

*Prairie South Schools*  
**BOARD OF EDUCATION**

**May 7, 2024**

1:30 p.m.

Central Office, 1075 9<sup>th</sup> Avenue NW

Moose Jaw

**AGENDA**

- 1. Call to Order**
- 2. Adoption of the Agenda**
- 3. Adoption of Minutes**
  - 3.1. Regular Board Meeting April 9, 2024
- 4. Declarations of Conflict of Interest**
- 5. Decision and Discussion Items**
  - 5.1. Approval of Preventative Maintenance Renewal Plan
  - 5.2. Transportation Catchment Change Applications
  - 5.3. Monthly Tender Report
- 6. Delegations and Presentation**
- 7. Information Items**
  - 7.1. Inquiry from Trustee Boyle:  
*Request administration prepare a report comparing the Prairie South School Division staffing ratios, classroom size, complexity, and other relevant areas to the province of British Columbia and other provincial jurisdictions who have this entrenched within their provincial collective agreements in education.*
  - 7.2. Inquiry from Trustee Froese:  
*The federal budget will be released on April 16, 2024 and they have announced a new national food program for schools in that budget. How might that impact us, would we receive any money, and what will it look like for Prairie South?*
- 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 9<sup>th</sup> Avenue North West, Moose Jaw, Saskatchewan on April 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

Delegation:

Provincial Education Plan Highlights and Celebrations, Amanda Olson (1:50 p.m.)

Motions:

- |                   |   |         |
|-------------------|---|---------|
| 2024-04-09 – 3959 | Giselle Wilson took the chair and called the meeting to order at 1:32 p.m.  |         |
| 2024-04-09 – 3960 | That the Board adopt the agenda as amended.<br>- Boyle  | Carried |
| 2024-04-09 – 3961 | That the Board adopt the minutes of the March 5, 2024 Regular Board Meeting.<br>- Hagan                             | Carried |
| 2024-04-09 – 3962 | That the Board receive and file the 2 <sup>nd</sup> Quarter Forecast and Finance Accountability Report.<br>- Pryor  | Carried |
| 2024-04-09 – 3963 | That the Board rescheduled their Tuesday, June 4, 2024 Regular Board Meeting to Wednesday, June 5, 2024.<br>- Jukes | Carried |
| 2024-04-09 – 3964 | That the Board receive and file the tender report as presented<br>- Boyle   | Carried |
| 2024-04-09 – 3965 | That the meeting be adjourned at 2:05 pm.<br>- Froese   | Carried |

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G. Wilson  
Chairperson

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R. Purdy  
Superintendent of Business

Next Regular Board Meeting:

May 7, 2024 at 1:30 pm  
Prairie South School Division, Moose Jaw

# AGENDA ITEM

<b>Meeting Date:</b>	May 7, 2024	<b>Agenda Item #:</b>	5.1
<b>Topic:</b>	<b>Approval of 2025-2027 Preventative Maintenance Renewal Plan</b>		
<b>Intent:</b>	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

<b>Background:</b>	Prairie South manages a multi-year Preventative Maintenance Renewal (PMR) Plan. The Ministry requires that an annual updated plan, approved by the Board of Education, be submitted by May 31.
<b>Current Status:</b>	The 2025-2027 PMR Plan was presented to the Business, Infrastructure and Governance Board Committee on April 23, 2024. Any amendments to the current plan require Board approval prior to submitting the revised amendment form.
<b>Pros and Cons:</b>	
<b>Financial Implications:</b>	
<b>Governance/Policy Implications:</b>	
<b>Legal Implications:</b>	
<b>Communications:</b>	

<b>Prepared By:</b>	<b>Date:</b>	<b>Attachments:</b>
Darren Baiton	April 25, 2024	<ul style="list-style-type: none"> <li>• 2025-2027 Preventative Maintenance Renewal Plan</li> </ul>

***Recommendation:***

That the Board approve the 2025-2027 Preventative Maintenance Renewal Plan as presented.

