



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

TUESDAY, NOVEMBER 5, 2019

W.B. Doyle Board Room

310 – 21st Street East - 7:00 p.m.

Please Note: All public Board meetings are audio recorded

AGENDA

1. **Roll Call**
2. **Land Acknowledgement**
3. **Playing of O Canada**
4. **Agenda**
 - 4.1. **Adoption of Agenda**
Proposed Board Motion: Move approval of the agenda.
 - 4.2. **Declaration of Conflict of Interest**
5. **Celebrating Excellence: Wildwood School Fundraising for the Food Bank**
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**
 - 7.1. **Strategic Plan Update: Move To Grow**
Proposed Board Motion: That the Board receive the Strategic Plan Update: Move To Grow.
 - 7.2. **Enrolment Update**
Proposed Board Motion: That the Board receive the enrolment update for information.
 - 7.3. ★ **Student Transportation Report**
Proposed Board Motion (if removed from consent items): That the Board receive the Student Transportation Report for information.
 - 7.4. ★ **Financial Results for the Period September 1, 2019 to September 30, 2019**
Proposed Board Motion (if removed from consent items): That the Board receive the financial results for the period September 1, 2019 to September 30, 2019 for information.

8. Minutes

8.1. ★ Approval of Minutes – September 17, 2019 and October 8, 2019

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 September 17, 2019 and October 8, 2019.

9. Delegation

10. Unfinished Business

10.1. Items Arising from the Committee of the Whole

11. Correspondence

12. Reports of Committees and Trustees

13. New Business

14. Comments/Concerns/Questions from the Public

(Maximum 5 minutes per speaker; 20 minutes total; must be related to a specific agenda item)

15. Notices of Motion

16. Questions by Trustees

17. Adjournment

Proposed Board Motion: That the Board Adjourn to the call of the Chair or the Board meeting of Tuesday, November 26, 2019.



MEETING DATE: NOVEMBER 5, 2019

TOPIC: CELEBRATING EXCELLENCE: WILDWOOD SCHOOL FUNDRAISING FOR THE FOOD BANK

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

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

For the second year in a row the Wildwood parent teacher association and school have partnered with Spring Creek Gardens to get local, fresh produce into homes of Wildwood School families and to fundraise and provide fresh produce to the Saskatoon Food Bank. In total, the Wildwood School community has collected 600 pounds of vegetables to be donated to the Saskatoon Food Bank. Classroom discussions and learning about helping others in need through the fresh produce fundraiser has fostered and grown students’ sense of “we” rather than “me”.

During the month of December, Wildwood School will collect non-perishable food items and students will create handmade holiday greeting cards to be placed in food baskets that are sent out during the season. The families, school staff, and students continue to look for innovative ways to support others in our community and city.

Presenting will be Principal Candace Ahmed and students from Wildwood School.

PREPARED BY	DATE	ATTACHMENTS
Mr. Shane Skjerven, Deputy Director of Education Ms. Charlene Scrimshaw, Superintendent of Education	October 30, 2019	None



MEETING DATE: NOVEMBER 5, 2019

TOPIC: STRATEGIC PLAN UPDATE: MOVE TO GROW

FORUM	AGENDA ITEMS	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input type="checkbox"/> Correspondence	<input checked="" type="checkbox"/> Information
<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:	

BACKGROUND

Saskatoon Public Schools will fulfill its commitment to ensure that we create learning experiences that inspire all students to reach their potential through relationships, equity, and accountability. These strategic actions are designed to ensure that every student is known, valued, and believed in, and supported to achieve the division’s student learning goals: academic excellence, character, engagement, and well-being.

CURRENT STATUS

The Saskatoon Public Schools’ Move To Grow initiative is a significant strategy being designed to promote increased physical activity for students. Since the kick-off in September 2018, Move To Grow resources, challenges, and information have been used in schools across the division in pursuit of student well-being. In this presentation, members of the Move To Grow committee will share the purpose and benefits of the initiative as well as the actions taken to date, the impact of those actions and anticipated future actions.

Presenters:

- Superintendent Dave Derksen,
- Vice Principal (Mount Royal Collegiate) Brad Smith,
- Vice Principal (Roland Michener School) Lori Classen, and
- Consultant (Curriculum and Instruction) Anne-Marie Rollo.

