

	<p><i>Prairie South Schools</i></p> <p>BOARD OF EDUCATION</p>	
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February 6, 2024

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. Regular Board Meeting January 9, 2024
- 4. Declarations of Conflict of Interest**
- 5. Decision and Discussion Items**
 - 5.1. Transportation Accountability Report
 - 5.2. Preventative Maintenance Renewal Plan Amendment
 - 5.3. Rescind Motion #2024-01-09 – 3938
 - 5.4. Out of Province Excursion – École Palliser Heights School to Asessippi Ski Resort (Inglis, Manitoba)
 - 5.5. Monthly Tender Report
- 6. Delegations and Presentation**
 - 6.1. Voices to Encourage Change (VTEC) Students (1:30 pm)
- 7. Information Items**
 - 7.1. Inquiry: Remind App Usage
- 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 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 January 9, 2024 at 1:30 p.m.**

Attendance:

Mr. R. Bachmann; 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. 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

Motions:

- | | | |
|-------------------|--|---------|
| 2024-01-09 – 3929 | Giselle Wilson took the chair and called the meeting to order at 1:31 p.m. | |
| 2024-01-09 – 3930 | That the Board add the following item to the agenda:
5.7 Termination of Teacher Contract
AND adopt the agenda as amended.
- Boyle | Carried |
| 2024-01-09 – 3931 | That the Board adopt the minutes of the December 5, 2023 Regular Board Meeting.
- Boyle | Carried |
| 2024-01-09 – 3932 | That the Board receive and file the 2022-2023 Human Resources Accountability Report.
- Hagan | Carried |
| 2024-01-09 – 3933 | That the Board receive and file the First Quarter Financial Accountability Report.
- Froese | Carried |
| 2024-01-09 – 3934 | That the Board approve the disposal of records listed on the attached which are at or past their retention by shredding.
- Pryor | Carried |
| 2024-01-09 – 3935 | That Core French at all grade levels be discontinued at Lindale School effective the 2024-2025 school year.
- Jukes | Carried |
| 2024-01-09 – 3936 | That the Board receive and file the tender report as presented.
- Boyle | Carried |

- | | | |
|-------------------|--|---------|
| 2024-01-09 – 3937 | That the Board approve Peacock Collegiate’s Grades 9-12 Wrestling trip to Edmonton, Alberta on February 1, 2024.
- Hagan | Carried |
| 2024-01-09 – 3938 | That the Board adopt the recommendation for the termination of the contract as presented by the Superintendent of Human Resources.
- Bachmann | Carried |
| 2024-01-09 – 3939 | That the meeting be adjourned at 2:28 pm.
- Pryor | Carried |

G. Wilson
Chairperson

R. Purdy
Superintendent of Business

Next Regular Board Meeting:

February 6, 2024 at 1:30 pm
Prairie South School Division, Moose Jaw

AGENDA ITEM

Meeting Date:	February 6, 2024	Agenda Item #:	05.1
Topic:	Transportation Accountability Report		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background:	According to the Board's yearly plan, a Transportation Accountability Report is to be presented to the Board of Education in February of each year.
Current Status:	Please see the attached Accountability Report.
Pros and Cons:	
Financial Implications:	
Governance Implications:	
Legal Implications:	
Communications:	

Prepared By:	Date:	Attachments:
Todd Johnson	January 29, 2024	Transportation Accountability Report

Recommendation:

That the Board receive and file the Transportation Accountability Report.

2022-2023 Transportation Accountability Report

Prepared by Todd Johnson, Transportation Manager

Introduction

Prairie South Schools provides transportation for students requiring access to school in accordance with Board Policy and Administrative Procedures, The Education Act and The Traffic Safety Act. Provision is also made for special use of buses to enable students to participate in educational and extracurricular activities. We strive to provide safe, efficient, and punctual transportation for students in both the rural and urban areas.

During the 2022-23 school year, Prairie South Schools provided daily transportation services to 2,765 students, traveling 18,304 kilometers on 106 bus routes. The safety of students and staff is our number one priority.

Department Structure

Position	Number of Employees				
	2018-19	2019-20	2020-21	2021-22	2022-23
Regular Bus Drivers	105	107	107	106	106
Mechanic Helper/Assistant	2	2	2	2	2
Certified Mechanic	1	1	1	1	1
Journey-Person Mechanic	3	3	3	3	3
Shop Foreman (Journey-Person Mechanic)	2	2	2	2	2
Administrative Assistant	1	1	0	0	0
Assistant Managers	1	1	0	0	0
Routing Support Officer	0	0	1	1	1
Driver Safety Relations Officer	0	0	1	1	1
Manager	1	1	1	1	1
Casual Bus Drivers	83	76	64	49	40
Total	199	194	182	166	157

Transportation Office Team consisted of Todd Johnson-Transportation Manager, Kara Stevens-Driver Safety Relations Officer, and Marla Cushway-Routing Support Officer. This team works together closely to recruit, train, and retain drivers. We strive for timely, safe routes working within Bus Planner for all transported students. We communicate with senior administration, school staff, parents, and bus drivers to help coordinate all the extra curricular trips and to keep the 106 routes running efficiently every school day.

Mechanics team consisted of 6 mechanics and 2 mechanics helpers. Our team has over 150 years of combined experience in mechanics. They work closely together sharing ideas to find solutions using innovative problem-solving skills to correct recurring issues.

Bus Drivers provided safe, efficient, and punctual daily transportation to **2,765** students. On top of our daily routes, we provided an additional 1,758 charter trips. We currently employ 146 drivers who provide service for all charters and regular routes. Drivers must re-test every five years and have a current satisfactory medical examination on file with SGI. Drivers' Abstracts are reviewed annually by the office staff through the MySGI Online program and licenses are checked monthly using SGI's internet site.

Feedback for Improvement We held staff meetings on December 1, 2023 in Moose Jaw and will be holding one on January 31, 2024 in Assiniboia. We began seeking feedback from staff about striving to be a world-class organization. We will continue to do this work in 2024-25.