PMR Plan 2025-2027				
Facility Name	Summary	Estimated Construction Start	Estimated Cost	Comments
Lindale School	Partial Roof Replacemnt section # 4	9/01/25	\$300,000	Emergent
Ecole Palliser Heights	Boiler Replacement	9/01/25	\$350,000	Awarded
Albert E. Peacock Collegiate	Passenger Elevator		\$300,000	Design
Assiniboia Elementary School	North Washroom Upgrade	9/01/25	\$300,000	
Lafleche School	Flooring Upgrades	9/01/25	100,000	
9th Office	Concrete ,deck, step Replacment	9/01/25	240,000	
Assiniboia Composite High School	Change room Renovations	9/01/25	300,000	
Albert E. Peacock Collegiate	Partial Roof Replacemnt section # 6/7	9/01/25	450,000	
		<b>Total</b>	\$2,340,000	
Albert E. Peacock Collegiate	Asphalt	9/01/26	100000	
Caronport Elementry	Asphalt	9/01/26	300000	
Assiniboia Elementry School	Flooring	9/01/26	20000	
Assiniboia Composite High	Window Replacement	9/01/26	100000	
Assiniboia Composite High	Flooring Upgrade	9/01/26	200000	
Eyebrow School	East Entry upgrade			
Lindale School	Crawlspace Remediation	9/01/26	500000	
Central Collegiate	Flooring Upgrades	9/01/26	150000	
Mossbank School	Flooring Upgrades	9/01/26	150000	
Peacock	Partial Roof Replacemnt section # 4	9/01/26	450000	
Central Collegiate	Security Camera Wiring	9/01/26	17000	
Lafleche School	Security Camera Wiring	9/01/26	18000	
Mossbank School	Security Camera Wiring	9/01/26	18000	
Mortlach School	Security Camera Wiring	9/01/26	19000	
Lindale School	Security Camera Wiring	9/01/26	6000	
Various Air conditioning	Various Air Conditioning	9/01/26	250000	
		<b>Total</b>	2298000	
Rockglen School	Washroom Upgrade	9/01/27	200,000	
Eyebrow School	Security Camera Wiring	9/01/27	5000	
Assiniboia Composite High	Road asphalt	9/01/27	300000	
Coronach School	Flooring Upgrades	9/01/27	100000	
Glentworth School	Crawlspace Remediation	9/01/27	100000	
Lafleche	Crawlspace Remediation	9/01/27	250000	
King George School	Partial Roof Replacement Sec 1/2	9/01/27	400,000	
Various Air Conditioning	Various Air Conditioning	9/01/27	800000	
		<b>Total</b>	2,155,000	

# AGENDA ITEM

<b>Meeting Date:</b>	May 7, 2024	<b>Agenda Item #:</b>	5.2
<b>Topic:</b>	<b>Transportation Catchment Area Applications</b>		
<b>Intent:</b>	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

<b>Background:</b>	Those individuals wishing to change their school catchment area allowing for transportation to another school must make an application to do so.
<b>Current Status:</b>	The Transportation Manager and Routing Support Officers met with the Rural Catchment Committee on April 24 to review all the requests received to change a rural catchment area. Please refer to the attached list of Applications to Change a Rural Catchment Area.
<b>Pros and Cons:</b>	
<b>Financial Implications:</b>	
<b>Governance/Policy Implications:</b>	
<b>Legal Implications:</b>	
<b>Communications:</b>	

<b>Prepared By:</b>	<b>Date:</b>	<b>Attachments:</b>
Todd Johnson	April 26, 2024	• List of Applications

***Recommendation:***

Recommendation from the Rural Catchment Committee:

That the Catchment Area Applications from the Rural Catchment Committee be approved as provided.

