, schools have made efforts to engage parents and caregivers in supporting reading at home.

Principal Candace Ahmed; Dana Willms, learning support teacher; Kelsey Jones and Katelyn Warner, primary teachers; along with parents from James L Alexander School will share the impact of their *Parent Literacy Night* on partnering to support students' reading success.

PREPARED BY	DATE	ATTACHMENTS
Brent Hills, Deputy Director of Education Nicola Bishop-Yong, Superintendent of Education	December 7, 2022	None



**MEETING DATE:** DECEMBER 13, 2022

**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 November 22, 2022 committee of the whole and regular board meetings.

PREPARED BY	DATE	ATTACHMENTS
Daniel Burke, Chief Financial Officer	December 2, 2022	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 November 22, 2022.*

# UNAPPROVED

**MINUTES OF A MEETING:**

of the Board of Education of the Saskatoon School Division No. 13 of Saskatchewan, held on Tuesday, November 22, 2022 at 2:30 p.m.

November 22, 2022

**MEMBERS PRESENT:**

Trustees Angela Arneson, Donna Banks, Kathleen Brannen, Colleen MacPherson, Michael Pidwerbeski, Kim Stranden, Ross Tait, Suzanne Zwarych

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

CARRIED (8)

The meeting adjourned at 5:23 p.m.

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Secretary of the School Division

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Board Chair

# UNAPPROVED

## MINUTES OF A MEETING:

of the Board of Education of the Saskatchewan School Division No. 13 of Saskatchewan, held on Tuesday, November 22, 2022 at 6:30 p.m.

November 22, 2022

## MEMBERS PRESENT:

Trustees Colleen MacPherson (Chair), Angela Arneson, Donna Banks, Michael Pidwerbeski, Kim Stranden, Ross Tait, Suzanne Zwarych

Chair MacPherson, called the meeting to order, read the roll call into the minutes, acknowledged that the meeting was being held on Treaty Six territory and traditional territory of the Cree, Dene, Nakoda, Lakota, Dakota and Saulteaux nations, and the homeland of the Métis and Michif people.

Agenda: Trustee Banks moved approval of the agenda.

Agenda

CARRIED (7)

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

Celebrating Excellence – Sylvia Fedoruk School: Experiential Learning:  
Superintendent of Education, Trish Reeve, introduced Andrew Kitchen, grade 7/8 teacher at Sylvia Fedoruk School. Mr. Kitchen and former students Claire Jarvis and Leah Longo described the benefits of experiential learning. Kristy Dean-Jarvis also spoke to the board of the benefits of the learning and the impact it had on her family.

Celebrating  
Excellence-  
Sylvia Fedoruk  
School:  
Experiential  
Learning

Consent Items: Trustee Pidwerbeski moved that the following consent agenda items be approved as presented.

Consent  
Items

CARRIED (7)

Approval of Minutes - October 11, 2022 and November 8, 2022:  
Trustee Pidwerbeski moved that the board approve the minutes of the committee of the whole and regular board meeting held October 11, 2022 and the inaugural board meeting held November 8, 2022.

Approval of  
Minutes

CARRIED (7)

correspondence as listed:

Correspondence: Trustee Pidwerbeski moved that the board receive the

Correspondence

- a) Correspondence from Deputy Minister Donna Johnson regarding Saskatoon Public Schools; estimated revenues and expenditures for the 2022-2023 school division fiscal year.

CARRIED (7)

## Reports from Administrative Staff:

### Strategic Plan Accountability Report: Student Transportation:

Trustee Arneson moved that the board approve the Strategic Plan Accountability Report: Student Transportation, to be included as part of the director of education's 2022-2023 evaluation.

Strategic Plan  
Accountability  
Report: 2022-2023  
Student  
Transportation

CARRIED (7)

## Unfinished Business:

### Audited Financial Statements and Audit Findings Report – September 1, 2021

to August 31, 2022 : Trustee Banks moved that the board approve the following:

- 1) The "Report to the Audit and Risk Committee on the 2022 audit" for the year ended August 31, 2022.
- 2) The Audited Financial Statements for the year ended August 31, 2022, pending minor changes made after the Office of the Provincial Auditor, Ministry of Education and the Ministry of Finance's format review and approval.

Audited  
Financial  
Statements and  
Audit Findings  
Report -  
September 1, 2021  
to August 31, 2022

CARRIED (7)

## Reports of Committees and Trustees:

- Trustee Stranden reported her attendance at school community council meetings at Vincent Massey, Ernest Lindner and Dundonald schools.
- Trustee Arneson reported on her attendance at school community council meetings at Sylvia Fedoruk School, Willowgrove Schools and Centennial Collegiate.
- Trustee Pidwerbeski reported on his attendance at school community council meetings at City Park, Forest Grove, Henry Kelsey, Mayfair and North Park Wilson schools. He also visited École Henry Kelsey for a tour of the school and programs.
- Trustee Banks reported on her attendance at Tommy Douglas Collegiate's academic awards ceremony. She also reported on her attendance at the Saskatchewan School Boards Association fall assembly and James L. Alexander School's literacy night for grade one families. She also attended the Remembrance Day ceremony at SaskTel Centre.
- Board Chair MacPherson reported on her attendance at several activities at ward 5 schools and meetings of board chairs during the Saskatchewan School Boards Association fall assembly. She also reported on future school events of high school musicals and band concerts.

## New Business

### Annual Report (Tabling of Documents): Trustee Stranden

moved that the board approve the Annual Report for the year ended August 31, 2022 subject to minor edits.

