Prairie South Schools BOARD OF EDUCATION

October 3, 2023

1:30 p.m. Central Office, 1075 9th Avenue NW Moose Jaw

AGENDA

- 1. Call to Order
- 2. Adoption of the Agenda
- 3. Adoption of Minutes
 - 3.1. Organizational Meeting September 5, 2023
 - 3.2. Regular Board Meeting September 5, 2023
- 4. Declarations of Conflict of Interest
- 5. Decision and Discussion Items
 - 5.1. SHSAA and Public Section Delegates
 - 5.2. Student Learning Accountability Report
 - 5.3. SSBA Fall General Assembly Ballot Pick Up
 - 5.4. Monthly Tender Report
 - 5.5. Out of Province Excursion Central Collegiate to Edmonton, Alberta
- 6. Delegations and Presentation NONE
- 7. Information Items
 - 7.1. Class Size Report
 - 7.2. Board Committee and SCC Appointments
 - 7.3. September 30, 2023 Student Enrolments
- 8. Committee Reports
 - 8.1. Business, Infrastructure and Governance
 - 8.2. Human Resources
 - 8.3. Partnerships and Teambuilding
 - 8.4. Student Outcomes
- 9. Provincial Matters

10. Celebration Items

- 11. Identification of Items for Next Meeting Agenda
 - 11.1. Notice of Motions
 - 11.2. Inquiries
- 12. Meeting Review
- 13. Adjournment

MINUTES OF THE <u>ORGANIZATIONAL MEETING</u> OF THE PRAIRIE SOUTH SCHOOL DIVISION NO. 210 BOARD OF EDUCATION held at the Central Office, 1075 9th Avenue North West, Moose Jaw, Saskatchewan on September 5, 2023 at 1:00 p.m.

Attendance:

Mr. P. Boyle; Mr. J. Bumbac; Dr. S. Davidson; Ms. C. Froese; Mr. B. Hagan; Ms. J. Jukes; Ms. D. Pryor; Ms. G. Wilson; Mr. L. Young; D. Swanson, Superintendent of School Operations; D. Teneycke, Superintendent of School Operations; D. Huschi, Superintendent of School Operations; A. Johnson, Superintendent of Human Resources; A. Olson; Superintendent of Learning; R. Boughen, Director of Education; R. Purdy, Superintendent of Business; H. Boese, Director Assistant

Regrets:

Mr. R. Bachmann, Trustee

- 1. Ryan Boughen, Director of Education took the chair and called the meeting to order at 1:02 p.m.
- 2023-09-05 3865 That the Board adopt the Organizational Meeting Agenda as presented.

Carried

- Jukes
- 2. Ryan Boughen called for nominations for Board Chair.
 - 2.1.1. Giselle Wilson was nominated as Board Chair by Mary Jukes.
- 2023-09-05 3866 That nominations for Board Chair cease.

Carried

- Froese
- 2.1.2. Ryan Boughen declared Giselle Wilson as Board Chair by acclamation
- 3. Giselle Wilson took the Chair and called for nominations for Vice-Chair.
 - 3.1.1. Darcy Pryor was nominated as Vice-Chair by Crystal Froese.
- 2023-09-05 3867 That nominations for Board Vice-Chair cease.

Carried

- Hagan
- 3.1.2. Giselle Wilson declared Darcy Pryor as Vice-Chair by acclamation.

Motions:

2023-09-05 – 3868 That the Board confirm the schedule of meetings for the remainder of the 2023-2024 school year as presented.

Carried

- Davidson
- 2023-09-05 3869 That for the 2023-2024 fiscal year, trustee remuneration for attendance at Board Meetings and performance of all duties and activities within the School Division shall be:

Carried

- Member: \$1,431.17 per month
- Vice-Chair: \$1,510.75 per month
- Chair: \$1,590.33 per month
- Froese

2023-09-05-3870That for the 2023-2024 fiscal year, any trustee may miss up to Carried 4 (four) half days from regular Board Meeting or Committee of the Whole Planning Meetings yearly without adjustment to remuneration. Missed meetings in excess of 4 (four) half days shall result in a reduction in remuneration of \$150 for every half day meeting missed thereafter, whether a Board Meeting or a Committee of the Whole Planning Meeting, with the exception of meetings that are rescheduled after the Board approval of the yearly continuous agenda. Jukes 2023-09-05 - 3871That for the 2023-2024 fiscal year, trustee remuneration for Carried attendance at out-of-division functions, meetings and other activities not directly Prairie South Schools meetings, whether attended in person or virtually, shall be \$30/hour up to a maximum per day rate listed as follows: • Member: \$200 per day; Vice-Chair: \$225 per day; • Chair: \$250 per day. With a minimum charge of one hour for any meeting attended, unless already compensated by another organization. Pryor Carried 2023-09-05 - 3872That for the 2023-2024 fiscal year, trustee remuneration for travel time shall be set at \$0.30 per kilometre. Davidson 2023-09-05 - 3873Carried That an annual allowance for trustee professional development be set at \$4500 per trustee and that any unused portion may be carried forward to a maximum carry forward balance of one year's allocation. The funds are to be distributed to cover all trustee professional development activity expenses, as approved by the Board, with the exception of Public Section Executive meetings, Saskatchewan High School Athletic Association (SHSAA) meetings, Saskatchewan School Boards Association Fall Assembly and AGM, and Board Chairs' Council meetings. Mileage and travel costs will be calculated on the assumption that trustees depart from Moose Jaw or nearer. Hagan

That for the 2023-2024 fiscal year, mileage expense rate be set

at \$0.50 per kilometre.

Jukes

2023-09-05 - 3874

Carried

2023-09-05 – 3875	That for the 2023-2024 fiscal year, meal reimbursement expense rate be set at: • Breakfast: \$10 • Lunch: \$18 • Supper: \$23 - Boyle	Carried
2023-09-05 – 3876	 That for the 2023-2024 fiscal year, the parking expense rate be set at: Daily: \$5 without receipt or actual reasonable costs with receipt. Bumbac 	Carried
2023-09-05 – 3877	 That for the 2023-2024 fiscal year, the accommodation expense rate be set at: Actual reasonable costs supported by receipts or \$35 per night in a private residence outside of home location (no receipt required). Pryor 	Carried
2023-09-05 – 3878	That the Board direct the management of communications as follows: the Board Chair communicates on behalf of the Board with the media and public on governance issues and the Director of Education communicates on behalf of the Board with the media and public on administrative issues. - Froese	Carried
2023-09-05 – 3879	That for the 2023-2024 school year the cheque signing authorities for the Board of Education be one of the Board Chair or Board Vice-Chair and one of the Superintendent of Business or the Director of Education. - Boyle	Carried
2023-09-05 - 3880	That the Board review the information and pass the borrowing resolution motion as attached. - Hagan	Carried
2023-09-05 - 3881	That the meeting be adjourned at 1:29 p.m Young	Carried
G. Wilson Chairperson	R. Purdy Superintendent of Business	

MINUTES OF THE REGULAR BOARD MEETING OF THE PRAIRIE SOUTH SCHOOL DIVISION NO. 210 BOARD OF EDUCATION held at the Central Office, 1075 9th Avenue North West, Moose Jaw, Saskatchewan on September 5, 2023 at 1:29 p.m.