PREPARED BY	DATE	ATTACHMENTS
Mr. Shane Skjerven, Deputy Director of Education Mr. Dave Derksen, Superintendent of Education	October 30, 2019	None

RECOMMENDATION

Proposed Board Motion:

That the Board receive the *Strategic Plan Update: Move To Grow*.



MEETING DATE: NOVEMBER 5, 2019

TOPIC: ENROLMENT UPDATE

FORUM	AGENDA ITEMS	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input type="checkbox"/> Correspondence	<input checked="" type="checkbox"/> Information
<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:	

BACKGROUND

CURRENT STATUS

The initial enrolment report for Saskatoon Public Schools indicates significant growth. Areas where there has been noticeable growth include grades 1-8 and French Immersion programming. Saskatoon Public Schools' kindergarten to grade 12 enrolment increased 599 students from September 30, 2018.

Please see the attachment for more detailed enrolment data.

PREPARED BY	DATE	ATTACHMENTS
Mr. Shane Skjerven, Deputy Director of Education Ms. Charlene Scrimshaw, Superintendent of Education	October 30, 2019	Enrolment Report Document

RECOMMENDATION

Proposed Board Motion:

That the Board receive the enrolment update for information.

Enrolment – September 30 Comparisons

Student Population (K-12)	September 30, 2018	September 30, 2019
Elementary	16,555	*17,139
Secondary	8,654	*8,669
Total (K-12)	25,209	*25,808

*Pending Ministry approval

Enrolment Data

1. The Saskatoon Public Schools September 30, 2019 kindergarten to grade 12 student enrolment is 25,808. This figure marks an overall increase in enrolment of 599 students since September 30, 2018.
2. As of September 30, 2019 the prekindergarten program includes 557 students.
3. Kindergarten enrolment is currently 1,924 students, which represents an increase of 72 students since September 30, 2018.
4. The number of students in grades 1-12 requiring the services of an English as an Additional Language teacher decreased from 2,870 on September 30, 2018 to 2,824 on September 30, 2019. This is a decrease of 46 students.
5. The French Immersion enrolment is 2,793 students, which is an increase of 130 students from 2018.



MEETING DATE: NOVEMBER 5, 2019

TOPIC: STUDENT TRANSPORTATION REPORT

FORUM	AGENDA ITEMS	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input type="checkbox"/> Correspondence	<input checked="" type="checkbox"/> Information
<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	

BACKGROUND

The Office of the Provincial Auditor (OPA) audited student transportation safety processes in six school divisions and the Ministry of Education in 2011-2012 and issued a report in 2012. The report made recommendations to the Ministry. As a result of the recommendations, the Ministry formed a working committee with school divisions which resulted in a document titled "Transportation Safety Reporting Guidelines" (TSRG). It includes requirements related to compliance with transportation legislation, reporting of student transportation performance, risks to student safety, and tracking and resolving complaints. The TSRG report was sent to school divisions in October 2016.

In the fall of 2017 the Ministry indicated the requirement to report transportation information.

The Provincial Auditor's current requirement is to provide a semi-annual transportation report to Boards of Education.

CURRENT STATUS

The following reports have been received and actions taken:

1. The SGI carrier profile for each bus company has been reviewed. Each company has a satisfactory rating by SGI.
2. Bus evacuation drills are required and confirmed semi-annually.
3. Documented complaints and resolutions (Bus Conduct Report) are received throughout the school year. Concerns are address as they occur.

Saskatoon Public Schools and Greater Saskatoon Catholic Schools continue to have periodic transportation discussions. The divisions continue to share and double-loop bus routes.

PREPARED BY	DATE	ATTACHMENTS
Mr. Garry Benning, Chief Financial Officer Ms. Sheila May, Financial Analyst/Transportation Manager	October 30, 2019	Transportation Report

RECOMMENDATION

Proposed Board Motion (if removed from consent items):

That the Board receive the Student Transportation Report for information.