Annual  
Report  
(Tabling of  
Documents)

CARRIED (7)



# UNAPPROVED

## Amendment to Preventative Maintenance and Renewal Three Year

Plan: Trustee Zwarych moved that the board approve the amendment of the Three Year Preventative Maintenance and Renewal Plan to include the following ten projects:

Amendment  
to Preventative  
Maintenance  
and Renewal  
Three Year  
Plan

- 1) Various schools roof inspections and reports at an estimated cost of \$100,000
- 2) Holliston School washroom renovation at an estimated cost of \$70,000
- 3) Marion M. Graham Collegiate bleacher replacement at an estimated cost of \$200,000
- 4) Various schools asbestos removal at an estimated cost of \$100,000
- 5) Various schools building studies at an estimated cost of \$50,000
- 6) Various schools landscape plans at an estimated cost of \$25,000
- 7) Various schools Metasys upgrade at an estimated cost of \$250,000
- 8) Dundonald School roof replacement section #23 (P4) at an estimated cost of \$54,000
- 9) Dundonald School replace mansards south and RS4 west at an estimated cost of \$223,000
- 10) John Dolan School replace flooring in classroom 1301 at an estimated cost of \$30,000

CARRIED (7)

## Relocatable Classroom Funding Requests 2022-2023:

Trustee Tait moved that the board approve the 2022-2023 Relocatable Classroom Funding Requests to the Ministry of Education as follows:

Relocatable  
Classroom  
Funding  
Requests  
2022-2023

- 1) Sylvia Fedoruk School – Two new relocatable classrooms, with supplemental information provided requesting an additional four (six total).
- 2) Colette Bourgonje School – Two new relocatable classrooms, with supplemental information provided requesting an additional six (eight total).
- 3) Dr. John G. Egnatoff School – Two new relocatable classrooms, with supplemental information requesting two moves instead, if move funding is increased to reflect actual costs.
- 4) École Victoria – Two new relocatable classrooms, with supplemental information requesting them to be replacement relocatable classrooms.
- 5) North Park Wilson School – One new relocatable classroom, with supplemental information requesting a move instead if move funding is increased to reflect actual costs.
- 6) Centennial Collegiate – Two new relocatable classrooms.
- 7) Ernest Lindner School – Two new relocatable classrooms.

CARRIED (7)

## Comments/Concerns/Questions from the Public:

No comments, concerns or questions were brought forward.

## Notice of Motion:

No Notices of Motion were brought forward.

## Questions by Trustees:

No questions by trustees were brought forward.

## Adjournment:

Trustee Pidwerbeski moved that the board adjourn to the call of the chair Board meeting of Tuesday, December 13, 2022.

CARRIED (7)

The meeting adjourned at 7:31 p.m.



**MEETING DATE:** DECEMBER 13, 2022

**TOPIC:** STRATEGIC PLAN ACCOUNTABILITY REPORT: FACILITIES

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.

## CURRENT STATUS

The attached accountability report from the Facilities Department includes a brief commentary on key measures and primary targets, as well as information regarding current and future initiatives. It also identifies primary risk factors going forward, and corresponding mitigation strategies in each case.

Stan Laba, superintendent of facilities will be in attendance to present the report.

PREPARED BY	DATE	ATTACHMENTS
Stan Laba, Superintendent of Facilities	December 5, 2022	Accountability Report with Five Attachments

## RECOMMENDATION

### **Proposed Board Motion:**

That the board approve the Strategic Plan Accountability Report: Facilities, to be included as part of the director of education's 2022-2023 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: Facilities

**Date of Board Meeting:** December 13, 2022

### Strategic Priorities:

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

1. Facility Condition Index (FCI) – this is a common industry standard that measures a facility's deferred maintenance backlog in relation to its replacement value. For example, a facility with a \$20 million current replacement value with \$5 million of deferred maintenance work results in an FCI of 0.25. A lower FCI value is more favourable than a higher FCI value. An FCI value in excess of 0.30 would suggest an immediate need for significant investment in infrastructure upgrading and replacement.
2. Capital project approvals – the Ministry of Education (MOE) requests that school divisions submit their top three - five major and top two minor capital renewal program funding projects annually. The MOE then issues Phase 1 Pre-Design Approval for selected priority projects, with subsequent phases approved annually, or as provincial budgets allow. Major and minor capital renewal program funded projects are 100% funded by the province, based on its determination of an appropriate budget for the work. However, the current budget for new school builds is \$3,719 per square metre, which is approximately 20% below current local construction market values for similar work according to the third party cost consultant used by the school division.
3. Relocatable classroom approvals – the MOE requests that school divisions submit their top priorities for new relocatable classrooms and relocatable classroom moves annually. Relocatable classroom projects are 100% funded by the province, based on the MOE's

determination of appropriate budgets for the work. Current budget is \$500,000 for the supply and installation of a new relocatable classroom, and \$60,000 for the move of an existing relocatable classroom. The cost for a move is significantly below current local construction market values for similar work.

4. Further development of the new City Centre School Project – with a continued focus on strong community relationships and stakeholder consultations. Potential program partners include, but are not necessarily limited to, the Saskatoon Tribal Council, the City of Saskatoon, the Saskatchewan Health Authority and the Saskatchewan Indian Institute of Technologies.
5. Disposal of Pleasant Hill School and King George School – as these two schools become surplus, with the consolidation of students in the new City Centre School, it is expected that both schools can be sold to other potential owners.
6. Meeting annual preventative maintenance and renewal (PMR) budget targets - it is understood that individual budget lines for PMR funded projects can be overspent in some cases, as long as the annual PMR budget including contingency is not exceeded in any given year. A PMR reserve fund for emergency infrastructure work is available to address unforeseen issues. Refer to Attachment #1: Examples of Recently Completed Facilities Projects for some before and after photographs of typical projects.