Attendance:

Mr. P. Boyle; Mr. J. Bumbac; Dr. S. Davidson; Ms. C. Froese; Mr. B. Hagan; Ms. M. Jukes; Ms. D. Pryor; Ms. G. Wilson; Mr. L. Young; D. Huschi, Superintendent of School Operations; D. Swanson, Superintendent of School Operations; D. Teneycke, Superintendent of School Operations; A. Olson, Superintendent of Learning; A. Johnson, Superintendent of Human Resources; R. Boughen, Director of Education; R. Purdy, Superintendent of Business; H. Boese, Director Assistant

Mr. R. Bachmann, Trustee

Delegation:

Transportation Concern: Karysa Yeast at 2:00 pm

Motions:		
2023-09-05 - 3882	Giselle Wilson took the chair and called the meeting to order at 1:29 p.m.	
2023-09-05 - 3883	That the Board adopt the agenda as presented Pryor	Carried
2023-09-05 - 3884	That the Board adopt the minutes of the June 6, 2023 Regular Board Meeting. - Boyle	Carried
2023-09-05 - 3885	That the Board adopt the minutes of the June 21, 2023 Special Board Meeting Bumbac	Carried
2023-09-05 - 3886	That the Board receive and file the Fourth Quarter Forecast and Finance Report Froese	Carried
2023-09-05 - 3887	That the Board adopt Board Policy 7 updated September 5, 2023. - Jukes	Carried
2023-09-05 - 3888	That the Board receive and file the Staff Absence and Substitute Usage Reports from February 1, 2023 to July 31, 2023 as presented. - Hagan	Carried
2023-09-05 - 3889	That the Board receive and file the tender report as presented Pryor	Carried
2023-09-05 - 3890	That the Board go into closed session at 1:49 pm Davidson	Carried

2023-09-05 - 3891	That the Board reconvene in open - Young	a session at 2:37 pm.	Carried
2023-09-05 – 3892	That the meeting be adjourned at - Froese	2:54 pm.	Carried
G. Wilson Chairperson		R. Purdy Superintendent of Business	

Next Regular Board Meeting:

October 3, 2023 at 1:30 pm at Prairie South School Division, Moose Jaw

Meeting Date:	October 3, 2023		Agenda Item #:	5.1
Topic:	SHSAA and Public Section Delegates			
Intent:	Decision	Discussion	Info	rmation

Background:	Prairie South Trustees have provided representation to the
	Saskatchewan High Schools Athletic Association (SHSAA) and
	the Public Section in past years. These representatives
	represent the Board of Education at meetings of these
	organizations and provide information to the Board.
Current Status:	If Trustee representation to these bodies is desired,
	appointments will need to be made by the Board.
Pros and Cons:	
Financial Implications:	Board representation to the SHSAA and Public Section was
	considered during the development of the 2023-2024 budget.
Governance/Policy	Both the SHSAA and the Public Section are affiliated with the
Implications:	Saskatchewan School Boards Association. Prairie South is a
	member board of the SSBA.
Legal Implications:	
Communications:	Internal to the Board of Education

Prepared By:	Date:	Attachments:
Ryan Boughen	September 15, 2023	n/a

Recommendations:

Nominations for SHSAA and Public Section reps s	hall take place.
Giselle Wilson declared that Trustee	be elected/appointed as
Prairie South School's representative for the Sask Association (SHSAA) for the 2023-2024 school ye	<u> </u>
Giselle Wilson declared that Trustee	be elected/appointed as
Prairie South School's representative for the Publ	lic Section for the 2023-2024 school year.

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Date:	October 3, 2023 Agenda Item #: 5.2		5.2	
Topic:	Student Lear	Student Learning I Accountability Report		
Intent:	$oxed{oxed}$ Decision	Discussion	☐ Info	rmation
Background:	The Board's annual report work plan calls for the Board to receive the Student Learning Accountability Report			
	annuall	ly in October.		
Current Status:		-		
Pros and Cons:				
Financial Implication	ons:			
Governance/Policy	• Tha	t the Board continue to	o support the work	of the
Implications:	Implications: Provincial Education Plan as it is carried out in Prairie			in Prairie
South Schools with respect to Reading, Writing and Math Achievement.				ng and
 That the Board continue to support the work of the 				
	Provincial Education Plan as it is carried out in Prairi			in Prairie
	South Schools with respect to Graduation Rates.			
Legal Implications:				
Communications:				

Prepared By:	Date:	Attachments:
Amanda Olson &	September 26, 2023	Student Learning Accountability Report
Derrick Huschi		

Recommendation:

That the Board receive and file the Student Learning Accountability Report.

650 Coteau Street W., Riverview Collegiate, Moose Jaw, SK S6H 5E6 P 306 693 4631 F 306 694 4686 prairiesouth.ca

2022-2023 Student Learning Accountability Report October 2023

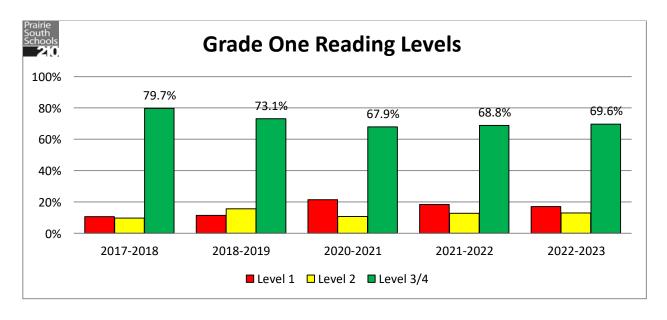
1. Source Documents

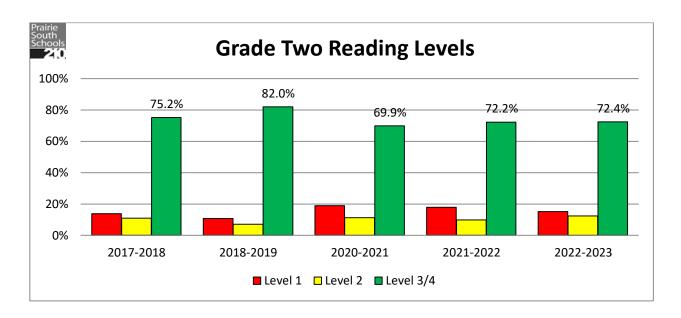
- The board's role as outlined in Policy 2:
 Annually review the effectiveness of the School Division in achievement of student learning.
- The director's role description as outlined in Policy 12:
 - 1. (Learning Leadership 2.2.1) Provides leadership in all matters relating to learning in the Division.
 - 2. (Learning Leadership 2.2.2) Ensures students in the Division have the opportunity to meet standards of learning set by the Minister
 - 3. (Personnel Management 4.4.3) Ensures processes and structures are in place to supervise and support the improvement of the performance of all staff.

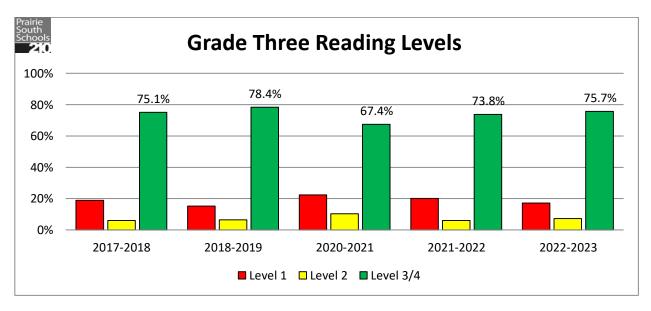
2. Evidence

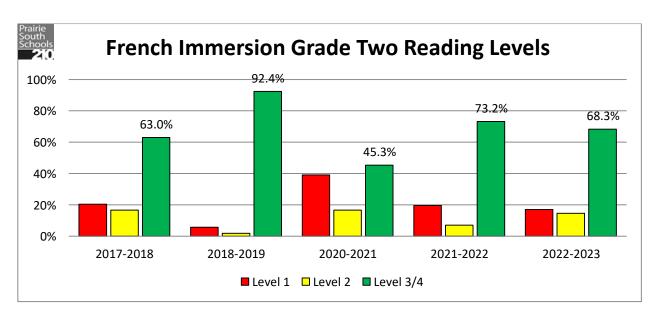
Reading Assessment Background

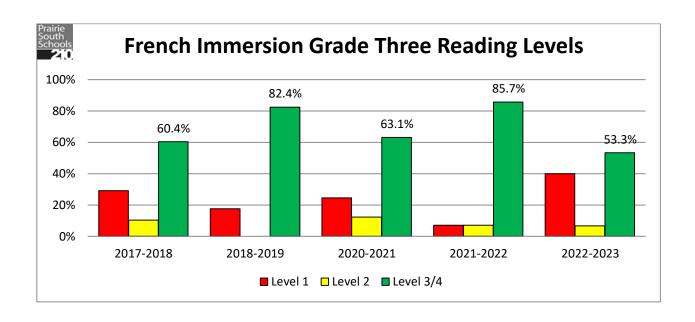
- The division gathers grade 1 to 3 reading data twice per year. This data is used to assess student progress and provide a snapshot of information to guide appropriate interventions and supports.
- Our grade 1 to 3 teachers use the Fountas and Pinnell Reading Benchmark System.
 Each student is individually assessed, and results indicate their performance in fluency and comprehension.