<i>Rural Schools</i>	<i>No. of Routes</i>
Assiniboia	10
Avonlea	4
Bengough	4
Caronport	1
Central Butte	5
Chaplin	2
Coronach	4
Craik	2
Eyebrook	2
Glentworth	5
Gravelbourg	5
Kincaid	5
Lafleche	3
Lindale	21
Mankota	3
Mortlach	3
Mossbank	4
Rockglen	5
Rouleau	2

<i>Urban Schools</i>	<i>No. of Routes</i>
Holy Trinity Special Needs	1
CFB Base	1
Empire	1
King George	2
Palliser Heights	6
Peacock SAPP	0
Prince Arthur	3
Riverview	1
St. Mary	1
Sunningdale	6
Westmount/Sacred Heart	4
William Grayson	1

In Moose Jaw, staggered school times allow transportation the ability to accommodate double routes. This means that one driver can provide service to two schools with separate pick up and drop offs. We had 14 drivers who did double routes in Moose Jaw. Two of the 14 routes were double routes in order to accommodate a student that required an accessibility lift (Palliser Heights and Riverview Lifeskills now known as Functional Integrated Programming).

Training For Drivers

Description	Number of Drivers
Training New Drivers	14
Refresher Training (Pre-Trip Inspection and/or on road assessment)	8
SGL Recertification	14
First Aid Recertification	21

New bus drivers receive training through our transportation office. Our Driver Safety Relations Officer provides circle checking training (pre-trip) and in-bus driver training. We also offer Circle Check Refresher Courses and First Aid/CPR courses throughout the year.

In August of 2023 we held a north and south PD Day. One was held in Moose Jaw and the second one was in Assiniboia. We reviewed our safety, new policies and procedures, and student processes. Drivers were able to socialize and get their new route maps before we shared a meal together.

Throughout the year, parents who have a student on the bus receive a Student Transportation Guide that outlines safety, contact info, and how to sign up for the parent portal. In August transportation hosted the First Rider program in Moose Jaw and Assiniboia. In Moose Jaw we deliver the program in cooperation with Holy Trinity School Division. This program is exciting for first time riders and their families. The students and families get a chance to learn about safety and get an up-close look at a bus before going for a ride. In August 2023, we offered 73 students a first ride over three days in both Moose Jaw and Assiniboia.

Routing Support

In 2022-23 we updated the Transportation section of the Prairie South website. Our goal was to provide better knowledge to the public, so changes were made to increase accessibility of information for families and schools as well as making it more user friendly. We reviewed and renewed walking circle and catchment maps and added links to important information such as the Parent Portal, the Bus Request Form and updated cold weather cancellation information.

Transportation Regions

Prairie South Transportation is divided into rural and urban areas.

Rural:

Assiniboia 7 th Avenue School	Eye brow School
Assiniboia Composite High School	Glentworth School
Assiniboia Elementary School	Kincaid Central School
Avonlea School	Lafleche Central School
Bengough School	Lindale School
Caronport Elementary School	Mankota School
Central Butte School	Mortlach School
Central Collegiate (Rural)	Mossbank School
Chaplin School	Peacock Collegiate (Rural)
Cornerstone Christian School (Rural)	Riverview Collegiate (Rural)
Craik School	Rockglen School
Coronach School	Rouleau School
École Gravelbourg School	St. Michael (Holy Trinity Rural)
École Palliser Heights (Rural French Immersion)	Vanier Collegiate (Holy Trinity Rural)
École St. Margaret (Holy Trinity Rural)	

Urban:

École Palliser Heights School	Sacred Heart School
Empire School	St. Mary School
Holy Trinity - Special Needs	Sunningdale School
King George School	Westmount School
Prince Arthur School	William Grayson School
Riverview School (Functional Integrated Programing)	

In 2022-23 we continued transporting Holy Trinity students. On South Hill in Moose Jaw and surrounding rural areas we transported a total of 158 Holy Trinity students.

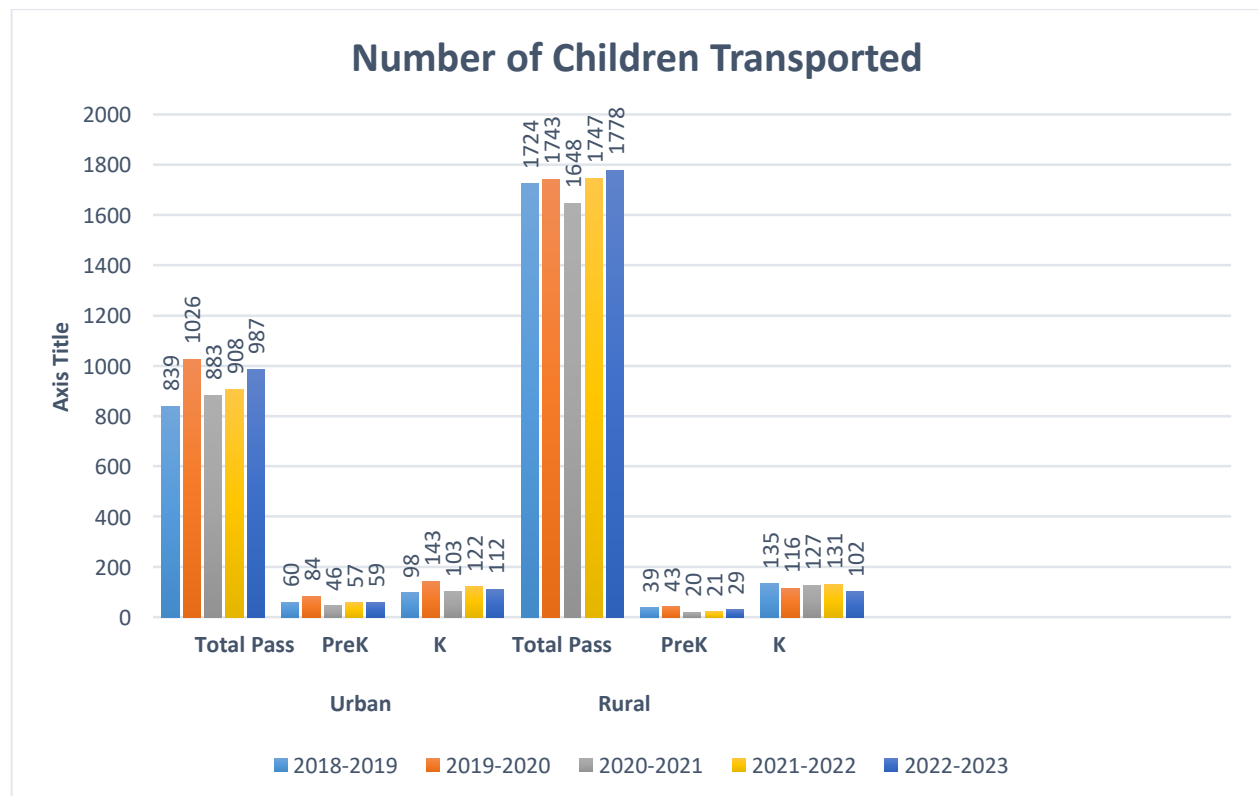
Student Transportation Information

Number of Children Transported

<i>School Year</i>	<i>Urban</i>	<i>Urban Noon</i>	<i>Rural</i>	<i>Total</i>
2022-2023	987	n/a	1778	2765
2021-2022	908	n/a	1747	2655
2020-2021	862	n/a	1729	2591
2019-2020	1026	n/a	1743	2769
2018-2019	839	n/a	1724	2563