#### **Targets:**

1. Slowing the increase in FCI year over year, with 0.30 being the maximum not to exceed. Refer to Attachment #2: FCI Chart - Current and Future Projections for more details.
2. Phase 2 approval of the new City Centre School Project on the existing Princess Alexandra School site. Phase 2 includes a number of different project stages, including schematic and design development report approvals by the MOE, as well as 75% and 99% contract documents reviews and approvals by the MOE.
3. Timely application for 2024-25 major and minor capital renewal program funding, for MOE review and approval, for the school division's top major capital renewal program funding priorities. Deadline - February 28, 2023.
4. Timely application for 2022-23 new relocatable classroom funding, MOE review and approval, based on 110% or higher utilization rate in existing schools. The application was submitted before the deadline of October 30, 2022 and the division awaits the MOE's response.
5. Arranging for the tendering and construction of four new relocatable classrooms at Willowgrove School, as per the MOE's approval to use 2020-21 and 2021-22 relocatable classroom funding in a total amount not to exceed \$1,940,000.

Refer to attachment #3: Status of Major Capital Projects and Relocatable Classroom Requests for more details regarding the above.

#### **Key Initiatives Employed:**

1. Effective and efficient workforce: With a stable maintenance workforce in terms of size and experience but an increasing and aging number of schools to service, the focus on 'mainly maintenance' work, and not project work, has allowed day to day service requests to become the major priority of the maintenance workforce. Project work is usually undertaken by outside contractors, supervised by the contract services team. Given the continuing challenge of reduced maintenance repair and replacement

- budgets, a focus on predictive and preventative maintenance workforce strategies to extend the life of existing components, systems, products and materials has resulted in less frequent callouts for emergency breakdowns. Providing building operators with training and equipment to assist with minor maintenance work items has allowed the maintenance workforce to focus on larger breakdown repairs, ensuring an improved level of efficacy and efficiency in delivery of these essential services. Refer to Attachment #4: Facilities Staffing & Asset Report and Attachment #5: Routine Maintenance Reports, Department Funded and Special Education Projects and Preventative Maintenance Report for more details (key measures 1 and 5).
2. Management team planning sessions: Regular planning sessions with the facilities management team comprising operations, maintenance, contract services and administrative managers, has allowed the facilities department to react to emerging facilities issues while updating and adjusting priority work items to suit available funds and timelines. Strategic planning sessions are undertaken with the facilities management team periodically each year, to ensure that short, medium and long-term priorities are refreshed and re-aligned as required (key measures 1, 2, 3, 4, 5 and 6).
  3. Strategic planning sessions – Strategic planning sessions with senior leadership and the board are undertaken annually, to ensure that the 10 Year Construction Plan is updated, major and minor capital renewal program funding requests are confirmed for submission to the MOE, and other important facilities priorities are reviewed and approved for further investigation and development (key measures 1, 2, 3, 4, 5 and 6).
  4. Communication/consultation with stakeholders - Ensuring appropriate communication and consultation with all applicable stakeholders is an important requirement for successful project delivery. This includes regular communication and consultation with MOE representatives, as well as architects, engineers, contractors, the school division's cost consultant and other school division colleagues and stakeholders (key measures 1, 2, 3, 4, 5 and 6).
  5. Research and investigate - Research and investigation into new components, products, systems and processes is ongoing, with all facilities team members responsible for maintaining a current best practice knowledge in their respective areas of training and expertise. Local and regional construction market conditions are monitored regularly, to ensure that the best cost/value approach to project development and delivery is undertaken whenever possible (key measures 1, 2, 3, 4, 5 and 6).

**Data:**

- Attachment #1: Examples of Recently Completed Facilities Projects
- Attachment #2: FCI Chart - Current and Future Projections
- Attachment #3: Status of Major Capital Projects and Relocatable Classroom Requests
- Attachment #4: Facilities Staffing and Asset Report
- Attachment #5: Routine Maintenance Reports, Department Funded and Special Education Projects and Preventative Maintenance Report

## Current and Future Initiatives:

1. LED project – The provision of new energy-efficient light-emitting diode (LED) lighting to replace existing T-5 and T-8 fluorescent lighting in all existing schools is a major facilities initiative. It is expected that the work will be completed in multiple phases over the next three - five years. Phase 3 is currently underway at Bedford Road Collegiate, Caroline Robins School, City Park School, École College Park School, Dr. John G. Egnatoff School, École Dundonald School, Fairhaven School, École Forest Grove School and Marion M. Graham Collegiate (key measures 1 and 6).
2. Unified Security Platform/Fire Alarm project – The upgrading of the existing fire alarm systems and the provision of a new unified security platform in all existing schools is another major facilities initiative. New fire regulations require that the work be completed in multiple phases over the next three years. Work is currently underway at 17 existing facilities to transition from the P2000 to a new security system, and the fire alarm upgrade and certification are progressing through all facilities (key measures 1 and 6).
3. Building Automated Controls Systems – the upgrading and/or replacement of building automated controls systems (BACS) in existing schools will be a major facilities initiative in the next several years. The legacy Metasys BACS system provided by Johnson Controls Inc. has been maintained and upgraded in various existing schools over the past 30 years, and a plan for the continued upgrading and/or replacement of these systems has been developed and costed. Phase 1 is currently underway at École Forest Grove and Holliston schools (key measures 1 and 6).
4. School reviews – The existing schools in the division have an average age of approximately 56 years. However, ages vary greatly with some more than 100 years old, and some less than five years old. Facilities operating, maintenance and construction budgets have remained static or have shrunk, relative to inflation, local construction market conditions and other related factors. It is not expected that significant additional funds will be available to address these challenges, hence the need to consider future school reviews where capacity significantly exceeds current and forecasted enrolment and deferred maintenance backlogs become increasingly unmanageable. One example of this is the new City Centre School Project, where one new consolidated school is replacing three existing schools, each with a significant deferred maintenance backlog (key measures 1, 2, 4, 5 and 6).
5. Future new schools and addition/infill projects - With the continued long-term growth of the City of Saskatoon, and the development and build-out of new residential neighbourhoods in the east, north-east and west parts of the city, a corresponding need for new schools and colleges has been identified. Based on a four – five year timeline for new school delivery, from date of MOE initial approval, a new elementary school in Brighton (east side) and a new college in Holmwood (east sector) should remain major capital renewal program funding project requests of the school division. Other major capital renewal program funding projects that focus on infrastructure renewal and infill, to optimize the use of existing space, and to upgrade existing school infrastructure, should continue to be considered priorities for submission to the MOE. Eventually a new elementary and college in the north-east part of the city will be required to alleviate chronic college capacity issues in that area (key measures 2, 3 and 6).