**Student Transportation Report
as of September 2019**

October 29, 2019

Performance Indicator	
Total students transported	5108
Number of students transported who require intensive support	428
Number of transportation routes	141
Number of unfilled routes	0
Number of route cancellations:	
Mechanical	0
Weather (2019-2020 school year)*	0
No substitute driver	0
Average age of bus fleet (years)	8
Capacity utilized on bus (average)**	70%
Average one-way run time (minutes)	29
Longest one-way run time (minutes)***	83
Performance measurements September 2019****	
First Student (late runs/total runs)	10/2920
Hertz (late runs/total runs)	3/2600
LP3 (late runs/total runs)	1/240

Notes:

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

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

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

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

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

****Late runs and total runs are for September 2019.

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

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



MEETING DATE: NOVEMBER 5, 2019
TOPIC: FINANCIAL RESULTS FOR THE PERIOD SEPTEMBER 1, 2019
TO SEPTEMBER 30, 2019

FORUM	AGENDA ITEMS	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input type="checkbox"/> Correspondence	<input checked="" type="checkbox"/> Information
<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:	

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 September 30, 2019 | Pages 1-3 |
| 2. Statement of Financial Activities to September 30, 2019 | Page 4 |
| 3. Cash Flow Requirements | Page 5 |
| 4. Capital and PMR Project Status | Page 6 |
| 5. Internally and Externally Restricted Surplus | Page 7 |

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

PREPARED BY	DATE	ATTACHMENTS
Mr. Garry Benning, Chief Financial Officer	October 28, 2019	Financial Results
Mrs. Krista Wei, General Manager of Financial Services		Memo

RECOMMENDATION

Proposed Board Motion (if removed from consent items):

That the Board receive the financial results for the period September 1, 2019 to September 30, 2019 for information.



MEMORANDUM

DATE: October 25, 2019

TO: Board Trustees

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

RE: FINANCIAL RESULTS TO SEPTEMBER 30, 2019

See Schedule 1 and 2 for financial information as of September 30, 2019. The following is an explanation for the main revenues and expenditures:

Revenues

- a) Property Taxes
Property tax for Treaty Land Entitlement was fully recognized in 2018-19.
- b) Provincial Grants
\$19.0 million and 8% of the provincial grants have been recognized for the year, compared to \$19.1 million and 8% in the prior year. This relates primarily to operating grant revenue which is received equally on a monthly basis.
- c) Tuition and Related Fees
Tuition and related fees consist primarily of revenues from the international student program (ISP). \$0.2 million and 8% of budget has been realized as of September 1, 2019, compared to \$0.3 million and 20% of budget in the prior year. This account is expected to be under budget as revenues received from the Whitecap Dakota First Nation, which were budgeted as related fees, will be recorded as external services revenue to align with external services expenses.
- d) Complementary Services
Complementary services relate primarily to prekindergarten funding, as well as alternative funding grants. \$0.9 million and 21% of budget has been realized so far in the current year. This compares to \$0.3 million and 6% of budget in 2018-19. The current year is higher on a percentage basis as two specific programs received lump-sum funding in September.

- e) External Services
External services consist of funding for associate and alliance schools, as well as cafeteria revenues. As of September 30, 2019, \$0.3 million and 6% of budget has been recognized. In 2018-19, \$1.5 million and 22% of budget had been realized for the comparable period. The prior year was higher in September related to the timing of Whitecap federal funding.
- f) School Generated
School Generated revenue relates to student fees and grants at the school level. Revenues of \$0.5 million and 10% of budget has been realized in the current year. This is comparable to \$0.5 million and 10% in 2018-19.
- g) Other
Other includes mainly investment and rental income. Other revenues of \$0.2 million and 15% of budget has been realized in the current year compared to \$0.0 million and 0% in the previous year. The current year is higher as rental revenue was not recognized in the prior year until the completion of the new rental system implementation.

Expenditures

- a) Governance
Expenses related to governance total \$0.1 million and 14% of budget as of September 30, 2019, compared to \$0.03 million and 5% in the prior year. The current year is higher due to the timing of membership fees.
- b) Administration
Administrative costs are \$0.5 million and 8% of budget as of September 30, 2019. This is lower than 2018-19 levels of \$0.6 million and 11% of budget and is expected to be on budget.
- c) Instruction
Instruction expenses total \$14.6 million and 7% of budget as of September 30, 2019. This is comparable to \$12.6 million and 7% in the prior year.
- d) Plant
Plant expenses are currently at \$2.0 million and 5% of budget. This is comparable with 2018-19 levels of \$2.3 million and 5% of budget.
- e) School Generated Expense
These expenses currently total \$0.2 million and 4% of budget. This is comparable to 2018-19 levels of \$0.3 million and 5% of budget. The timing of these expenditures vary from year-to-year but correspond with School Generated revenues.
- f) Transportation
Transportation expenditures amount to \$0.0 million and 0% of budget as of September 30, 2019. This is lower than \$0.3 million and 4% of budget in the prior year but relates to a delay in receiving invoices for the current year.