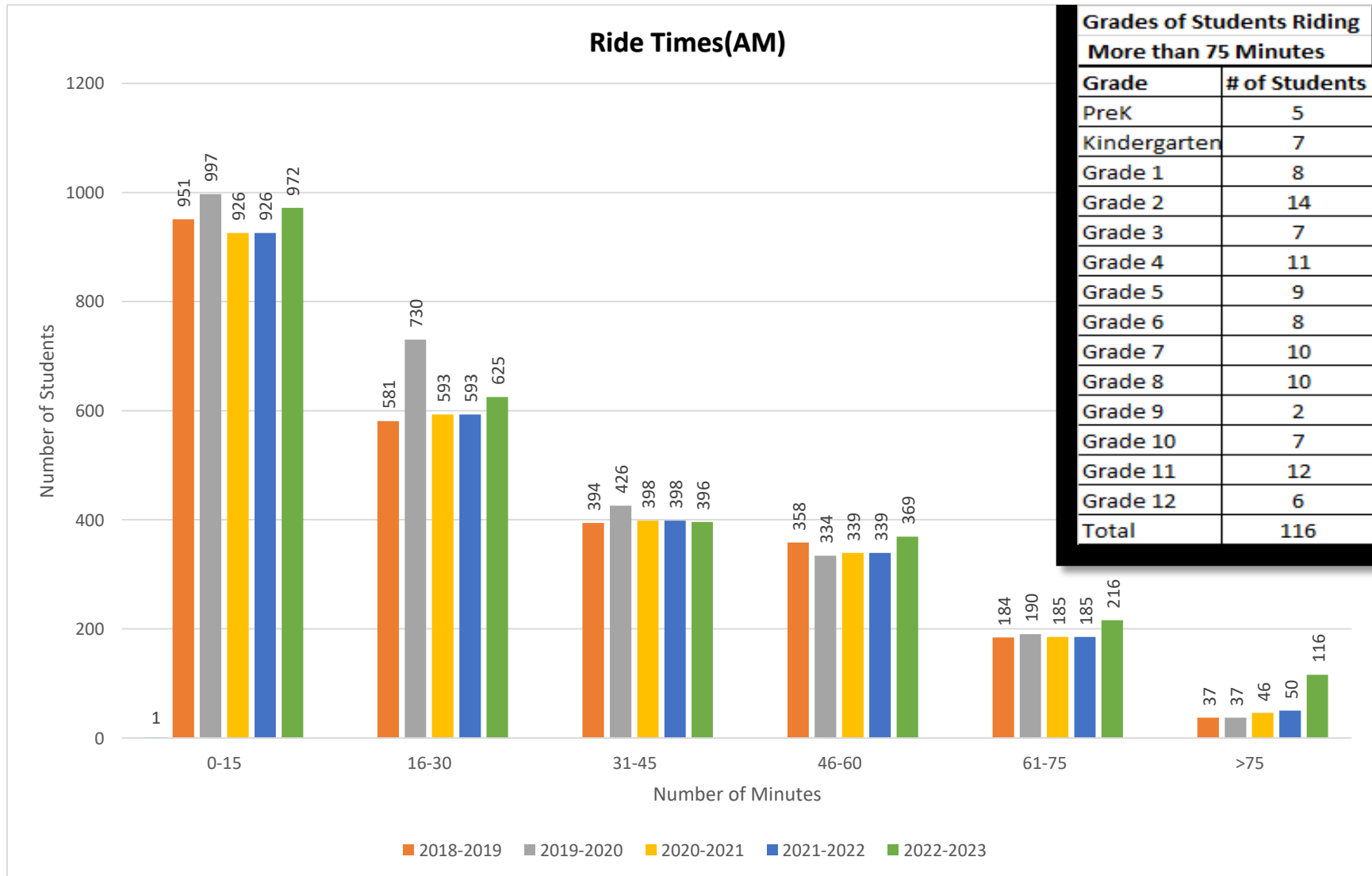
Average Ride Times

<i>School Year</i>	<i>Urban</i>	<i>Rural</i>
2022-2023	14 minutes	34 minutes
2021-2022	15 minutes	33 minutes
2020-2021	15 minutes	33 minutes
2019-2020	13 minutes	33 minutes
2018-2019	10 minutes	34 minutes



Student Ride Times – Amount of Time on a School Bus (AM – in Minutes)