## **Risk Assessment:**

1. Increase in FCI – The increase in FCI is directly correlated to the decrease in facilities operating and capital budgets – high likelihood, high impact. Mitigation strategies include increasing facilities operating and capital budgets, consolidate existing schools and advocacy work with MOE representatives (key measures 1 and 6).
2. Increasing Student Enrolments – Increasing student enrolments are creating capacity issues in some schools and puts at risk the provision of quality student learning environments - high likelihood, high impact. Mitigation strategies include more effective use of existing space for core school requirements, building more schools and additions providing more relocatable classrooms subject to MOE funding approvals and continued advocacy work with MOE representatives (key measures 2 and 3).
3. Fewer New Schools, Additions, Infill Projects and Relocatable Classrooms – Fewer new schools, additions, infill projects and relocatables puts at risk increasing student enrolments due to quantity and quality of available learning environments - high likelihood, high impact. Mitigation strategies include building more schools and additions, providing more relocatable classrooms subject to funding approvals and advocacy work with MOE representatives (key measures 2 and 3).
4. Equipment/Component/Asset failure – There is the ongoing and increasing risk of equipment/component/asset failure - medium likelihood, high impact. Mitigation strategies include regular facility monitoring, predictive and preventative maintenance, maintaining a significant infrastructure emergency reserve fund and advocacy work with MOE representatives (key measures 1 and 6).
5. Major Facility Emergency or Failure – There is an ongoing and increasing risk of a major facility emergency – medium likelihood, high impact. Mitigation strategies – same as above (key measures 1 and 6).
6. Construction Cost Increases – There is the ongoing likelihood of construction cost increases in the local and regional construction market for goods and services - likelihood high, impact high. Mitigation strategies include reviewing and revising approved projects list where possible, project deferral, project scope adjustment, reviewing and revising construction delivery methods and advocacy work with MOE representatives (key measures 1, 2, 3, 4 and 6).

## **Summary Comments:**

The Facilities Department is committed to supporting the school division in providing safe, secure, and healthy learning environments for staff and students in the context of challenging annual budgets, an increasing number of aging facilities, increasing regulatory requirements and technological innovations in product and project delivery.

## ATTACHMENT #1

### Sutherland Gym Painting and Flooring

Final Cost: \$72,000

Timeline: July to August 2022

Funded by: Preventative Maintenance and Renewal (PMR) Funding

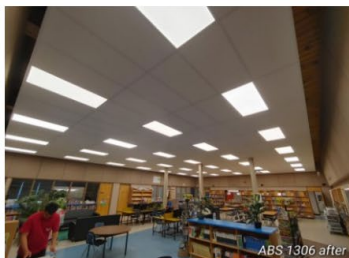


### LED Various Upgrades

Final Cost: Multi-year, multi-phased project. Current expenses \$1.4 million

Timeline: October 2021 to current

Funded by: Preventative Maintenance and Renewal (PMR) Funding



### John Lake Interior Painting

Final Cost: \$24,000

Timeline: July to August 2022

Funded by: Preventative Maintenance and Renewal (PMR) Funding





## Lester B. Pearson Condensing Unit Replacement

Final Cost: \$125,000

Timeline: June to October 2022

Funded by: Preventative Maintenance and Renewal (PMR) Funding

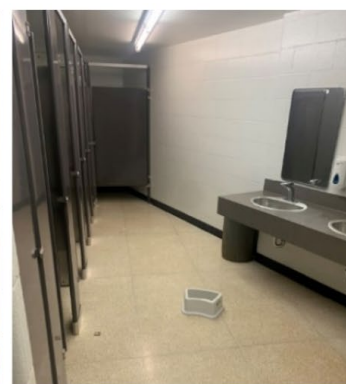
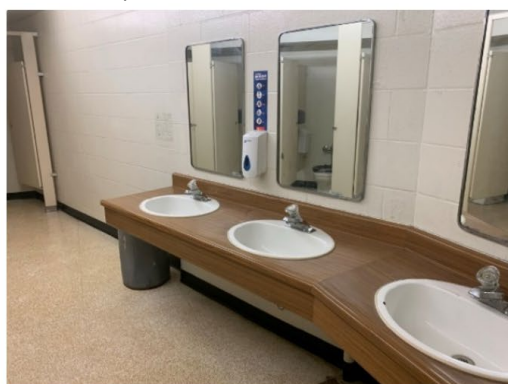


## Caroline Robins Washroom Renovations

Final Cost: \$121,000

Timeline: July to August 2022

Funded by: Preventative Maintenance and Renewal (PMR) Funding

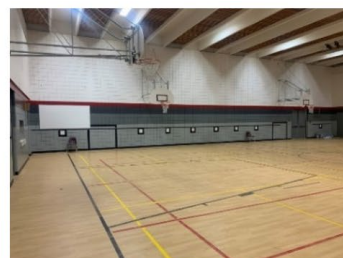
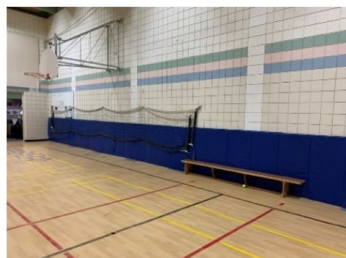