g) Tuition and Related Fees

These expenses relate primarily to disbursements to homebased students. The current year is slightly higher than the prior year as there were payments made to other organizations for students attending their facilities.

h) Complementary Services

Complementary services expenditures relate primarily to prekindergarten and alternative funding grants. Expenses are currently \$0.4 million and 8% of budget. This is higher than 2018-19 levels of \$0.3 million and 7% but is expected to be on budget as the timing of many alternate programs expenses vary year-over-year.

i) External Services

External services include expenses related to the associate schools, cafeterias, qualified donee, Whitecap and the foundation. These amount to \$0.4 million as of September 30, 2019 and 6% of budget. This is comparable to 2018-19 levels of 0.4 million and 5%.

j) Interest/Allowances

Interest expenditures are currently \$0.03 million and 7% of budget. This is comparable to 2018-19 levels which were \$0.02 million and 8% of budget.

Capital Expenditures

The attached schedule (Schedule 3) provides information regarding the unaudited financial status as of September 30, 2019 for capital projects which are considered in progress or have had financial activity during the year. This includes the inception to date costs and budget.

Internally and Externally Restricted Surplus

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

Schedule 1

Saskatoon Public Schools
Consolidated Statement of Financial Activities
For the Month Ended September 30, 2019

	2019-20		2018-19	
	Consolidated Actual	Percentage of Consolidated Budget	Consolidated Actual	Percentage of Consolidated Budget
<u>Revenues</u>				
Property taxes	\$ -	0%	\$ -	
Provincial grants	19,034,767	8%	19,102,433	8%
Tuition and related fees	177,305	8%	343,290	20%
Complementary services	919,496	21%	261,400	6%
External services	333,471	6%	1,540,944	22%
School-generated	496,258	10%	474,904	10%
Other	229,190	15%	(3,267)	0%
Total Revenues	21,190,487	8%	21,719,704	9%
<u>Expenses</u>				
Governance	102,388	14%	32,028	5%
Administration	498,837	8%	635,751	11%
Instruction	14,546,477	7%	12,642,385	7%
Plant	2,022,613	5%	2,319,064	5%
School-generated	189,990	4%	250,433	5%
Transportation	5,724	0%	254,477	4%
Tuition and related fees	21,384	5%	-	0%
Complementary services	355,946	8%	292,204	7%
External services	395,032	6%	373,232	5%
Interest/allowances	25,531	7%	22,247	8%
Total Expenses	18,163,922	7%	16,821,823	6%
Surplus/(deficit)	3,026,565		4,897,881	

Schedule 2

Saskatoon Public Schools
Cash Flow Requirements
For the Month Ended September 30, 2019

	Actual 2019-20	Annual Budget 2019-20
Surplus/(deficit)	3,026,565	(15,882,012)
CASH REQUIREMENTS:		
Tangible capital assets:		
Purchases	(296,258)	(6,545,750)
Long term debt:		
Repayments	(128,125)	(1,537,505)
Debt issued		4,300,000
Non-cash items included in surplus/deficit:		
Amortization expense	1,294,167	15,530,000
Employee Future Benefits expenses	-	366,750
Pension Plan Adjustment	-	-
NET EXCESS (REQUESTED) CASH	3,896,348	(3,768,517)

Schedule 3

Saskatoon Public Schools
Capital and PMR Project Status
Includes Capital Projects (all) and PMR Projects (budgets ≥ \$150,000)
As of September 30, 2019

Project Name	Actual	Budget	Variance
PMR Projects			
Brunskill ROOF REPL #7A,14	155,536 *	167,100	11,564
Evan Hardy ROOF REPL #3,14	173,629 *	213,700	40,071
Greystone Heights ROOF REPL #2	217,079 *	248,800	31,721
Pleasant Hill ROOF REPL #8	153,061 *	173,300	20,239
Walter Murray ROOF REPL #10ACD	405,553 *	471,500	65,947
Willowgrove ROOF REPL #1,3-6,7,10	70,352 *	60,300	(10,052)
John G. Egnatoff ROOF REPL #1ABC,8,14	312,781 *	367,300	54,519
Forest Grove ROOF REPL #3A-D	269,765 *	815,000	545,235
Hugh Carins WINDOW REPL	18,689 *	300,000	281,311
Marion Graham SMALL GYM UPDATES	196,897 *	250,000	53,103
Holliston ROOF REPL #5	38,800 *	160,500	121,700
Confederation Park ROOF REPL #109011	15,361 *	347,800	332,439
Aden Bowman ROOF REPL #10	339,544 *	381,100	41,556
City Park PAINTING	131,726 *	169,780	38,054
Lester B. Pearson PAINTING	133,477 *	156,400	22,923
Prince Philip ROOF REPL #7-8	164,996 *	199,900	34,904
Wildwood ROOF REPL #2	129,267 *	163,800	34,533
John Dolan ROOF REPL #5,12	189,465 *	242,000	52,535
Total PMR Projects	3,115,980	4,888,280	1,772,300
Portables			
Lakeridge/Forest Grove	367,281 *	500,000	132,719
Alvin Buckwold	106,357 *	360,000	253,643
Willowgrove	505,085 *	720,000	214,915
Total Portables	978,724	1,580,000	601,276

