

Prairie South Schools

BOARD OF EDUCATION

JANUARY 10, 2012

10:30 a.m. – 4:00 p.m.

Central Office, 15 Thatcher Drive East, Moose Jaw

AGENDA

10:00-10:30 a.m. In-Camera Session

- 1. Call to Order**
- 2. Adoption of the Agenda**
- 3. Adoption of Minutes**
- 4. Delegations/Presentations**
 - 4.1 Delegations – NONE**
 - 4.2 Presentations**
 - 4.2.1 Strong System-Wide Accountability & Governance Committee Monitoring Report**
- 5. Decision Items**
 - 5.1 Motion from Previous Meeting**
 - 5.1.1 Notice of Motion**

That motion 10/04/11-1600:
That Eyebrow School west boundary be moved one mile west in order to move Tugaske out of the buffer zone effective the beginning of the 2012-2013 school year
be rescinded.
- Stewart
 - 5.2 Transfer of Land from Prairie Valley School Division No. 208**
- 6. Discussion Items**
 - 6.1 Central Administrative Council Vacancies – IN CAMERA**
- 7. Consent Items**
 - 7.1 Suspensions**
 - 7.2 Approved Tenders**
 - 7.3 1st Quarter Finance Report**
 - 7.4 Out of Province Excursion – Peacock Collegiate to Medicine Hat, Alberta**

- 8. Committee Reports**
 - 8.1 Standing Committees**
 - 8.1.1 Higher Literacy and Achievement
 - 8.1.2 Equitable Opportunities
 - 8.1.3 Smooth Transitions
 - 8.1.4 Strong System-Wide Accountability and Governance
 - 8.1.5 Advocacy and Networking
 - 8.1.6 Rural Catchment Review
 - 8.2 Adhoc Committees**
 - 8.2.1 South Hill
 - 8.2.2 Annual General Meeting Improvement
- 9. Identification of Items for Next Meeting Agenda:**
 - Notice of Motions
 - Inquiries
- 10. Professional Sharing/Round Table**
- 11. Adjournment**

12. INFORMATION ITEMS

12.1 Inquiries

12.1.1 In the draft Auditor's Report, it shows that Prairie South School Division No. 210 paid \$1,097,628 to the Saskatchewan School Boards Association. What is the detailed breakdown of that total expenditure?

- Swanson

12.1.2 With respect to the Early Years Conference to be held in Moose Jaw in May 2012, what role (financial, organizational, etc.) is Prairie South School Division No. 210 playing?

- Swanson

12.2 Substitute Usage Report

12.3 Community-Based Organizations (CBOs)

12.4 National Congress on Rural Education

MINUTES OF THE REGULAR BOARD MEETING OF THE PRAIRIE SOUTH SCHOOL DIVISION NO. 210 BOARD OF EDUCATION held at Central Office, 15 Thatcher Drive East, Moose Jaw, Saskatchewan on December 13, 2011 at 10:00 a.m.

Attendance: Ms. C. Christopherson-Cote ;(via conference call); Mr. D. Crabbe; Mr. S. Davidson; Mr. R. Gleim; Ms. J. Jelinski; Mr. A. Kessler; Mrs. J. McMaster; Mr. G. Stewart; Mr. B. Swanson; Mr. L. Young; J. Finell, Director of Education; B. Girardin, Superintendent of Business and Operations; R. Boughen, Superintendent of Human Resources; L. Meyer, Superintendent of Learning; B. Compton, Superintendent of School Operations; S. Kitts, Superintendent of School Operations; D. Huschi, Superintendent of School Operations; J. Thoroughgood, Communications Coordinator; H. Boese, Executive Assistant

Delegations: Central Butte Concerned Families and Students (1:00 p.m.)

Presentations: Auditor's Report and Financial Statement: Terri Olfert, Stark and Marsh and Jason Shaw, Provincial Auditors Office (10:30 a.m.)
Smooth Transitions Monitoring Report (1:45 p.m.)

Motions:

12/13/11 – 1636 That the meeting be called to order at 10:04 a.m. Carried
- Davidson

12/13/11 – 1637 The following items were added to the agenda:
4. In Camera Session
5.6 June Board Meeting Date
That the Board adopt the agenda as amended. Carried
- McMaster

12/13/11 – 1638 That the Board adopt the Minutes of the regular meeting of November 1, 2011 as presented. Carried
- Young

12/13/11 – 1639 That the board go into closed session at 10:07 a.m. Carried
- Christopherson-Cote

12/13/11 – 1640 That the board reconvene in open session at 10:30 a.m. Carried
- Gleim

12/13/11 – 1641 That the board go into closed session at 11:41 a.m. Carried
- Kessler

Note: As part of the Board's oversight responsibilities, they met with the auditors without management present.

12/13/11 – 1642 That the board reconvene in open session at 12:00 p.m. Carried
- McMaster

That the board break at 12:00 p.m.

That the board reconvene at 1:03 p.m.

That the board break at 1:40 p.m.

That the board reconvene at 1:50 p.m.

12/13/11 – 1643

That the Board approve the following option from the conceptual analysis study that was conducted on the Gravelbourg Schools:

K to 12 consolidated into existing High School with an addition to the west of the High School and linking to the daycare at a cost of 4.8 to 5.5 million which includes renovations to the existing High School.

- Young

12/13/11 – 1644

That we amend motion 12/13/11 – 1643 to include potential demolition costs of Gravelbourg Elementary School in the event that the school is not sold or taken over by another organization.

- Swanson

Amendment
Carried

12/13/11 – 1645

That the Board approve the following option from the conceptual analysis study that was conducted on the Gravelbourg Schools:

K to 12 consolidated into existing High School with an addition to the west of the High School and linking to the daycare at a cost of 4.8 to 5.5 million including renovations to the existing High School and any additional costs relating to the potential demolition costs of Gravelbourg Elementary School in the event that the school is not sold or taken over by another organization.

- Young

Amended
Motion
Carried

12/13/11 – 1646

That the Board approve the Auditor's Report, Financial Statements and Public Accounts for the 2010-11 fiscal year as submitted.

- Gleim

Carried

12/13/11 – 1647

That the Board accept the Communication/Engagement Plan as presented.

- Gleim

Carried

12/13/11 – 1648

That the Board adopt the revisions to Administrative Policy No. 303 to include:

1(c) Unless waived by the Board through a board motion, the vacancy shall be advertised and an open competition shall take place.

The former 1(c) will become 1(d) and former 1(d) will become 1(e).

- Swanson

Carried

- 12/13/11 – 1649 That the Board appoint the following people as directors of the Moose Jaw School District No. 1 Bursary Fund Inc. for the year 2012:
Dick Stephenson, Greg Veillard, Dale Clarke,
Roy Dickenson, Darleen Stewart, John
Livingston, George Patterson, Claude Duke, Pam
Ludwar, Darrell Crabbe and Ron Purdy.
- Stewart Carried
- 12/13/11 – 1650 That the board change the June 5, 2012 board meeting to June 12, 2012.
- McMaster Carried
- 12/13/11 – 1651 That the board refer the matter regarding cessation of transportation from Tugaskie to Central Butte to the Rural Catchment Review Standing Committee.
- Swanson Carried
- 12/13/11 – 1652 That the Board receive the consent items and approve the recommendations contained therein, as presented.
- Young Carried

Committee Reports

Adhoc Committees:

South Hill

- Darrell Crabbe reported that our South Hill students are working together and have become a cohesive group. The latest issue of Riverview's award winning Bull Dog Post was recently delivered to 1500 South Hill homes. One of the stories featured in the Bull Dog is about the RVC/CCS soccer program receiving the Saskatchewan High Schools Athletic Association Sportsmanship Award. Riverview has also been in the national news on CBC TV lately with their hockey program.