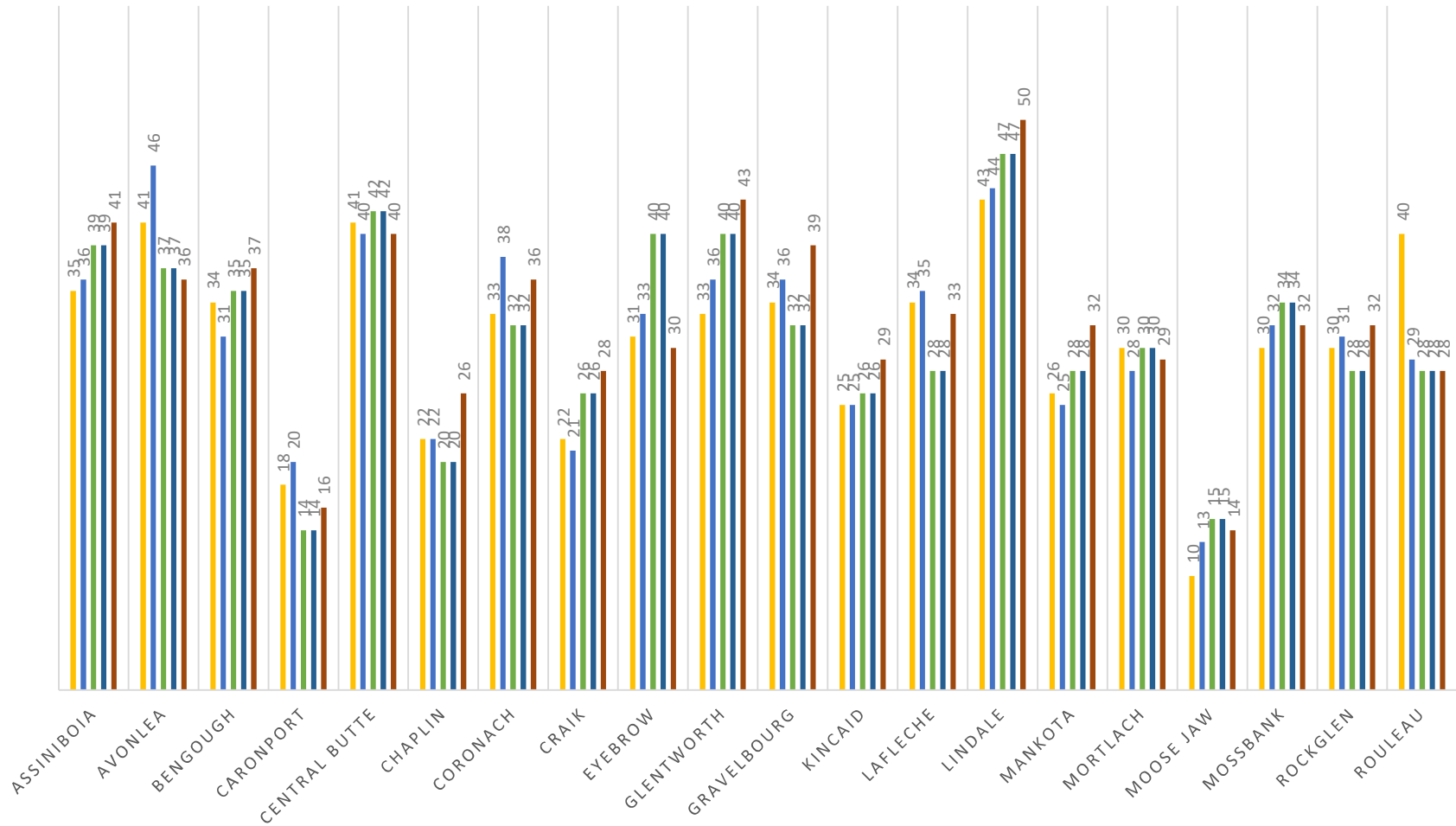
School	2018-2019		2019-2020		2020-2121		2021-2022		2022-2023	
	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max
Assiniboia	4	91	5	86	2	93	2	93	2	95
Avonlea	9	81	8	77	4	69	4	69	5	72
Bengough	3	75	2	76	5	82	5	82	3	90
Caronport	2	29	8	32	7	45	7	45	2	45
Central Butte	4	80	3	78	8	80	8	80	5	94
Chaplin	7	49	8	41	7	39	7	39	5	63
Coronach	4	72	4	76	4	91	4	91	4	90
Craik	1	51	3	54	4	54	4	54	3	59
Eyebrow	10	57	10	66	6	70	6	70	8	53
Glentworth	4	63	5	68	5	76	5	76	6	82
Gravelbourg	2	74	4	80	4	81	4	81	3	90
Kincaid	3	63	3	67	2	60	2	60	3	69
Lafleche	7	74	4	77	3	59	3	59	3	80
Lindale	6	85	7	83	8	86	10	86	20	101
Mankota	3	60	4	54	3	66	3	66	3	74
Mortlach	7	59	8	63	7	56	7	56	3	59
Moose Jaw	1	37	2	41	1	66	1	38	2	34
Mossbank	5	68	5	93	3	89	3	89	3	89
Rockglen	1	65	1	75	1	76	1	76	1	79
Rouleau	8	72	6	48	5	50	5	50	3	54



Grades of Students Riding More than 75 Minutes	
Grade	# of Students
PreK	5
Kindergarten	7
Grade 1	8
Grade 2	14
Grade 3	7
Grade 4	11
Grade 5	9
Grade 6	8
Grade 7	10
Grade 8	10
Grade 9	2
Grade 10	7
Grade 11	12
Grade 12	6
Total	116

AVERAGE MINUTES ON SCHOOL BUS AM

2018-2019 2019-2020 2020-2021 2021-2022 2022-2023



Conveyance

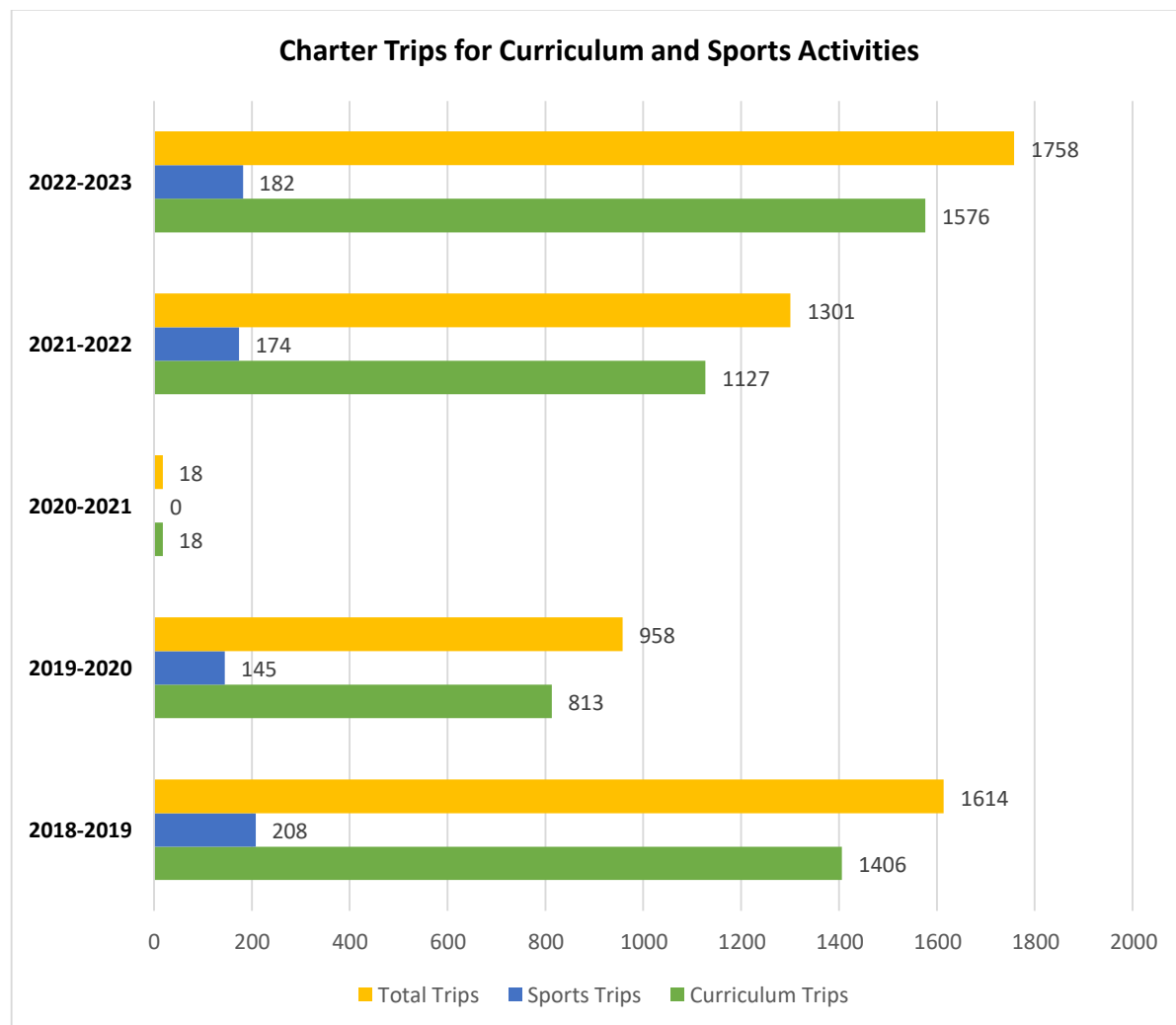
As per Administrative Procedure 556, there are circumstances where parents may be eligible for a Conveyance Allowance up to a maximum of \$50/day. Conveyance may be available to eligible students based on their particular special needs. Conveyance may also be available to French Immersion students residing outside of the Ecole Palliser Heights School or Ecole Gravelbourg School catchment areas. Conveyance Allowance is paid monthly and is calculated using a daily rate multiplied by kilometers to school or the closest alternate yard multiplied by number of days the student attended school. As per Administrative Procedure 557, we have paid out a total of \$8022.24 in Allowance in Lieu of the 2022-2023 school year.