# AGENDA ITEM

<b>Meeting Date:</b>	May 7, 2024	<b>Agenda Item #:</b>	5.3
<b>Topic:</b>	<b>Monthly Tender Report</b>		
<b>Intent:</b>	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

<b>Background:</b>	<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"> <li>• 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.</li> <li>• 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.</li> </ul>
<b>Current Status:</b>	<p>This tender report covers the period from April 1, 2024 to April 30, 2024. The following competitive bids were awarded during the reporting period:</p> <ul style="list-style-type: none"> <li>• A Tender was posted to SaskTenders for the supply of computer hardware. The tender was awarded to Cattan Technologies (Charging Carts) for \$2, 840; GenX Solutions (Chrome OS licenses, Notebook Computers, SFF PC Computers) for \$216,105; PC Corp (Chromebooks, Monitors) for \$58,429.</li> <li>• A Tender was posted to SaskTenders for the supply of gas-powered School Buses. The tender was awarded to Legacy Bus Sales for \$1,550,000.</li> <li>• A tender was posted to SaskTenders for a boiler replacement project at Palliser Heights School. The tender was awarded to Excel Refrigeration (Regina) Ltd for \$309,688.</li> <li>• The IT department obtained quotes for virtualization software. Vates Orchestra was awarded a 3-year contract for \$44,409.</li> <li>• The IT department obtained quotes for Ruckus wireless access. Horizon Computer Solutions was awarded for \$28,832.</li> </ul>
<b>Pros and Cons:</b>	
<b>Financial Implications:</b>	
<b>Governance/Policy Implications:</b>	

<b>Legal Implications:</b>
<b>Communications:</b>

<b>Prepared By:</b>	<b>Date:</b>	<b>Attachments:</b>
Ron Purdy	April 30, 2024	• n/a

***Recommendation:***

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



# AGENDA ITEM

<b>Meeting Date:</b>	May 7, 2024	<b>Agenda Item #:</b>	7.1
<b>Topic:</b>	<b>Inquiry: Prairie South Compared to Other Provinces re: Staffing Ratios, Classroom Size, Complexity, etc.</b>		
<b>Intent:</b>	<input type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input checked="" type="checkbox"/> Information

<b>Background:</b>	At the April 9, 2024 Board Meeting, Trustee Boyle made the following inquiry: <i>Request administration prepare a report comparing the Prairie South School Division staffing ratios, classroom size, complexity, and other relevant areas to the province of British Columbia and other provincial jurisdictions who have this entrenched within their provincial collective agreements in education.</i>
<b>Current Status:</b>	See attached document.
<b>Pros and Cons:</b>	
<b>Financial Implications:</b>	
<b>Governance/Policy Implications:</b>	
<b>Legal Implications:</b>	
<b>Communications:</b>	

<b>Prepared By:</b>	<b>Date:</b>	<b>Attachments:</b>
Amy Johnson	April 29, 2024	<ul style="list-style-type: none"> <li>Prairie South compared to other Provinces – Staffing ratios, classroom size, complexity, etc.</li> </ul>

**Recommendation:**

That the Board review the information provided.

**Prairie South Compared to other Provinces**  
**Staffing ratios, classroom size, complexity, etc.**

<b>Base Staffing</b>	<b>Prairie South</b>	<b>BCTF</b>	<b>Ontario Education Act/ Regs</b>	<b>PEI Minister's Directive MOA Ed Neg Agency</b>	<b>New Brunswick</b>
K	20:1	20:1	26:1 *may have no more than 10% exceed 26, no more than 32 If only JK/K 29:1	15 FTE:1 *if >18:1, additional personnel funded to allow more than one K class	21:1  If combined with another grade, 16:1
1-3	20:1	22:1	20:1	22:1	Gr 1 & 2 = 21:1 Gr 3 = 26:1
4-12	25:1 (MJ, CES, Assiniboia) 23:1 (Rural)	NA	Gr 4-8 = 24.5:1 Gr 9-12 = 23avg:1	Gr 4-6 = 25:1 Gr 7-9 = 28:1 Gr 10-12 = 30:1	26:1 wherever reasonable, no more than 29:1
Prep Time (embedded)	10%	7.7% (Elem, HS undefined)			35 min per day per 1.0 FTE
Admin Assignment	Colony = .25 (Prep) <40 = .4 40-99 = .60 100-149 = .80 150-199 = 1.0 200-299 = 1.5 300-399 = 1.75 >400 = 2.0			1-599 = 2 600+ = 3	
Small School Allocation	1.5 FTE	NA		1.0 FTE per school with <200	If 2 or more grades combined with 1 teacher  Grade 1-3 = 16:1 Grade 3-5 = 23:1 Grade 5-12 = 24:1
Minimum Staffing (Mankota, Eyebrow, Chaplin)	5.0 FTE (1.9 FTE additional in 24/25)	NA			