- 12/13/11 – 1653 That we extend the board meeting until 4:15 p.m.
- Master Carried

Annual General Meeting Improvement

- The mandate of the AGM committee is to investigate options to make our AGM more engaging. In order to engage people, the AGM needs to benefit our stakeholders. The committee's recommendation is to involve SCCs through a celebration of their work and include our formal partners. Neal Hughes has been suggested as a potential guest speaker – his suggested topic is community engagement. Door prizes and food would also be included in the evening event. The committee includes Bernie Girardin, Colleen Christopherson-Cote, Jackie Jelinski, Joan McMaster, Darrell Crabbe, Barb Compton and Janice Thoroughgood. Darrell Crabbe reported.

Darrell Crabbe left the meeting at 4:07 p.m.

Standing Committees:

Higher Literacy & Achievement

- Lew Young and Sandi Kitts handed out sections 1-4 of the Comprehensive Learning framework document. This is a living document that has been in development for the last year by a team of stakeholders. Feedback has been gathered following face-to-face presentations in the schools, as well as with 5 Hutterian administrators. The document is being posted onto our intranet where it will be available for all teachers to review and provide feedback. Once feedback has been received, and edits are complete, the document will be posted onto our public website. The nine pilot CLF schools will begin 1-hour early dismissals in January every 2nd week so that teachers may work in Learning Improvement Team (LIT) groups to address teaching and learning specific to their students.

Equitable Opportunities

- Jackie Jelinski reported that the committee is looking into a variety of options, and the feasibility of those options, in regard to supporting our small and remote schools.

Smooth Transitions

- During the board meeting, staff at John Chisholm alternate school reported on Smooth Transitions Into and Through the System. The reports were very informative and although goals weren't totally met, progress and success in the program was very evident. In addition the committee is looking at our attendance policy, and prek in rural schools. All prek is on hold until funding is determined with the new funding formula that comes out in the New Year. Trustees were also informed to hold May 9-11 to attend the National Early Years Conference, which is being hosted in Moose Jaw. There are some notable keynote speakers attending including Nobel Prize Recipient, Professor James J. Heckman.

Strong System-Wide Accountability and Governance

- The main discussion at the last SSWAG meeting was Tugaskie and the transportation policy review where the main points of discussion. The committee is looking to create clarity around our Transportation buffer zones.

Advocacy and Networking

- At the SSBA convention in November Colleen and Shawn advocated that Prairie South needs flexibility with school calendars especially for schools following an alternate calendar. This has become even more important with the ruling that Saskatchewan schools will not start until after the Labour Day weekend.

12/13/11 – 1654

That we extend the board meeting until 4:30 p.m.
- Stewart

Carried

Rural Catchment Review

- No Report Given

Notice of Motions

12/13/11 – 1655

That motion 10/04/11-1600:

That Eyebrow School west boundary be moved one mile west in order to move Tugaske out of the buffer zone effective the beginning of the 2012-2013 school year

be rescinded.

- Stewart

Inquiries

In the draft Auditor's Report, it shows that Prairie South School Division No. 210 paid \$1,097,628 to the Saskatchewan School Boards Association. What is the detailed breakdown of that total expenditure?

- Swanson

With respect to the Early Years Conference to be held in Moose Jaw in May 2012, what role (financial, organizational, etc.) is Prairie South School Division No. 210 playing?

- Swanson

Adjournment

12/13/11 – 1656

That the meeting be adjourned at 4:27 p.m.

- McMaster

Carried

Shawn Davidson
Vice-Chair

B. Girardin
Superintendent of Business and Operations

Next Regular Board Meeting:

Date: January 10, 2012

Location: Central Office, Moose Jaw

AGENDA ITEM

Meeting Date:	January 10, 2012	Agenda Item #:	4.2.1
Topic:	Strong System-Wide Accountability and Governance Monitoring Report		
Intent:	<input type="checkbox"/> Decision <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Information		

Background:

School Community Councils play a pivotal role in connecting the Division to its communities and engaging communities to support student learning and well-being. Two strategies implemented were:

- a) enhance capacity and increase engagement of SCCs in supporting the school Learning Improvement Plans (LIP).
- b) enhance communication opportunities for SCCs.

Current Status:

Pros and Cons:

Financial Implications:

Governance Implications:

Legal Implications:

Communications:

Prepared By:	Date:	Attachments:
Barbara Compton	January 3, 2012	CIF Goals

Recommendation:

Section 2: Division Accomplishments

2010-2011
Barbara Compton

Provincial Priority: Strong System-Wide Accountability and Governance

Board Goal: Our School Community Councils play a pivotal role in connecting the division to its communities and engaging communities to support student learning.

Division Strategy: To enhance capacity and increase engagement of School Community Councils support in student well-being and Learning Improvement Plans.

Rationale: School Community Councils allow parents, community members and students to be engaged in the planning and improvement process at the school level, and are important components of school division governance. SCC's allow the community to be engaged in educational decision-making, and facilitate a shared responsibility for learning among educators, students, parents and community members. Prairie South School Division Board policy requires SCC to engage in an on-going process of self-assessment in order to ensure their effectiveness.

Plan			Report	
Objective	Performance Indicators & Baseline Data	Performance Targets	Outcomes	Summary of Progress
<ul style="list-style-type: none">To facilitate SCC's in carrying out roles and responsibilities effectively as they move along the continuum of development and effectiveness.To establish a level of engagement in School Community Councils that focuses support in LIP's and student wellness.	<p>SCC's will complete the Self-Monitoring and Improvement Plan using the <i>School Community Council Self-Monitoring and Planning for Improvement Tool</i>.</p> <p>June 2010- 48% of SCC's supported school LIP.</p>	<p>By June 2011 70 % of SCC's will be participating at the "engagement" level according to the <i>School Community Council Self-Monitoring and Planning for Improvement <u>rubric</u></i>.</p> <p>By June 2011 -70% of SCC's will support school LIP'S.</p> <p>By June 2011- LIP's will be posted on website.</p>	<p><u>Five Key functions for effective SCC'S:</u></p> <p>1.Council Development-39%</p> <p>2.LIP- 27%</p> <p>3.Community Engagement-21%</p> <p>4.Communications-21%</p> <p>5.Monitoring- 18%</p> <p>100% supporting LIP (57% always, 26% usually, and 10% sometime)</p>	<p>33 SCC's completed the Self-Monitoring and Improvement Plan rubric.</p> <p>Support SCC's to understand current strengths and weaknesses, and identify realistic directions for improvement.</p> <p>SCC LIP supports are posted on website.</p>

	Survey councils to determine supports for student wellness.	By June 2011 SCC's survey results supporting student wellness posted on Prairie South's website.		Not complete	
1) Division will host four SCC regional networking sessions in November focusing on parent and community engagement. The agenda will include: clarify purpose and roles, response to 2009-2010 survey, and share ideas for parent and community engagement. Ideas for communication and engagement were shared at meetings and posted on website. 2) Division will create a SCC focus group to determine professional development needs for parents and community. Information was gathered and will offer PD in the 2011 and 2012 school year. 3) Two presentations/workshops will be hosted by Prairie South SCC's that engage parent and community in supporting student wellness initiatives and student learning opportunities. 40 developmental Assets 4) LIP support- SCC's will be given 2009-2010 LIP examples to enhance resources. Complete 5) Student well-being Support- survey SCC's to gather resources and programs presently engaged at school level and post on PSSD website. Not complete 6) Division and SCC chairperson will review progress of LIP SCC support plan quarterly to affirm direction, make necessary revisions and celebrate success. Not complete 7) Division will provide SCC a template to guide work plans on a monthly basis. Complete and posted on website 8) Division will provide SCC's with sample agenda's to build capacity at SCC monthly meetings. Posted on website					

Section 2: Division Accomplishments

2010-2011
Barbara Compton

Provincial Priority: Strong System-Wide Accountability and Governance

Board Goal: Our School Community Councils play a pivotal role in connecting the division to its communities and engaging communities to support student learning.

