

	<p><i>Prairie South Schools</i></p> <p>BOARD OF EDUCATION</p>	
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December 6, 2022
1:00 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 November 1, 2022
 - 3.2. Special Board Meeting November 22, 2022
- 4. Declarations of Conflict of Interest**
- 5. Decision and Discussion Items**
 - 5.1. Tabled Item from September 6, 2022: Banking Information
 - 5.2. Facilities Accountability Report 2021-2022
 - 5.3. Annual Bursary Fund Directorship Appointments
 - 5.4. 2023-2024 Calendar Parameters
 - 5.5. Board Policy 17 Update
 - 5.6. CUPE 5512 Tentative Agreement
 - 5.7. Out of Province Excursion: Lafleche Central School to Hidden Valley, Alberta
 - 5.8. Out of Province Excursion: Peacock Collegiate and Central Collegiate to Medicine Hat, Alberta
 - 5.9. Out of Province Excursion: Peacock Collegiate and Central Collegiate to Edmonton, Alberta
 - 5.10. Out of Province Excursion: Coronach School to Asessippi Ski Resort, Manitoba
 - 5.11. Monthly Tender Report
- 6. Delegations and Presentation**
 - 6.1. Signing Memorandum of Understanding with the New Southern Plains Métis Local 160 (1:00 p.m.)
- 7. Information Items – NONE**

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 November 1, 2022 at 1:00 p.m.

Attendance:

Mr. R. Bachmann; Mr. J. Bumbac; Dr. S. Davidson (via teleconference); Ms. C. Froese; Mr. B. Hagan; Mr. T. Johnson; Ms. J. Jukes; Ms. D. Pryor; Ms. G. Wilson; Mr. L. Young; D. Huschi, Superintendent of School Operations; J. Prokopetz, 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:

Dustin Swanson, Superintendent of School Operations

Presentation:

Student Support Services in Prairie South Schools: Amanda Olson, Superintendent of Learning

Motions:

- | | | |
|-------------------|---|---------|
| 2022-11-01 – 3764 | Giselle Wilson took the chair and called the meeting to order at 1:00 p.m. | |
| 2022-11-01 – 3765 | That the Board adopt the agenda as presented.
- Johnson | Carried |
| 2022-11-01 – 3766 | That the Board adopt the minutes of the October 4, 2022 Regular Board Meeting.
- Froese | Carried |
| 2022-11-01 – 3767 | That the Board receive and file the School and Division Improvement Accountability Report.
- Jukes | Carried |
| 2022-11-01 – 3768 | That the Board receive and file the tender report as presented.
- Froese | Carried |
| 2022-11-01 – 3769 | That the meeting be adjourned at 1:43 p.m.
- Pryor | Carried |

G. Wilson
Chairperson

R. Purdy
Superintendent of Business

Special Board Meeting:

November 22, 2022
Prairie South School Division, Moose Jaw

Next Regular Board Meeting:

December 6, 2022
Prairie South School Division, Moose Jaw

**MINUTES OF THE SPECIAL 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 November 22, 2022 at 1:00 p.m.**

Attendance:

Mr. R. Bachmann; Mr. J. Bumbac; Ms. C. Froese; Mr. B. Hagan (via teleconference); Ms. J. Jukes; Ms. D. Pryor; Ms. G. Wilson; Mr. L. Young; D. Huschi, Superintendent of School Operations; J. Prokopetz, Superintendent of School Operations; A. Johnson, Superintendent of Human Resources; R. Boughen, Director of Education; R. Purdy, Superintendent of Business; H. Boese, Director Assistant

Regrets:

Dr. Shawn Davidson, Trustee; Mr. Todd Johnson, Trustee; Dustin Swanson, Superintendent of School Operations; Amanda Olson, Superintendent of Learning

Presentations/Delegations:

Shadab Tahir, Deloitte LLP and Victor Schwab, Provincial Auditor (via teleconference)

Motions:

- 2022-11-22 - 3770 That the meeting be called to order at 1:01 p.m.
- Wilson

- 2022-11-22 - 3771 That the Board add the following Information Item to the Agenda: Carried
• 4.2 Resignation of Trustee Todd Johnson
AND THAT the agenda be adopted as amended.
- Jukes

Annual Report presented by Ryan Boughen, Jennifer Prokopetz, and Derrick Huschi.

Audited Financial Statements presented by Ron Purdy.

- 2022-11-22 - 3772 That the Board accept the 2021-2022 Annual Report as presented, including the audited financial statements and the 12 million dollar restriction for annual cash draw and 4.75 million dollar increase to the restriction for classroom composition, and direct administration to complete final editing as necessary and to submit the report in accordance with Ministry guidelines. Carried
- Pryor

Shadab Tahir and Victor Schwab presented to the Board.

- 2022-11-22 - 3773 That the Board go into closed session at 2:14 p.m. Carried
- Froese

- | | | |
|-------------------|---|---------|
| 2022-11-22 – 3774 | That the Board reconvene in open session at 2:26 p.m.
- Froese | Carried |
| 2022-11-22 - 3775 | That the meeting be adjourned at 2:29 p.m.
- Pryor | Carried |

G. Wilson
Chairperson

R. Purdy
Superintendent of Business

Next Regular Board Meeting:

December 6, 2022
Prairie South School Division Central Office, Moose Jaw

AGENDA ITEM

Meeting Date:	December 6, 2022	Agenda Item #:	5.01
Topic:	Tabled Motion from September 6, 2022: Borrowing Resolution - Operating Line of Credit		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background:	The school division maintains an operating line of credit in the event that a disruption of revenue requires funds to be allocated from a different source. This item was tabled at the September 6, 2022 Organizational Meeting as the information was not received in time for review.
Current Status:	The current operating line of credit is \$15,000,000 through Bank of Montreal. The current agreement expires January 31, 2028.
Pros and Cons:	
Financial Implications:	
Governance/Policy Implications:	Maintaining an operating line of credit is a risk management strategy. While the operating line of credit has not been accessed for several years, having it in place ensures the smooth operation of the school division in the event for a disruption in revenue.
Legal Implications:	Authority for a borrowing resolution on the part of the Board of Education flows from <i>The Education Act, 1995</i> , Section 319.
Communications:	

Prepared By:	Date:	Attachments:
Ron Purdy	November 30, 2022	<ul style="list-style-type: none"> Borrowing Resolution, Bank of Montreal

Recommendation:

That the Board review the information and pass the borrowing resolution motion as attached.

BORROWING RESOLUTION – SASKATCHEWAN SCHOOL DIVISION

WHEREAS in Saskatchewan, the Board of Education of a School Division may by resolution authorize its Chairman and Treasurer to borrow such sums of money as may be required to meet the current operating expenditures of the Board;

AND WHEREAS in Saskatchewan, the Board of Education of a School Division may by resolution authorize its Chairman and Treasurer to borrow on the security of legislative grants [and capital grants] payable to the Division;

AND WHEREAS the said Division Board may require up to the sum of Fifteen million dollars (\$15,000,000) to meet the expenditures of such Division Board until the proceeds of legislative grants [and any capital grants] payable to the said School Division are available.

NOW THEREFORE BE IT RESOLVED, -

1. That the Chairman and Treasurer of the Board of Education of the Prairie South School Division No. 210 of Saskatchewan, be and they are hereby authorized to borrow from the Bank of Montreal up to the sum of fifteen Million dollars (\$15,000,000), to meet the expenditures of the said School Division until the proceeds of legislative grants [and any capital grants] payable to the said School Division are available, and to pay or agree to pay interest on the moneys borrowed, either in advance or at maturity, and in either case after maturity, at the rate of Prime Minus 0.50 **per centum per annum**.
2. That the said loan shall be a first charge upon the legislative grants [and capital grants] for the current year.
3. That the Chairman and Treasurer of the said Board be and they are hereby authorized to execute under the corporate seal of the Division Board, and deliver to the said Bank as security for the said advance and interest thereon, the assignment appended hereto, of the legislative grants [and capital grants] payable or to become payable to the Division.
4. That the said Bank shall not be restricted to the said legislative grants [and capital grants] for the repayment of the said loan.

5. That the said loan may be secured by the promissory note or notes of the said Chairman and Treasurer, given on behalf of the said Board, and the said Chairman and Treasurer are hereby authorized and empowered to execute and give such promissory note or notes on behalf of the said Board as may be required by the said Bank.

PASSED this 6th day of December, 2022.



Giselle Wilson

Chairman

Ron Purdy

Chief Financial Officer

I hereby certify that the foregoing is a true and correct copy of a resolution duly passed by the Board of Education of the Prairie South School Division No. 210 of Saskatchewan, at a duly and regularly constituted meeting of the said Board held on the 6th day of December, 2022, as entered in the Minutes of the said Board, and that such resolution is in full force and effect.

GIVEN under my hand and the seal of the said Division Board this 6th day of December, 2022.



Ron Purdy

Chief Financial Officer

ASSIGNMENT – LEGISLATIVE [AND CAPITAL] GRANTS

WHEREAS the Board of Education of the Prairie South School Division No. 210 of Saskatchewan, has by resolution passed at a meeting of the said Board held on the 6th day of December, 2022, authorized its Chairman and Treasurer to borrow from Bank of Montreal, up to the sum of Fifteen million dollars (\$15,000,000) (the “Loan”).

AND WHEREAS by the said resolution the said Board authorized its Chairman and Treasurer to execute this assignment under the seal of the Division Board and to deliver same to the said Bank as security for the said advance and interest thereon.

NOW, THEREFORE, the Board of Education of the Prairie South School Division No. 210 of Saskatchewan, in consideration and as security for all advances made or to be made by Bank of Montreal to the Board under the Loan, hereby assigns, transfers, and sets over unto Bank of Montreal all legislative grants [and capital grants] payable or to become payable to the Division of the current year.

IN WITNESS WHEREOF the corporate seal of the Board of Education of the Prairie South School Division No. 210 of Saskatchewan, is hereunto affixed attested by the signatures of its Chairman and Treasurer in that behalf this 6th day of December, 2022.



Chairman

Chief Financial Officer

AGENDA ITEM

Meeting Date:	December 6, 2022	Agenda Item #:	5.02
Topic:	Facilities Accountability Report 2021-2022		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background:	The Board's Annual work plan calls for the Board to receive the Facilities Accountability Report annually in December
Current Status:	The 2021-2022 Facilities Accountability Report is attached.
Pros:	
Cons:	
Financial Implications:	
Governance/Policy Implications:	Ongoing review of accountability reports is an opportunity for the Board to learn about and confirm direction of administration in a variety of areas.
Legal Implications:	
Communications:	

Prepared By:	Date:	Attachments:
Darren Baiton	November 29, 2022	<ul style="list-style-type: none"> 2021-2022 Facilities Accountability Report

Recommendation:

That the Board receive and file the 2021-2022 Facilities Accountability Report.



2021-2022 Facilities Accountability Report

December 2022

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Introduction

The efficient and effective management of school division facilities continues to be a factor in student achievement, as these facilities provide the infrastructure for a positive learning environment. Additionally, careful maintenance and repair of division facilities is a significant fiscal management strategy that will allow for continued focus on student learning in future years. During the 2021–2022-year, Facilities staff strived to maintain excellent levels of service in the following areas:

1. Operations and Facility Organization
2. Custodial and Maintenance Operations
3. Health & Safety/Security
4. Infrastructure Projects
5. Energy Management

The Facilities Department utilizes efficient processes derived from LEAN to create and maintain efficiencies throughout all operational areas.

Operations and Facility Organization

Department Structure

The Facility Manager is responsible for the coordination of staffing; planning and monitoring of facility budget; prioritization of projects; monitoring of building conditions; overseeing of rental agreements; staff training; Asset Planner Management; safety code compliance and building security; Preventative Maintenance Renewal (PMR), Joint Use School Management; and department administration.

The Facilities Supervisor is responsible for maintenance and operation of schools, grounds, and additional buildings; Asset Planner ticket coordination; boiler automation; playground inspections; fleet management; and building / classroom moves, upholding OH&S standards in the workplace.

The Facilities Assistant supports invoice coding, Atrieve entries, Connect records, key distribution, alarm code distribution, community rentals, training records, PMR filing, and coordination of shipping and receiving, various administrative duties as required.

The Facilities Department collaborates indirectly with school-based administrators to effectively monitor and maintain a level of cleanliness across the system for staff and students in accordance with Public Health guidelines and Prairie South Administrative Procedures.

Facilities include school buildings as listed below as well as a variety of additional smaller buildings, one teacherage, building grounds, playgrounds, parking lots, and sports facilities. Our two oldest schools are each 113 years old, and the newest was in its first year of operation in



2016-2017; the average age of our schools is 66 years. Average space utilization in Prairie South Schools is 58%; fourteen schools in the division are operating at less than 50% capacity and two schools are operating at over 100% capacity.