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

Schedule 4

Saskatoon Public Schools
Internally and Externally Restricted Surplus
As of September 30, 2019

Internally Restricted	Opening Balance	Additions/Transfers	As of September 30, 2019
<i>Civic Elections</i>	-		-
<i>School Generated Funds</i>	2,598,878	306,268	2,905,146
<i>Facility Rental Reserve</i>	291,953	15,000	306,953
<i>System Application Reserve</i>	-		-
<i>Governance Reserve</i>	43,000		43,000
<i>Facility Operating Reserve</i>	332,201		332,201
<i>Curriculum Renewal Reserve</i>	100,000		100,000
<i>Technology Renewal Reserve</i>	2,975,000		2,975,000
<i>Mount Royal Facility Partnership Reserve</i>	169,486		169,486
<i>Staff Professional Development Reserve</i>	-		-
<i>Secondary Security Camera</i>	50,000		50,000
<i>School Carry Forwards</i>	1,205,666		1,205,666
<i>Alternative Funds</i>	506,920	486,549	993,469
<i>Whitecap</i>	22,772		22,772
Total Internally Restricted	8,295,876	807,817	9,103,693
Externally Restricted			
<i>Donations</i>	545,253	8,015	553,268
<i>Foundation</i>	1,094,643		1,094,643
Total Externally Restricted	1,639,896	8,015	1,647,911



MEETING DATE: NOVEMBER 5, 2019

TOPIC: APPROVAL OF MINUTES

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

BACKGROUND

CURRENT STATUS

Attached are the minutes from the September 17, 2019 and October 8, 2019 Committee of the Whole and Regular Board meetings .

PREPARED BY	DATE	ATTACHMENTS
Mr. Garry Benning, Chief Financial Officer	October 28, 2019	- 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 September 17, 2019 and October 8, 2019.

UNAPPROVED

MINUTES OF A MEETING:

of the Board of Education of the Saskatoon School Division No. 13 of Saskatchewan, held on Tuesday, September 17, 2019 at 3:00 p.m.

September 17, 2019

MEMBERS PRESENT:

Ms. Donna Banks, Mr. Vernon Linklater, Ms. Colleen MacPherson,
Mr. Ray Morrison, Mr. Cameron Scott, Mr. Ross Tait, Dr. Suzanne Zwarych

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

CARRIED (6)

The meeting adjourned at 6:02 p.m.

Secretary of the School Division

Board Chair

UNAPPROVED

MINUTES OF A MEETING: of the Board of Education of the Saskatchewan School Division No. 13 of Saskatchewan, held on Tuesday, September 17, 2019 at 7:00 p.m. September 17, 2019

MEMBERS PRESENT: Mr. Ray Morrison (Board Chair), Ms. Donna Banks, Ms. Holly Kelleher, Mr. Vernon Linklater, Ms. Colleen MacPherson, Mr. Cameron Scott, Mr. Ross Tait, Dr. Suzanne Zwarych

Mr. Ray Morrison, Board Chair, called the meeting to order, read the roll call into the minutes, and acknowledged the meeting was being held on Treaty Six territory and traditional homeland of the Métis people.

Agenda: Mr. Tait moved approval of the agenda.

Agenda

CARRIED (8)

Celebrating Excellence: Saskatoon Public Schools' Early Registration Day: Ms. Charlene Scrimshaw, Superintendent of Education, introduced Mrs. Miranda Low, Principal of Sylvia Fedoruk School, who explained the idea of having an early registration day stemmed from the 2018 opening of the new schools in Evergreen and Rosewood neighborhoods. Mrs. Sandra Weedmark, Educational Assistant, shared the impact early registration day had from the staff's point of view. Mrs. Claire Staines and her daughter Meghan, shared the impact of early registration from new families joining the school community.