Division Strategy: Enhance communication opportunities for School Community Councils.

Rationale: School Governance: A responsibility of SCC's is to provide advice and represent the parents and community to: a) Board of Education on policies, procedures, programs and educational service delivery; b) school staff respecting school programs; and c) other community organizations, agencies and governments on the learning and wellbeing needs of children and youth.

Plan

Report

Objective	Performance Indicators & Baseline Data	Performance Targets		Outcomes	Summary of Progress
1) To enhance the opportunities for SCC's to advise and make recommendation on policy or procedures when applicable.	2009- SCC informed on procedures.	By December 2010 Boards, schools and community will be informed of process and encouraged to utilize when gathering advice or recommendations where applicable. By June 2011 50% of SCC's are involved providing advice and recommendations when asked by schools, community and Boards. By June 2011 a survey will be conducted to assess engagement of SCC in this role.		Board initiated input from SCC'S on policies and procedures that pertained to schools and community. Data not collected. Data not collected	Board asked SCC's for input on School Community Grant and school signs. Opportunity for advising and making recommendations to Board was provided through Rural Engagement meetings with communities of K-12 school.

<p>2) To enhance communication opportunities for SCC to strengthen connection between home, school, and community electronically and in printed forms.</p>	<p>To be responsive to community needs and resources.</p>	<p>By February 2011 a focus group will be established to design standard template to report PSSD school/community profile.</p> <p>By May, 2011 the School Profile Template (Draft) reviewed by SCC chairperson and administration.</p> <p>By June 2011 PSSD School Profile Template will be complete and emailed to all SCC to utilize in 2011-2012 school year.</p>		<p>School Profile Template is designed and will be shared with SCC's in Fall 2011 to get feedback. (Template was not distributed as adjustments may be needed to align with Prairie South's CLF.)</p> <p>School Profile Template will be distributed in May 2012 to support school's 2012-2013 LIP development.</p>
<ul style="list-style-type: none"> Engage SCC in November network sessions to share communication techniques/resources to enhance parent and community awareness. Post on website. Complete and posted on website Create a SCC focus group to establish template for School Community Profile to be implemented 2011-2012 school year. Template complete, no focus group established. SCC will communicate to parents and community SCC's role in providing advice and recommendations. They will establish procedure for inquiry. Discussed with several SCC's. 				

AGENDA ITEM

Meeting Date:	January 10, 2012	Agenda Item #:	5.1.1
Topic:	Notice of Motion to Rescind Motion 10/04/11-1600		
Intent:	<input checked="" type="checkbox"/> Decision <input type="checkbox"/> Discussion <input type="checkbox"/> Consent <input type="checkbox"/> Information		

Background:

The following notice of motion was made at the December 13, 2011 meeting:

That motion 10/04/11-1600:

That Eyebrow School west boundary be moved one mile west in order to move Tugaske out of the buffer zone effective the beginning of the 2012-2013 school year.

be rescinded.

Current Status:

Pros and Cons:

Financial Implications:

Governance Implications:

Legal Implications:

Communications:

Prepared By:	Date:	Attachments:
Bernie Girardin	January 3, 2012	n/a

Recommendation:

Board decision.

AGENDA ITEM

Meeting Date:	January 10, 2012	Agenda Item #:	5.2
Topic:	Transfer of Land from Prairie Valley School Div. #208		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Consent <input type="checkbox"/> Information

Background:

We have received a request to agree to transfer land to Prairie South School Division from Prairie Valley School Division. The land to be transferred is all of section 34-14-21-W2 and the North 1/2 and SE 1/4 of 27-14-21. These two parcels are adjacent and section 27 borders Prairie South School Division. The request is made by the land owner on behalf of the family which resides on the land. Prairie Valley would like to coordinate this request with us to submit to the Ministry for approval. The previous resident's children had attended Rouleau school as part of a grandfathered arrangement that existed at amalgamation.

Current Status:

The students are already attending Rouleau School but cannot be picked up by the bus in their yard.

Pros and Cons:

Pro's

- The parents wish to have their children attend Rouleau because they are 11.3 kilometers from Rouleau and 36.9 kilometers from Milestone. They suggest students residing on that land have attended Rouleau School for the past 30 years.

Financial Implications:

There will be some impact to the grant to recognize two additional students. The taxes would also transfer to Prairie South. However, the additional taxes will be factored into the calculation of the grant payable to the division. We were already providing bussing in division for the students.

Governance Implications:

Section 118 of the Education Act allows the Minister to transfer land from one division to another through a Minister's order.

Legal Implications:

N/A

Communications:

N/A

Prepared By:	Date:	Attachments:
Ron Purdy	January 3, 2012	Letters from Prairie Valley School Division, James Wood and W.A. Hadwiger

Recommendation:

That the Board agree to the transfer of the land to Prairie South School Division #210 to allow the students to attend the closer school as residents of our division. Recommended motion:

That the Board of Education make application to the Minister of Education jointly with Prairie Valley School Division to amend the boundary as requested in the attached letters and transfer all of section 34-14-21-W2 and the North 1/2 and SE 1/4 of 27-14-21-W2 from Prairie Valley School Division to Prairie South School Division.

November 22, 2011

Lourens & Marinda Keyser
Box 277
Rouleau, SK S0G 4H0

Re: Peetra and Loren Keyser request to attend Rouleau School

Dear Lourens & Marinda

Thank you for informing us of your intent to have Peetra and Loren attend Rouleau School within the Prairie South School Division even though you currently reside within the boundary of the Prairie Valley School Division in the Milestone School attendance area.

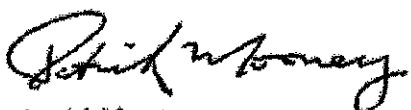
It is the belief of Prairie Valley School Division that the choice of educational opportunities is that of the parents/guardians of the children involved. Prairie Valley would ideally like to see Peetra and Loren attend a school within our school division; however, we respectfully acknowledge your decision at this time.

Since Peetra and Loren are currently enrolled at Rouleau School in the Prairie South School Division, it is Prairie Valley School Division's obligation to inform you that we will not incur any tuition or transportation costs associated with Peetra and Loren's enrollment in the Prairie South School Division.

Should you wish to transfer your children to Milestone School at any time, please contact the school administrator to make those arrangements.

I wish Peetra and Loren all the best as they continue their education in Rouleau. If you have any questions or concerns, please contact me at (306) 949-3366.

Yours in education,



Patrick Mooney
Superintendent of School Operations

cc. Bernie Girardin, Superintendent of Business & Operations, Prairie South School Division
Naomi Mellor, Chief Financial Officer
Sharon Bender, Supervisor of Transportation
Judy Bradley, Principal, Milestone School



PO Box 249
Pense, Saskatchewan
S0G 3W0

November 26, 2011

Bernie Girardin
Prairie South School Division

Pat Mooney
Prairie Valley School Division

RE: Transfer of land to Prairie South School Division

Dear Pat and Bernie,

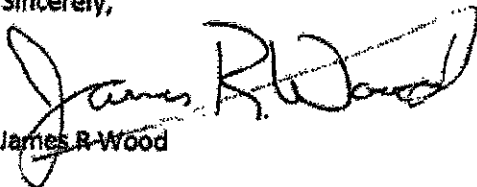
I am sending this letter to request permission from Prairie Valley School Division for Prairie South School Division to be allowed to send a bus to NW 34-14-21-W2nd to pick up students for Rouleau School.

The process to transfer land to PSSD from PVSD has been started so that we don't encounter the same challenges in the future. I understand that this process will take time and as there does not seem to be any initial objection to that transfer perhaps the bus service could start soon.