Utilization is based on a formula that uses current K-12 enrolment and a school capacity number. In schools where the Ministry funds Prekindergarten programming, as in past years those students were included in the utilization formula however the current formula does not consider Prairie South funded Prekindergarten programs, resulting in lower utilization rates in several schools.

Prairie South SD - 2021 Utilization Rates (based on Sept 30 enrolments)

School Division Name	School Name	School Type	2021 Enrolment (FTE)	2021 Capacity (FTE)	2021 Utilization
Prairie South SD 210	Albert E. Peacock Collegiate	9-12	641	1022	63%
Prairie South SD 210	Assiniboia Composite High School	9-12	148	474	31%
Prairie South SD 210	Assiniboia Elementary School	5-8	180	266	68%
Prairie South SD 210	Assiniboia Seventh Avenue School	K-4	191	193	99%
Prairie South SD 210	Avonlea School	K-12	128	194	66%
Prairie South SD 210	Bengough School	K-12	95	204	47%
Prairie South SD 210	Caronport Elementary School	K-8	168	196	86%
Prairie South SD 210	Central Butte School	K-12	130	312	42%
Prairie South SD 210	Central Collegiate	9-12	546	642	85%
Prairie South SD 210	Chaplin School	K-12	34	158	22%
Prairie South SD 210	Coronach School	K-12	152	370	41%
Prairie South SD 210	Craik School	K-12	51	244	21%
Prairie South SD 210	École Gravelbourg School	K-12	247	259	96%
Prairie South SD 210	Empire School	K-8	115	375	31%
Prairie South SD 210	Eyebrow School	K-12	40	149	27%
Prairie South SD 210	Glentworth Central School	K-12	72	178	41%
Prairie South SD 210	Kincaid Central School	K-12	114	180	63%
Prairie South SD 210	King George School	K-8	367	359	102%
Prairie South SD 210	Lafleche Central School	K-12	109	122	89%
Prairie South SD 210	Lindale School	K-8	300	355	85%
Prairie South SD 210	Mankota School	K-12	40	195	21%
Prairie South SD 210	Mortlach School	K-12	73	234	31%
Prairie South SD 210	Mossbank School	K-12	117	261	45%
Prairie South SD 210	Palliser Heights School	K-8	683	684	100%
Prairie South SD 210	Prince Arthur Community School	K-8	190	352	54%
Prairie South SD 210	*Riverview Collegiate Institute	9-12	98	522	19%
Prairie South SD 210	Rockglen School	K-12	110	361	31%
Prairie South SD 210	Rouleau School	K-12	109	167	65%
Prairie South SD 210	Sunningdale School	K-8	429	408	105%
Prairie South SD 210	Westmount School	K-8	315	448	70%
Prairie South SD 210	William Grayson School	K-8	136	227	60%

*Riverview Collegiate utilizes additional office and classroom space

Facility Unfunded Space 2021-2022	Number of Outbuildings
9 th Avenue Facilities Office	5
9 th Avenue Office	1
Guthridge Field	5
John Chisholm	2
Lindale Warehouse	2
Moose Jaw Transportation Facility	3
Mankota Teacherage	
Assiniboia Transportation Facility	
Gravelbourg Facilities Office	2

Fleet/Equipment

For efficiency purposes, some equipment is shared in multiple locations within the school division. Examples include lifts, skid steer and V-blade attachment, grounds equipment, trailers, portable heater, and dump trailer.

Asset	Primary Location	Unit Year
Tool Cat	9 th Avenue Facilities Office	2019
Skid Steer	9 th Avenue Facilities Office	2019
1801 Cube Truck	9 th Avenue Facilities Office	2018
1520 Cube Truck	Gravelbourg Facilities Office	2015
Boom Lift	9 th Avenue Facilities Office	2014
1311- Cube Truck	Gravelbourg Facilities Office	2013
Bucket Lift	Gravelbourg Facilities Office	2013
1201- Cube Truck	Gravelbourg Facilities Office	2012
1202- Cube truck	9 th Avenue Facilities Office	2012
1203- 1/2 Ton Truck	9 th Avenue Facilities Office	2012
1204- Cube Truck	9 th Avenue Facilities Office	2012
1110- Cube Van (Mini)	9 th Avenue Facilities Office	2011
1120- 3/4 Ton Truck	9 th Avenue Facilities Office	2011
1121 Cube Truck	Gravelbourg Facilities Office	2011
0946- Cube Truck	9 th Avenue Facilities Office	2009
0946 Cube Truck	9 th Avenue Facilities Office	2009
0820- 3/4 Ton Truck	Gravelbourg Facilities Office	2008
0821- Cube Truck	9 th Avenue Facilities Office	2008
0603- 3/4 Ton Truck	9 th Avenue Facilities Office	2006
Scissor Lift	9 th Avenue Facilities Office	2006
0501- Dump Truck	9 th Avenue Facilities Office	2005
0511- 1 Ton Sanding Truck	9 th Avenue Facilities Office	2005
0402- Cube Truck	9 th Avenue Facilities Office	2004
9206- Dump Truck	Gravelbourg Facilities Office	1992
Mowers/Tractors/Trailers/Sanders	All Zones	

Facilities Management

Asset Planner, our facility management software, is a web-based planning tool that helps us better understand the physical condition of our buildings and make informed decisions about capital expenditures. Asset Planner continues to be a useful tool for both the division and Ministry, with different modules currently being used to support PMR funding, management, and operational efficiencies. Asset Planner provides accurate data related to service requests for operational decision making. The Asset Planner mobile app allows for real-time data entry from all Prairie South sites for facilities administration and maintenance staff. The asset inventory tracking module assists in identifying needs for preventative maintenance on building and facility equipment and depreciation.

Strategic facilities planning allows projects to be in the queue in a logical sequence that provides effective service to schools, efficient allocation of resources, and high-quality workmanship through a variety of methods including bundling of service requests and work blitz strategies.

Learning Support Infrastructure

Facility	Elevator	Vertical Lift (stage)	Stair Lift	Auto Door Openers	Accessible Parking	Accessible Washrooms	Ceiling Track System
9th Office	no	n/a	partial	yes	yes	yes	n/a
A.E. Peacock	yes	yes	yes	yes	yes	yes	n/a
Assiniboia 7th	n/a	no	n/a	yes	yes	no	n/a
Assiniboia Elem	n/a	no	no	no	yes	yes	n/a
Assiniboia High	n/a	no	n/a	yes	yes	yes	n/a
Avonlea	n/a	n/a	n/a	Yes	yes	yes	n/a
Bengough	no	no	no	No	yes	yes	n/a
Caronport	n/a	yes	yes	Yes	yes	no	n/a
Central Butte	n/a	no	n/a	Yes	no	yes	n/a
Central Collegiate	yes	yes	n/a	Yes	yes	yes	n/a
Chaplin	n/a	no	n/a	No	yes	yes	n/a
Coronach	n/a	no	n/a	Yes	yes	yes	n/a
Craik	n/a	no	n/a	Yes	yes	yes	n/a
Gravelbourg	yes	no	n/a	yes	yes	yes	n/a
Empire	no	no	no	yes	yes	yes	n/a
Eyebrow	n/a	no	no	yes	yes	yes	yes
Glentworth	n/a	no	n/a	no	yes	yes	n/a
Kincaid	n/a	no	n/a	no	no	yes	n/a
King George	yes	n/a	n/a	yes	yes	yes	yes
Lafleche	n/a	no	n/a	no	yes	yes	n/a
Lindale	n/a	no	n/a	no	yes	no	n/a
Mankota	n/a	no	n/a	no	no	no	n/a
Mortlach	n/a	no	n/a	yes	yes	yes	n/a
Mossbank	n/a	no	n/a	no	no	yes	n/a
Palliser Heights	yes	no	yes	yes	yes	yes	yes
Prince Arthur	yes	no	n/a	yes	yes	yes	n/a
Riverview	yes	yes	n/a	yes	yes	yes	yes
Rockglen	n/a	no	n/a	yes	no	yes	n/a
Rouleau	n/a	no	no	yes	yes	yes	n/a
Sunningdale	n/a	no	no	no	yes	yes	n/a
Westmount	no	yes	yes	no	yes	yes	n/a
William Grayson	yes	on	no	yes	yes	yes	n/a

Technology-Supported Custodial and Maintenance Operations

Cell phones for maintenance staff allow real-time communication for Facetime, Microsoft Teams, email, text, GPS, and other communication reducing travel time and offering a faster and more effective response to facilities issues. Examples include boiler maintenance and safety inspections, RTU and mechanical preventative maintenance logs, filter replacement tracking, mechanical and HVAC troubleshooting, safety, security and emergency response systems, asset information, playground inspections and COVID supply replenishment. Staff training is provided in mobile device use and safety guidelines.

Atrieve Absence Management System allows facility manpower to be efficiently utilized.

Technology continues to provide efficiencies in the following areas:

- Asset Planner Management
- Technical Safety Authority electronic documentation
- daily service request operations
- checklists for a variety of tasks and preventative maintenance
- live Facetime/Teams/Zoom communication to reduce travel time and costs
- utilization of live photos and videos for troubleshooting and ordering processes
- data retrieval
- weekly playground checks
- standardization of green cleaning products throughout the division
- electronic fleet safety logs and data entry
- grounds equipment logs and scheduled asset preventative maintenance processes
- targeted distribution of new and aging equipment using asset tracking and depreciation calculations

Annual Roof Assessments

Preventative roof inspections are done annually on 1/3 of our facility roofs and repairs are completed to reduce future damage. Our buildings combined make up a million square feet of roofing. The following roof assessments were completed in 2021-2022.

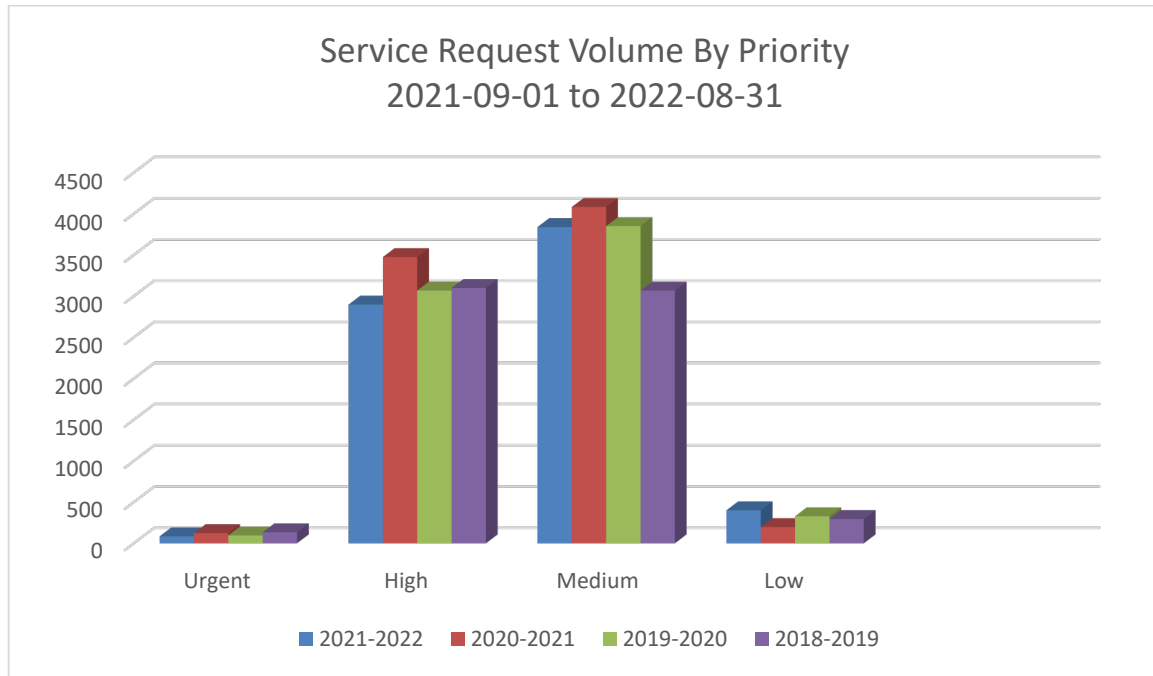
Avonlea School	Eyebrow School	Rouleau School
Caronport Elementary School	Ecole Gravelbourg School	Sunningdale School
Central Butte School	9 th Avenue Office	William Grayson School
Craik School	Riverview Collegiate	