**Prairie South Compared to other Provinces**  
**Staffing ratios, classroom size, complexity, etc.**

<b>Base Staffing</b>	<b>Prairie South</b>	<b>BCTF</b>	<b>Ontario Education Act/ Regs</b>	<b>PEI Minister's Directive MOA Ed Neg Agency</b>	<b>New Brunswick</b>
Special Allocations				*Flex Factor (phys ed, fine arts, office-based educators) % of instructional positions Primary/Elem Schools, 1-299 = 10% Primary/Elem Schools, 300+, with class size factor = 20% Intermediate Schools, 1-299 = 20% Intermediate Schools, 300+, with class size factor = 40% High Schools, with class size factor = 40%	"Schedule K" - \$1,000,000 fund for "Teachers' Working Conditions Fund" 40% divided equally among the number of schools, remaining 60% divided based on Teacher FTE at each school as of Sept 30 each year  Used for wellness, PD, ed materials, School Improvement Plans- not limited to hiring of personnel.
SST	300:1	342:1		500:1 25% Gr 1 requiring Reading Recovery resource = 16:1	
Intensive Supports	10:1	NA		7% of enrollment with high needs 14:1	The Employer recognizes that in the establishment of class sizes, inclusion of special needs students shall be
EAL	30:1	NA			
Admin	0.4 FTE (Empire, PA, WG)	NA			
Store Front	2 Teachers 1 Admin				
Teacher Librarian	NA	NA		1-199 = .25 FTE 200-299=.5 FTE 300-799=1.0FTE 800+ = 1.5FTE	
Counsellors, Consultants, Coordinators	NA			310:1	

# AGENDA ITEM

<b>Meeting Date:</b>	May 7, 2024	<b>Agenda Item #:</b>	7.2
<b>Topic:</b>	Inquiry: National Food Program for Schools		
<b>Intent:</b>	<input type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input checked="" type="checkbox"/> Information

<b>Background:</b>	At the April 9, 2024 Board Meeting, Trustee Froese made the following inquiry: <i>The federal budget will be released on April 16, 2024 and they have announced a new national food program for schools in that budget. How might that impact us, would we receive any money, and what will it look like for Prairie South?</i>
<b>Current Status:</b>	Attached is a letter we received from the Provincial Government after the provincial budget announcement. A request was made asking what the federal announcement means but at this time, we have no further details.
<b>Pros and Cons:</b>	
<b>Financial Implications:</b>	
<b>Governance/Policy Implications:</b>	
<b>Legal Implications:</b>	
<b>Communications:</b>	

<b>Prepared By:</b>	<b>Date:</b>	<b>Attachments:</b>
Amanada Olson	April 29, 2024	<ul style="list-style-type: none"> <li>• Letter from Provincial Government</li> </ul>

***Recommendation:***

That the Board review the information provided.

March 20, 2024

Dear Child Nutrition Program Applicant:

The 2024-25 Ministry of Education budget focuses on classrooms, care and communities with a record investment of \$3.3 billion in Education.

Community-based organizations that provide early years outreach, life skills development and literacy programming will receive an increase that together totals \$1.3 million.

I am pleased to advise you that the Child Nutrition Program will benefit from this increase. The program budget for 2024-25 will be \$2.7 million, an increase of \$77,000 over last year. For successful applicants, this increase will be included in 2024-25 allocations and is subject to the passing of budget appropriation by the Legislative Assembly of Saskatchewan.

We will contact applicants at a later date regarding assessment of your application for 2024-25.

If you have any questions or concerns, please do not hesitate to contact Tricia Wuschenny at 306-787-1617 or [tricia.wuschenny@gov.sk.ca](mailto:tricia.wuschenny@gov.sk.ca).

Sincerely,



Janet Mitchell  
Executive Director

cc: Tricia Wuschenny, Director, Early Childhood Development, Early Years, Education

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