Family	No. of Students	Description	Daily Amount				2022-23
			2018-19	2019-20	2020-21	2021-22	
Family 1	1	Special Needs	\$0.90				
Family 2	1	French Immersion					
Family 3	2	French Immersion	\$15.60	\$15.60	\$15.60	\$15.60	\$15.60
Family 4	2	French Immersion	\$17.64	\$17.64	\$17.64	\$18.00	\$18.00
Family 5	1	French Immersion	\$10.80	\$19.20	\$19.20	\$19.20	
Family 6	1	French Immersion	\$6.00			\$19.50	
Family 7	2	French Immersion	\$15.00		\$15.00		
Family 8	2	French Immersion	\$9.60	\$9.60			
Family 9	1	French Immersion	\$37.20	\$37.20	\$37.20		
Total Daily Amounts			\$112.74	\$99.24	\$104.64	\$72.30	\$33.60

Charters

It is important to note that charter trips resumed at the start of the 2021 school year after Covid-19 restrictions were lifted.

In 2022-23 there were a total of 1,974 charter requests submitted to Transportation. Of those, 1,576 were curriculum based, 182 were sport related , 12 were provided as a service to Holy Trinity and 204 were cancelled for various reasons.



Curriculum Charters: 2022-2023 School Year

Description	Month												Total
	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	
Rural School Local & Surrounding Area	5	0	0	2	20	3	3	0	6	18	0	0	57
Moose Jaw Local & Surrounding Area	36	103	138	74	122	160	103	79	237	132	0	0	1184
Rural School to Moose Jaw	13	3	2	5	0	2	29	5	27	20	0	0	106
Rural School to Other Rural School	15	18	6	3	6	4	7	9	9	23	0	0	100
To Points Outside PSS	13	3	11	6	4	13	21	2	15	38	0	0	126
Moose Jaw to Rural School	0	1	0	0	0	0	0	0	0	2	0	0	3
Total	82	128	157	90	152	182	163	95	294	233	0	0	1576

Sports Charters: 2022-2023 School Year

Description	Month												Total
	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	
Rural School Local & Surrounding Area	1	0	0	0	0	0	0	0	0	0	0	0	1
Moose Jaw Local & Surrounding Area	12	8	2	0	0	0	0	0	0	24	0	2	48
Rural School to Moose Jaw	10	7	0	0	2	0	0	2	23	10	0	0	54
Rural School to Other Rural School	6	10	2	0	0	1	1	2	0	13	0	0	35
To Points Outside PSS	7	7	6	4	0	2	4	0	2	2	0	0	34
Moose Jaw to Rural School	0	2	0	1	1	6	0	0	0	0	0	0	10
Total	36	34	10	5	3	9	5	4	25	49	0	2	182

Fleet Information

The bus fleet consisted of 153 units this including 9 Wheelchair Accessible buses. 106 units are used for routes and 47 units are spare buses used for charters, or service work replacements.

Year	Number of Units				
	2018-19	2019-20	2020-21	2021-22	2022-23
1998	1	1	1	0	0
1999	0	0	0	0	0
2000	0	0	0	0	0
2001	1	0	0	0	0
2002	1	1	1	0	0
2003	6	1	0	0	0
2004	1	1	0	0	0
2005	2	0	0	0	0
2006	0	0	0	0	0
2007	9	9	9	9	9
2008	11	9	6	6	6
2009	45	44	38	24	22
2010	2	2	1	1	1
2011	17	17	16	16	16
2012	0	0	0	0	0
2013	10	10	10	10	10
2014	4	4	4	4	4
2015	18	18	20	20	20
2016	6	6	6	0	0
2017	5	5	5	6	6
2018	0	0	0	3	3
2019	0	0	0	1	1
2020	11	11	11	11	11
2021	0	10	10	10	10
2022	0	0	14	24	24
2023	0	0	0	0	0
2024	0	0	0	0	10
Total	150	149	152	145	153

*Chart reflects buses model year

We had 48 South bus routes - Total daily distance of routes - 9816.89km

We had 58 North bus routes -Total daily distance of routes – 8468.66 km

Yearly Expenses and Yearly Bus Purchases					
	2018-19	2019-20	2020-21	2021-22	2022-23
Expenses	\$6,464,224	\$5,810,288	\$6,039,900	\$6,733,625	\$7,454,323
Bus Purchases	\$1,328,860	\$1,275,254	\$1,897,529	\$1,110,253	\$1,318,615