Inspections

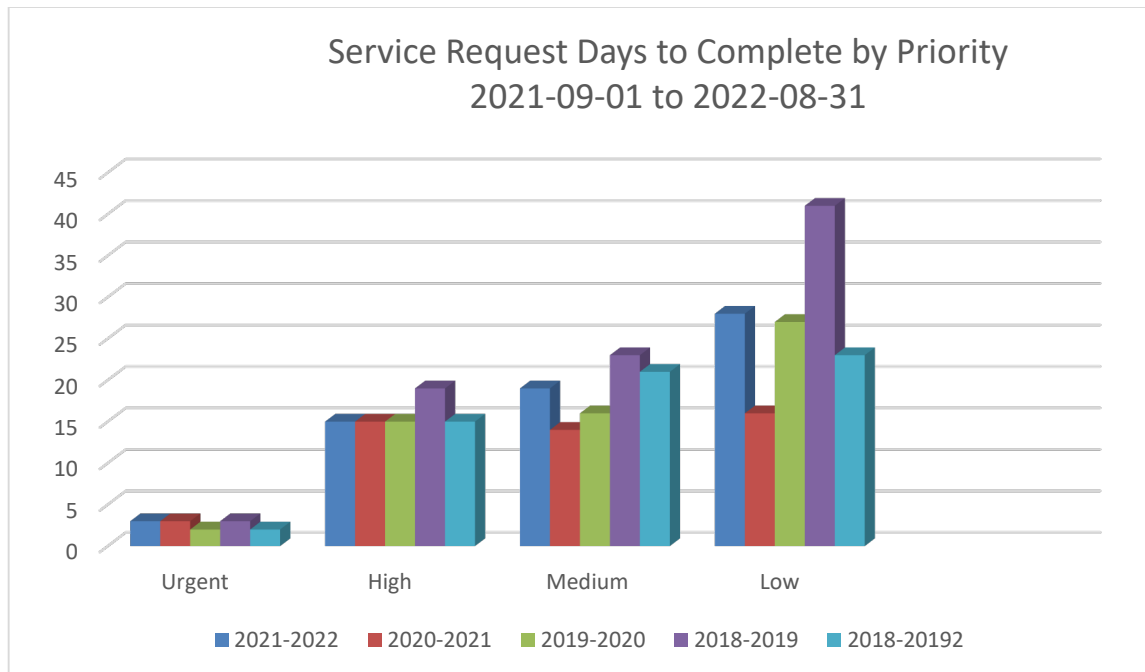
Several types of inspections are completed annually at all our schools and buildings. Inspections are completed both in house and contracted out to local business. The following inspection types were completed in 2021-2022.

Crawl Space	Gym Inspections	HVAC Inspections
Roof Inspections	Filter Inspections	Playground Inspection
Interior and Exterior Sprinkler Inspections	Elevator Inspections	Fire, Security Annual Inspections
Asbestos Inspections	Lift Inspections	Annual Sprinkler Inspections

Service Request Volume by Priority



Year	Urgent Call first, submit service request	High Affects daily routine	Medium Standard Maintenance	Low Cosmetic	Total
2021-2022	84	2897	3838	400	7219
2020-2021	123	3474	4082	197	7876
2019-2020	95	3068	3850	328	7341
2018-2019	133	3099	3067	295	6594
2017-2018	99	2980	2984	234	6297



Days to Complete by Priority

Year	Urgent Call first, submit service request	High Affects daily routine	Medium Standard Maintenance	Low Cosmetic
2021-2022	3	15	19	28
2020-2021	3	15	14	16
2019-2020	2	15	16	27
2018-2019	3	19	23	41
2017-2018	2	15	21	23

Maintenance Ticket History

Year	Submitted	Closed	Pending	Work in Progress	Denied/ Duplicate	Routine Asset Service
2021-2022	8620	8207	48	267	98	2005
2020-2021	8247	7472	123	572	80	1941
2019-2020	7341	6681	35	559	63	1849
2018-2019	6595	6195	222	122	56	1831
2017-2018	6295	5913	299	18	65	158

Health & Safety/Security

The Facilities Department strives to send all staff home safe every day. Facilities ensures staff are given the opportunity to increase their knowledge in safe work practices and professional development opportunities as they become available. Multiple training platforms are used to achieve learning, including but not limited to Saskatchewan Construction Safety Association Online and Instructor Led Training, and Canadian Playground Safety Institute.

Facility Training Modules		
Scaffolds	Confined Space	Power Mobile Equipment
Skid Steer	Respirator	Mould Training
WHMIS	Fall Protection	Playground Inspection
Boom lift	Scissor lift	Asbestos Awareness

- ✓ Fire extinguishers and sprinklers are inspected annually by an external vendor in bulk with security systems to reduce costs of travel in rural areas. All annual fire inspections were completed in 2021-2022 Moose Jaw fire hoses are capped to reduce hose replacement and inspection costs.
- ✓ Monthly safety/toolbox meetings are held, and documentation is filed in Connect.
- ✓ Safety stations are in the shop and maintenance fleet is supplied with first aid kits and fire extinguishers.
- ✓ GPS locator app monitors staff location for safety and efficiency.
- ✓ Air, chlorine, and water quality inspections are performed as required. Some rural locations receive more regular inspections due to unique circumstances.
- ✓ Electronic or manual entries and site boiler inspections at all facilities are completed. (Daily Asset Planner entries for Technical Safety Authority log).

School Defibrillator Locations		
9 th Avenue Office	Central Collegiate	Eyebrow School
9 th Maintenance Shop	Chaplin School	King George School
A.E. Peacock Collegiate	Cornerstone Christian School	Lindale School
Assiniboia Composite High	Coronach School	Mankota School
Assiniboia Elementary	Craik School	Mossbank
Bengough School	École Gravelbourg School	Riverview Collegiate
Caronport Elementary School	École Palliser Heights School	Sunningdale School
Central Butte School	Empire School	Westmount School

Network Infrastructure

Network Bandwidth	
Assiniboia Services Office – 10 Mbit	Belle Plaine Colony – 25 Mbit
Mankota Central School – 50 Mbit	Assiniboia Elementary School – 50 Mbit
Avonlea School – 100 Mbit	Bengough School – 50 Mbit
Caronport Elementary School – 100 Mbit	Central Butte School – 100 Mbit
Chaplin School – 50 Mbit	Coronach School – 100 Mbit
Craik School – 50 Mbit	Eye brow School – 50 Mbit
Glentworth Central School – 50 Mbit	Kincaid Central School – 100 Mbit
Lafleche Central School – 100 Mbit	Mortlach School – 50 Mbit
Mossbank School – 50 Mbit	Rockglen School – 50 Mbit
Rouleau School – 50 Mbit	Assiniboia 7 th Avenue School – 100 Mbit
Assiniboia Composite High School – 100 Mbit	Ecole Gravelbourg School – 200 Mbit
Ecole Palliser Heights School – 100 Mbit	Empire School – 100 Mbit
King George School – 100 Mbit	Lindale School – 100 Mbit
Moose Jaw (Paul Drive) Bus Shop – 100 Mbit	Prince Arthur Community School – 100 Mbit
Sunningdale School – 100 Mbit	Westmount School – 100 Mbit
William Grayson School – 100 Mbit	Central Collegiate Institute – 1 Gbit
Peacock Collegiate Institute – 1 Gbit	Riverview Collegiate Institute – 1 Gbit

9th Avenue Division Office (Core Network)

- ✓ 1 Gbit CNET connection to service all inbound and outbound internet traffic for every location in the division
- ✓ 1 Gbit LANSPAN connection that connects all urban (Moose Jaw) schools to the 9th Avenue core network
- ✓ 300 Mbit SaskTel InfiNet SIP trunk into our core (core VoIP system)
- ✓ 300 Mbit Infinite connection servicing BYOD-Student wireless traffic for all schools in the division

Network Switches / Routers	
Cisco Catalyst 9300	32
Cisco Catalyst 2960x	122
Cisco Catalyst 3650	6
Cisco Catalyst 9200L	31
Unifi Edge switch (IP Camera switches)	17
HP 5700 iSCSI (core server switches)	1
Aruba 8320 iSCI (core server network switches)	2
Palo Alto 3020 firewalls (high availability, core network firewall)	2
Aruba 8320 iSCI (Disaster Recovery site firewall)	1
Cisco 2911 and Cisco 2921 CME (VoIP) routers in various locations	19

There are currently 237 network switches and routers total dispersed across 39 geographically separate locations in our environment

Wireless Access Points	
Cisco 2702 access points	3
Ruckus R610 access points	226
Ruckus R710 access points	157
Ruckus R750	47
Ubiquiti NanoBeam 5AC Gen2 access points	2
Cisco WLC 5508 wireless controllers (HA configuration)	2
Ruckus SZ124 wireless controllers (HA configuration)	2

There are currently 437 wireless access points total dispersed across 39 geographically separate locations in our environment

IP Cameras	
Hikvision security cameras	97
91 Unifi security cameras	156

There are currently 253 IP security / surveillance cameras dispersed across 16 geographically separate locations in our environment

Infrastructure Processes

- ✓ Capital assets and budgets are closely monitored to ensure the budget is being used effectively and efficiently to minimize costs
- ✓ Update 3-year Preventative Maintenance Renewal plan
- ✓ Develop and submit Ministry Major Capital Plan annually
- ✓ Coordinate in-house work with skilled labour to reduce dependency on external contractors and complete projects in an efficient manner
- ✓ Completed Emergent Infrastructure projects
- ✓ Completed planned infrastructure projects
- ✓ Accelerated pace of PMR backlog remediation

Infrastructure Projects			
School	Project	Details	2021-22 Cost
9 th Avenue Office	Grounds	Flagpole Install	7,356
9 th Avenue Office	Renovation	Board Office	21,120
9 th Avenue Office	Grounds	Asphalt Upgrade	5,773
Assiniboia 7 th Avenue	Insurance	Hail Damage	141,158
Assiniboia 7 th Avenue	Insurance	Hail Damage	6,431
Assiniboia Composite High	Renovation	Accessibility Upgrade	19,385
Assiniboia Composite High	Insurance	Hail Damage	12,324
Assiniboia Composite High	HVAC	Boiler Upgrade (HVAC) Glycol	14,138
Assiniboia Elementary	Electrical	Security Cameras	1,901
Avonlea	HVAC	Building Management Upgrade	8,366
Avonlea	Electrical	Lighting Upgrade	82,386
Bengough	Grounds	Flagpole	7,356
Bengough	Renovation	Change Room Upgrade	23,734
Bengough	HVAC	Ductwork	13,288
Bengough	Renovation	Stage Curtains	4,600
Central Butte	HVAC	Building Automation Upgrade	7,237
Central Butte	Grounds	Concrete Walkways	100,973
Central Collegiate	Roof	Roof Replacement section 2,7,13	11,588
Central Collegiate	Grounds	South Parking Asphalt Replacement	116,285
Central Collegiate	Renovation	Asbestos Remediation	130,181
Chaplin	Renovation	Insurance Sprinkler Replacement	24,049
Chaplin	HVAC	Valves/Chimney Venting Heating Upgrade	62,988
Ecole Gravelbourg	Electrical	Security Cameras	1,901
Ecole Gravelbourg	Grounds	Asphalt Upgrade - Playground Flat Servicing	5,071
Craik	Roof	Roof Replacement Section 2	9,182
Eyebrow	Renovation	Entranceway	4,147
Glentworth	Electrical	Lighting Upgrade	4,402

Glentworth	HVAC	Boiler Upgrade (HVAC) Glycol	14,138
Guthridge Field	Roof	Roof and Roof Top unit Replacement	6,518
Kincaid	Electrical	Lighting Upgrade	4,402
Kincaid	Grounds	Flagpole	7,356
King George	Renovation	Attic Beam Repair	18,513
Lafleche	Electrical	Lighting Upgrade	4,402
Lindale	HVAC	Building Automation Upgrade	9,271
Lindale	Grounds	Asphalt	22,063
Lindale	Renovation	Asbestos Remediation	26,634
Mankota	Electrical	Lighting Upgrade	4,402
Mankota	HVAC	Boiler Upgrade (HVAC) Glycol	14,138
Mortlach	Renovation	Home Ec. Lab Upgrade	18,173
Mortlach	HVAC	Gym Roof Top Unit Replacement	11,823
Mossbank	Renovation	Changeroom Upgrade	23,146
Mossbank	Grounds	Sidewalk Replacement	29,818
Mossbank	HVAC	Boiler Upgrade (HVAC) Glycol	14,138
Palliser Heights	HVAC	Expansion Tank Upgrade	12,700
Peacock Collegiate	Grounds	Asphalt Parking lot Replacement	76,155
Peacock Collegiate	IT	Security Cameras	24,832
Peacock Collegiate	Roof	Roof Replacement Section 2	13,577
Riverview Collegiate	Grounds	Flagpole	7,356
Riverview Collegiate	Renovation	Changeroom Upgrades	17,933
Rockglen	Electrical	Lighting and Ceiling Upgrade	2,750
Rockglen	HVAC	Building Automation Upgrade	48,676
Rockglen	Renovation	Washroom Upgrade	1,605
Rockglen	Renovation	Window and Door Replacement	207,574
Rouleau	Grounds	Digital Sign	42,663
Sunningdale	Renovation	Barrier Free Doors	9,491
Sunningdale	Roof	Partial Roof Replacement	94,217
William Grayson	HVAC	Building Automation Upgrade	13,446
Total			1,649,230

Energy Management

- ✓ Upgraded Automated Building Management systems (BMS) software to provide reduction in consumption as well as enhanced occupant comfort.
- ✓ Energy utility data in Asset Planner Energy Module used to manage projects with the goal of reduced consumption within the division.
 - Facility footprint comparisons
 - usage reports
 - comparison reports
- ✓ Upgraded HVAC equipment (soft start motors, heat recovery wheels) reduce energy costs.
- ✓ HVAC automation provides daily savings to the division with temperature setbacks when building zones are unoccupied.
- ✓ Additional roof insulation will reduce energy costs.
- ✓ Five-year natural gas bulk purchase contract ends in November 2026.
- ✓ Goal to share utility information with administration to work in partnership towards a common goal of energy savings.