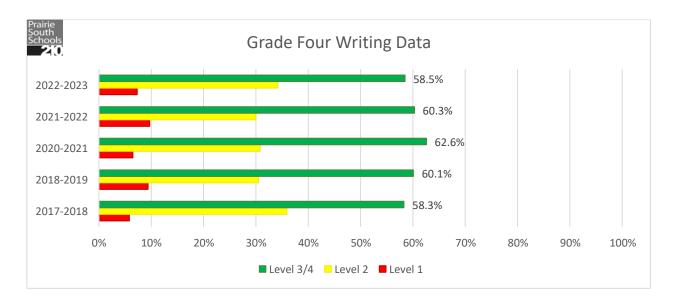


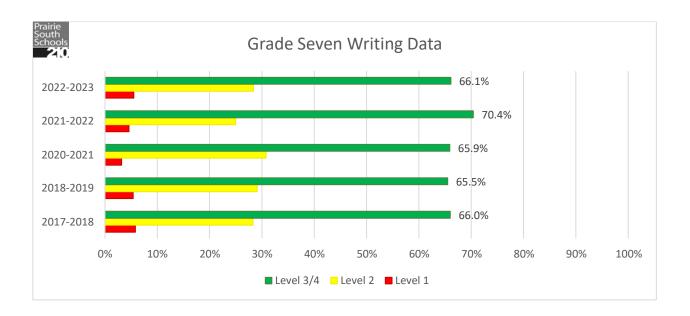


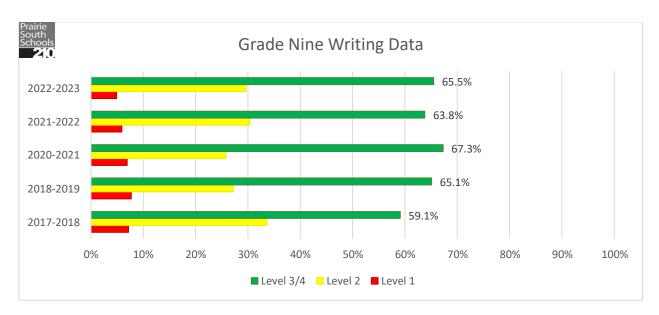


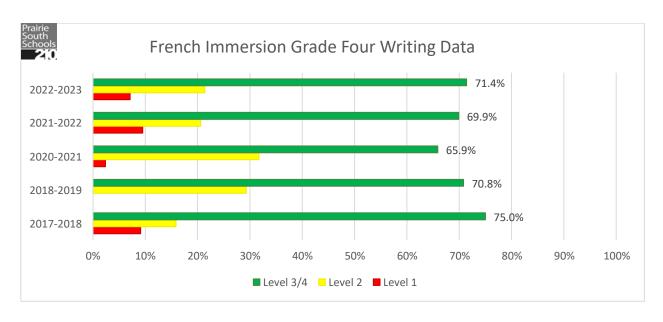
Writing Assessment Background

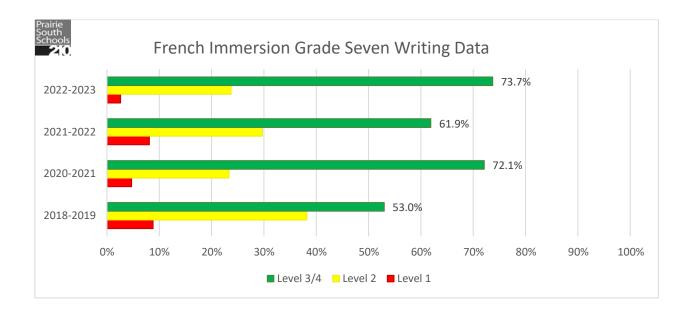
- In 2018 and 2019 teachers started used a provincially created rubric to provide a writing assessment level for grades 4, 7 and 9 students.
- The assessment is an ongoing process through the school year and not a 'one time event'. Various pieces of curriculum expected writing (expository, narrative, friendly letter etc) are taught and examined through the year. The rubric and teacher professional judgment are used to provide the final achievement level in early June.
- Students in grades 4, 7, and 9 are assessed in English or French.

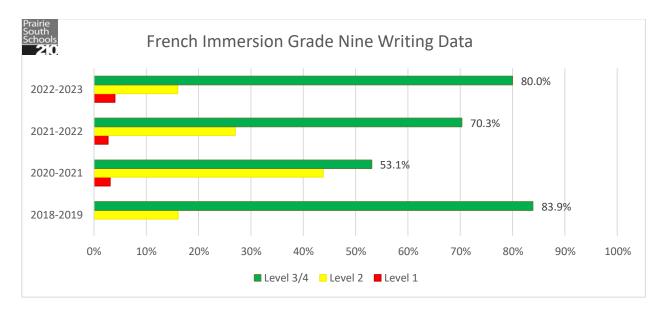












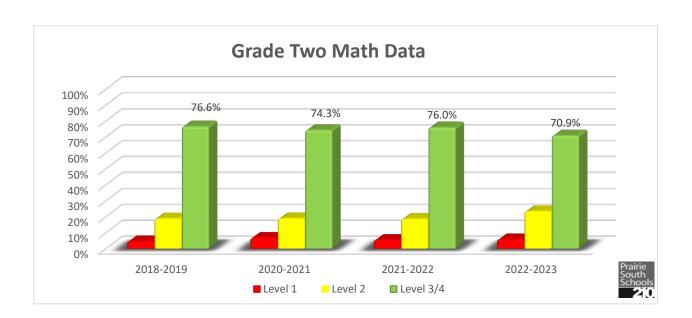
Reading and Writing Strategies

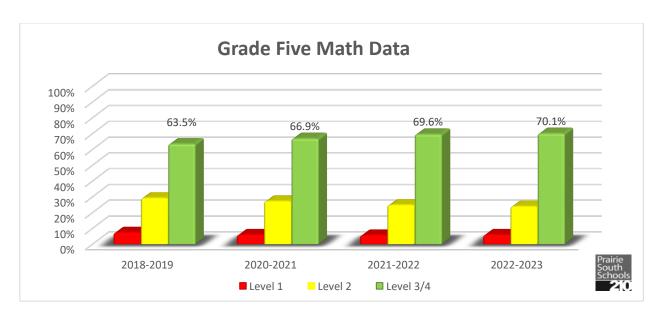
- Administrators in Prairie South continued to demonstrate leadership in supporting effective instruction, assessment and intervention practices in reading and writing.
- From 2019 present Reading and Writing supports are provided to teachers in an 'as requested' format. Teachers, small groups, or staff groups requested professional learning support with respect to specific writing and reading instructional strategies and assessment practices.
- Fountas and Pinnell and Levelled Literacy Intervention supports are provided throughout the year for new student support teachers and those requesting specific support for implementation of the program.
- The Literacy Call to Action professional learning day was reoffered again this year. This
 was a full day workshop focused on Science of Reading research, intervention strategies
 and activities for students who are reading significantly below grade level in grades 1, 2