## École College Park School Gym Painting

Final Cost: \$41,000

Timeline: July to August 2022

Funded by: Preventative Maintenance and Renewal (PMR) Funding



## Aden Bowman Collegiate Various Upgrades Phase 2

Final Cost: \$1,500,000

Timeline: January to November 2022

Funded by: Preventative Maintenance and Renewal (PMR) Funding

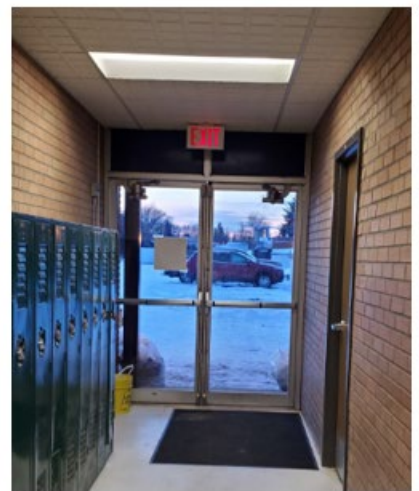
### Science Lab



### Window Replacement







## Colette Bourgonje Learning Commons into a Classroom

Final Cost: \$31,000

Timeline: August to October 2022

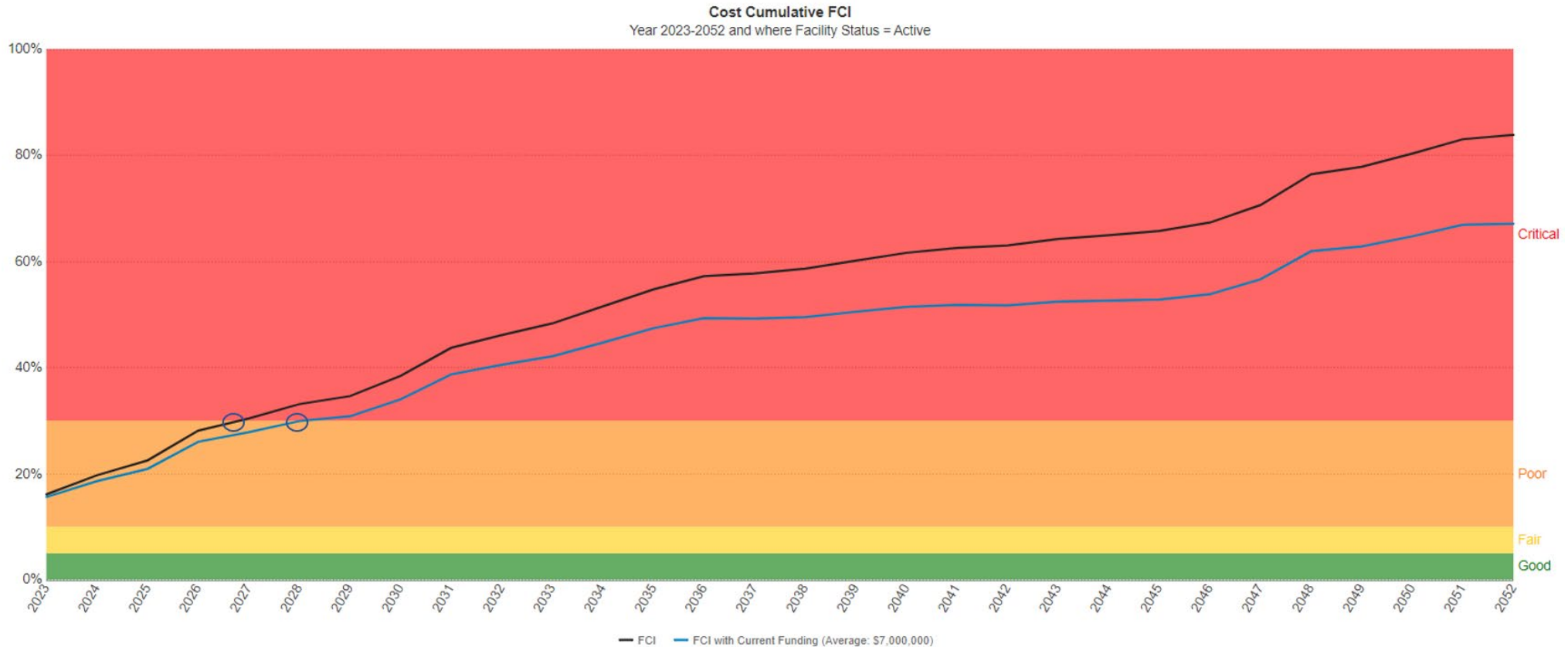
Funded by: Facilities Operating Budget



## ATTACHMENT #2

### Facility Condition Index (FCI) Report – Current and Future Projections

December 3, 2022



The following extrapolated trend lines are based on the current facilities funding allocation of approximately \$7,000,000 per year for deferred maintenance backlog (blue line) or with no annual allocation for deferred maintenance backlog (black line). For the first, most likely scenario (blue line), cost cumulative FCI reaches 0.30 (i.e. 30%) in 2028. In the second scenario, least likely scenario (black line), cost cumulative FCI reaches 0.30 (i.e. 30%) in 2026.

## **ATTACHMENT #3**

### **Status of Major Capital Projects and Relocatable Classroom Requests: December 3, 2022**

#### **1. Major Capital Renewal Program Funding Requests -**

Following are the four major capital projects submitted to the Ministry of Education (MOE) for its review in February 2022:

- New Eastside Collegiate
- New Eastside Elementary School
- Centennial Collegiate Infrastructure and Infill Project
- Walter Murray Collegiate Infrastructure and Infill Project

The status of each of the above is unknown at the present time. It is expected that the MOE will provide a list of its top ten major capital projects prioritized from a provincial perspective as part of its budget presentation in Spring 2023. The new Eastside Collegiate was listed in the MOE's top ten list in Spring 2022.