The parents names who live on the property are Lourens and Marinda Keyser and the students names are Lorin and Pietra. Their contact number at the farm is (306) 776-2576

Your attention to this matter as soon as possible would be greatly appreciated.

Sincerely,


James R. Wood

Drawer H
Alva, Oklahoma, USA
71737

November 24, 2011

Bernie Girardin
Prairie South School Division

RE: Transfer of land to Prairie South School Division

Dear Bernie

I am sending this letter to start the process of transferring land, which I own, constituting all of Section 34-14-21-W2 and N1/2 and SE 27-14-21 from Prairie Valley School Division to Prairie South School Division.

I am requesting this change so that the children living on the NW 34-14-21 can attend Rouleau School. Rouleau School is only 11.3 kms from the farm while Milestone school is 36.9 kms from the farm.

All other school age children who have lived on the farm for the past 30 years have always attended Rouleau School. Previous children to attend Rouleau school were Keegan McKay and Taylor Karaokachuk until June 2011, and Cody and Reesa Payant in the late 1990's and early 2000's.

A Prairie South school bus already stops at the Hamdorf Farm (approx. 2 miles west) and the Dobson Farm (approx. 2 km south) and my farm borders these lands.

I would appreciate your attention to this matter as soon as possible. Please conduct future correspondence with my Canadian tenant, James R Wood of Pense, Saskatchewan.

Sincerely,


W.A. Hadwiger

AGENDA ITEM

Meeting Date:	January 10, 2012	Agenda Item #:	7.2
Topic:	Tender Report		
Intent:	<input type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Information

Background:

Board has requested a monthly report of tenders awarded which exceed the limits of Administrative policy AP 706, which details tender award limits. The policy is as follows:

The Board of Education is responsible for the award of tenders for capital expenditures for motor vehicles, furniture and fixtures, equipment and educational materials and supplies exceeding \$20,000, capital expenditures for building materials exceeding \$40,000, contracts for other capital works exceeding \$100,000, and transportation services exceeding \$50,000.

This report covers the period from December 2, 2011 to January 3, 2012.

Current Status:

A request for proposals was issued for a used 1 ton truck for the transportation department.

A request for proposals was issued for caretaking services for Assiniboia Composite High School.

A request for proposals was issued for caretaking services at Assiniboia 7th Ave. School.

A request for proposals was issued for caretaking services for Assiniboia Elementary School.

A tender was issued for window and door replacement at Lafleche School.

A request for proposals was issued for the development of a records and information management plan.

Pros and Cons:

Financial Implications:

The request for proposals for a used one ton truck was awarded to Village Ford of Moose Jaw for a cost of \$31,000.

The request for proposals for caretaking services for Assiniboia Composite High School was awarded to Corrie Croissant for a cost of \$68,781 for 2012, \$68,781 for 2013 and \$71,105 for 2014.

The request for proposals for caretaking services for Assiniboia 7th Ave. School was awarded to Ron Fuchs for a cost of \$34,684 for 2012, \$35,401 for 2013 and \$36,597 for 2014.

The request for proposals for caretaking services for Assiniboia Elementary School was awarded to Mark Beaton for a cost of \$47,894 for 2012, \$47,894 for 2013 and \$49,512 for 2014.

The tender for window and door replacement at Lafleche School was awarded to C&S Builders at a cost of \$138,385.

The request for proposals for a records and information management plan was awarded to TRAC for a cost of \$25,100.

Governance Implications: N/A

Legal Implications: N/A

Communications: N/A

Prepared By:	Date:	Attachments:
Ron Purdy	January 3, 2012	n/a

Recommendation:

AGENDA ITEM

Meeting Date:	January 10, 2012	Agenda Item #:	7.3
Topic:	1st Quarter Finance Report		
Intent:	<input type="checkbox"/> Decision <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Information		

Background:

Attached is the 1st quarter finance report.

Current Status:

Overall we have received 35% of our revenues and have spent 24% of our planned expenditures at the end of the quarter. A budget forecast will be incorporated into the 2nd quarter forecast. Teacher salaries will have to be adjusted to correspond to the new salary grid. Revenues will also be adjusted as the division will receive more revenue to compensate for the additional teacher salaries; the ministry has not provided the amount of additional revenue yet.

In addition to the finance report the capital project update is attached.

Pros and Cons:

Financial Implications:

Governance/Policy Implications:

Legal Implications:

Communications:

Prepared By:	Date:	Attachments:
Bernie Girardin, Georgia Hanwell & Aline Kirk	January 3, 2012	Finance Report Capital Project Update

Recommendation:

That this report be approved with the consent items.

Prairie South School Division
Statement of Financial Position
As At November 30, 2011

	2011	2010
FINANCIAL ASSETS		
Cash	32,575,257	29,488,838
Short Term Investments	1,581,137	1,531,165
Taxes Receivable	13,114,911	14,994,519
Provincial Grants Receivable	995,957	554,042
Other Receivables	322,938	508,179
Inventories for Resale	2,322	2,453
Long Term Investments	235,101	234,681
Other Assets	20,212	18,290
TOTAL FINANCIAL ASSETS	48,847,836	47,332,167
LIABILITIES		
Other Payables	5,340,769	4,417,170
Capital Loans	2,396,032	2,689,373
Other Liabilities	51	3,156
Accrued Employee Future Benefits	1,823,900	1,683,400
Deferred Revenue	2,914,353	2,200,288
TOTAL LIABILITIES	12,475,105	10,993,387
NET FINANCIAL ASSETS(DEBT)	36,372,731	36,338,780
NON-FINANCIAL ASSETS		
Physical Assets	115,640,563	109,305,503
Amortization	(64,499,367)	(59,931,392)
Inventories of Supplies	389,071	419,222
Prepaid Items	553,649	158,219
TOTAL NON FINANCIAL ASSETS	52,083,916	49,951,552
ACCUMULATED SURPLUS(DEFICIT)	88,456,647	86,290,332

PRAIRIE SOUTH SCHOOL DIVISION NO. 210
STATEMENT OF FINANCIAL ACTIVITIES
For the period ending November 30, 2011

	2011/12 Approved Budget	1st Quarter Budget	Total Revenue/Expenses & Encumbrances	Percentage of Budget Used
REVENUE				
Taxation	28,800,119	7,200,030	16,475,778	57%
Grants	49,868,070	12,467,018	13,040,338	26%
Tuition	46,700	11,675	14,975	32%
Transportation	-	-	-	0%
Other	-	-	-	0%
School Generated Funds	1,500,000	375,000	-	0%
Other Revenue	534,937	133,734	249,087	47%
Complementary Services	567,000	141,750	133,032	23%
External Services	3,373,430	843,358	103,067	3%
TOTAL REVENUE	84,690,256	21,172,564	30,016,278	35%
EXPENSES				
Governance	556,410	139,103	89,257	16%
Administration	1,655,116	413,779	395,056	24%
Instruction	56,720,743	14,180,186	14,624,692	26%
Plant Operation	13,614,815	3,403,704	2,146,405	16%
Transportation	6,770,313	1,692,578	1,668,697	25%
Tuition Expense	75,000	18,750	1,693	2%
School Generated Funds	1,500,000	375,000	-	0%
Interest and Bank	127,428	31,857	30,333	24%
Complimentary	2,156,643	539,161	496,566	23%
External Services	3,381,551	845,388	954,528	28%
TOTAL EXPENSES	86,558,019	21,639,505	20,407,226	24%
Consolidated Net Income(Loss)	(1,867,763)	(466,941)	9,609,051	