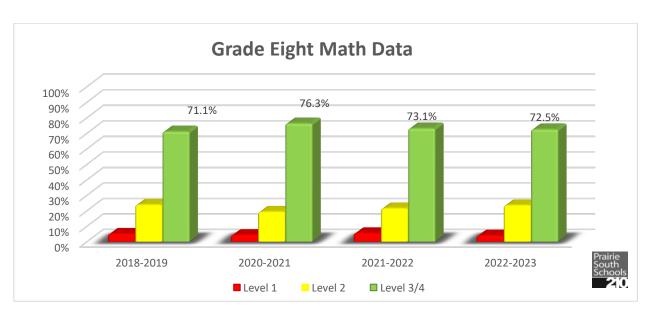
- and 3. This PD was well received by attendees the first time and that is why it was offered again this year.
- Teachers and SSTs continue to use Levelled Literacy Intervention for students who are reading slightly below grade level. This intervention yields results when used as intended and includes a writing component so both reading and writing skills are incorporated.
- During the 2022/2023 school year, the Learning Department hosted workshops on the
 use of the provincial writing continuum and writing rubrics. These workshops were
 intended to introduce these instruction and assessment tools to new teachers and
 teachers who had not used the rubrics before. During the workshops, teachers were
 given the opportunity to complete some collaborative scoring.
- A professional learning day around Writer's Workshop was offered. Writer's Workshop
 is a student-centered and responsive approach to writing instruction. The framework is
 based around three main steps: mini-lesson, work & conferring time, and share time. A
 similar offering was hosted in-house and facilitated by the STFPL for French Immersion
 Teachers.
- A copy of UFLI was purchased for every school. UFLI Foundations is an explicit and
 systematic phonics program that introduces students to the foundational reading skills
 necessary for proficient reading. Foundations follows a carefully developed scope and
 sequence designed to ensure that students systematically acquire each skill needed and
 learn to apply each skill with automaticity and confidence. Foundations is designed to be
 used for core instruction in the primary grades or for intervention with struggling
 students in any grade.

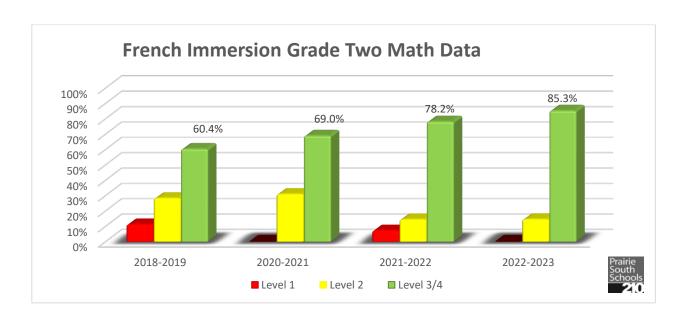
Math Assessment Background

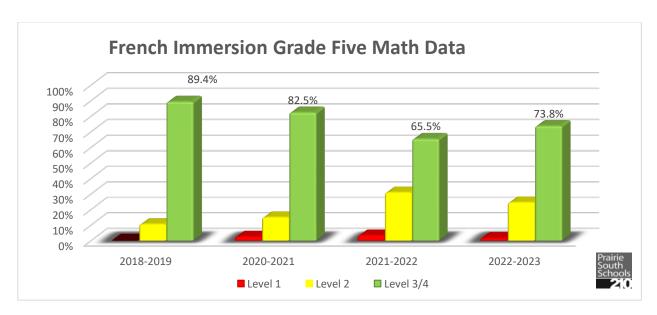
- As per the ESSP, Math assessments took place province wide for the first time in the 18-19 school year using a common assessment rubric for students in grades 2, 5 and 8 in English and French.
- This is not a one time assessment event but an ongoing assessment of students skills as they build through the year with a final determination made in June.
- The assessment is focused on only 1 of the 4 strands of provincial math curriculum the numbers strand as it is the foundation for all of the other strands of mathematics. The other strands are patterns & relations, shape & space, and statistics & probability.

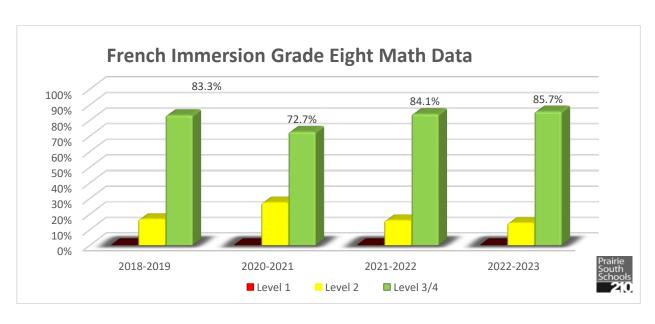






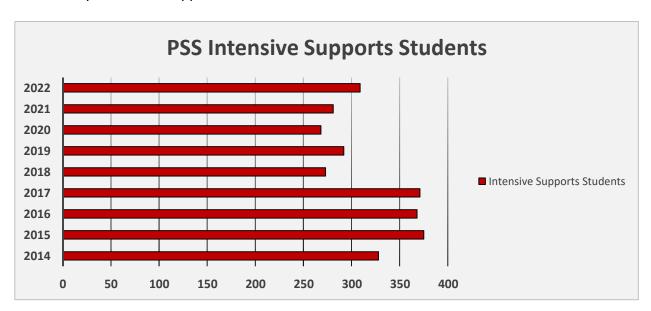






Math Strategies

- During the 2022/2023 school year, Math supports were provided to teachers in an 'as requested' format. Teachers, small groups, or staff groups requested professional learning support with respect to specific math instructional strategies and assessment practices.
- A Building a Math Rich Classroom professional learning day took place. Participants came together to collaborate and engage in discussion while experiencing rich math tasks to support students in developing mathematical sense-making through deeper learning.
- A Culturally Responsive Math Assessment professional learning opportunity through UBC was promoted.
- During the 2022/2023 school year, the Learning Department hosted workshops on the
 use of the provincial math numeracy rubrics. These workshops were intended to
 introduce this assessment tool to new teachers and teachers who had not used the
 rubrics before. During the workshops, teachers were given the opportunity to complete
 some collaborative scoring.
- A MathUP subscription was ordered for at least one math teacher per school. Created by Marian Small, MathUP Classroom is a comprehensive, online, K–9 instructional solution that helps build teachers' knowledge and understanding of mathematics so that they can better support their students.



Intensive Supports Information:

- Schools submit student names and Inclusion and Intervention Plans (IIPs) to the division for submission to the Ministry each year around December 20 to be included in the Intensive Needs count.
- A Ministry outlined process guides our submissions with a focus on students with Intensive Needs – these student needs go beyond what is regularly provided in the course of a classroom, beyond a teacher differentiating instruction and beyond general academic support.

- Students included in the submission may or may not have a formal diagnosis (not required) and may be accessing supports such as:
 - o Individual or small group instruction from the student support teacher
 - Support from a Speech Language Pathologist, Advocacy and Behaviour Consultant, or Psychologist employed by Prairie South
 - Support from other agencies for OT, PT
 - Support from an educational assistant ranging from 10 percent to 100 percent of the time

Administrative Challenges/Considerations for Reading, Writing and Math

- Continue to ensure that reading, writing, and math are instructed and assessed using effective approaches and practices.
- Continue to provide the level of supports and types of supports needed to intervene academically for students who are struggling with reading, writing and math.
- Challenges at a division level are that when looking at the data we are not seeing the
 wholistic picture of the child. Fortunately, our schools have this information and
 perspective and can program and intervene appropriate.