Celebrating Excellence: Saskatoon Public Schools' Early Registration Day

Consent Items: Dr. Zwarych moved that the following consent agenda items be approved as presented.

Consent Items

Facilities for Learning Update: Dr. Zwarych moved that the Board receive the Facilities for Learning update as information.

Facilities for Learning Update

CARRIED (8)

Report of Tenders Approved over \$150,000 During Summer 2019: Dr. Zwarych moved that the Board receive the Report of Tenders Approved over \$150,000 During Summer 2019 as information.

Report of Tenders over \$150,000 During Summer 2019

CARRIED (8)

Financial Results for the Period September 1, 2018 to July 31, 2019: Dr. Zwarych moved that the Board receive the financial results for the period September 1, 2018 to July 31, 2019 for information.

Financial Results for the Period September 1, 2018 to July 31, 2019

CARRIED (8)

Approval of Minutes: Dr. Zwarych moved that the Board approve the minutes of the Committee of the Whole and Regular Board meetings held July 18, 2019 and the Special Board Meeting held September 3, 2019.

Approval of Minutes

CARRIED (8)

UNAPPROVED

Correspondence: Dr. Zwarych moved that the Board receive the correspondence as listed.

Correspondence

- a) Correspondence from Robert J. Currie, Deputy Minister of Education, regarding Saskatoon Public Schools' estimated revenues and expenditures for the 2019-2020 school year.
- b) Correspondence from Michael D. Boda, Chief Electoral Officer, Province of Saskatchewan, regarding elections and education.

CARRIED (8)

Reports From Administrative Staff:

School Opening Update: Ms. Banks moved that the Board receive the School Opening Update for information.

School Opening Update

CARRIED (8)

Academic Excellence Update: Literacy: Mr. Dave Derksen, Superintendent of Education, Mrs. Trish Reeve, Coordinator: Student Services, Mr. Paul Bazin Webster, Coordinator: French Immersion, and Mrs. Andrea Dunk, Consultant, Literacy and Numeracy, provided an update on the results from various literacy assessments from 2018-2019.

Academic Excellence Update: Literacy

Mr. Scott moved that the Board receive the Academic Excellence Update: Literacy.

CARRIED (8)

Unfinished Business:

Correspondence: Ms. MacPherson moved that the Board receive the correspondence from the Committee of the Whole, as listed.

Correspondence

CARRIED (8)

Saskatoon Christian School: Ms. Kelleher moved that the Board accept the recommendation of the Chief Financial Officer as contained in his report dated September 10, 2019.

Saskatoon Christian School

CARRIED (8)

Compensation Adjustment – Director of Education: Ms. Banks moved that the Board approve the compensation adjustment to the Director's contract as recommended by the Board Human Resources Committee.

Compensation Adjustment - Director of Education

CARRIED (8)

Audit Service Plans for the Fiscal Year Ended August 31, 2019: Mr. Linklater moved that the Board approve the Audit Service Plans for the fiscal year ending August 31, 2019.

Audit Service Plans for the Fiscal Year Ended August 31, 2019

CARRIED (8)

Contract for Partial Window Replacement at Hugh Cairns V.C. School: Dr. Zwarych moved that the Board approve the final value of the contract with Zak's Building Group for partial window replacement at Hugh Cairns V.C. School be revised from a maximum limit of \$215,000 plus applicable taxes to \$260,000 plus applicable taxes to accommodate the additional scope of work discovered during construction.

Contract for Partial Window Replacement at Hugh Cairns V.C. School

CARRIED (8)

Board Subcommittee Minutes: Ms. Kelleher moved that the Board approve the minutes of the Board Governance Committee meeting of June 11, 2019 and the Board Audit and Risk Committee meeting of June 18, 2019.

CARRIED (8)

Reports of Committees and Trustees:

• Trustee Linklater reported on his attendance at a pension conference in Whistler, B.C. September 13 – 15, 2019.

• Trustee Banks reported end of June events, such as the SHSAA Annual General Meeting, Fairhaven Schools' grade 8 farewell, and Tommy Douglas Collegiate grade 12 graduation events. Ms. Banks also reported on her attendance at the Canadian School Boards Association's annual conference in

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Toronto July 2019, the grand opening of Ernest Linder School's new playground, her attendance at Saskatoon Public Schools' Foundation summer literacy camp windup, and September school visits to schools in Ward 3.