#### **2. Minor Capital Renewal Program Funding Requests -**

Following are the two minor capital projects submitted to the MOE for its' review in May 2022:

- Centennial Collegiate Upgrades for Enrolment Growth
- Personal Care/Universal Washroom Upgrades at Various Schools

The status of each of the above is unknown at the present time as this is the first year the MOE has asked for projects under this program. It is expected that the MOE will provide more information as part of its budget presentation in Spring 2023.

#### **3. 2022-23 Relocatable Classroom Requests –**

Following are the new relocatable classroom requests submitted to the MOE for its review in November 2022:

- Two for Sylvia Fedoruk School with supplemental information requesting an additional four (six total)
- Two for Colette Bourgonje School with supplemental information requesting an additional six (eight total)
- Two for Dr. John G. Egnatoff School with supplemental information requesting two moves instead, if funding is increased to reflect actual costs

- Two for École Victoria, with supplemental information requesting them to be replacement relocatable classrooms
- One for North Park Wilson School, with supplemental information requesting a move instead, if more funding is increased to reflect actual costs
- Two for Centennial Collegiate
- Two for Ernest Lindner School

#### **4. 2021-2022 Relocatable Classroom Requests -**

Following are the new relocatable requests approved by the Ministry of Education in March 2022:

- Two for Sylvia Fedoruk
- One for Willowgrove

#### **5. 2020-21 Relocatable Classroom Requests –**

The MOE approved for new relocatable classrooms for Saskatoon Public Schools in December 2020 as follows:

- Two for Willowgrove School
- One for École Alvin Buckwold School
- One for Centennial Collegiate

The MOE has recently approved the school division's request to combine the budgets for the four approved relocatable classrooms in 2020-21 noted above and the budget for the one Willowgrove School relocatable approved in 2021-22 into a new project, for four new relocatable classrooms (\*) at Willowgrove. This work will be undertaken in 2023, with a tender in late summer or early fall, and construction beginning in late fall 2023 into spring of 2024.

\*One relocatable will be designed and constructed to serve as a student washroom addition for the school

## ATTACHMENT #4

### Facilities Staffing and Asset Report:

Departments	2016-17	2022-23
Facilities	3	3
Contract Services	4	4
Maintenance	4.5	3.5
Operations	4.5	4.5
Trades	26	26
Caretaking (FTE)	166.5	163
<b>Total</b>	<b>208.5</b>	<b>204</b>

<b>Floor Area</b>		
Gross Floor Area m <sup>2</sup>	347,365	387,970
Gross Floor Area sqft	3,739,006	4,176,080

<b>Number of Facilities</b>		
Schools	55	58
Administration Buildings	3	3
Associate Schools	2	1
Alliance Schools	1	1
<b>Total</b>	<b>61</b>	<b>63</b>

## ATTACHMENT #5

### Routine Maintenance (RM) Reports

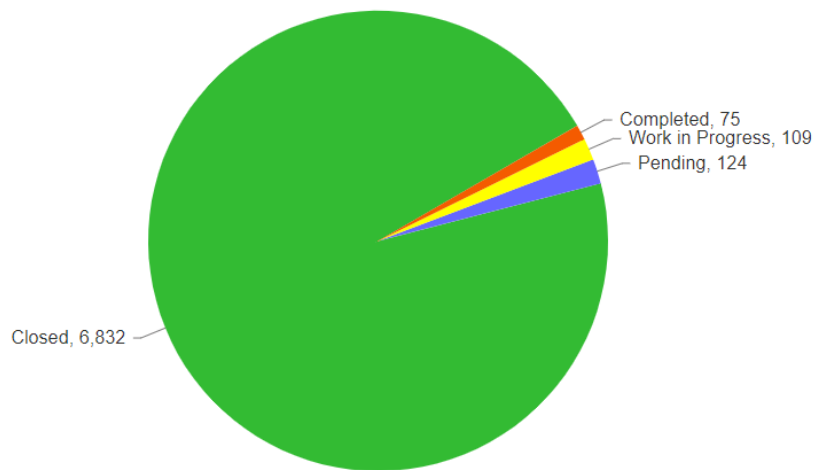
RM reports indicate the volume and status of work items for a specified period. These work items generally address breakdown repair and replacement in existing schools.

September 1, 2021 to August 31, 2022

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#### Service Request Volume by Status

where Facility Status = Active and where Type = RM Routine Maintenance Created between 2021-09-01 and 2022-08-31

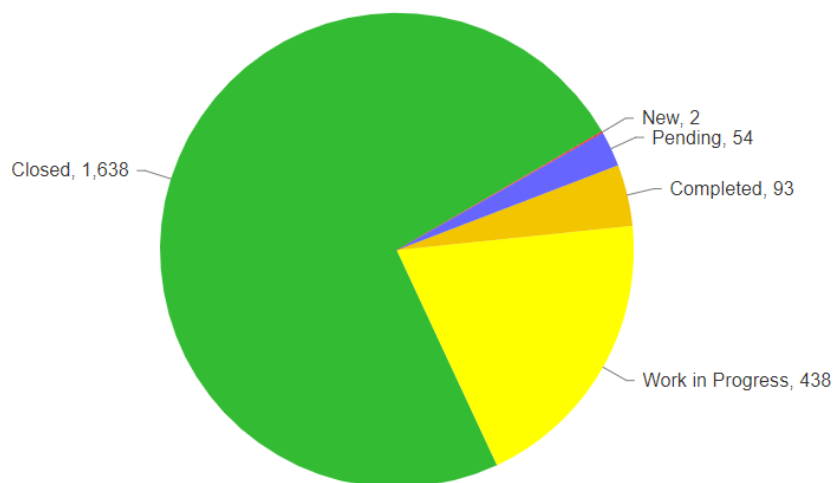


September 1, 2022 to December 2, 2022

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#### Service Request Volume by Status

where Facility Status = Active and where Type = RM Routine Maintenance Created between 2022-09-01 and 2022-12-02