PRAIRIE SOUTH SCHOOL DIVISION NO. 210

Details of Revenue

For the period ending November 30, 2011

R-1

	2011/12 Approved Budget	1st Quarter Budget	Total Revenue	Budget Remaining	Percentage of Budget Used
PROPERTY TAXATION REVENUE					
Property Taxation - Rural Levy	28,021,553	7,005,388	14,397,685	13,623,868	51%
Property Taxation - Urban Levy	-	-	2,078,093	(2,078,093)	0%
Property Taxation - Supplemental Levy	100,000	25,000	-	100,000	0%
Property Taxation - GIL - Federal Government	548,782	137,196	-	548,782	0%
Property Taxation - GIL - Provincial Government	321,893	80,473	-	321,893	0%
Property Taxation - GIL - Railways	434,335	108,584	-	434,335	0%
Property Taxation - GIL- Other	298,521	74,630		298,521	0%
Property Taxation - Treaty Land Entitlement - Urban/Non-TLE Fund	-	-	-	-	0%
Property Taxation - Treaty Land Entitlement - Rural TLE Fund	-	-	-	-	0%
Property Taxation - House Trailer Fees	96,431	24,108			0%
Property Taxation - Penalties	286,154	71,539	-	286,154	0%
Property Taxation - Other Additions	2,628	657		2,628	0%
Property Taxation - Discounts	(1,001,066)	(250,267)	-	(1,001,066)	0%
Property Taxation - Cancellations	(241,018)	(60,255)	-	(241,018)	0%
Property Taxation - Other Deletions	(68,054)	(17,014)		(68,054)	0%
Property Taxation - Provision for Uncollectable Taxes	-	-	-	-	0%
TOTAL PROPERTY TAXATION REVENUE	28,800,159	7,200,040	16,475,778	12,227,950	57%

	2011/12 Approved Budget	1st Quarter Budget	Total Revenue	Budget Remaining	Percentage of Budget Used
GRANTS					
Grants - Foundation Operating Grant	48,681,020	12,170,255	12,939,639	35,741,381	27%
Grants - Ministry Capital Grants	906,050	226,513		906,050	0%
Grants - Other Ministry Grants	231,000	57,750		231,000	0%
Grants - Other Provincial Grants	20,000	5,000	99,774	(79,774)	499%
Grants - Other Provincial Grants - Capital Grants	-	-	-	-	0%
Grants - Federal Grants	-	-	-	-	0%
Grants - Federal Capital Grants	-	-	-	-	0%
Grants - Ministry Capital Grants	-	-	-	-	0%
Grants - Other - Capital Grants	-	-	925	(925)	0%
Grants - Other - Grants from Others	30,000	7,500	-	30,000	0%
TOTAL GRANTS REVENUE	49,868,070	12,467,018	13,040,338	36,827,732	26%
TUITION REVENUE					
Tuition & Related Fees - School Divisions	36,000	9,000	14,975	21,025	42%
Tuition & Related Fees - Federal Government	-	-	-	-	0%
Tuition & Related Fees - First Nations	10,700	2,675	-	10,700	0%
Tuition & Related Fees - Individuals and Other Parties	-	-	-	-	0%
TOTAL TUITION REVENUE	46,700	11,675	14,975	31,725	32%
SCHOOL GENERATED FUNDS REVENUE					
School Generated Funds - Commercial Sales GST	801,455	200,364	-	801,455	0%
School Generated Funds - Commercial Sales Non GST	46,583	11,646	-	46,583	0%
School Generated Funds - Fundraising	214,223	53,556	-	214,223	0%
School Generated Funds - Grants and partnerships	62,304	15,576	-	62,304	0%
School Generated Funds - Student Fees - non curricular	248,910	62,228	-	248,910	0%
School Generated Funds - Other	126,525	31,631	-	126,525	0%
TOTAL SCHOOL GENERATED FUNDS REVENUE	1,500,000	375,000	-	1,500,000	0%

	2011/12 Approved Budget	1st Quarter Budget	Total Revenue	Budget Remaining	Percentage of Budget Used
COMPLEMENTARY SERVICES REVENUE					
Complementary Services - Foundation Operating Grant	520,000	130,000	130,002	389,998	25%
Complementary Services - Other Provincial Grants	-	-	-	-	0%
Complementary Services - Federal Grants	-	-	-	-	0%
Complementary Services - School Divisions	-	-	-	-	0%
Complementary Services - Federal Government	-	-	-	-	0%
Complementary Services - First Nations	-	-	-	-	0%
Complementary Services - Individuals and Other Parties	-	-	-	-	0%
Complementary Services - Food Sales	-	-	-	-	0%
Complementary Services - User Fees	-	-	-	-	0%
Complementary Services - Reimbursements	-	-	-	-	0%
Complementary Services - Sale of Materials	-	-	-	-	0%
Complementary Services - Rentals	-	-	-	-	0%
Complementary Services - Sale of Non-Capital Assets	-	-	-	-	0%
Complementary Services - Interest and Dividends	-	-	-	-	0%
Complementary Services - Gain on Sale of TCA	-	-	-	-	0%
Complementary Services - Other	47,000	11,750	3,030	43,970	6%
Complementary Services - Capital Grants	-	-	-	-	0%
TOTAL COMPLEMENTARY SERVICES REVENUE	567,000	141,750	133,032	433,968	23%

	2011/12 Approved Budget	1st Quarter Budget	Total Revenue	Budget Remaining	Percentage of Budget Used
EXTERNAL SERVICES REVENUE					
External Services - Foundation Operating Grant	3,119,314	779,829	-	3,119,314	0%
External Services - Other Provincial Grants	59,020	14,755	14,976	44,044	25%
External Services - Federal Grants	-	-	-	-	0%
External Services - School Divisions	10,000	2,500	3,094	6,906	31%
External Services - Federal Government	-	-	-	-	0%
External Services - First Nations	-	-	-	-	0%
External Services - Individuals and Other Parties	-	-	75	(75)	0%
External Services - Food Sales	154,896	38,724	34,527	120,369	22%
External Services - User Fees	-	-	-	-	0%
External Services - Reimbursements	17,200	4,300	46,570	(29,370)	271%
External Services - Sale of Materials	-	-	-	-	0%
External Services - Rentals	13,000	3,250	3,825	9,175	29%
External Services - Gain on Sale of TCA	-	-	-	-	0%
External Services - Sale of Non-Capital Assets	-	-	-	-	0%
External Services - Interest and Dividends	-	-	-	-	0%
External Services - Other	-	-	-	-	0%
External Services - Capital Grants	-	-	-	-	0%
TOTAL EXTERNAL SERVICES REVENUE	3,373,430	843,358	103,067	3,270,363	3%
OTHER REVENUE					
Other Revenue - Food Sales	-	-	-	-	0%
Other Revenue - User Fees	-	-	-	-	0%
Other Revenue - Reimbursements	277,937	69,484	87,718	190,219	32%
Other Revenue - Sale of Materials	32,000	8,000	44	31,956	0%
Other Revenue - Rentals	-	-	13,661	(13,661)	0%
Other Revenue - Sale of Non-Capital Assets	-	-	-	-	0%
Other Revenue - Interest and Dividends	225,000	56,250	105,231	119,769	47%
Other Revenue - Interest and Dividends - Capital Investments	-	-	-	-	0%
Other Revenue - Gain on Sale of TCA	-	-	1,743	(1,743)	0%
Other Revenue - Other	-	-	40,690	(40,690)	0%
TOTAL OTHER REVENUE	534,937	133,734	249,087	285,850	47%
TOTAL REVENUE	84,690,296	21,172,574	30,016,278	54,577,587	35%

PRAIRIE SOUTH SCHOOL DIVISION NO. 210**Details of Expense****For the period ending November 30, 2011**