- Mr. Scott reported on his attendance at September school events in Ward 4.

Trades Centre culinary event, the Board Audit and Risk Committee meeting, and a tour of the tiny house build at Nutana Collegiate.

- Ms. Kelleher reported on her attendance at the Mount Royal Skills and

Trades Centre culinary event, the Board Audit and Risk Committee meeting, and a tour of the tiny house build at Nutana Collegiate.

- Ms. MacPherson reported on future visits to Ward 5 schools.

hosted by the Saskatoon Industry Education Council. He also reported on September visits to Ward 7 schools and the school opening celebration at Prince Philip School.

- Mr. Tait reported on his attendance at the Summer Youth Internship Program

Association's annual conference in Toronto July 2019, the school opening celebration at Central Office and the Hope for Hoops charity event for Cystic Fibrosis.

- Dr. Zwarych reported on her attendance at the Canadian School Boards

Association's annual conference in Toronto July 2019, the school opening celebration at Central Office and the Hope for Hoops charity event for Cystic Fibrosis.

- Chair Morrison reported on his attendance at the Grade 9 meet the teacher event at Centennial Collegiate, the orientation session for new teachers in the school division, and the annual convention of the Saskatoon Teachers' Association.

New Business:

Premier's Board of Education Award For Innovation and Excellence in Education: Mr. Scott moved that the Board nominate Saskatoon Industry Education Council for the Premier's Board of Education Award for Innovation and Excellence in Education.

Premier's Board of Education Award For Innovation and Excellence in Education

CARRIED (8)

Secure Destruction of Records: Ms. Kelleher moved that the Board approve the secure destruction of one box of paper records of contractual agreements, 10 boxes of employee records, and 35 boxes of finance files that are eligible for destruction as per SSBA Records Retention and Disposal Guide (Dec. 2012).

Secure Destruction of Records

CARRIED (8)

Ms. MacPherson moved that the Board adjourn to the call of the Chair or the Board meeting of Tuesday, October 8, 2019.

CARRIED (8)

The meeting adjourned at 8:16 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, October 8, 2019 at 3:00 p.m.

October 8, 2019

MEMBERS PRESENT:

Ms. Donna Banks, Ms. Charmaine Bellamy, Ms. Kathleen Brannen,
Mr. Vernon Linklater, Ms. Colleen MacPherson,
Mr. Ray Morrison, Mr. Cameron Scott, Mr. Ross Tait

Following discussions in Committee of the Whole, Mr. Morrison moved that the Board rise and report.

CARRIED (8)

The meeting adjourned at 5:59 p.m.

Secretary of the School Division

Board Chair

UNAPPROVED

MINUTES OF A MEETING: of the Board of Education of the Saskatchewan School Division No. 13 of Saskatchewan, held on Tuesday, October 8, 2019 at 7:00 p.m. October 8, 2019

MEMBERS PRESENT: Mr. Ray Morrison (Board Chair), Ms. Donna Banks, Ms. Charmaine Bellamy, Ms. Kathleen Brannen, Mr. Vernon Linklater, Ms. Colleen MacPherson, Mr. Cameron Scott, Mr. Ross Tait

Mr. Ray Morrison, Board Chair, called the meeting to order, read the roll call into the minutes, and acknowledged the meeting was being held on Treaty Six territory and traditional homeland of the Métis people.

Agenda: Ms. Banks moved approval of the agenda.

Agenda

CARRIED (8)

Celebrating Excellence: Pleasant Hill School Drum Making:
Ms. Donnalee Weinmaster, Superintendent of Education, introduced Ms. Julienne Buckle, Vice Principal of Pleasant Hill School, who introduced staff, student and community members involved in the journey of processing a moose hide for a drum. Under the guidance of Tim Eashappie, Traditional Knowledge keeper and his wife Kathy Eashappie, the group shared their learnings and how the experience was connected to Indigenous land-based teachings, responding to the Truth and Reconciliation Commission's Calls to Action.

Celebrating Excellence: Pleasant Hill School Drum Making

Reports From Administrative Staff:

Strategic Plan Update: Secondary Data: Mr. Paul Janzen, Superintendent of Education and Mr. Ryan Brimacombe, Coordinator, Curriculum and Instruction 9-12, shared secondary data results from 2018-2019, including graduation rates, credit attainment, and transiency.