Other PSS Vehicles Maintained Including Trailers – 2022-23

Asset Unit #	Year	Description	Primary Location
99-02	1999	Small Bus Converted to Cargo Vessel	Moose Jaw Bus Shop
99-03	1999	Small Bus Converted to Service Vehicle	Moose Jaw Bus Shop
01-08	2001	15 passenger van	Assiniboia Bus Shop
01-09	2001	GMC Savana	Moose Jaw Bus Shop
04-02	2004	Cube Truck	Facilities
05-01	2005	Dump Truck	Facilities
05-03	2005	½ Ton Truck	Assiniboia Bus Shop
05-04	2005	½ Ton Truck	Moose Jaw Bus Shop
05-11	2011	Sanding Truck	Facilities
06-03	2006	Chev ¾ Ton Truck	Facilities
08-20	2008	F-250 Supercab	Facilities
08-21	2008	GMC Savana	Facilities
09-46	2009	Cube Van	Facilities
10-03	2010	Dodge Caravan	RVCI - Life Skills
11-10	2011	Cube Van Mini	Facilities
11-16	2011	1 Ton Truck	Moose Jaw Bus Shop
11-20	2011	F-250 Super Duty	Facilities
11-21	2011	Cube Truck	Facilities
12-01	2012	Cube Van	Facilities
12-02	2012	Cube Truck	Facilities
12-03	2012	F-150 Supercab	Facilities
12-04	2012	Cube Truck	Facilities
13-11	2013	Cube Truck	Facilities
15-20	2015	Cube Van	Facilities
18-01	2018	Cube Truck	Facilities
19-02	2019	Cube Van	Facilities
T-01	1994	Canoe Trailer	Moose Jaw Bus Shop
T-02	1994	Canoe Trailer	Moose Jaw Bus Shop
T-03	NA	Trailer	Facilities
T-04	2012	Canoe Trailer	Moose Jaw Bus Shop
T-05	2015	Sports Trailer	Moose Jaw Bus Shop
T-06	NA	Comm. Trailer	Facilities

T-07	2005	Canoe Trailer	Coronach School
T-10	2008	Canoe Trailer	Moose Jaw Bus Shop
T-11	NA	Bobcat Trailer	Facilities
T-12	2011	Canoe Trailer	Moose Jaw Bus Shop
T-13	2015	Sports Trailer	Moose Jaw Bus Shop
T-14	2015	Sports Trailer	Moose Jaw Bus Shop
T-15	NA	Trailer	Facilities
T-16	NA	Drop Deck Trailer	Facilities
T-18	2022	Canoe Trailer	Moose Jaw Bus Shop
T-19	NA	Boom Lift Trailer	Facilities

In addition to buses, Transportation also maintained 42 other vehicles and trailers that were used through out Prairie South. These vehicles were serviced a total of 60 times in the 2022-23 school year.

Maintenance Standards

Prairie South has two bus garages: one in Moose Jaw and the other in Assiniboia. Both garages are licensed by Saskatchewan Government Insurance (SGI) as Vehicle Inspection Facilities for school buses.

In Saskatchewan, school buses must undergo a comprehensive “bumper to bumper” safety inspection every 12 months. Through our continued preventative maintenance program, we can keep our buses safe, to reduce delays and keep costly repairs to a minimum.

In June of 2019 we started using Asset Planner, which is a software tool that tracks all services and maintenance done to each of our school buses. We also use this program for our parts inventory which makes tracking and ordering parts efficient.

Inspections & Maintenance	2018-19	2019-20	2020-21	2021-22	2022-23
SGI Inspection	151	150	137	137	153
Regular Service Inspection & General Repairs	767	697	876	887	943
Total	918	847	1013	1024	1096

Vehicle Accidents

Description	2018-19	2019-20	2020-21	2021-22	2022-23
Other person at fault	2	1	1	6	2
Bus struck another vehicle	1	2	2	3	6
Bus struck a fixed object	1	2	7	5	6
Animal strike	0	1	2	2	5
Unknown	0	0	0	1	0
Total	4	6	12	17	19

The total cost to the division for these accidents was \$5469.12. Eight of the accidents had minimal to no damage and were not reported to SGI. Our mechanics were able to fix them during regular maintenance. There were 3 total loss bus accidents for this report.

Current & Future Initiative(s) and Administrative Considerations

- Final touches on guest rider guidelines.
- Discussing -40 and inclement weather.
- Frequently revisiting routes with long route time to look for efficiencies.
- Continue to develop relationships with bus drivers, principals, and parents.
- Work with groups to implement electronic request for service form.
- Begin talking with groups about creating an online charter request form.
- Continue promoting to parents the Parent Portal in Bus Planner bus tracking system.
- Increase communication with bus drivers, principals, and parents.
- Continue to concentrate on recruitment, and retention of bus drivers. Trying to reduce hours driven by office staff.
- Creating our own online bus driver's training video and refreshing training materials.
- Training our mechanics to be able to do the yearly SGI inspections on our propane bus.

Recommended Motion

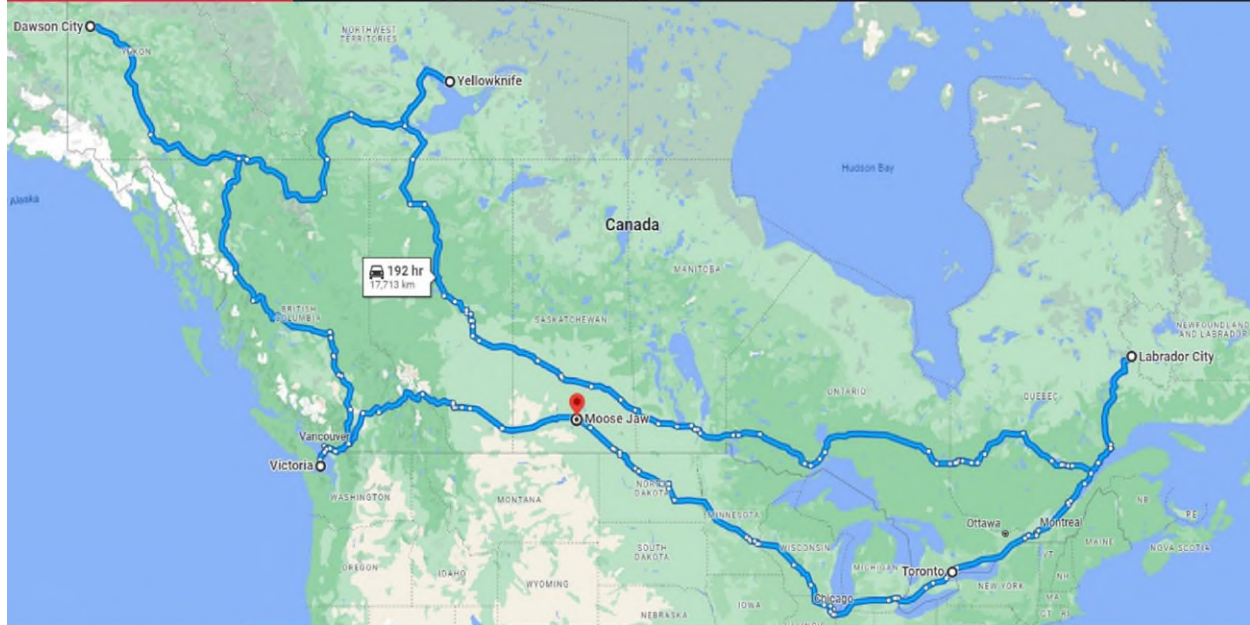
That the Board receive and file the Transportation Accountability Report.