E-1

	2011/12 Approved Budget	1st Quarter Budget	Total Expenses & Encumbrances	Balance Remaining	Pct of Budget Used
GOVERNANCE EXPENSES					
Governance - Board Members Expense	214,525	53,631	45,407	169,118	21%
Governance - Conventions - Board Members	62,100	15,525	9,954	52,146	16%
Governance - Local Boards/Advisory Committees	77,000	19,250	3,241	73,759	4%
Governance - Other Governance Expenses	202,785	50,696	30,655	172,130	15%
TOTAL GOVERNANCE EXPENSES	556,410	139,103	89,257	467,153	16%
ADMINISTRATION EXPENSES					
Administration - Administration Salaries & Benefits	1,219,478	304,870	309,867	909,611	25%
Administration - Supplies & Services	226,204	56,551	46,403	179,801	21%
Administration - Non-Capital Furniture & Equipment	1,350	338	95	1,255	7%
Administration - Capital Expenditures	-	-	-	-	0%
Administration - Amortization	40,114	10,029	10,029	30,086	25%
Administration - Building Operating Expenses	97,500	24,375	13,973	83,527	14%
Administration - Communications	41,645	10,411	6,769	34,876	16%
Administration - Travel	6,625	1,656	356	6,269	5%
Administration - Professional Development (Non-Salary Costs)	22,200	5,550	7,564	14,636	34%
TOTAL ADMINISTRATION EXPENSES	1,655,116	413,779	395,056	1,260,060	24%

	2011/12 Approved Budget	1st Quarter Budget	Total Expenses & Encumbrances	Balance Remaining	Pct of Budget Used
INSTRUCTIONAL EXPENSES					
Instruction - Instructional Salaries & Benefits	38,565,962	9,641,491	9,923,593	28,642,369	26%
Instruction - Program Support (Non-Teacher) Salaries & Benefits	9,308,152	2,327,038	2,289,620	7,018,532	25%
Instruction - Instructional Aids	1,656,154	414,039	651,687	1,004,467	39%
Instruction - Supplies & Services	1,138,201	284,550	250,173	888,028	22%
Instruction - Non-Capital Furniture & Equipment	314,680	78,670	82,624	232,056	26%
Instruction - Capital Expenditures	-	-	-	-	0%
Instruction - Amortization	3,891,320	972,830	972,830	2,918,490	25%
Instruction - Communications	297,723	74,431	77,650	220,073	26%
Instruction - Travel	310,914	77,729	50,928	259,986	16%
Instruction - Professional Development (Non-Salary Costs)	685,453	171,363	175,262	510,191	26%
Instruction - Student Related Expenses	552,184	138,046	150,325	401,859	27%
TOTAL INSTRUCTIONAL EXPENSES	56,720,743	14,180,186	14,624,692	42,096,051	26%

E-2

PLANT OPERATION & MAINTENANCE

Plant Operation & Maintenance - Plant Operation & Maintenance Salaries & Benefits	4,005,433	1,001,358	908,997	3,096,436	23%
Plant Operation & Maintenance - Supplies & Services	7,000	1,750	1,546	5,454	22%
Plant Operation & Maintenance - Non-Capital Furniture & Equipment	13,000	3,250	3,391	9,609	26%
Plant Operation & Maintenance - Capital Expenditures	-	-	-	-	0%
Plant Operation & Maintenance - Amortization	427,615	106,904	106,904	320,711	25%
Plant Operation & Maintenance - Building Operating Expenses	9,085,407	2,271,352	1,105,576	7,979,831	12%
Plant Operation & Maintenance - Communications	7,500	1,875	2,357	5,143	31%
Plant Operation & Maintenance - Travel	59,500	14,875	15,023	44,477	25%
Plant Operation & Maintenance - Professional Development (Non-Salary Costs)	9,360	2,340	2,610	6,750	28%
TOTAL PLANT OPERATION & MAINTENANCE EXPENSES	13,614,815	3,403,704	2,146,405	11,468,410	16%

	2011/12 Approved Budget	1st Quarter Budget	Total Expenses & Encumbrances	Balance Remaining	Pct of Budget Used
TRANSPORTATION EXPENSES					
Student Transportation - Student Transportation Salaries & Benefits	3,749,642	937,411	1,012,301	2,737,341	27%
Student Transportation - Supplies & Services	1,125,600	281,400	222,575	903,025	20%
Student Transportation - Non-Capital Furniture & Equipment	365,400	91,350	76,209	289,191	21%
Student Transportation - Capital Expenditures	-	-	-	-	0%
Student Transportation - Amortization	901,012	225,253	225,253	675,759	25%
Student Transportation - Building Operating Expenses	59,400	14,850	5,041	54,359	8%
Student Transportation - Communications	20,000	5,000	3,805	16,195	19%
Student Transportation - Travel	8,000	2,000	682	7,318	9%
Student Transportation - Professional Development (Non-Salary Costs)	6,630	1,658	1,192	5,438	18%
Student Transportation - Contracted Student Transportation & Allowances	534,629	133,657	121,639	412,990	23%
TOTAL TRANSPORTATION EXPENSES	6,770,313	1,692,578	1,668,697	5,101,616	25%
TUITION EXPENSES					
Tuition & Related Fees - Tuition Fees	75,000	18,750	1,693	73,307	2%
Tuition & Related Fees - Transportation Fees	-	-	-	-	0%
Tuition & Related Fees - Other Related Fees	-	-	-	-	0%
TOTAL TUITION EXPENSES	75,000	18,750	1,693	73,307	2%

E-3

	2011/12 Approved Budget	1st Quarter Budget	Total Expenses & Encumbrances	Balance Remaining	Pct of Budget Used
SCHOOL GENERATED FUNDS EXPENSES					
School Generated Funds - Instructional Aids	-	-	-	-	0%
School Generated Funds - Supplies & Services	688,776	172,194	-	688,776	0%
School Generated Funds - Non-Capital Furniture & Equipment	-	-	-	-	0%
School Generated Funds - Amortization	-	-	-	-	0%
School Generated Funds - Student Related Expenses	811,224	202,806	-	811,224	0%
TOTAL SCHOOL GENERATED FUNDS EXPENSES	1,500,000	375,000	-	1,500,000	0%
INTEREST & BANK CHARGES EXPENSES					
Provision for Uncollectable Taxes	-	-	-	-	0%
Loss on Disposal of TCA	-	-	-	-	0%
Write down of TCA	-	-	-	-	0%
Interest & Bank Charges - Short Term Debt	15,000	3,750	860	14,140	6%
Interest & Bank Charges - Debentures	-	-	-	-	0%
Interest & Bank Charges - Capital Loans	112,428	28,107	29,473	82,955	26%
Interest & Bank Charges - Other Long- Term Debt	-	-	-	-	0%
TOTAL INTEREST & BANK CHARGES EXPENSES	127,428	31,857	30,333	97,095	24%

E-4

	2011/12 Approved Budget	1st Quarter Budget	Total Expenses & Encumbrances	Balance Remaining	Pct of Budget Used
COMPLEMENTARY SERVICES EXPENSES					E-5
Complementary Services - Tuition Fees	40,000	10,000	-	40,000	0%
Complementary Services - Transportation Fees	-	-	-	-	0%
Complementary Services - Other Related Fees	-	-	-	-	0%
Complementary Services - Administration Salaries & Benefits	-	-	-	-	0%
Complementary Services - Instructional Salaries & Benefits	906,523	226,631	221,486	685,037	24%
Complementary Services - Program Support (Non-Teacher) Salaries & Benefits	831,006	207,752	210,444	620,562	25%
Complementary Services - Plant Operation & Maintenance Salaries & Benefits	-	-	-	-	0%
Complementary Services - Student Transportation Salaries & Benefits	-	-	-	-	0%
Complementary Services - Instructional Aids	-	-	-	-	0%
Complementary Services - Supplies & Services	268,900	67,225	33,254	235,646	12%
Complementary Services - Non-Capital Furniture & Equipment	-	-	-	-	0%
Complementary Services - Capital Expenditures	-	-	-	-	0%
Complementary Services - Amortization	1,800	450	-	1,800	0%
Complementary Services - Building Operating Expenses	-	-	-	-	0%
Complementary Services - Communications	4,220	1,055	1,016	3,204	24%
Complementary Services - Travel	27,000	6,750	11,482	15,518	43%
Complementary Services - Professional Development (Non-Salary Costs)	4,914	1,229	1,075	3,839	22%
Complementary Services - Student Related Expenses	72,280	18,070	17,733	54,547	25%
Complementary Services - Contracted Student Transportation & Allowances	-	-	77	(77)	0%
TOTAL COMPLEMENTARY SERVICES EXPENSES	2,156,643	539,161	496,566	1,660,077	23%