## Department Funded (DF) and Special Education (SE) Funded Projects

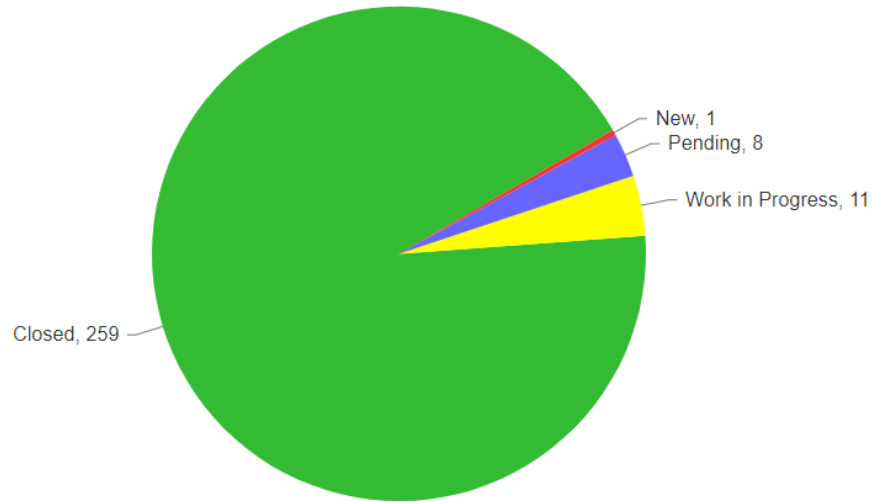
DF and SE funded project requests reports indicate the volume and status of work items for a specific period. These work items are funded by either school budgets or other department budgets.

September 1, 2021 to August 31, 2022

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### Service Request Volume by Status

where Facility Status = Active for Type DF Department Funded,SE Special Ed. Created between 2021-09-01 and 2022-08-31

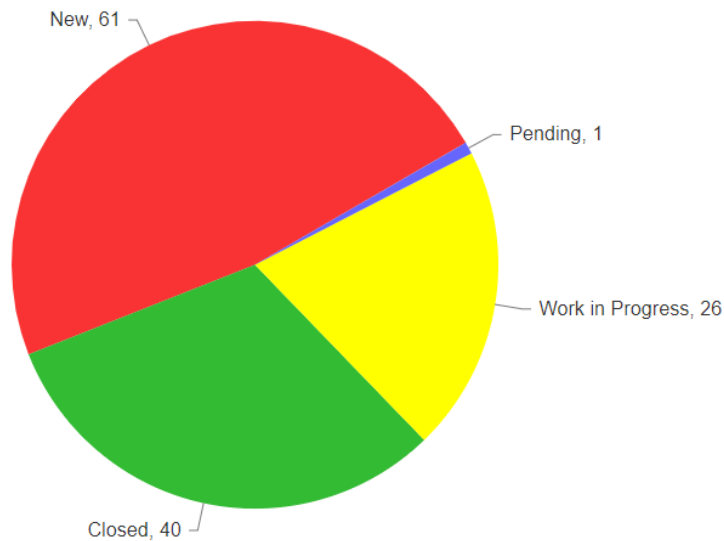


September 1, 2022 to December 2, 2022

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### Service Request Volume by Status

where Facility Status = Active for Type DF Department Funded,SE Special Ed. Created between 2022-09-01 and 2022-12-02

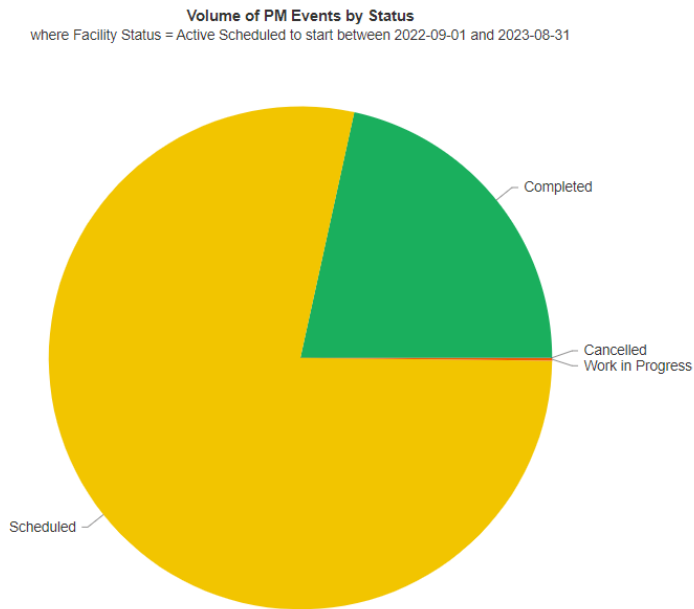


## Preventative Maintenance (PM) Report

The PM report indicates the volume and status of work items for a specific time period. These are work items that are regularly scheduled over the course of an entire year and can range from minor to relatively major commitments by the maintenance and operations workforce. Preventative maintenance is an important strategy in ensuring the operational effectiveness and efficiency of existing building systems, products and components

September 1, 2022 to August 31, 2023

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**MEETING DATE:** DECEMBER 13, 2022

**TOPIC:** SALE OF PLEASANT HILL SCHOOL AND PROPERTY

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 checked="" type="checkbox"/> New Business	<input checked="" type="checkbox"/> Decision
	<input type="checkbox"/> Reports from Administrative Staff	<input type="checkbox"/> Discussion
	<input type="checkbox"/> Other:	<input type="checkbox"/> Information

### BACKGROUND

The City Centre School Project was approved by the provincial government in March 2020. This project includes the consolidation of Princess Alexandra, Pleasant Hill and King George schools into one new school.