**DID
YOU
KNOW?**

Prairie South buses travel over 18,000 km every day

Prairie
South
Schools **210**
Learning together.

That is the equivalent of driving from Moose Jaw, SK to Victoria, BC, up to Dawson City, YT, over to Yellowknife, NT, out to Labrador City, NL, down to Toronto, ON and back to Moose Jaw. Every single day. Check out the map below for a visual of the daily trip.



**106 routes
19 communities**

157 staff

**over 1700
charters annually**

**average ride time
=34 minutes rural**

**transport over 2600
students daily**

AGENDA ITEM

Meeting Date:	February 6, 2024	Agenda Item #:	5.2
Topic:	Preventative Maintenance Renewal Plan Amendment		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background:	The Ministry requires approval for amendment changes to the 3-year Preventative Maintenance Renewal (PMR) Plan approved by the Board of Education. The 2023-25 PMR Plan was presented and approved by the Board of Education on May 3, 2022.
Current Status:	The two camera projects on the current plan at Central Collegiate and Assiniboia Elementary School with a value of \$25,000 each will be moved to a future year. Board approval is required for two new camera projects at Central Butte School and Coronach School. The two new projects would have an estimated value of \$25,000 each being cost neutral to the current plan.
Pros and Cons:	
Financial Implications:	
Governance/Policy Implications:	
Legal Implications:	
Communications:	

Prepared By:	Date:	Attachments:
Darren Baiton	January 19, 2024	Amendment Form

Recommendation:

That the Board approve the amendments for the Ministry 2023-25 Preventative Maintenance Renewal Plan.

[illegible]

AGENDA ITEM

Meeting Date:	February 6, 2024	Agenda Item #:	5.3
Topic:	Rescind Motion #2024-01-09 – 3938		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background:	At the January 9, 2024 Regular Board Meeting the Board made a motion that they would like to rescind.
Current Status:	
Pros and Cons:	
Financial Implications:	
Governance/Policy Implications:	
Legal Implications:	
Communications:	

Prepared By:	Date:	Attachments:
Ryan Boughen	January 30, 2024	• n/a

Recommendation:

That the Board rescind motion #2024-01-09 – 3938.

AGENDA ITEM

Meeting Date:	February 6, 2024	Agenda Item #:	5.4
Topic:	Out of Province Excursion – École Palliser Heights School to Asessippi Ski Resort (Inglis, Manitoba)		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background:	École Palliser Heights School Grade 8 ski trip to Asessippi Ski Resort (Inglis, Manitoba) on March 13-15, 2024.
Current Status:	See attached application form.
Pros and Cons:	
Financial Implications:	
Governance/Policy Implications:	
Legal Implications:	
Communications:	

Prepared By:	Date:	Attachments:
Derrick Huschi	January 16, 2024	<ul style="list-style-type: none"> Out of Province Excursion Application Form

Recommendation:

That the Board approve École Palliser Heights School Grade 8 ski trip to Asessippi Ski Resort (Inglis, Manitoba) on March 13-15, 2024.

OVERNIGHT EXCURSIONS / OUTDOOR EDUCATION / HIGH RISK ACTIVITIES APPLICATION FORM

Division Office Administration Approval Required

A. INFORMATION	
Name of Teacher: Lamontagne, Rotaru,	School: Ecole Palliser Heights School
Type of Activity: <input type="checkbox"/> Curricular <input type="checkbox"/> Extra-Curricular _____ <input type="checkbox"/> High Risk Activity _____	
Grade Level: 8	Number of Students: 65
Destination: Asessippi Ski Resort (Inglis Manitoba)	Trip Date: March 13-15th
Number of School Days (Partial/Full) – 3 Day	
Transportation: <input type="checkbox"/> Travel by Bus (PSSD No. 210) or <input type="checkbox"/> Other: Chartered Bus <input type="checkbox"/> Travel by Car/Van (List names of drivers): emergency vehicle driven by teacher/admin (no students) Emergency Vehicle driven by Grady Lamontagne	
Number of Teachers, Parents, Chaperones: 9	
Qualifications/Certifications of Teachers, Parents, Chaperones: <input type="checkbox"/> First Aid <input type="checkbox"/> Lifeguard <input type="checkbox"/> Canoe Certification <input type="checkbox"/> Other _____	

B. SAFETY GUIDELINES
<input type="checkbox"/> Parent consent forms and medical information including the Health Card Number will be obtained. <input type="checkbox"/> Evacuation Plan is in place and will be communicated to appropriate individuals. <input type="checkbox"/> Designated supervisor has access to emergency vehicles at all times. <input type="checkbox"/> Access to cellular or satellite phone or other communication device. <input type="checkbox"/> A list of emergency telephone numbers will be formulated. <input type="checkbox"/> Have reviewed the Physical Activity Safety Guidelines section on Outdoor Education. <input type="checkbox"/> Appropriate number of supervisors as designated in the Physical Activity Safety Guidelines. <input type="checkbox"/> Male and Female Chaperones for a co-ed activity.