Strategic Plan Update: Secondary Data

Mr. Tait moved that the Board receive the Strategic Plan Update: Secondary Data.

CARRIED (8)

Unfinished Business:

Director's Update: June 1, 2019 – September 30, 2019: Ms. Banks moved that the Board approve the "Director's Update" for the period June 1, 2019 to September 30, 2019 to be included as part of the evidence of the quality indicators for the Director's annual evaluation.

Director's Update: June 1, 2019 – September 30, 2019

CARRIED (8)

Year End Reserve Transfers: Ms. MacPherson moved that the Board approve the following funding transfers:

Year End Reserve Transfers

- a) The transfer of \$4,119,319 from PRM project allocations, to the Unrestricted Accumulated Surplus for PMR operational projects, based on actual project amounts for the year ended August 31, 2019.
- b) The transfer of \$1,125,000 from the Internally Restricted Surplus for System application reserve to the Unrestricted Accumulated Surplus.
- c) The transfer of \$360,000 from the Internally Restricted Surplus for Curriculum Renewal to the Unrestricted Accumulated Surplus.
- d) The transfer of \$800,000 from the Internally Restricted Surplus for Staff Professional Development to the Unrestricted Accumulated Surplus.
- e) The transfer of \$75,000 from the Internally Restricted Surplus for Technology replacement to the Unrestricted Accumulated Surplus.

UNAPPROVED

- f) The transfer of \$80,000 from the Unrestricted Accumulated Surplus to the Internally Restricted Surplus for Facility Operating.

CARRIED (8)

Actuarial Valuation Report as at December 31, 2018: Ms. Brannen moved that the Board receive the Actuarial Valuation Report on the Pension Plan for the Non-Teaching Employees of the Saskatoon Board of Education.

Actuarial Valuation Report as at December 31, 2018

CARRIED (8)

Board Governance – Trustee Remuneration: Ms. Banks moved that the Board approve the revised schedule of Remuneration Allowances and Expenses effective September 1, 2019.

Board Governance Trustee Remuneration

CARRIED (7-1)
(Trustee MacPherson voted against the motion)

Board Governance – Board Policy 7: Committees of the Board: Ms. MacPherson moved that the Board approve the housekeeping changes to Policy 7: Committees of the Board.

Board Governance Board Policy 7 Committees of the Board

CARRIED (8)

Board Annual Work Plan 2019-2020: Mr. Morrison moved that the Board approve the Board Annual Work Plan 2019-2020.

Board Annual Work Plan 2019-2020

CARRIED (8)

Board Subcommittees – Revised Terms of Reference: Ms. MacPherson moved that the Board approve the revised Terms of Reference for the Board Audit and Risk Committee, Board Governance Committee, and the Board Human Resources Committee.

Board Subcommittees- Revised Terms of Reference

CARRIED (8)

Board Subcommittee Minutes: Mr. Scott moved that the Board approve the minutes of the Board Governance Committee meeting of May 21, 2019.

Board Subcommittee Minutes

CARRIED (8)

Reports of Committees and Trustees:

- Trustee Tait reported on his attendance at the Welcome Back Powwow on September 30, 2019. He also reported on his attendance at the Saskatchewan Association for Community Education conference held October 1-2, 2019.
- Trustee Banks reported on her attendance at the annual Blairmore Ring football game, school community council meeting at Tommy Douglas Collegiate, the Welcome Back Powwow, the ward boundary change meeting hosted by the City of Saskatoon, and a Big Brothers Big Sisters partnership meeting. Ms. Banks also reported on a school tour of Tommy Douglas Collegiate and the Shaw Centre with officials from a visiting school division.
- Mr. Scott reported on his attendance at school community council meetings in Ward 4.
- Ms. MacPherson reported on her attendance at the Brownell School assembly where the Grade 2/3 class celebrated Sunny the Sunflower.
- Chair Morrison reported on his attendance at the Board Chairs Council meeting, meetings of the Saskatoon Public Schools Foundation, and several welcome back barbeques and breakfasts within Ward 10. Mr. Morrison also reported on accompanying the leader of the opposition, Mr. Ryan Meili, on tours of several schools.

UNAPPROVED

Ms. MacPherson moved that the Board adjourn to the call of the Chair or the Board meeting of Tuesday, November 5, 2019.

CARRIED (8)

The meeting adjourned at 8:17 p.m.

Secretary of the School Division

Board Chair