Completed In House

BLA Building Limited Automation

Facility	Zone	Building Management System	Gym Lighting T-5 and LED Retrofits	Exterior LED Lighting Retrofits	Gym LED Tube Retrofit	School LED Tube Retrofit	Project Retrofit
9th Avenue Maintenance Shop	Central	☑	N/A	☑	N/A	☑	N/A
9th Avenue Office	Central	☑	N/A	☑	N/A	☑	N/A
Albert E. Peacock Collegiate	Central	☑	☑	☑	☑	N/A	☑
Assiniboia Composite High	South	☑	☑	☑	CAIF	☑	CAIF 2020
Assiniboia Elementary School	South	☑	☑	☑	☑	☑	☑
Assiniboia Office	South	☑	N/A	☑	N/A		N/A
Assiniboia Seventh Avenue School	South	☑	☑	☑		☑	N/A
Avonlea School	North	BLA					CAIF 2021
Bengough School	South	☑	☑		☑		Needs Project
Caronport Elementary School	North	☑	☑	Project In Progress		Project In Progress	Project In Progress
Central Butte School	North	☑	☑	☑	☑	☑	CAIF 2020
Central Collegiate	Central	☑	☑	☑	☑	☑	N/A
Chaplin School	North	BLA		In progress	Project with Ballasts	Project with Ballasts	Needs Project with ballasts
Coronach School	South	☑	☑	☑	☑	☑	CAIF 2021
Craik School	North	☑	☑	☑	☑	☑	N/A
Empire School	Central	BLA					
Eyeblow School	Central	BLA					☑
Glentworth Central School	South	☑	☑	☑		☑	N/A
Ecole Gravelbourg High School	South	☑	☑	☑	☑	☑	☑

Facility	Zone	Building Management System	Gym Lighting T-5 and LED Retrofits	Exterior LED Lighting Retrofits	Gym LED Tube Retrofit	School LED Tube Retrofit	Project Retrofit
Guthridge	Central Field	☑	N/A	☑	N/A	N/A	N/A
John Chisholm Alternate School	Central	BLA	N/A	☑	N/A		
Kincaid Central School	South	☑	☑	☑	☑	☑	N/A
King George School	Central	☑	☑	☑	☑	☑	N/A
Lafleche Central School	South	☑	☑	☑	☑	☑	N/A
Lindale School	Central	☑	☑	☑	☑	80%	N/A
Mankota School	South	BLA				☑	N/A
Mortlach School	North	☑	☑	☑	☑	☑	N/A
Mossbank School	South	☑	☑	☑	☑	☑	N/A
Palliser Heights School	Central	☑	☑	☑	☑	☑	☑
Prince Arthur Community School	Central	☑	☑	☑	☑	☑	N/A
Riverview Collegiate Institute	Central	☑	☑	☑	☑	☑	N/A
Rockglen School	South	☑		☑	☑	☑	N/A
Rouleau School	North	☑	☑	☑	☑	☑	☑
Sunningdale School	Central	☑	☑	☑	☑	☑	N/A
Transportation (Bus) Shop Moose Jaw	Central	☑	N/A	☑	N/A	☑	N/A
Transportation shop Assiniboia	south	☑	N/A	☑	N/A	☑	N/A
Westmount School	Central	BLA					
William Grayson School	Central	☑		☑	☑	☑	N/A



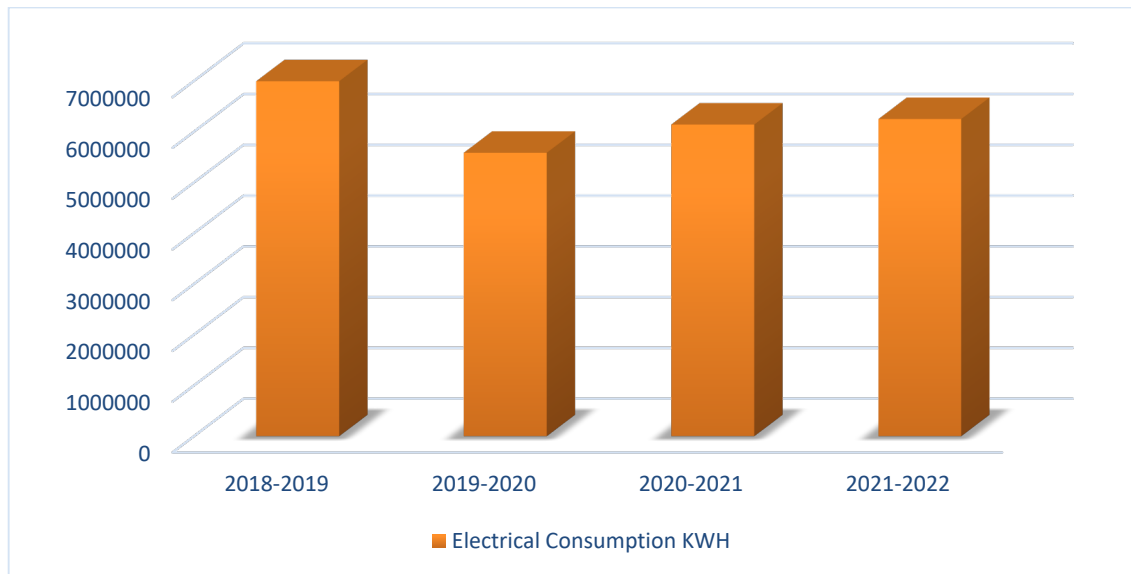
Completed In House

BLA

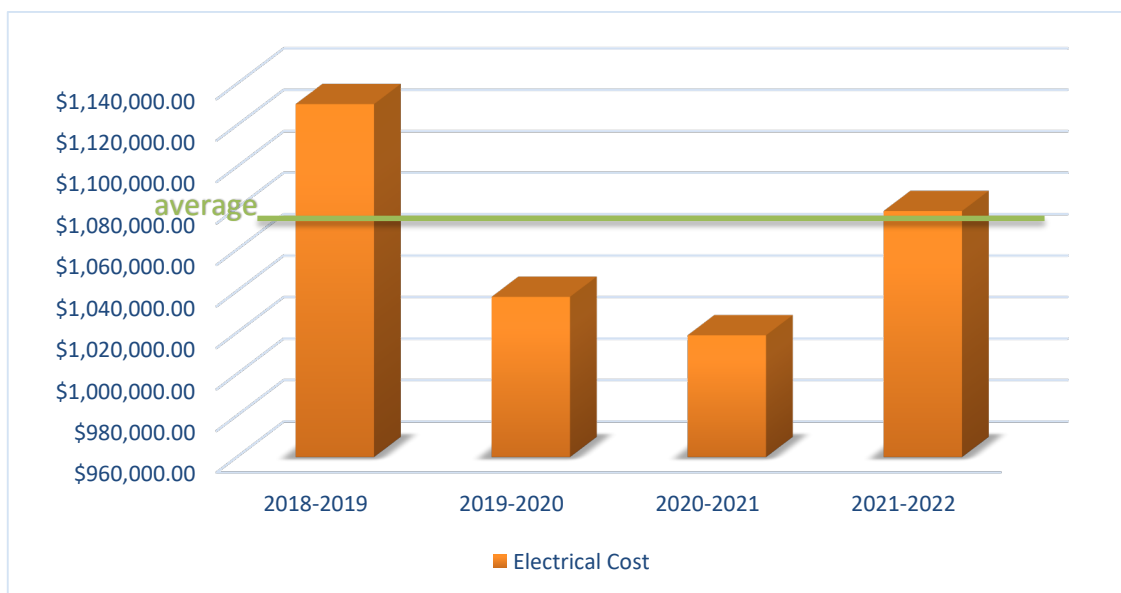
Building Limited Automation

Utility Consumption

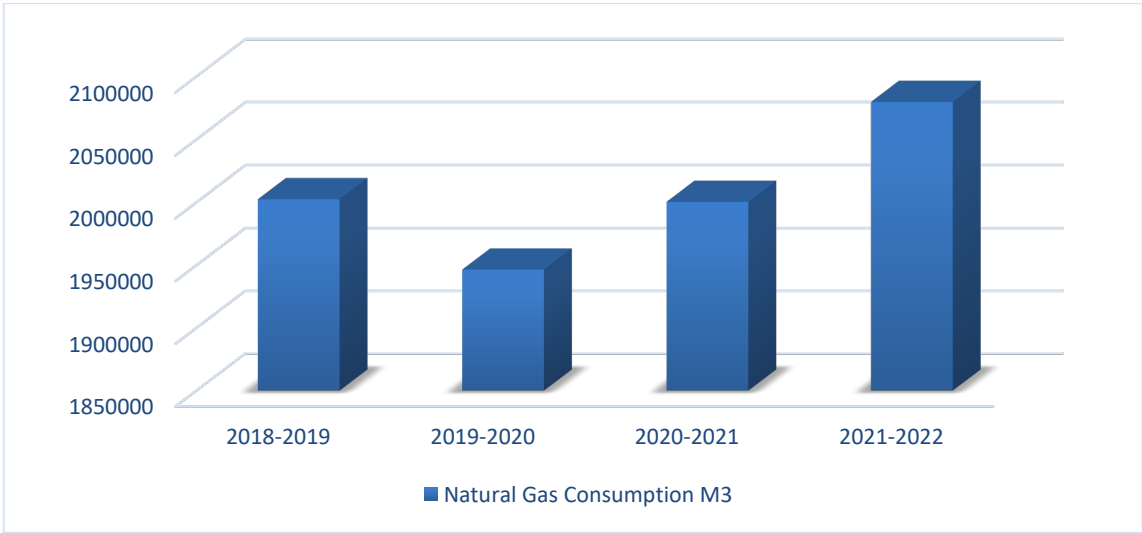
Total Consumption Electrical
2018-10-01 to 2022-09-30



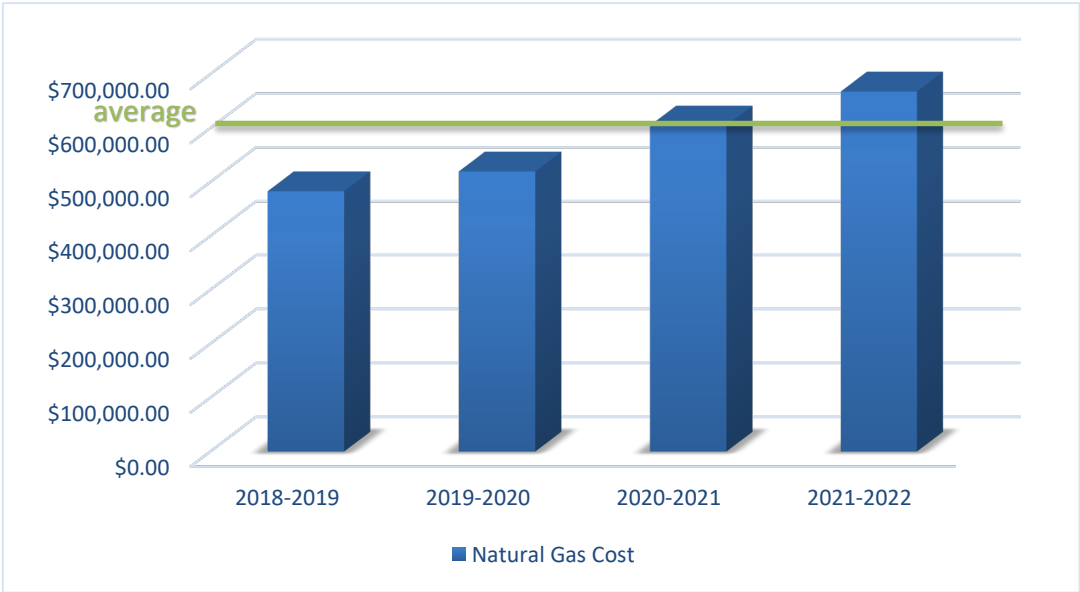
Total Cost Electrical
2018-10-01 to 2022-09-30