C. BUDGET
<p>PLEASE NOTE: The total cost of the excursion shall not exceed \$250/student</p> <p>❖ Anticipated Budget \$90 per student for skiing, mileage for emergency vehicle, \$4000 for busing & \$900.00 for accommodations.</p> <p>❖ Description of Funding Sources _____ De-Centralized & School SRC fundraiser , donations</p>

- ❖ Out of Pocket Cost Per Participant _Cash for lunches: Approx. \$50 & optional Tubing pass (\$10.00)
- ❖ Total cost of excursion per student _____Approx. \$165.00

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

D. LEARNING OBJECTIVES

Apply and adapt selected activity-related skills (e.g., carrying, paddling, gripping, hanging, wheeling, digging, fire building, snow ploughing, compass reading) and strategies required for participation in alternate environment activities (e.g., backpacking, hiking, cycling, overnight camping, canoeing, snowshoeing, wall climbing, in-line skating, skate boarding, cross-country skiing, tracking, roping, dog sledding, skating, orienteering, downhill skiing, tobogganing, Quincy building.

Demonstrate the skills required to administer basic first aid (e.g., scene management, seeking help, treating minor injuries, applying precautions for body fluids) required as a result of injury caused by participation in movement activities.

E. LEARNING ACTIVITIES *(Outline prior training for outdoor education and high risk activities)*

a) Pre-Excursion Learning

Alpine Responsibility Code. Lessons on Frostbite and Hypothermia. Basic First Aid.

b) Excursion Learning

Beginner/Intermediate/Advanced Ski/Snowboard Lessons

Skiing Snowboarding Skill Development

c) Post-Excursion Learning

Journal Entries/Reflection

F. SCHEDULE OF ACTIVITIES

March 13th

Depart School at 4:00 pm

Stop in Melville, Sask for supper at 6:00 pm-Optional

9:00 pm-arrival at accommodation-Inglis, Manitoba

March 14th

9:00 am Departure for Asessippi Ski Hill 9:15 am arrival at Asessippi for Equipment Pick up 10:00

am-4:30 pm Lessons and Skiing 5:00 pm Departure to Accommodations-Inglis, Man

5:15 pm Arrival at Accommodations


March 15th

9:00 am Departure for Asessippi Ski Hill 9:15 am arrival at Asessippi for Equipment Pick up 10:00

am-3:30 pm Lessons and Skiing 4:00 pm Departure to Moose Jaw. Arrival at the school at 8:30 pm


Teacher Signature

11/01/2024
Date


Principal Signature

Jan 15/24
Date

Director/Superintendent Signature

☐

Request Approved

☐

Request Denied

AGENDA ITEM

Meeting Date:	February 6, 2024	Agenda Item #:	5.5
Topic:	Monthly Tender Report		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background:	<p>The Board has requested a monthly update regarding tenders awarded. AP 513 details limits where formal competitive bids are required. The procedure is as follows:</p> <ul style="list-style-type: none"> The Board has delegated responsibility for the award of tenders to administration except where bids received for capital projects exceed budget. In this case the Board reserves the authority to accept/reject those tenders. A report of tenders awarded since the previous Board Meeting will be prepared for each regularly planned Board meeting. Competitive bids will be required for the purchase, lease or other acquisition of an interest in real or personal property, for the purchase of building materials, for the provision of transportation services and for other services exceeding \$75,000 and for the construction, renovation or alteration of a facility and other capital works authorized under the Education Act 1995 exceeding \$200,000.
Current Status:	<p>This tender report covers the period from Jan 1, 2024 to January 31, 2024. The following competitive bids were awarded during the reporting period:</p> <ul style="list-style-type: none"> Quotes were obtained for the supply and install of a new projector in Central Collegiate's gymnasium. The project was awarded to Inland Audio Visual for \$23,573.59. A school Chromebook order was missed on a group order that was placed in October through GenX. An updated quote was received and order placed through GenX for \$23,195.26. An Invitational Tender was released for Camera and Data Cabling Upgrade at Bengough, Coronach and Assiniboia 7th Avenue School. The projects were awarded to Pro-Tec Electric in December for a total amount of \$51,750 (Assiniboia 7th \$20,000; Bengough \$15, 250; Coronach \$16,500)
Pros and Cons:	
Financial Implications:	
Governance/Policy Implications:	
Legal Implications:	
Communications:	

Prepared By:	Date:	Attachments:
Ron Purdy	January 30, 2024	• n/a

Recommendation:

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

AGENDA ITEM

Meeting Date:	February 6, 2024	Agenda Item #:	7.1
Topic:	Remind App Usage		
Intent:	<input type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input checked="" type="checkbox"/> Information

Background:	At the January 9, 2024 Board Meeting a request was made asking for information what the Remind App is and how it is used.
Current Status:	<p>Remind is a communication tool to help teachers, or schools, to stay connected to students and families. Communication is available on your cell phone, through web, or through IOS/Android. Built for education with a mobile-first messaging approach, it is easy to set-up and get started.</p> <ul style="list-style-type: none"> - Is currently free for education and has been in use since approximately 2011. - Provides the ability for a teacher/coach/organizer to reach students/parents when you need, on any device, quickly and safely. - Is built for the education sector, so personal information is private and always stays private. (ie. Students and parents do not need to provide their personal cell or email details.) - Users must self-select and remove themselves from the service. Can be removed by the account owner as well. - Can be set up to be one-way or two-way communication. - Remind 101 was more widely used prior to 2019, when schools were less familiar with Google Classroom, and other learning management systems. <p>Prairie South Usage:</p> <ul style="list-style-type: none"> - Used widely in most schools in the school division. - Used more regularly with grade 5 and older students. - Used by classroom teachers for non-critical, but important, home communication. For example, a reminder of a class field trip form being due, or a spirit dress-up day. - Used by teams, clubs, and curricular programs for communication. For example, messaging an entire team, or SCC, about an upcoming event. <p>Examples Remind is being used in our schools:</p> <p>Rockglen: Each classroom uses for opportunities to send quick notes home and “reminders”. They also have a whole school one in place too. Sometimes clubs or teams may also create one if needed.</p> <p>Central Collegiate: Teams and clubs use the application widely. Some classes us it widely too and sometimes with staff for notifications. Music, Choral, band, musical groups, etc... In the end, is</p>

up to the teachers, or coaches and volunteers where it is used in the school. Remind is almost the key communication part for older kids. Ecole Palliser Heights: Teachers in middle years use it more as well as clubs and teams. Primary teachers use Seesaw. Sunningdale: Is used widely with classrooms and with clubs and teams.
Pros and Cons:
Financial Implications:
Governance/Policy Implications:
Legal Implications:
Communications:

Prepared By:	Date:	Attachments:
Dustin Swanson	January 15, 2024	• n/a

Recommendation:

That the Board review the information provided.