Attendance Profile Background

- Attendance is a factor that impacts student success in school.
- Attendance rates for students from PreK to 12 vary between schools with a general increase in absenteeism moving into high school starting with grade 9 students.
- Some data is affected in the way attendance is recorded (AM/PM attendance vs Period attendance).
- No provincial data was collected in 2020-21 and information was inaccurate for 2019-20 due to students moving to supplemental learning on March 16, 2020.
- Our division attendance rate in 2021-22 was 92.1%

2022-2023 Attendance Summary - clustered

K-12 SchoolsElementary SchoolsHigh SchoolsDivision Attendance92.1%90.2%89.0%

Graduation Rates Background

- The ESSP adopted by all school divisions in the spring of 2015 includes the requirement for monitoring, increasing and reporting on student graduation rates. This plan continued during the PEPIT.
- Prairie South has developed a local Graduation Rate plan with strategies included for monitoring and increasing graduation rates for all students including those who are First Nations and Metis (FNM)
- Growth Target:

By 2020 Prairie South's on time graduation rate will be 90% and the extended

graduation rate will be 92%. – This goal has continued with the implementation of the PEPIT.

PLEASE NOTE:

On-Time Graduation Rates means students completing grade 12 within 3 Years of 'starting' grade 10. Extended means that the student completed grade 12 over an extended period of time (4 or 5 years) after starting grade 10.

YEAR		On-time	Extended (4 yrs)
2020-21	PSSD	87.05	89.6
	Province	79.2	83.47
	PSSD FNM	64.7	72.3
	Province FNM	45.24	55.31
2021-22	PSSD	89.36	92.17
	Province	75.59	
	PSSD FNM	68.75	71.88
	Province FNM	39.56	
2022-23	PSSD	87.34	
	Province		
	PSSD FNM	51.6	
	Province FNM		

2021 Grad Rate Summary

Cluster	# Students	Grad Rate
North Cluster (Avonlea, Belle Plaine, Central Butte, Cornerstone, Chaplin, Craik, Eyebrow, Mortlach, Rouleau)	37	88.5
South Cluster (Bengough, Coronach, Glentworth, Ecole Gravelbourg, Kincaid, Lafleche, Mankota, Mossbank, Rockglen)	73	92.4
High Schools (Peacock, Central, Riverview, Assiniboia, Briercrest), Virtual School	297	77.0

Grad Support Program Summary

	PEAC	CCI	RVCI
Number of grade 12 students that were in the Grad Support	6	Е	0
Program that graduated.	0	3	0
Number of grade 12 students that were in the Grad Support	2	2	0
Program that did not graduate but are continuing school.	2	3	U
Number of grade 12 students that were in the Grad Support	0	0	2
Program that stopped attending.	U	O	2

Number of grade 11 students that were in the Grad Support	3	5	9
Program that moved to green.		3	J
Number of grade 11 students that were in the Grad Support	4	2	2
Program that remain in the yellow.	7	2	2
Number of grade 11 students that were in the Grad Support	1	1	1
Program that moved into the red.	1	1	1
Number of grade 11 students that were in the Grad Support	2	1	2
Program that stopped attending.	2	1	2
Number of grade 10 students that were in the Grad Support	6	2	3
Program that moved to green.			J
Number of grade 10 students that were in the Grad Support	1	1	2
Program that remain in the yellow.	1	1	2
Number of grade 10 students that were in the Grad Support	2	0	0
Program that moved into red.	2	U	U
Number of grade 10 students that were in the Grad Support	2	0	1
Program that stopped attending	۷	U	1

Graduation Rates and Attendance Strategies

- Secondary students will develop and maintain a graduation and post-graduation plan.
- School will monitor individual student progress toward graduation and each student's story will be understood and consciously supported by several adults in the school.
- The Career Development Consultant provides resources and supports to students, parents, and schools to build pathways to successful adulthood and rewarding employment opportunities for our youth. Monthly Career Updates are distributed to high school students, teachers, and parents and well as numerous resources posted on the website.
- The Career Development Consultant provides service to all rural schools and Riverview Collegiate to ensure informed decisions are being made for career pathways. Services are delivered through group presentations and individualized face to face and online career counseling sessions.
- A division wide student tracking procedure has been established to track students through grade 10-12's.
- Continue to research possible pathways, schedules or programs that better meet the needs of students.
- Work with SCCs/parents on roles of parents in their child's attendance and education
- In 2021/2022 an Attendance Focus Group came together to review best practices and support processes.

Strategic Plan for First Nations and Métis students

Respond to individual school needs to develop a more culturally responsive environment

- Track student academic achievement, engagement and interventions using our division student data system in order that effective communication and timely support systems can be created as needed.
- Continue support for teachers working with FNM students in regard to treaty teaching, the effect of Indian Residential Schools and curriculum outcomes that address First Nations' and Métis content, perspectives and ways of knowing. This support is provided through the Learning Consultants as well as Elders, Knowledge Keepers, and members of Wakamow Aboriginal Community Association (WACA).
- Elders, Knowledge Keepers, members of WACA and Learning Dept staff provide support and guidance for ceremonial events such as Smudging, Tipi Raising, Flag Raising and Cultural Feasts.
- Provide targeted support for FNM early learners through culturally appropriate reading materials and home support for reading.
- Create a network to flow information to and from each school regarding FNM education
- Increase the number of self-declared FNM by:
 - Providing a self-declaration brochure to parents to educate students/parents & staff
 - Work with MySchoolSask to hold info from year to year
 - Each school will host an event celebrating FNM culture at least once before Christmas and once after
- Create and distribute monthly attendance updates and post on Connect

Administrative Challenges for Graduation Rates and Attendance

- Graduation rates include students who start in Prairie South in grade 10 but move outside our division. We are tracking our data for students in Prairie South.
- FNM students are those who choose to self-identify as First Nations (Registered/Treaty/Status, Non-Status), Métis, Inuit. Non-FNM students are those who do not identify themselves to be FNM, and may include FNM students who choose not to self-identify. The difficulty is that some FNM students do not self-identify and therefore we do not have an accurate representation of the FNM numbers and our sample size is too small to make meaningful comparisons.
- Graduation rates were determined as of August 31 but the graduations rates are evergreen.

Governance Implications

- That the Board continue to support the work of the Provincial Education Plan as it is carried out in Prairie South Schools with respect to Reading, Writing and Math Achievement.
- That the Board continue to support the work of the Provincial Education Plan as it is carried out in Prairie South Schools with respect to Graduation Rates.
- That the Board support the new Pathways School which is designed to engage students that have not been successful in the traditional school setting.

Meeting Date:	October 3, 2023		Agenda Item #:	5.3
Topic:	SSBA Fall General	Assembly Ba	llot Pick-Up	
Intent:	Decision	Discussion	☐ Info	rmation

Background:	The Saskatchewan School Boards Association (SSBA) Fall
	Assembly and Annual General Meeting (AGM) is scheduled for
	November 13 & 14, 2023 in Regina.
Current Status:	SSBA is using electronic voting again this year (Election
	Buddy). Voting delegates must attend in person and bring a
	fully charged device to connect to Election Buddy for voting for the AGM.
	For the AGM the SSBA is encouraging boards to limit their
	number of accredited delegates for voting. Typically the
	voting representatives are the Board Chair and Board Vice-
	Chair. Last year the following motion was passed:
	"That the Board name Giselle Wilson, Darcy Pryor, and Crystal
	Froese as voting representatives at the SSBA Annual General
	Meeting in November 2022."
Pros and Cons:	
Financial Implications:	All costs associated with attending and participating in the
	SSBA Fall Assembly and AGM are covered through the school
	division governance budget.
Governance/Policy	Prairie South is a member board of the SSBA, and the AGM
Implications:	represents an opportunity to collaborate and set direction
	with trustees and Boards from around the province.
Legal Implications:	
Communications:	

Prepared By:	Date:	Attachments:
Ron Purdy	September 18, 2023	 2023 SSBA Fall Assembly & AGM Email

Recommendation:

That the Board name _____ as voting representatives at the SSBA Annual General Meeting in November 2023.