	2011/12 Approved Budget	1st Quarter Budget	Total Expenses & Encumbrances	Balance Remaining	Pct of Budget Used
EXTERNAL SERVICES					
External Services - Tuition Fees	-	-	-	-	0%
External Services - Transportation Fees	-	-	-	-	0%
External Services - Other Related Fees	963,143	240,786	206,739	756,404	21%
External Services - Administration Salaries & Benefits	226,287	56,572	12,866	213,421	6%
External Services - Instructional Salaries & Benefits	2,024,200	506,050	670,628	1,353,572	33%
External Services - Program Support (Non- Teacher) Salaries & Benefits	115,491	28,873	41,618	73,873	36%
External Services - Plant Operation & Maintenance Salaries & Benefits	-	-	-	-	0%
External Services - Student Transportation Salaries & Benefits	-	-	2,031	(2,031)	0%
External Services - Instructional Aids	-	-	-	-	0%
External Services - Supplies & Services	3,810	953	577	3,233	15%
External Services - Non-Capital Furniture & Equipment	500	125	901	(401)	180%
External Services - Capital Expenditures	-	-	-	-	0%
External Services - Amortization	-	-	-	-	
External Services - Building Operating Expenses	15,500	3,875	37	15,463	0%
External Services - Communications	2,150	538	308	1,842	14%
External Services - Travel	17,810	4,453	455	17,355	3%
External Services - Professional Development (Non-Salary Costs)	10,960	2,740	2,258	8,702	21%
External Services - Student Related Expenses	1,700	425	16,111	(14,411)	948%
External Services - Contracted Student Transportation & Allowances	-	-	-	-	0%
TOTAL EXTERNAL SERVICES EXPENSES	3,381,551	845,388	954,528	2,427,023	28%
LONG TERM DEBT REPAYMENT					
TOTAL LONG TERM DEBT REPAYMENT	-	-	-	-	0%
TOTAL EXPENDITURES	86,558,019	21,639,505	20,407,226	66,150,793	24%

E-6

2011/12 Capital Project Update		Estimated cost	Ministry Funding	Net Cost	Minor Renovations	Capital	Status
School	Project Name						
A.E. Peacock	Power service upgrade	500,000		500,000		500,000	Currently in the design stage
	Roof Top Unit	30,000		30,000	30,000		To be tendered in the spring
Assiniboia Comp	Bleachers for gym	40,000		40,000		40,000	Tender awarded to Royal Stewart Ltd.
	Upgrade gym lighting	12,000		12,000	12,000		Currently in the design stage
Assiniboia Elem.	Fire Alarm and corridor lighting	200,000		200,000	200,000		Currently in the design stage
	HVAC upgrade - Phase 1	800,000	475,000	325,000		325,000	Currently in the design stage
	Windows in north wing	100,000		100,000	100,000		Currently in the design stage
Bengough	VOIP	115,000		115,000		115,000	Currently in the design stage
	Fire alarm/emerg lights/electrical panel	200,000		200,000	200,000		Currently in the design stage
	Partial roof replacement	70,000		70,000	70,000		Currently in the design stage
Chaplin	Lighting upgrade	120,000		120,000	120,000		Currently in the design stage
Coronach	Boiler/piping/pumps/controls	400,000		400,000	400,000		Currently in the design stage
	Life safety - sprinkler	200,000	47,000	153,000	153,000		Under investigation by architect
Craik	HVAC/lighting upgrade	800,000		800,000		800,000	Currently in the design stage
Empire	HVAC Phase 1	800,000		800,000		800,000	Currently in the design stage
Eyebrow	Washroom renovation	200,000		200,000	200,000		Currently in the design stage
	Gym flooring	70,000		70,000	70,000		To be tendered in the spring
Glentworth	Washroom/changeroom upgrade	500,000	337,000	163,000	163,000		Tender awarded to KT Construction Services Inc.
	HVAC upgrade - Phase 3	800,000		800,000	800,000		Tender awarded to KT Construction Services Inc.
John Chisloim	Fire alarm/emergency & fluorescent lighting	100,000		100,000	100,000		Currently in the design stage
Kincaid	Ventilation/electrical upgrade/radiation	800,000		800,000		800,000	Currently in the design stage
	VOIP -	115,000		115,000		115,000	Currently in the design stage
Lafleche	Windows/ext door replacement	150,000		150,000	150,000		Tender awarded to C & S Builders
Mankota	Fire alarm/emergency & gym lighting	120,000		120,000	120,000		Currently in the design stage
Mortlach	Gym lighting upgrade	20,000		20,000	20,000		Currently in the design stage
Mossbank	Windows/ext door replacement	150,000		150,000	150,000		Tender awarded to C & S Builders
Palliser Heights	Partial roof replacement	232,000		232,000	232,000		Currently in the design stage
Riverview	Welding ventilation/paint booth	200,000		200,000	200,000		Currently in the design stage
Rockglen	Fire alarm/emergency lighting/elect upgrade	200,000	47,000	153,000	153,000		Currently in the design stage
9th Avenue office	Roof replacement	171,000		171,000	171,000		Currently in the design stage
		\$8,215,000	906,000	7,309,000	3,814,000	3,495,000	

Playground Equipment :

	Cost	School Portion	Net Cost
Chaplin	16,000	8,000	8,000
Lindale	50,000	25,000	25,000
Westmount	12,000	6,000	6,000
Total	78,000	39,000	39,000

Maintenance Vehicles:

Van for plumber	25,000	1-5-82-910-757-FACI-MAIN-1000
Truck for Facility Supervisor	30,000	1-5-82-910-757-FACI-MAIN-1000
Total	55,000	

AGENDA ITEM

Meeting Date:	January 10, 2012	Agenda Item #:	7.4
Topic:	Out of Province Excursion - Peacock Collegiate to Medicine Hat, Alberta		
Intent:	<input type="checkbox"/> Decision <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Information		

Background: Peacock Collegiate's Overnight Excursion/Outdoor Education request to Medicine Hat, Alberta is attached.

Current Status:

Pros and Cons:

Financial Implications:

Governance/Policy Implications:

Legal Implications:

Communications:

Prepared By:	Date:	Attachments:
Derrick Huschi	December 22, 2011	Outdoor Excursion Application Form

Recommendation:

To approve Peacock Collegiate's trip to Medicine Hat, AB as per the outline provided.