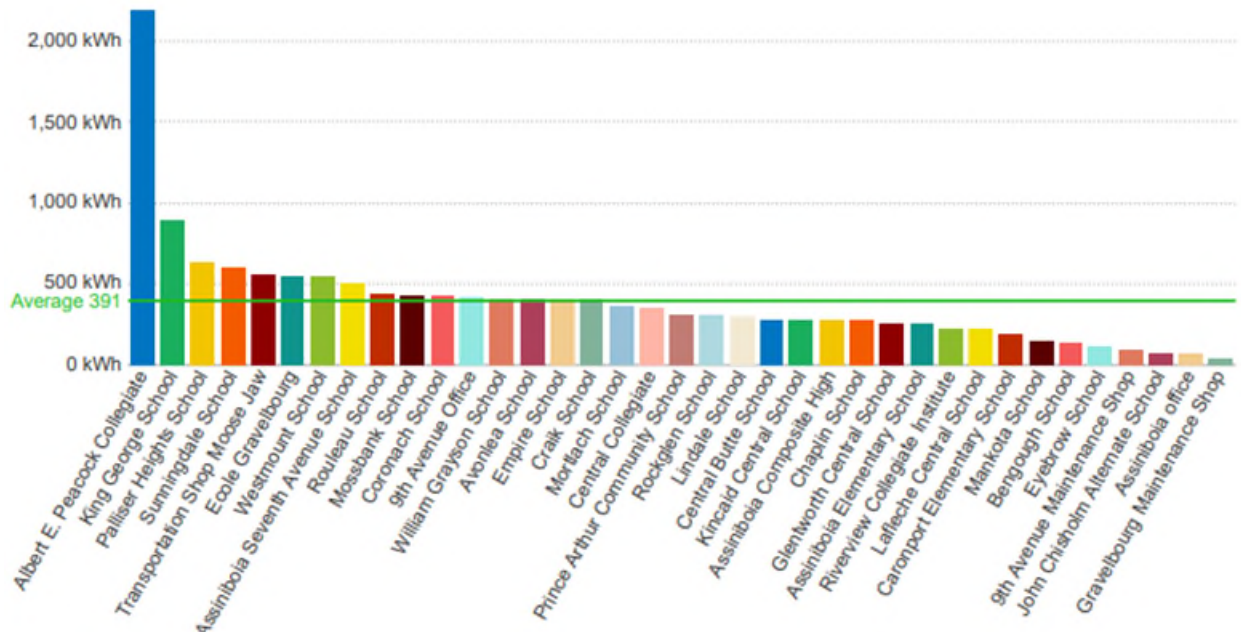
Total Consumption Natural Gas
2018-10-01 to 2022-09-30



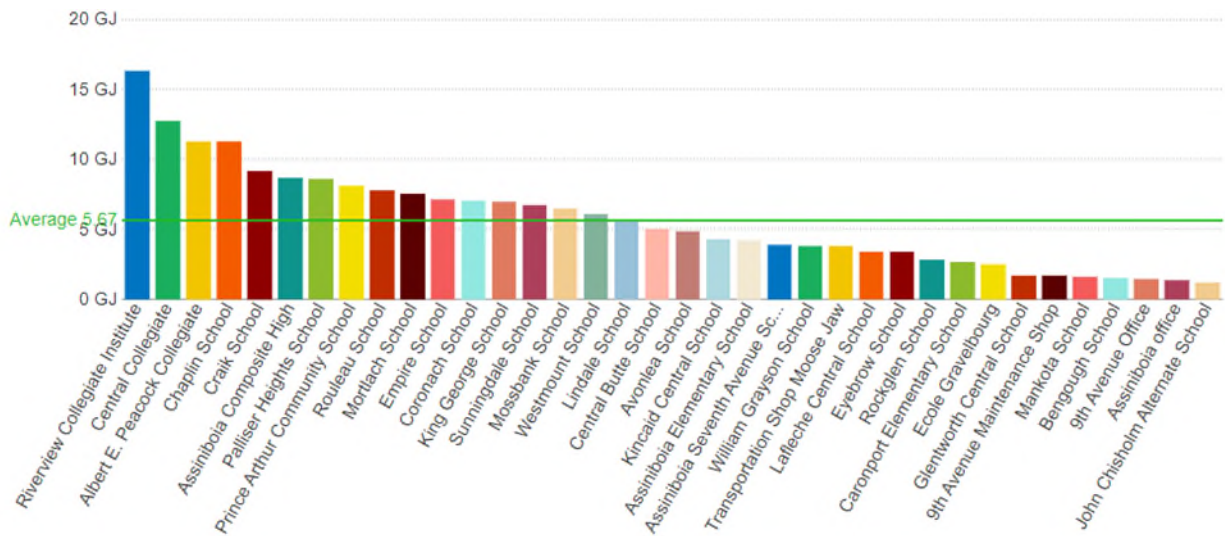
Total Cost Natural Gas
2018-10-01 to 2022-09-30



Total Electricity Consumption per Day 2021-09-01 to 2022-08-31

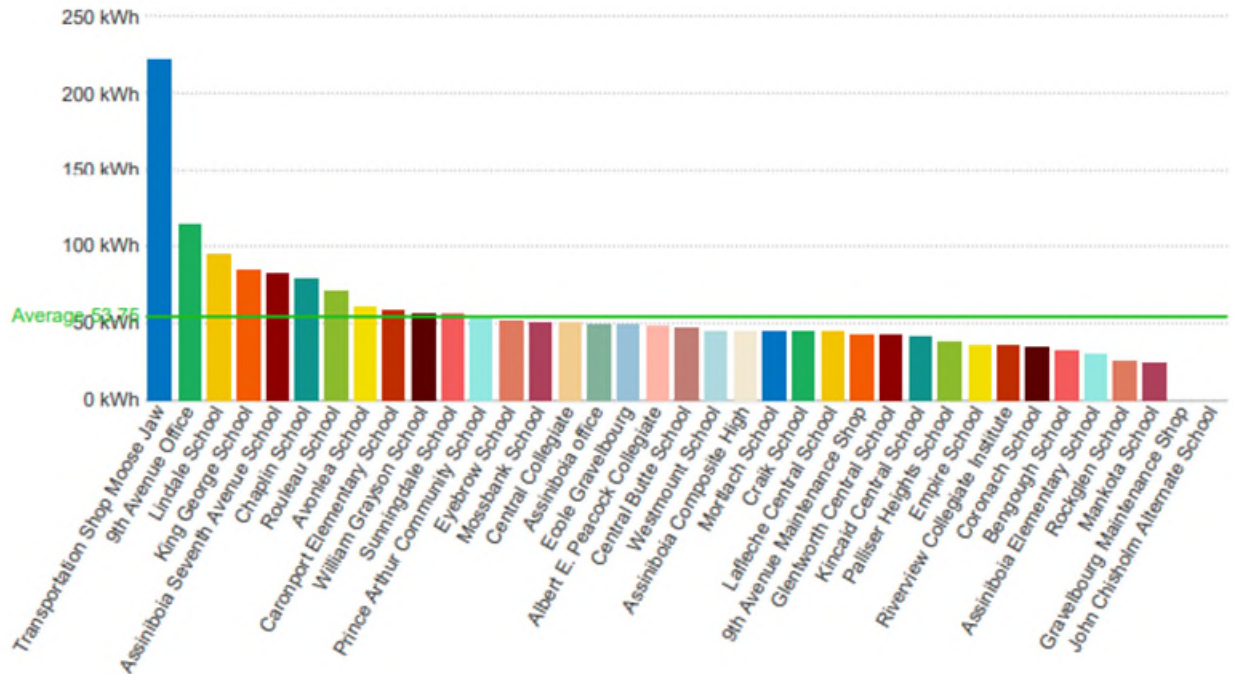


Total Natural Gas Consumption per Day 2021-09-01 to 2022-08-31



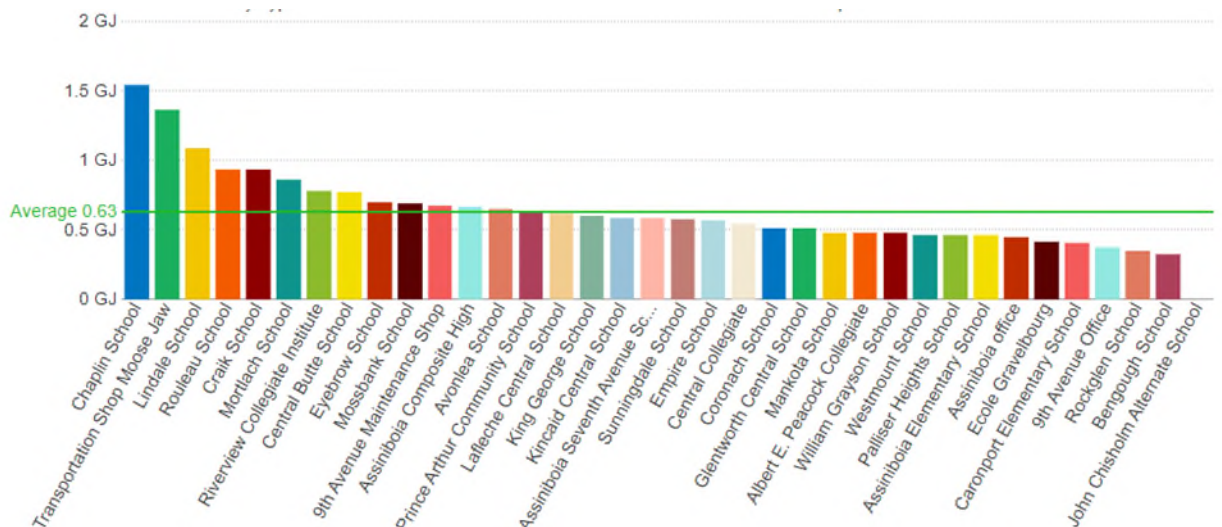
Electricity Consumption per Area (Sq. M)

2021-09-01 to 2022-08-31



Natural Gas Consumption per Area (Sq. M)

Between 2021-09-01 and 2022-08-31



Administrative Priorities

- ✓ Scheduling, staff absences
- ✓ Daily prioritization of work between emergent, COVID-19, and planned maintenance
- ✓ Ongoing balance between efficiency initiatives and regular maintenance
- ✓ Seasonal grounds priorities and low priorities cosmetic requests puts a strain on the department for public visibility of facility upkeep
- ✓ Asset preventative maintenance work continues to increase
- ✓ Increased emphasis on PMR projects, COVID-19, Joint Use School, and project management
- ✓ Increased emphasis on staff safety/reduction of workplace incidents

AGENDA ITEM

Meeting Date:	December 6, 2022	Agenda Item #:	5.03
Topic:	Annual Bursary Fund Directorship Appointments		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background:	<p>Directorships for the Moose Jaw School District No. 1 Bursary Fund Inc. are appointed by the Board of Education on an annual basis. The fund is a separate legal entity established by the Moose Jaw School Division No. 1 to collect and invest money donated to provide scholarships to deserving students. The Prairie South Board of Education is now the sole member of the fund and as such has the duty to appoint directors. The appointments to the board are done annually and the recommended appointments below would be for the calendar year 2023.</p> <p>The Bursary Fund has registered the business name of Prairie South Schools Bursary Fund so the fund can be seen as more than just a City of Moose Jaw fund. The dollars held in trust by the school division for scholarships have been transferred to the Bursary Fund. It is important to understand that the transfer of funds does not change anything for any individual scholarship except where the money is housed and accounted for and the return it earns.</p>
Current Status:	<p>The following people served as board members for 2022: Greg Veillard, John Livingston, George Patterson, Claude Duke, Pam Ludwar, Al Kessler, Mary Jukes, Jan Stewart, Patti Rodger, Jeff Feeley and Ron Purdy.</p> <p>All current Bursary Fund board members have agreed to continue to serve on the board for 2023.</p> <p>The Prairie South Board needs to appoint the Bursary Fund Board for the 2023 calendar year.</p> <p>The Bursary Fund does not pay an indemnity for attendance at meetings or mileage and other expenses for travel to meetings.</p>
Pros and Cons:	
Financial Implications:	There are no financial implications for the Board.
Governance/Policy Implications:	
Legal Implications:	

Communications:

Prepared By:	Date:	Attachments:
Ron Purdy	November 29, 2022	n/a

Recommendation:

That the Board appoint the following people as directors of the Moose Jaw School District No. 1 Bursary Fund Inc. for the year 2023:

Greg Veillard, George Patterson, Claude Duke, John Livingston, Pam Ludwar,
Ron Purdy, Mary Jukes, Jan Stewart, Al Kessler, Jeff Feeley and Patti Rodger.