MEMORANDUM

September 18, 2023

TO: Chief Financial Officers for Boards of Education

CC: Board Chairs

FROM: Krista Lenius, Administrative Paralegal

RE: 2023 Annual General Meeting

Ballot Information Forms

Please find attached a Ballot Information form that we ask you to complete and return to this office by November 3, 2023. We will be using Election Buddy for voting. To facilitate effective electronic voting, <u>boards are encouraged</u> to LIMIT their number of accredited delegates for voting. Some important considerations:

- Your accredited delegate(s) cast ballots for bylaw amendments, resolutions, and elections as part of the AGM.
- Each voting delegate will need to attend the AGM <u>in-person</u> and bring a fully charged device to connect to Election Buddy for voting (e.g., mobile phone, tablet, or laptop).
- It is the responsibility of each board to provide the SSBA with accurate email/phone information for their accredited delegate(s). Changing/re-assigning voters while the AGM is underway will not be permitted.
- It is expected that your accredited delegate(s) be familiar with electronic voting. The SSBA will offer training prior to the AGM. (More details on the training to follow.)

Please provide an email address and/or mobile phone number **connected to a device your accredited delegate(s) will have access to at the Fall Assembly**, for which to receive the link with log-in information to participate in the voting. This information will enable us to prepare the electronic voting information for your board for the purposes of voting on bylaw amendments, resolutions, and elections at the annual general meeting to be held on November 13 and 14, 2023.





A copy of Bylaw No. 9, which provides for allocation of votes, is also attached for your information.

NOTE:

If a board member who is listed as a "voting" delegate for your board is unable to attend the general meeting, your board chair or other person authorized by your board can have that board member's ballots allocated to another board member. To do this, please contact Krista Lenius at klenius@saskschoolboards.ca to make a change. It is important to do this prior to 9:30 a.m. on November 13, 2023, so that the AGM is not interrupted after it has begun.

Thank you for your assistance.

BALLOT INFORMATION 2023 Annual General Meeting Voting Delegates

Pursuant to Bylaw No. 9, section 4:
The number of votes to which your Board is entitled 24
(Based on your December 2022 student count of 7,098.)

FOR: Board of Education of Prairie South School Division No. 210

The board of education has determined that its votes will be cast by the following board members in the following numbers:

Board members - Voting Delegates	# of V
(Board member – voting delegate	
(email address/mobile phone number for Board member – voting delegate	()
(Board member – voting delegate	
(Board member – voting delegate	
	`
(email address/mobile phone number for Board member – voting delegate	:)
(Board member – voting delegate	
(email address/mobile phone number for Board member – voting delegate	·)
Signature of School Rusiness	Officia

PLEASE RETURN THIS FORM, TO THE ATTENTION OF KRISTA LENIUS, TO THE SASKATCHEWAN SCHOOL BOARDS ASSOCIATION BY EMAIL TO klenius@saskschoolboards.ca

Thank you

For your information:

Ballot Voting

Association Bylaw No. 9 provides:

Bylaw No. 9: Delegates and Voting

- 1. Board of education members who register and pay the registration fee are delegates at the general meetings of the Association.
- 2. Every board of education shall inform the Association as to which of its delegates it has authorized to be accredited delegates to cast the votes of the board of education on questions for which a formal ballot is used, and the number of votes each accredited delegate is authorized to cast.
- 3. Formal ballots shall be used for:
 - (a) election of members to the Executive;
 - (b) adoption of the Association budget;
 - (c) votes on bylaw amendments and resolutions; and
 - (d) approval to the Executive to petition the Legislative Assembly for changes to the Act incorporating the Association.
- 4. The number of votes to which each board of education is entitled when a formal ballot is used shall be determined in accordance with the following table using the student count of the board of education as of September 30 for the most recent year as provide by the Ministry of Education:

Student Count	Number of Votes
1 to 2000 students	6
2001 to 3000 students	9
3001 to 4000 students	12
4001 to 5000 students	15
5001 to 6000 students	18
6001 to 7000 students	21
7001 to 8000 students	24
8001 to 10,000 students	30
10,001 to 15,000 students	45
15,001 students and over	51

- 5. Only accredited delegates in attendance at the time a vote is taken shall be entitled to vote.
- 6. Absentee voting shall not be allowed.
- 7. At in-person assemblies, voting at general assemblies shall be by ballot except voting shall be by show of hands on motions with respect to procedural matters unless, at the discretion of the Chair, a vote by show of hands is inconclusive. On matters where voting is by show of hands, each delegate in attendance at the time the vote is taken shall be entitled to vote, and shall have one vote.

- 7.1 At virtual or hybrid assemblies, voting at general assemblies shall be by ballot except voting may be by show of hands and/or by electronic means such as polling on motions with respect to procedural matters unless, at the discretion of the Chair, this vote is inconclusive. Only delegates in attendance at the time a vote is taken shall be entitled to vote, and shall have one vote.
- 8. Delegates who are not accredited delegates may participate in General Assembly and general meeting discussions and debate.

Topic: Monthly Tender Report Intent: □ Decision □ Discussion □ Informa Background: The Board has requested a monthly update regarding tenders awarded. AP 513 details limits where formal	
Background: The Board has requested a monthly update regarding tenders awarded. AP 513 details limits where formal	
tenders awarded. AP 513 details limits where formal	
tenders awarded. AP 513 details limits where formal	
 competitive bids are required. The procedure is as followant to the award tenders to administration except where bids received capital projects exceed budget. In this case the Board reserves the authority to accept/reject those tenders report of tenders awarded since the previous Board Meeting will be prepared for each regularly planned I meeting. Competitive bids will be required for the purchase, le other acquisition of an interest in real or personal profer the purchase of building materials, for the provision transportation services and for other services exceed \$75,000 and for the construction, renovation or alteration affective and other capital works authorized under Education Act 1995 exceeding \$200,000. 	d for l s. A Board ease or operty, ion of ding ration
This tender report covers the period from September 1 2023 to September 26, 2023. The following competitiv were awarded during the reporting period: • A tender was issued for the Driver Education Train The tender was awarded as follows; the Moose Jaw Schools to Miles Ahead for a year term at \$167,700 the rural schools to Stepping Stones Driving School \$114,030. • A Request for Proposals was issued for Insurance Appraisals. The request for proposals was awarded Suncorp Valuations on points. Pros and Cons: Financial Implications: Governance/Policy Implications:	ve bids ning. v High) and ol for
Legal Implications:	

Prepared By:	Date:	Attachments:
Ron Purdy	September 26, 2023	• n/a

Recommendation:

That the Board receive and file the tender report as presented.

Meeting Date:	October 3, 2023		Agenda Item #:	05.5
Out of Province Excursion -			ntral Collegiate	to
Topic:	Edmonton, Alb	erta		
Intent:	□ Decision	Discussion	Info	rmation
Background:	Central C	ollegiate's Grades 10	-125 Basketball To	urnament
	to Edmon	iton, Alberta on Dece	ember 13-16, 2023.	
Current Status:	See attached application form.			
Pros and Cons:				
Financial Implication	ons:			
Governance/Policy	,			
Implications:				
Legal Implications:				
Communications:				

Prepared By:	Date:	Attachments:
Derrick Huschi	September 27, 2023	Out of Province Excursion
		Application Form

Recommendation:

That the Board approve Central Collegiate's Grade 10-12 Basketball Tournament to Edmonton, Alberta on December 13-16, 2023.