### CURRENT STATUS

An agreement has been reached to sell the Pleasant Hill property to the Ministry of SaskBuilds and Procurement.

The sale and closure of the school is occurring much sooner than anticipated, but the Ministry of SaskBuilds and Procurement has identified the Pleasant Hill School as the ideal site for a potential new service for the community and it was critical to them to gain possession at the end of the current school year.

The division will help the school community prepare for their last year at Pleasant Hill School. From now until June, there will be numerous opportunities to celebrate with past and present students, staff and community members that have been part of this great school's history.

The students will be transported to King George School, which is where the former Princess Alexandra School students are currently attending. This will start the process of building our new school community in advance of the new school opening. Letters were sent home to students and families on December 9, 2022.

The staff will be relocated to other schools in the division. It is expected that no individual will lose employment because of the closure. Staff from Pleasant Hill and King George schools were notified on December 9, 2022.

From a financial point of view, the sale price equals the appraised value determined by a third-party expert and the relocation fee covers all anticipated costs to the division of closing the school early.

*The Education Act, 1995 and Education Regulations, 2019* were followed throughout the sales process. A direct sale to a provincial government ministry without a public tender process requires board approval and the approval of the Minister of Education, which was received December 6, 2022.

PREPARED BY	DATE	ATTACHMENTS
Daniel Burke, Chief Financial Officer	December 5, 2022	None

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## RECOMMENDATION

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**Proposed Board Motion:**

*That the board approve the agreement between the board and the Ministry of SaskBuilds and Procurement for the sale of Pleasant Hill School and property effective January 1, 2023 with a possession date of July 21, 2023 for a total purchase price of \$1,670,000 plus a relocation fee of \$750,000 and that the school be closed on June 30, 2023.*



**MEETING DATE:** DECEMBER 13, 2022

**TOPIC:** MID-YEAR FUNDING FOR ENROLMENT GROWTH

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 checked="" type="checkbox"/> New Business	<input checked="" type="checkbox"/> Decision
	<input type="checkbox"/> Reports from Administrative Staff	<input type="checkbox"/> Discussion
	<input type="checkbox"/> Other:	<input type="checkbox"/> Information

## BACKGROUND

As of September 30, 2022, enrolment was 539 students over projection (k-12) in Saskatoon Public Schools. On November 2, 2022, the Saskatchewan government issued a news release announcing an additional \$15.5 million in operating funding to school divisions. As of the preparation of this cover sheet, the mid-year funding allocation to school divisions has not yet been announced by the ministry.

## CURRENT STATUS

Administration recommends that up to \$3.7 million is taken from unrestricted reserves to alleviate school and classroom pressures due to higher than anticipated enrolment. These funds would be spent to hire additional classroom teachers, resource teachers, EAL teachers, educational assistants, caretakers, other support staff and additional student furniture.

Although not yet confirmed, it is expected that the mid-year allocation will off-set these expenditures.

Due to the current labour market, attracting and retaining qualified staff will continue be an issue, specifically as it pertains to educational assistants. This recommendation will make the funding available to assist in our significant efforts to hire for these positions.

Most of these expenditures are driven by enrolment; therefore, can be adjusted as necessary in budget discussions for future years.

Deputy Directors Hills and Scrimshaw; Chief Financial Officer Daniel Burke and General Manager of Financial Services Krista Wei will answer any questions trustees may have.

PREPARED BY	DATE	ATTACHMENTS
Daniel Burke, Chief Financial Officer	December 2, 2022	None

## RECOMMENDATION

### **Proposed Board Motion:**

*That the board approve the expenditure of up to \$3.7 million from unrestricted reserves to be applied as recommended by administration to address enrolment growth with mid-year funding.*



**MEETING DATE:** DECEMBER 13, 2022

**TOPIC:** APPROVAL OF DIRECTORS FOR SASKATOON PUBLIC SCHOOLS FOUNDATION CORP.

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

## BACKGROUND

Saskatoon Public Schools Foundation (SPSF) exists to further enrich the lives of students through educational experiences at Saskatoon Public Schools while encouraging community engagement in public education.

On December 2, 2022, the SPSF Board of Directors passed the following motion:

*"That the Board (of Directors) recommend that the Saskatoon Board of Education appoint Allison McMillan, Brennen Mills, Fatima Coovadia, and John Lagimodiere to the Saskatoon Public Schools Foundation Board of Directors to serve an initial term of three years."*

## CURRENT STATUS

The Saskatoon Public School Board is the sole member of the Foundation and in accordance with section 5.4 of the Constitution and Bylaw of the Foundation:

*"Directors are elected by the Member for an initial term of office of three (3) years. Directors are eligible to seek re-election for a second term of office of three (3) years. No director may serve more than three (3) consecutive terms of office. If the Director seeks election for a 3rd consecutive term of office, the director can specify the length of the 3rd term as being either a one (1) year, two (2) year or three (3) year term of office. Directors who have completed their uninterrupted term(s) of office are eligible for re-election one (1) year following the end of their uninterrupted term(s) of office. The term is considered to begin at January 1, following his/her election."*

There are currently 13 directors. According to the bylaws of the Foundation, the number of directors can range from a minimum of three to a maximum of fifteen.

PREPARED BY	DATE	ATTACHMENTS
Mr. Shane Skjerven, Director of Education	December 2, 2022	None

## RECOMMENDATION

### ***Proposed Board Motion:***

*That the board approve the appointment of Allison McMillan, Brennen Mills, Fatima Coovadia and John Lagimodiere to the Saskatoon Public Schools Foundation Board of Directors effective January 1, 2023.*