AGENDA ITEM

Meeting Date:	December 6, 2022	Agenda Item #:	5.04
Topic:	2023-2024 Calendar Parameters		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background:

The Education Act, 1995 in conjunction with collective agreements at the provincial and local level provide guidelines for school calendar development.

In accordance with subsection 4.1 of *The Education Act, 1995*, when Labour Day occurs on or after September 5, the minister may, by order, set a date in September that is earlier than Labour Day as the first instructional day of the year.

Labour Day in September 2023 is on the 4th.

In accordance with *The Education Regulations, 2019* the Ministry reviews board-approved school calendars to ensure they adhere to the prescribed requirements. Board-approved calendars for 2023-2024 are due at the Ministry by May 1, 2023.

A calendar committee will be established in the new year to create calendar options that align with these parameters.

Current Status:

Proposed 2023-2024 school calendar teaching and instructional day parameters are:

- 197 teaching days (184 in alternate calendar)
- 185 instructional days (171 in alternate calendar)
- In accordance with *The Education Regulations, 2019* subsection 22, the school year provides at least 950 instructional hours for Grades 1 to 12 and 475 instructional hours for kindergarten.
- Balance between student instructional time threshold of 950 hours and teacher assigned time threshold of 1044 hours. In accordance with Article 16 of the Teachers' Provincial Collective Bargaining Agreement it stipulates teachers' assigned time shall not exceed 1044 hours within the school year.

<ul style="list-style-type: none"> • In accordance with <i>The Education Regulations, 2019</i> subsection 18, the following vacation periods are to be observed: <ul style="list-style-type: none"> ○ a Christmas vacation, which is to commence not later than December 23 and end not earlier than January 2 ○ a spring vacation consisting of not more than 5 consecutive school days • 12 non-instructional days include: <ul style="list-style-type: none"> ○ 1 school-based organizational day (½ day start-up and ½ day year-end) ○ 5 teacher prep days (LINC contract) ○ 2 professional learning days at beginning of school year ○ 1 professional learning day for LIP work plan development ○ Professional learning days for Learning Improvement Teams to align with CLF renewal process 	
Pros and Cons:	
Financial Implications:	
Governance/Policy Implications:	Authority for the Board to set the yearly calendar is established in Board Policy 2.
Legal Implications:	
Communications:	The calendar will be shared with schools, SCCs, staff, parents, and the public once the calendar has been approved by the Board and Ministry.

Prepared By:	Date:	Attachments:
Ryan Boughen	November 29, 2022	2022-23 School Year Calendars

Recommendation:

That the Board approve the parameters for the 2023-2024 school calendars and direct administration to proceed with calendar development.

2022-2023 School Year Calendar - MOOSE JAW, ASSINIBOIA & CARONPORT

FIRST SEMESTER					
MON	TUE	WED	THU	FRI	AUGUST 2022
1	2	3	4	5	TD= 4 ID= 0
8	9	10	11	12	
15	16	17	18	19	
22	23	24	25	26	
29	30	31			
MON	TUE	WED	THU	FRI	SEPTEMBER 2022
			1	2	Sept 30: National Day for Truth & Reconciliation TD= 21 ID= 21
5	6	7	8	9	
12	13	14	15	16	
19	20	21	22	23	
26	27	28	29	30	
MON	TUE	WED	THU	FRI	OCTOBER 2022
3	4	5	6	7	TD= 20 ID= 19
10	11	12	13	14	
17	18	19	20	21	
24	25	26	27	28	
31					
MON	TUE	WED	THU	FRI	NOVEMBER 2022
	1	2	3	4	November 10: TIL SLC TD= 20 ID= 20
7	8	9	10	11	
14	15	16	17	18	
21	22	23	24	25	
28	29	30			
MON	TUE	WED	THU	FRI	DECEMBER 2022
			1	2	TD= 15 ID= 14
5	6	7	8	9	
12	13	14	15	16	
19	20	21	22	23	
26	27	28	29	30	
MON	TUE	WED	THU	FRI	JANUARY 2023
2	3	4	5	6	Exams: January 24-27 TD= 19 ID= 18
9	10	11	12	13	
16	17	18	19	20	
23	24	25	26	27	
30	31				

First Semester Instructional Days=	92.0
First Semester Non-Instructional Days=	7.0
First Semester Teacher Days=	99.0

SECOND SEMESTER					
MON	TUE	WED	THU	FRI	FEBRUARY 2023
		1	2	3	TD= 15 ID= 15
6	7	8	9	10	
13	14	15	16	17	
20	21	22	23	24	
27	28				
MON	TUE	WED	THU	FRI	MARCH 2023
		1	2	3	TD= 23 ID= 22
6	7	8	9	10	
13	14	15	16	17	
20	21	22	23	24	
27	28	29	30	31	
MON	TUE	WED	THU	FRI	APRIL 2023
3	4	5	6	7	TD= 14 ID= 14
10	11	12	13	14	
17	18	19	20	21	
24	25	26	27	28	
MON	TUE	WED	THU	FRI	MAY 2023
1	2	3	4	5	May 19: TIL SLC TD= 21 ID= 20
8	9	10	11	12	
15	16	17	18	19	
22	23	24	25	26	
29	30	31			
MON	TUE	WED	THU	FRI	JUNE 2023
			1	2	Exams: June 22-27 TD= 22 ID= 20
5	6	7	8	9	
12	13	14	15	16	
19	20	21	22	23	
26	27	28	29	30	

Second Semester Instructional Days=	91.0
Second Semester Non-Instructional Days=	4.0
Second Semester Teacher Days=	95.0
Total Instructional Days FTE=	183.0
Total Non-Instructional Days=	11.0
Total Teacher Days=	194.0

LEGEND					
First/Last Day	Stat Holiday	Holiday	School Based Inservice (No Students)	Prep Day (No Students)	Prep/LIT Day (No Students)

2022-2023 School Year Calendar - K-12 SCHOOL

FIRST SEMESTER					SECOND SEMESTER								
MON	TUE	WED	THU	FRI	AUGUST 2022					FEBRUARY 2023			
1	2	3	4	5	TD= 4ID= 0			1	2	3	TD= 14ID= 14		
8	9	10	11	12		6	7	8	9	10			
15	16	17	18	19		13	14	15	16	17			
22	23	24	25	26		20	21	22	23	24			
29	30	31				27	28						
MON	TUE	WED	THU	FRI	SEPTEMBER 2022					MARCH 2023			
			1	2	Sept 30: National Day for Truth & Reconciliation TD= 20ID= 20			1	2	3	TD= 21ID= 20		
5	6	7	8	9		6	7	8	9	10			
12	13	14	15	16		13	14	15	16	17			
19	20	21	22	23		20	21	22	23	24			
26	27	28	29	30		27	28	29	30	31			
MON	TUE	WED	THU	FRI	OCTOBER 2022					APRIL 2023			
3	4	5	6	7	TD= 18ID= 17	3	4	5	6	7	TD= 13ID= 13		
10	11	12	13	14		10	11	12	13	14			
17	18	19	20	21		17	18	19	20	21			
24	25	26	27	28		24	25	26	27	28			
31													
MON	TUE	WED	THU	FRI	NOVEMBER 2022					MAY 2023			
	1	2	3	4	November 10: TIL SLC TD= 18ID= 18	1	2	3	4	5	May 19: TIL SLC TD= 20ID= 19		
7	8	9	10	11		8	9	10	11	12			
14	15	16	17	18		15	16	17	18	19			
21	22	23	24	25		22	23	24	25	26			
28	29	30				29	30	31					
MON	TUE	WED	THU	FRI	DECEMBER 2022					JUNE 2023			
			1	2	TD= 14ID= 13				1	2	Exams: June 22-27 TD= 20ID= 18		
5	6	7	8	9		5	6	7	8	9			
12	13	14	15	16		12	13	14	15	16			
19	20	21	22	23		19	20	21	22	23			
26	27	28	29	30		26	27	28	29	30			
MON	TUE	WED	THU	FRI	JANUARY 2023					Second Semester Instructional Days= 84.0			
2	3	4	5	6	Exams: January 24-27 TD= 18ID= 17						Second Semester Non-Instructional Days= 4.0		
9	10	11	12	13							Second Semester Teacher Days= 88.0		
16	17	18	19	20							Total Instructional Days FTE= 169.0		
23	24	25	26	27							Total Non-Instructional Days= 11.0		
30	31										Total Teacher Days= 180.0		
					First Semester Instructional Days= 85.0		LEGEND						
					First Semester Non-Instructional Days= 7.0		First/Last Day	Stat Holiday	Holiday	School Based Inservice (No Students)	Prep Day (No Students)	Prep/LIT Day (No Students)	Alt Friday No School
					First Semester Teacher Days= 92.0								
Board Approved: April 5, 2022													

2022-2023 School Year Calendar - HUTTERITE

FIRST SEMESTER						SECOND SEMESTER					
MON	TUE	WED	THU	FRI	AUGUST 2022	MON	TUE	WED	THU	FRI	FEBRUARY 2023
1	2	3	4	5	TD= 4 ID= 0			1	2	3	TD= 15 ID= 15
8	9	10	11	12		6	7	8	9	10	
15	16	17	18	19		13	14	15	16	17	
22	23	24	25	26		20	21	22	23	24	
29	30	31				27	28				
MON	TUE	WED	THU	FRI	SEPTEMBER 2022	MON	TUE	WED	THU	FRI	MARCH 2023
			1	2	Sept 30: National Day for Truth & Reconciliation TD= 21 ID= 21			1	2	3	TD= 23 ID= 22
5	6	7	8	9		6	7	8	9	10	
12	13	14	15	16		13	14	15	16	17	
19	20	21	22	23		20	21	22	23	24	
26	27	28	29	30		27	28	29	30	31	
MON	TUE	WED	THU	FRI	OCTOBER 2022	MON	TUE	WED	THU	FRI	APRIL 2023
3	4	5	6	7	TD= 20 ID= 19	3	4	5	6	7	TD= 14 ID= 14
10	11	12	13	14		10	11	12	13	14	
17	18	19	20	21		17	18	19	20	21	
24	25	26	27	28		24	25	26	27	28	
31											
MON	TUE	WED	THU	FRI	NOVEMBER 2022	MON	TUE	WED	THU	FRI	MAY 2023
	1	2	3	4	TD= 21 ID= 21	1	2	3	4	5	May 18: Hutterian Holiday May 19: TIL SLC May 29 & 30: Hutterian Holiday TD= 18 ID= 17
7	8	9	10	11		8	9	10	11	12	
14	15	16	17	18		15	16	17	18	19	
21	22	23	24	25		22	23	24	25	26	
28	29	30				29	30	31			
MON	TUE	WED	THU	FRI	DECEMBER 2022	MON	TUE	WED	THU	FRI	JUNE 2023
			1	2	TD= 15 ID= 14				1	2	Exams: June 22-27 TD= 22 ID= 20
5	6	7	8	9		5	6	7	8	9	
12	13	14	15	16		12	13	14	15	16	
19	20	21	22	23		19	20	21	22	23	
26	27	28	29	30		26	27	28	29	30	
MON	TUE	WED	THU	FRI	JANUARY 2023						Second Semester Instructional Days= 88.0
2	3	4	5	6	January 5: TIL SLC						Second Semester Non-Instructional Days= 4.0
9	10	11	12	13	January 6: Hutterian Holiday						Second Semester Teacher Days= 92.0
16	17	18	19	20	Exams: January 24-27						Total Instructional Days FTE= 179.0
23	24	25	26	27							Total Non-Instructional Days= 11.0
30	31				TD= 17 ID= 16						Total Teacher Days= 190.0
					First Semester Instructional Days= 91.0	LEGEND					
					First Semester Non-Instructional Days= 7.0	First/Last Day	Stat Holiday	Holiday	School Based Inservice (No Students)	Prep Day (No Students)	Prep/LIT Day (No Students)
					First Semester Teacher Days= 98.0						

AGENDA ITEM

Meeting Date:	December 6, 2022	Agenda Item #:	5.05
Topic:	Board Policy 17 Update		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background:	<p>Policy development is a key responsibility of the Board. Policies constitute the will of the Board in determining how the Division will operate. Policies provide direction and guidelines for the action of the Board, Director of Education, staff, students, electors and other agencies. Policies also serve as sources of information and guidelines to all who may be interested in or connected with the operation of the Division.</p> <p>Adoption of new Board policies or revision of existing policies is solely the responsibility of the Board. The Board shall be guided in its approach to policy making by ensuring adherence to the requirements necessary to provide public education and compliance with <i>The Education Act, 1995</i> and other provincial and federal legislation.</p>
Current Status:	The updated Board Policy 17, Transportation is attached. Changes to the policy are tracked on the attached document.
Pros and Cons:	
Financial Implications:	
Governance/Policy Implications:	
Legal Implications:	
Communications:	All new or updated policies are available at www.prairiesouth.ca once adopted by the Board of Education.