1075 9th Avenue North West, Moose Jaw, SK S6H 1V7 P 306.694.1200 1.877.434.1200 F 306.694.4955 prairies outh.ca

OVERNIGHT EXCURSIONS / OUTDOOR EDUCATION / HIGH RISK ACTIVITIES APPLICATION FORM

Division Office Administration Approval Required

A. INFORMATION		
Name of Teacher: School: Contral Collegiate		
Type of Activity: ☐ Curricular ☐ Extra-Cu	urricular Basket ball fournament	
Grade Level: 10-12	Number of Students: 13	
Destination: EDMOWTON	Trip Date: Dec 13-16	
Number of School Days (Partial/Full):		
Transportation: Travel by Bus (PSSD No. 2 Travel by Car/Van (List names of drivers): SHAWN Muchowski Owight Gul	10) or Other: Barry Seaborn Utzan	
Number of Teachers, Parents, Chaperones:		
Qualifications/Certifications of Teachers, Parents ☐ First Aid ☐ Lifeguard ☐ Canoe Certific		
B. SAFETY GUIDELINES		
 □ Parent consent forms and medical information in obtained. □ Evacuation Plan is in place and will be commun □ Designated supervisor has access to emergency □ Access to cellular or satellite phone or other con □ A list of emergency telephone numbers will be f □ Have reviewed the Physical Activity Safety Gui □ Appropriate number of supervisors as designated □ Male and Female Chaperones for a co-ed activit □ If using 15 passenger vans, SSBA safety guideli 	nicated to appropriate individuals. vehicles at all times. mmunication device. formulated. idelines section on Outdoor Education. d in the Physical Activity Safety Guidelines. ty.	
C. BUDGET		
 Anticipated Budget Budget breakdown (be sure to include cost of Description of Funding Sources Out of Pocket Cost per Participant 	of substitute staff) decentralized for travel + Irairing + team fees	

SECTIONS D, E and F MUST BE COMPLETED FOR ALL CURRICULAR EXCURSIONS

D. LEARNING OBJECTIVES	
to extra-curricular event	
1 Extra-curricular event	
E. LEARNING ACTIVITIES (Outline prior training	for outdoor education and high risk activities)
a) Pre-Excursion Learning	

	"a sat
b) Excursion Learning	
c) Post-Excursion Learning	The training of the first
s, reaction bearing	
the second	
F. SCHEDULE OF ACTIVITIES	
Sec 13-travel day	
Dec 14/15 - tournament sched	ule
Dec 16 - travel day	
J.	
CBe/sler	3 Sept 27, 2023
Teacher Signature	Date
Janous Klaud	Sept 27/23
Principal Signature	Date /
Director/Superintendent Signature	
[****]	
Request Approved	Request Denied

Date Revised December 2016

Meeting Date:	October 3, 2023		Agenda Item #:	7.1
Topic:	Class Size Repor	t		
Intent:	Decision	Discussion		mation
Background:	At the Dece	mber 11, 2012 Bo	ard Meeting, the follo	owing
	motion pass	sed:		
			Board receive repo	
		, ,	Board meetings det	_
			classes that have in	excess of
	28 students	."		
	At the Paless	10 2015 Dec	ad Mastins tha falls	
			rd Meeting, the follo	wing
	motion was	•	riad for the Class Sir	70
	"That the second reporting period for the Class Size Report be received at the regular March Board meeting			
	•	•	ary Board Meeting."	eting
Current Status:		to attachments.	, <u> </u>	
Pros and Cons:				
Financial Implication	ns:			
Governance/Policy				
Implications:				
Legal Implications:				
Communications:				

Prepared By:	Date:	Attachments:
Dustin Swanson	September 25, 2023	1) Classes with More Than 28 Students-
		September 15, 2023
		2) Summary Class Size over 28 Students-
		September 15, 2023
		3) Classes with 10 or Fewer Students-
		September 15, 2023
		4) Summary of Classes with 10 or Fewer
		Students by School- September 15,
		2023

Recommendation:

Information only.

Classes with more than 28 students September 15, 2023

School	Grade	Individual Classes	Students	Total
Assiniboia Composite High School	11	Financial Literacy 20	30	1
Avonlea School	5/6	All Subjects	29	1
Central Collegiate	9	STEAM 9 (1)	30	
Central Collegiate	9	Vid Pro 9	30	
Central Collegiate	9	Gaming 9	30	
Central Collegiate	9	STEAM 9 (2)	30	
Central Collegiate	9	Guitar 9	29	
Central Collegiate	9	Phys Ed 9	34	
Central Collegiate	9	Health 9 (5)	30	
Central Collegiate	9	Health 9 (6)	30	
Central Collegiate	9	ELA 9 (1)	29	
Central Collegiate	9	ELA 9 (2)	29	
Central Collegiate	9	ELA 9 (3)	29	
Central Collegiate	9	ELA 9 (5)	29	
Central Collegiate	10	ELA A10 (5)	30	
Central Collegiate	10	ELA A10 (6)	31	
Central Collegiate	10	ELA B10 (5)	34	
Central Collegiate	10	ELA B10 (6)	29	
Central Collegiate	10	Science 10	31	
Central Collegiate	10	History 10	31	
Central Collegiate	10	Native Studies 10	30	
Central Collegiate	10	Workplace 10 (3)	29	
Central Collegiate	10	Workplace 10 (4)	31	
Central Collegiate	10	Foundations 10 (3)	29	
Central Collegiate	10	Foundations 10 (4)	29	
Central Collegiate	10	Foundations 10 (6)	29	
Central Collegiate	10	Wellness 10 (1)	31	
Central Collegiate	10	Wellness 10 (3)	32	
Central Collegiate	10	Wellness 10 (5)	29	
Central Collegiate	10	Photography 10	30	
Central Collegiate	11	Physical Science 20 (1)	29	
Central Collegiate	11	Physical Science 20 (2)	30	
Central Collegiate	11	History 20	30	
Central Collegiate	11	Pre Calc 20	30	
Central Collegiate	11	Financial Literacy 20	30	33
Cornerstone Christian School	9/10	PE9/Wellness 10	34	
Cornerstone Christian School	11/12	Psych 20	31	2
Coronach School	9/10	Financial Literacy 20	29	
Coronach School	9/10	Science 9	32	2
Craik School	6/7/8/9/10/11/12	Physical Education	32	1
Peacock Collegiate	9	Phys Ed 90	29	
Peacock Collegiate	12	Psych 30	29	2
Rockglen School	K/1/2	Phys Ed	29	1

School	Grade(s)	# of Classes
Assiniboia Composite High School	11	1
Avonlea School	5, 6	1
Central Collegiate	9, 10, 11	33
Cornerstone Christian School	9, 10, 11, 12	2
Coronach School	9, 10	2
Craik School	6, 7, 8, 9, 10, 11, 12	1
Peacock Collegiate	9, 12	2
Rockglen School	K, 1, 2	1

Total Classes with more than 28 students

43

Classes with 10 or fewer students September 15, 2023

School	Grade	Individual Classes	Students	Total
Avonlea School	K	All Subjects (every 2nd day)	6	1
Bengough School	7/8	All Subjects	9	
Bengough School	9/10	All Subjects	9	
Bengough School	11/12	Entrepreneurship 30	10	3
Briercrest Christian Academy	10/11	Photography 10/20	9	
Briercrest Christian Academy	11	Creative Writing 20	8	
Briercrest Christian Academy	11/12	PAA B30/Visual Art 20/30	7	3
Central Butte School	3	Math	10	
Central Butte School	9	Math	9	
Central Butte School	9	Art	9	
Central Butte School	10	Foundations/Pre Calc 10	8	
Central Butte School	11/12	Pre Calc 30/Foundations 20	9	
Central Butte School	11/12	Physical Science 20	10	6
Chaplin School	3/4	All Subjects	10	
Chaplin School	5/6/8	All Subjects	5	2
Cornerstone Christian School	11	Math WPA 20/Math 21	4	
Cornerstone Christian School	12	Pre-Calc 30	7	2
Coronach School	6	Careers 6	8	
Coronach School	11/12	PAA A20/A30	9	2
Ecole Gravelbourg School	12	Physics 30	7	1
Eyebrow School	K/1/2	All Subjects	10	
Eyebrow School	7/8/9	All Subjects	4	
Eyebrow School	10/11/12	All Subjects	7	3
Glentworth School	K	All Subjects (Afternoons of Days 2, 4, 6)	7	
Glentworth School	11/12	Physical Science 20	7	2
Kincaid Central School	K	All Subjects	6	
Kincaid Central School	7/8	All Subjects	9	
Kincaid Central School	9	Health/Social/Arts Ed	9	3
Lafleche Central School	1/2	All Subjects (Non K Days)	8	
Lafleche Central School	8	Math	8	
Lafleche Central School	9	Health	10	
Lafleche Central School	9/10	Math	9	
Lafleche Central School	11/12	Communications Media/ELA A30	9	
Lafleche Central School	11/12	History	10	6
Mankota School	3/4/5	All Subjects	7	
Mankota School	6/7/8	All Subjects	9	
Mankota School	7/8/9/10	PAA	10	
Mankota School	9/10	All Subjects	3	
Mankota School	11/12	All Subjects	8	5
Mortlach School	9/10	Science 9/10	9	1
Mossbank School	K	All Subjects	7	1
Rockglen School	9	Math	10	
Rockglen School	10	Math	9	2
Rouleau School	K	All Subjects	10	
Rouleau School	9	Health	10	
Rouleau School	11	Physical Science 20	10	
Rouleau School	11/12	WA 20	9	
Rouleau School	11/12	Psych 20	10	5

Summary of classes with 10 or fewer students September 15, 2023

School	Grade(s)	# of Classes
Avonlea School	K	1
Bengough School	7, 8, 9, 10, 11, 12	3
Briercrest Christian Academy	10, 11, 12	3
Central Butte School	3, 9, 10, 11, 12	6
Chaplin School	3, 4, 5, 6, 8	2
Cornerstone Christian School	11, 12	2
Coronach School	6, 11, 12	2
Ecole Gravelbourg School	12	1
Eyebrow School	K, 1, 2, 7, 8, 9, 10, 11, 12	3
Glentworth School	K, 11, 12	2
Kincaid Central School	K, 7, 8, 9	3
Lafleche Central School	1, 2, 8, 9, 10, 11, 12	6
Mankota School	3, 4, 5, 6, 7, 8, 9, 10, 11, 12	5
Mortlach School	9, 10	1
Mossbank School	K	1
Rockglen School	9, 10	2
Rouleau School	K, 9, 11, 12	5

Total Classes with 10 or fewer students

48

Meeting Date:	October 3, 2023		Agenda Item #:	7.2
Topic:	Board Commit	ttee and SCC App	ointments	
Intent:	Decision	Discussion	⊠ Info	rmation
Background:	The Board C	hair assigns trustees	to committees and	School
	Community	Councils (SCCs) on a	n annual basis.	
Current Status:	A list of Board appointments on Committees and SCCs for			
	2023-2024 is attached.			
Pros and Cons:				
Financial Implications:				
Governance/Policy				
Implications:	nplications:			
Legal Implications:	Legal Implications:			
Communications:	Communications:			
·	·	·	·	

Prepared By:	Date:	Attachments:
Ryan Boughen	September 25, 2023	• 2023-2024 Board Appointments on
		Committees & School Community Councils

Recommendation:

That the Board review the information provided.



1075 9th Avenue North West, Moose Jaw, SK S6H 1V7 P 306.694.1200 1.877.434.1200 F 306.694.4955 prairiesouth.ca

2023-2024 Committee	Mandate, Accountability Reports, Members, and Staff Support
Student Outcomes	Mandate: To examine issues related to increasing student literacy and achievement, promoting academic achievement for all students while closing achievement gaps and enhancing student outcomes. Begin the review process during the November Committee Meeting and conclude the review by the February Committee Meeting and provide recommendations to the Board in March. Annual Project: TBD
	AR: Student Achievement I (October), School and Division Improvement (November), Early Learning (March), Student Achievement II (June)
	Trustees : Brett, Mary, Giselle, Lew Staff : Ryan, Derrick, Amanda, Sr. Admin Team as Required
Business, Infrastructure	Mandate: To examine issues related to business, public accountability, stewardship, the advancement of public education including effective utilization of human resources, finance, transportation, and facilities. Annual Project: TBD
and Governance	AR: Facilities (December), 1 st Quarter Business (January), Transportation (February), 2 nd Quarter Business (April), 3 rd Quarter Business (June)
	Trustees: Robert, Patrick, Crystal, Lew Staff: Ryan, Ron, Sr. Admin Team as Required
	Mandate: To examine issues related to school staffing, recruitment and retention, performance management and employee and labour relations.
Human Resources	Annual Project: TBD
. 10000.	AR: Human Resources (January)
	Trustees: Robert, Shawn, Brett, Darcy Staff: Ryan, Amy, Sr. Admin Team as Required
Partnerships	Mandate : To examine issues related to advocacy and networking and enhanced relationships with all stakeholders.
and	Annual Project: TBD
Teambuilding	AR: n/a
	Trustees: John, Crystal, Brett, Mary Staff: Ryan, Darran, Sr. Admin Team as Required
Transportation	Mandate: BP 17 Issues (ad hoc)
Committees	Trustees: 5 Rural or 5 Urban Staff: Ryan, Ron, Todd
Communications	Mandate: Communications/Social Media (ad hoc)
Committee	Trustees: Crystal, Mary, Darcy, Giselle Staff: Ryan, Dustin, Heather
Committee of the Whole	Mandate : To provide a forum for trustees to engage in planning sessions related to issues such as, but not restricted to, finance, facilities, special projects and the Provincial Education Plan (PEP).
the Wilde	Trustees: All Trustees Staff: Ryan, Sr. Admin Team as Required
Executive	Mandate: As assigned by the Board of Education
Committee	Trustees : Chair, Vice-Chair, one other Trustee Staff : Ryan; Sr. Admin Team as Required



1075 9th Avenue North West, Moose Jaw, SK S6H 1V7 P 306.694.1200 1.877.434.1200 F 306.694.4955 prairiesouth.ca

SCHOOL COMMUNITY COUNCILS BOARD REPRESENTATIVES FOR 2023-2024

Central Butte: Darcy Pryor

Chaplin: Darcy Pryor
Craik: Darcy Pryor
Eyebrow: Darcy Pryor
Mortlach: Darcy Pryor

Assiniboia 7th Ave: John Bumbac Assiniboia Elementary: John Bumbac Assiniboia Composite High: John Bumbac

Mossbank: John Bumbac

Bengough: Giselle Wilson Coronach: Giselle Wilson Rockglen: Giselle Wilson

École Palliser Heights: Mary Jukes, Lew Young

Empire: Patrick Boyle, Mary Jukes

King George: Crystal Froese, Brett Hagan Prince Arthur: Patrick Boyle, Mary Jukes Sunningdale: Patrick Boyle, Lew Young Westmount: Crystal Froese, Lew Young

William Grayson: Crystal Froese, Brett Hagan

École Gravelbourg: Shawn Davidson

Glentworth: Shawn Davidson Kincaid: Shawn Davidson Lafleche: Shawn Davidson Mankota: Shawn Davidson

Avonlea: Robert Bachmann Caronport: Robert Bachmann Lindale: Robert Bachmann Rouleau: Robert Bachmann

Central Collegiate: Crystal Froese, Brett Hagan Peacock Collegiate: Patrick Boyle, Lew Young Riverview Collegiate: Brett Hagan, Mary Jukes

Meeting Date:	October 3, 2023		Agenda Item #: 7	7.3
Topic:	September 30	, 2023 Student Ei	rolments	
Intent:	Decision	Discussion		nation
Background:	Informat	tion will be distribute	d at the meeting.	
Current Status:				
Pros and Cons:				
Financial Implication	ons:			
Governance/Policy				
Implications:				
Legal Implications:				
Communications:				

Prepared By:	Date:	Attachments:
Derrick Huschi	September 25, 2023	n/a - will be distributed at the meeting

Recommendation:

Information only, which will be distributed at the meeting.