Prepared By:	Date:	Attachments:
Ryan Boughen	November 29, 2022	<ul style="list-style-type: none"> Board Policy 17 Updated December 6, 2022

Recommendation:

That the Board adopt Board Policy 17 updated December 6, 2022.

TRANSPORTATION

Transportation Services

Prairie South School Division provides transportation for students requiring access to school in accordance with *The Education Act, 1995*, *The Highway Traffic Act*, and *The Vehicle Administration Act*. In addition, provisions are made for special use of buses to enable students to participate in learning and learning-related activities.

Student transportation shall be operated with due regard for safety, fiscal responsibility, length of ride and parental satisfaction. The safety of students and staff is paramount.

Procedures

1. Eligibility For Transportation

Students will be provided transportation based on the following criteria:

- 1.1 Urban (City of Moose Jaw boundaries) Students (Prek-8)
 - 1.1.1 Grade 1-8 students who reside within the school catchment area of the school they are attending, and live outside a one kilometer radius from the school;
 - 1.1.2 Prekindergarten and kindergarten students who reside within the school catchment area of the school they are attending, and live outside a 200 meter radius from the school;
 - 1.1.3 Students are required, by the division, to attend a school other than their home school;
 - 1.1.4 Students whose walking route to school is considered to be hazardous, with hazardous areas to be determined by the Director of Education.

Grades 1 to 8 students may be required to walk up to 500 meters to access their bus stop.
- 1.2 Grades 9 to 12 students will not be bused in Moose Jaw with the following exceptions:
 - 1.2.1 Students attending Life Skills programming
 - 1.2.2 Students attending Student Age Parent programming
 - 1.2.3 Other students as deemed necessary by the Board
- 1.3 Rural Students (K-12)
 - 1.3.1 Students who are attending the catchment area school that is designated by the location of their primary residence and who reside outside of the town where the school is located;
 - 1.3.2 In Assiniboia grade PreK-8 students will only be bused from the area located west of 2nd Street West. Grades 9 to 12 students will not be bused in Assiniboia;

- 1.3.3 Students who are required to attend a designated program housed at a school other than their home school.
- 1.4 Transportation Boundaries (School Catchment Areas) relating to transportation services are to be recommended by the Director of Education and approved by resolution of the Board.

2. Provision of Services

- 2.1 Transportation for students residing in the school division is provided through the use of school buses and other approved means.
- 2.2 The Board may provide transportation services to other school divisions under contract.
- 2.3 The Director of Education may approve interim procedures in emergent situations. These procedures are to be reported to the Board at a subsequent meeting of the Board.

3. Regular Student Transportation

- 3.1 The Director of Education is responsible for bus scheduling and routing in consultation with the Chief Financial Officer:
 - 3.1.1 Buses are to be restricted to provincial highways, municipal roads, and approved yard service.
 - 3.1.2 Yard service may be approved if the access road is of all weather construction, and there is a clear area to enable the bus to turn around without backing up.
 - 3.1.3 Time schedules are to be based on normal travel conditions. The schedule is to be communicated to parents with the directive that under normal conditions buses will wait no longer than two minutes at any one pickup point, nor will they leave any pickup point ahead of time, unless all students have been accounted for. Buses are to arrive at school no earlier than twenty minutes prior to the usual commencement of classes, unless the bus must proceed to a second school and the driver requires the time for appropriate scheduling of arrival time at the second location. Buses depart from the school ten minutes after dismissal time.
 - 3.1.4 The Board strives to ensure bus ride times of less than 90 minutes from pick-up to arrival at school and also from departure from school to drop-off. The board shall receive a report annually documenting ride times of 90 minutes or more by catchment area.
 - 3.1.5 Variations in scheduling or routes are to be communicated to parents.
- 3.2 There may be circumstances or conditions making it necessary to arrange for transportation other than through the provision of busing. In these cases the Director of Education may make special arrangements in consultation with the appropriate superintendent.

4. Guest Riders

- 4.1. Definition – a student who does not ordinarily ride that bus on which they are the guest rider.
- 4.2. Students who reside outside their designated school catchment area may be accommodated as guest riders providing that:
 - 4.2.1 Space is available on the bus, understanding that permission to ride could be rescinded if space becomes an issue.
 - 4.2.2 There is no diversion from approved routing, and the drop-off or pick-up is on a regularly scheduled stop.
 - 4.2.3 There is no additional cost to the division.
 - 4.2.4 School administration receives the request from the student's parent/guardian.
 - 4.2.5 The rider follows the rules of the bus (violation of bus rules may result in denial of future requests).
 - 4.2.6 It is not within the city of Moose Jaw.
- 4.3. Parents are not permitted to be guest riders. Parents approved as coaches and chaperones are not considered guest riders.

5. French Immersion Program

- 5.1. Subject to the conditions set forth in Section 1.1, students attending the elementary French Immersion Program in Moose Jaw will be provided transportation if their residence is located within the City of Moose Jaw and/or Moose Jaw Rural Catchment Areas.
- 5.2. For students residing outside the Moose Jaw Rural and Gravelbourg catchment areas, a conveyance allowance may be paid from their residence to the nearest existing stop on a route located within those catchment areas.

6. Conveyance Allowance

The daily maximum limit for authorized conveyance allowance will not exceed \$50. Parents and/or guardians seeking conveyance allowance exceeding \$50 may submit a request for review by the Board.

Reference: The Education Act, 1995, Sections 85, 87, 194
The Highway Traffic Act,
The Vehicle Administration Act

December 6, 2022 ~~October 4, 2022~~

AGENDA ITEM

Meeting Date:	December 6, 2022	Agenda Item #:	5.06
Topic:	CUPE 5512 Tentative Agreement		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background:	CUPE 5512 and the Prairie South Board of Education negotiate a collective agreement that includes benefits for CUPE 5512 staff. CUPE 5512 staff are covered under the current collective agreement until a new one is ratified. The current agreement has expired August 31, 2022.
Current Status:	<p>The employer and union discussed bargaining time frame in May 2022, and jointly agreed to defer bargaining to fall of 2022.</p> <p>The employer and union bargaining committees agreed to preschedule three (3) two-day joint bargaining sessions (a total of 9 days pre-scheduled) to be held at the Prairie South Schools office in Moose Jaw.</p> <p>Initial bargaining sessions occurred September 28 and 29, 2022. The parties agreed to an interest-based bargaining process and held two days of respectful exchange of common interests. Through a collaborative process, the parties reached tentative agreement including eight (8) items of modified agreement language, term, and monetary settlement, in addition to six (6) minor housekeeping items on September 29, 2022.</p> <p>The tentative agreement was ratified by CUPE 5512 in early November 2022.</p> <p>In order for the agreement to come into force, it must be ratified by the Board of Education.</p>
Pros and Cons:	
Financial Implications:	Funding for CUPE collective agreements is not provided by the Government of Saskatchewan. The 2022-23 Prairie South Schools budget includes funds to support the 3% cost of living increase included in the tentative agreement. Future cost of living increases will need to be addressed during the global budget process.

Governance/Policy Implications:	Mandates for collective bargaining are set by the Board of Education. The tentative agreement is within the mandate set by the Board of Education.
Legal Implications:	Joint submission of the parties to the Saskatchewan Labour Relations Board to update the scope (bargaining unit) to be completed upon ratification. Parties have verbally agreed to this process.
Communications:	Upon ratification of the tentative agreement, that agreement would become a public document, available to staff and the public on the Prairie South website.

Prepared By:	Date:	Attachments:
Amy Johnson	November 29, 2022	<ul style="list-style-type: none"> • Draft CUPE 5512 Tentative Agreement (provided at meeting).

Recommendation:

That the Board ratify the CUPE 5512 Tentative Agreement with a term from September 1, 2022 to August 31, 2025, and direct the members of the negotiating team to sign the agreement on behalf of the Board of Education.

AGENDA ITEM

Meeting Date:	December 6, 2022	Agenda Item #:	05.07
Topic:	Out of Province Excursion – Lafleche Central School to Hidden Valley, Alberta		
Intent:	<input checked="" type="checkbox"/> Decision <input type="checkbox"/> Discussion <input type="checkbox"/> Information		

Background:	Lafleche Central School's Grade 5-12 Ski Trip to Elk Water (Hidden Valley), Alberta on January 13, 2023
Current Status:	See attached application form.
Pros and Cons:	
Financial Implications:	
Governance/Policy Implications:	
Legal Implications:	
Communications:	

Prepared By:	Date:	Attachments:
Derrick Huschi	November 1, 2022	<ul style="list-style-type: none"> Out of Province Excursion Application Form

Recommendation:

That the Board approve Lafleche Central School's Grade 5-12 Ski Trip to Hidden Valley, Alberta on January 13, 2023.

OVERNIGHT EXCURSIONS / OUTDOOR EDUCATION / HIGH RISK ACTIVITIES APPLICATION FORM

Division Office Administration Approval Required

A. INFORMATION	
Name of Teacher: Crystal Bouffard	School: Lafleche Central School
Type of Activity: <input type="checkbox"/> Curricular <input type="checkbox"/> Extra-Curricular _____ <input checked="" type="checkbox"/> High Risk Activity <u>Ski Trip</u>	
Grade Level: Gr. 5-12	Number of Students: 50
Destination: Elk Water (Hidden Valley, Alberta)	Trip Date: Friday, Jan. 13, 2023
Number of School Days (Partial/Full): Non-School Friday – Jan. 13	
Transportation: <input type="checkbox"/> Travel by Bus (PSSD No. 210) or <input checked="" type="checkbox"/> Other: Chartered Bus _____ <input type="checkbox"/> Travel by Car/Van (List names of drivers): _____ _____	
Number of Teachers, Parents, Chaperones: 5-10	
Qualifications/Certifications of Teachers, Parents, Chaperones: <input checked="" type="checkbox"/> First Aid <input type="checkbox"/> Lifeguard <input type="checkbox"/> Canoe Certification <input type="checkbox"/> Other _____	

B. SAFETY GUIDELINES
<input checked="" type="checkbox"/> Parent consent forms and medical information including the Health Card Number will be obtained. <input checked="" type="checkbox"/> Evacuation Plan is in place and will be communicated to appropriate individuals. <input checked="" type="checkbox"/> Designated supervisor has access to emergency vehicles at all times. <input checked="" type="checkbox"/> Access to cellular or satellite phone or other communication device. <input checked="" type="checkbox"/> A list of emergency telephone numbers will be formulated. <input checked="" type="checkbox"/> Have reviewed the Physical Activity Safety Guidelines section on Outdoor Education. <input checked="" type="checkbox"/> Appropriate number of supervisors as designated in the Physical Activity Safety Guidelines. <input checked="" type="checkbox"/> Male and Female Chaperones for a co-ed activity. <input type="checkbox"/> If using 15 passenger vans, SSBA safety guidelines and restrictions will be followed.

C. BUDGET
❖ Anticipated Budget _____ - Budget breakdown (be sure to include cost of substitute staff) ❖ Description of Funding Sources: Hot Noon Meals to off set cost _____ ❖ Out of Pocket Cost per Participant _____ \$80 (ski lesson, equipment, helmet, supper, travel)

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

D. LEARNING OBJECTIVES

- building healthy relationships
- moderate to vigorous movement activity
- improve muscular endurance and flexibility
- use of complex skills
- enjoy and engage in healthy levels of participation in movement activities to support lifelong active living in the context of self, family and community

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

- a) Pre-Excursion Learning
 - proper equipment and ski hill etiquette
- b) Excursion Learning
 - ski lessons
- c) Post-Excursion Learning

F. SCHEDULE OF ACTIVITIES

- leave school at 6:00 am
- arrive at ski hill at 9:30 am
- check in and fit for equipment
- 10:00 ski lessons
- 4:30 pm leave for home
- 6:30 pm supper @ - Swift Current
- 10:00 pm -back to Lafleche


Teacher Signature


Principal Signature

Oct. 31, 2022
Date

Oct. 31, 2022
Date

Director/Superintendent Signature

☐

Request Approved

☐

Request Denied

AGENDA ITEM

Meeting Date:	December 6, 2022	Agenda Item #:	05.08
Topic:	Out of Province Excursion – Peacock Collegiate and Central Collegiate to Medicine Hat, Alberta		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background:	Peacock Collegiate and Central Collegiate Grade 9-12 Wrestling Trip to Medicine Hat, Alberta on January 6-7, 2023.
Current Status:	See attached application form.
Pros and Cons:	
Financial Implications:	
Governance/Policy Implications:	
Legal Implications:	
Communications:	

Prepared By:	Date:	Attachments:
Derrick Huschi	November 1, 2022	<ul style="list-style-type: none"> Out of Province Excursion Application Form

Recommendation:

That the Board approve Peacock Collegiate and Central Collegiate's Grade 9-12 Wrestling Trip to Medicine Hat, Alberta on January 6-7, 2023.

OVERNIGHT EXCURSIONS / OUTDOOR EDUCATION / HIGH RISK ACTIVITIES APPLICATION FORM

Division Office Administration Approval Required

A. INFORMATION	
Name of Teacher: <u>Sophie Rosso</u>	School: <u>Peacock/Central</u>
Type of Activity: <input type="checkbox"/> Curricular <input checked="" type="checkbox"/> Extra-Curricular <u>Wrestling</u> <input type="checkbox"/> High Risk Activity _____	
Grade Level: <u>9-12</u>	Number of Students: <u>20-30</u>
Destination: <u>Medicine Hat</u>	Trip Date: <u>January 6-7 2023</u>
Number of School Days (Partial/Full): <u>1</u>	
Transportation: <input type="checkbox"/> Travel by Bus (PSSD No. 210) or <input checked="" type="checkbox"/> Other: _____ <input checked="" type="checkbox"/> Travel by Car/Van (List names of drivers): <u>parents responsible</u> <u>for getting their own child to tournament</u>	
Number of Teachers, Parents, Chaperones: <u>4</u>	
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 checked="" type="checkbox"/> Parent consent forms and medical information including the Health Card Number will be obtained. <input checked="" type="checkbox"/> Evacuation Plan is in place and will be communicated to appropriate individuals. <input checked="" type="checkbox"/> Designated supervisor has access to emergency vehicles at all times. <input checked="" type="checkbox"/> Access to cellular or satellite phone or other communication device. <input checked="" 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 checked="" type="checkbox"/> Appropriate number of supervisors as designated in the Physical Activity Safety Guidelines. <input checked="" type="checkbox"/> Male and Female Chaperones for a co-ed activity. <input type="checkbox"/> If using 15 passenger vans, SSBA safety guidelines and restrictions will be followed.

C. BUDGET
❖ Anticipated Budget _____ - Budget breakdown (be sure to include cost of substitute staff) ❖ Description of Funding Sources _____ ❖ Out of Pocket Cost per Participant _____

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

D. LEARNING OBJECTIVES

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

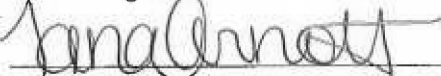
a) Pre-Excursion Learning

b) Excursion Learning

c) Post-Excursion Learning

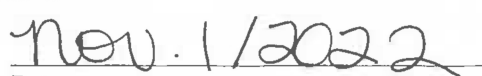
F. SCHEDULE OF ACTIVITIES

Teacher Signature



Principal Signature

Date



Date

Director/Superintendent Signature

☐

Request Approved

☐

Request Denied

AGENDA ITEM

Meeting Date:	December 6, 2022	Agenda Item #:	05.09
Topic:	Out of Province Excursion – Peacock Collegiate and Central Collegiate to Edmonton, Alberta		
Intent:	<input checked="" type="checkbox"/> Decision <input type="checkbox"/> Discussion <input type="checkbox"/> Information		

Background:	Peacock Collegiate and Central Collegiate Grade 9-12 Wrestling Trip to Edmonton, Alberta on January 27-29, 2023.
Current Status:	See attached application form.
Pros and Cons:	
Financial Implications:	
Governance/Policy Implications:	
Legal Implications:	
Communications:	

Prepared By:	Date:	Attachments:
Derrick Huschi	November 1, 2022	<ul style="list-style-type: none"> Out of Province Excursion Application Form

Recommendation:

That the Board approve Peacock Collegiate and Central Collegiate's Grade 9-12 Wrestling Trip to Edmonton, Alberta on January 27-29, 2023.

OVERNIGHT EXCURSIONS / OUTDOOR EDUCATION / HIGH RISK ACTIVITIES APPLICATION FORM

Division Office Administration Approval Required

A. INFORMATION	
Name of Teacher: <u>Sophie Rosso</u>	School: <u>Peacock/Central</u>
Type of Activity: <input type="checkbox"/> Curricular <input checked="" type="checkbox"/> Extra-Curricular <u>Wrestling</u> <input type="checkbox"/> High Risk Activity _____	
Grade Level: <u>9-12</u>	Number of Students: <u>10-15</u>
Destination: <u>Edmonton</u>	Trip Date: <u>January 27-29</u>
Number of School Days (Partial/Full): _____	
Transportation: <input type="checkbox"/> Travel by Bus (PSSD No. 210) or <input checked="" type="checkbox"/> Other: _____ <input checked="" type="checkbox"/> Travel by Car/Van (List names of drivers): <u>parents responsible for getting their own child to tournament</u>	
Number of Teachers, Parents, Chaperones: <u>4</u>	
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 checked="" type="checkbox"/> Parent consent forms and medical information including the Health Card Number will be obtained. <input checked="" type="checkbox"/> Evacuation Plan is in place and will be communicated to appropriate individuals. <input checked="" type="checkbox"/> Designated supervisor has access to emergency vehicles at all times. <input checked="" type="checkbox"/> Access to cellular or satellite phone or other communication device. <input checked="" 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 checked="" type="checkbox"/> Appropriate number of supervisors as designated in the Physical Activity Safety Guidelines. <input checked="" type="checkbox"/> Male and Female Chaperones for a co-ed activity. <input type="checkbox"/> If using 15 passenger vans, SSBA safety guidelines and restrictions will be followed.

C. BUDGET
❖ Anticipated Budget _____ - Budget breakdown (be sure to include cost of substitute staff) ❖ Description of Funding Sources _____ ❖ Out of Pocket Cost per Participant _____

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

D. LEARNING OBJECTIVES

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


a) Pre-Excursion Learning

b) Excursion Learning

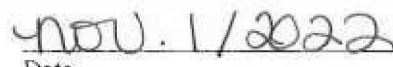
c) Post-Excursion Learning

F. SCHEDULE OF ACTIVITIES

Teacher Signature


Principal Signature

Date


Date

Director/Superintendent Signature

☐

Request Approved

☐

Request Denied

AGENDA ITEM

Meeting Date:	December 6, 2022	Agenda Item #:	05.10
Topic:	Out of Province Excursion – Coronach School to Asessippi Ski Resort, Manitoba		
Intent:	<input checked="" type="checkbox"/> Decision <input type="checkbox"/> Discussion <input type="checkbox"/> Information		

Background:	Coronach School's Grade 9-12 skiing/snowboarding trip to Asessippi Ski Area and Resort on February 9-10, 2023.
Current Status:	See attached application form.
Pros and Cons:	
Financial Implications:	
Governance/Policy Implications:	
Legal Implications:	
Communications:	

Prepared By:	Date:	Attachments:
Derrick Huschi	November 24, 2022	<ul style="list-style-type: none"> Out of Province Excursion Application Form

Recommendation:

That the Board approve Coronach School's Grade 9-12 Ski/Snowboard Trip to Asessippi Ski Area and Resort, Manitoba on February 9-10, 2023.

OVERNIGHT EXCURSIONS / OUTDOOR EDUCATION / HIGH RISK ACTIVITIES APPLICATION FORM

Division Office Administration Approval Required

A. INFORMATION	
Name of Teacher: Nathan Beselaere	School: Coronach School
Type of Activity: <input checked="" type="checkbox"/> Curricular <input type="checkbox"/> Extra-Curricular <input type="checkbox"/> Curricular	
<input checked="" type="checkbox"/> High Risk Activity Skiing/Snowboarding	
Grade Level: 9/10/11/12	Number of Students: 44
Destination: Asessippi Ski Area and Resort	Trip Date: February 09-10, 2023
Number of School Days (Partial/Full): 1 – February 09, 2023	
Transportation: <input type="checkbox"/> Travel by Bus (PSSD No. 210) or <input checked="" type="checkbox"/> Other: South Sask Bus Lines <input type="checkbox"/> Travel by Car/Van (List names of drivers):	
Number of Teachers, Parents, Chaperones: 1 Teacher Chaperone, 2-3 Parent Chaperones	
Qualifications/Certifications of Teachers, Parents, Chaperones: <input checked="" type="checkbox"/> First Aid <input type="checkbox"/> Lifeguard <input type="checkbox"/> Canoe Certification <input type="checkbox"/> Other	

B. SAFETY GUIDELINES
<input checked="" type="checkbox"/> Parent consent forms and medical information including the Health Card Number will be obtained. <input checked="" type="checkbox"/> Evacuation Plan is in place and will be communicated to appropriate individuals. <input checked="" type="checkbox"/> Designated supervisor has access to emergency vehicles at all times. <input checked="" type="checkbox"/> Access to cellular or satellite phone or other communication device. <input checked="" type="checkbox"/> A list of emergency telephone numbers will be formulated. <input checked="" type="checkbox"/> Have reviewed the Physical Activity Safety Guidelines section on Outdoor Education. <input checked="" type="checkbox"/> Appropriate number of supervisors as designated in the Physical Activity Safety Guidelines. <input checked="" type="checkbox"/> Male and Female Chaperones for a co-ed activity. <input type="checkbox"/> If using 15 passenger vans, SSBA safety guidelines and restrictions will be followed.

C. BUDGET
<ul style="list-style-type: none"> - Anticipated Budget ❖ Budget breakdown (be sure to include cost of substitute staff) <ol style="list-style-type: none"> 1. Excursion Trip One Night Two Day – School Stay Package: Prices ranging from \$170.46-194.20 per person + meals and transportation. 2. Substitute Teacher Salary: \$0 (<i>Substitute not required</i>) ❖ Description of Funding Sources <ol style="list-style-type: none"> 1. The SRC will fundraise for additional costs of ski trip through food sales/special events. 2. Transportation will come our of decentralized account 1-2-14-175-522-118-000-000. ❖ Out of Pocket Cost per Participant

1. The students will be required to submit cash/cheque/online \$125.00 per person.

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

D. LEARNING OBJECTIVES

Wellness 10

W3: Plan for and engage in movement activity to increase confidence, competence, and sustainability in self-selected individual and/or partner movement activities from each of the following categories:

- Body Management Activities (e.g., dance, yoga, pilates, martial arts, aerobics)
- Alternate Environment Activities (e.g., cycling, snowshoeing, cross-country skiing, swimming, hiking, skating, canoeing, trapping, weight lifting/going to a fitness centre)
- Target games (e.g., bowling, golf, archery, bocce ball)
- Net/Wall games (e.g., tennis, table tennis, racquetball, squash)

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

a) Pre-Excursion Learning

Model and promote a local culture/norm of safety and injury prevention (i.e., physical safety, social safety, psychological safety, spiritual safety, environmental safety) to optimize well-being of self, family, community, and the environment.

b) Excursion Learning

Plan for and engage in movement activity to increase confidence, competence, and sustainability in self-selected individual and/or partner movement activities.

c) Post-Excursion Learning

Evaluate one's understanding of wellness while participating in various learning opportunities that balance the dimensions of wellness (i.e., physical, psychological, social, spiritual, environmental).

F. SCHEDULE OF ACTIVITIES

Thursday, February 09, 2023

Time: 6:00AM Departing Coronach School

Time: 8:30AM Breakfast in Regina Saskatchewan

Time: 9:00AM Departing Regina Saskatchewan

Time: 11:30PM Arriving Asessippi Ski Area and Resort (orientation and rental equipment)

Time: 12:00-5:00PM Ski/Snowboard Package (lesson, lift, lunch)

Time: 5:00PM Departing Asessippi Ski Area and Resort

Time: 5:15PM Arriving at Russell Inn, Russell Manitoba

Time: 6:00PM Dinner

Time: 7:00-11:00PM Swimming/Movie/Games

Friday, February 10, 2023

Time: 8:00AM Breakfast at the Russell Inn (provided by Russell Inn)

Time: 9:00AM-2:00PM Ski/Snowboard Package (lesson, lift, lunch)

Time: 2:00PM Departing Asessippi Ski Area and Resort

Time: 4:30 Supper in Regina Saskatchewan

Time: 5:30PM Departing Regina Saskatchewan

Time: 8:00PM Arriving at Coronach School

Teacher Signature

Date

Principal Signature

Date

Director/Superintendent Signature

☐

Request Approved

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Request Denied

AGENDA ITEM

Meeting Date:	December 6, 2022	Agenda Item #:	05.11
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 October 24, 2022 to November 29, 2022. The following competitive bids were awarded during the reporting period:</p> <ul style="list-style-type: none"> A tender was issued for removal of waste and recyclable materials. The tender was awarded to Loraas Disposal Services.
Pros and Cons:	
Financial Implications:	
Governance/Policy Implications:	
Legal Implications:	
Communications:	

Prepared By:	Date:	Attachments:
Ron Purdy	November 29, 2022	• n/a

Recommendation:

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