Prairie South School Division No. 210

15 Thatcher Drive East
Moose Jaw, SK S6J 1L8

Phone: (306) 694-1200 Fax: (306) 694-4955
Outside the Moose Jaw Area: 1-877-434-1200

www.prairiesouth.ca

OVERNIGHT EXCURSIONS / OUTDOOR EDUCATION / HIGH RISK ACTIVITIES APPLICATION FORM

Division Office Administration Approval Required

A. INFORMATION	
Name of Teacher: <u>Mike Royes</u>	School: <u>A.E. Peacock Collegiate</u>
Type of Activity: <input type="checkbox"/> Curricular <input checked="" type="checkbox"/> Extra-Curricular <u>Jr. Boys Basketball</u> <input type="checkbox"/> High Risk Activity <u>Sr. Boys Basketball</u>	
Grade Level: <u>Jr. 9/10 Sr. Boys 10/11/12</u>	Number of Students: <u>27</u>
Destination: <u>Medicine Hat Alberta</u>	Trip Date: <u>Feb. 2, 3, 4</u>
Number of School Days (Partial/Full):	
Transportation: <input type="checkbox"/> Travel by Bus (PSSD No. 210) or <input checked="" type="checkbox"/> Other: <u>Motorcoach</u> <input checked="" type="checkbox"/> Travel by Car/Van (List names of drivers): <u>Adrian Royes</u> <u>Mr. D. Angell, Bennett (dependent on cost)</u> <u>Still arranging - cost</u>	
Number of Teachers, Parents, Chaperones: <u>2 Teachers 4 adult assistant coaches</u>	
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 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 type="checkbox"/> Male and Female Chaperones for a co-ed activity.

C. BUDGET
♦ Anticipated Budget <u>\$2800</u> ♦ Description of Funding Sources <u>School generated budget // student cost</u> ♦ Out of Pocket Cost per Participant <u>Rooms (\$50) plus meals</u>

SECTIONS D, E and F MUST BE COMPLETED FOR ALL CURRICULAR EXCURSIONS**D. LEARNING OBJECTIVES**

McCoy Junior and Senior Boys Basketball Tournament Opportunity for the boys' teams to play in one of Alberta's prestigious tournaments. Traditionally, AEP boys' teams have participated in a Medicine Hat trip. This tournament will provide an opportunity for junior and senior athletes to play high calibre competition against teams we do not normally see.

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

1. Leave Thursday AM.
 2. Play Thursday PM.
 3. Play Friday / Saturday.
 4. Leave Medicine Hat at completion of tournament
- Tour Medicine Hat College when time allows.

Mike Boyes
Teacher Signature

Dec. 06/11
Date

Mike Boyes
Principal Signature

Dec. 06/11
Date

D. Huch
Director/Superintendent Signature



Request Approved



Request Denied

AGENDA ITEM

Meeting Date:	January 10, 2012	Agenda Item #:	12.1.1
Topic:	Breakdown of SSBA Expenditure from Auditor's Report		
Intent:	<input type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Information

Background:

At the December 13, 2011 Board meeting, the following inquiry was made:

In the draft Auditor's Report, it shows that Prairie South School Division No. 210 paid \$1,097,628 to the Saskatchewan School Boards Association. What is the detailed breakdown of that total expenditure?

Current Status:

Breakdown as follows:

Employee Benefits	\$1,089,995
Professional Development	7,906

Pros and Cons:

Financial Implications:

Governance Implications:

Legal Implications:

Communications:

Prepared By:	Date:	Attachments:
Bernie Girardin	January 3, 2012	n/a

Recommendation:

AGENDA ITEM

Meeting Date:	January 10, 2012	Agenda Item #:	12.1.2
Topic:	Early Years Conference		
Intent:	<input type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Information

Background: At the December board meeting the following inquiry was made:
With respect to the Early Years Conference to be held in Moose Jaw in May 2012, what role (financial, organizational, etc.) is Prairie South School Division No. 210 playing?

Current Status: Prairie South has formally committed to support the conference in two ways:
1. Early Years Consultant Melody Mitchell is a member of the Early Childhood Coalition (a subcommittee of the RIC). The Early Childhood Coalition is responsible for the conference and so through her membership on the committee Melody will be assisting with planning the event in various capacities.
2. Prairie South has committed \$10,000 to help pay for the cost of bringing Dr. Heckman to Moose Jaw.

Pros and Cons: The benefits of hosting a conference such as this in our city are not measurable quantitatively. Our community will be further alerted to the economic and social benefits of investing in the early years. Our community will be recognized nationally as a leader in understanding the importance of investing in the early years. Our staff will have access to world renowned leaders in their field right here at home, receive information on research and proven strategies to help build success in the early years.

Financial Implications: \$10,000 for bringing Dr. Heckman to Moose Jaw.
In kind contribution through the time of Melody Mitchell in assisting to plan the event.

Governance Implications: N/A

Legal Implications: N/A

Communications: N/A

Prepared By:	Date:	Attachments:
Lori Meyer	January 3, 2012	N/A

Recommendation:

AGENDA ITEM

Meeting Date:	January 10, 2012	Agenda Item #:	12.2
Topic:	Substitute Usage Report		
Intent:	<input type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Information

Background: A copy of the November 28 - December 21, 2011 Substitute Usage Report is attached.

Current Status:

Pros and Cons:

Financial Implications:

Governance Implications:

Legal Implications:

Communications:

Prepared By:	Date:	Attachments:
Ryan Boughen	December 22, 2011	Substitute Usage Report

Recommendation:

Teacher Absences & Substitute Usage

Date Range:		November 28 to December 21, 2011			
Absence Reason	Days	% of Total Absences	Sub Days	% Needed Sub	% of possible 7801.56 days
Adoption Leave	0	0.00%	0	0.00%	0.00%
Community Service	0	0.00%	0	0.00%	0.00%
Compassionate Leave	16.16	1.67%	16.16	100.00%	0.21%
Competition Leave	0	0.00%	0	0.00%	0.00%
Continuous Learning Framework	3.5	0.36%	3.5	100.00%	0.04%
Convocation Leave	0	0.00%	0	0.00%	0.00%
Court/Jury	0	0.00%	0	0.00%	0.00%
CURR Meet/PD	23.7	2.45%	23.7	100.00%	0.30%
Emergency Leave	1.2	0.12%	0	0.00%	0.02%
Executive Leave	3.5	0.36%	1.5	42.86%	0.04%
Extra/Co-curr Teach	19.54	2.02%	18.2	93.14%	0.25%
Facility Meeting	0	0.00%	0	0.00%	0.00%
HUMA Meet/PD	118.9	12.30%	96.11	80.83%	1.52%
Illness - Teacher	296.84	30.70%	264.26	89.02%	3.80%
Illness - Long Term	141.42	14.63%	0	0.00%	1.81%
In Motion Mtgs	0	0.00%	0	0.00%	0.00%
Internship Seminar	0	0.00%	0	0.00%	0.00%
Medical/Dental Appt	148.44	15.35%	133.86	90.18%	1.90%
Noon Supervision Day	10.5	1.09%	10	95.24%	0.13%
Opportunity To Learn	0	0.00%	0	0.00%	0.00%
Paternity Leave	0	0.00%	0	0.00%	0.00%
PD DEC Teachers	18	1.86%	16.5	91.67%	0.23%
PP Teacher	29.8	3.08%	25.6	85.91%	0.38%
Prep Time	32.6	3.37%	32.6	100.00%	0.42%
PSTA	4.73	0.49%	4.23	89.43%	0.06%
Rec. Of Service	48	4.96%	43.1	89.79%	0.62%
SCC Meetings	0	0.00%	0	0.00%	0.00%
SCHO Meet/PD	15.24	1.58%	12.24	80.31%	0.20%
Secondment	2	0.21%	2	0.00%	0.03%
SOEH Meet/PD	2	0.21%	2	100.00%	0.03%
SONO Meet/PD	1.5	0.16%	1.5	100.00%	0.02%
SOSO Meet/PD	6.6	0.68%	6.2	93.94%	0.08%
STF Business - Invoice	6	0.62%	2.5	41.67%	0.08%
STUD Meet/PD	4.5	0.47%	4.5	100.00%	0.06%
Leave Without Pay	12.21	1.26%	12	98.28%	0.16%
Total Absences	966.88	100.00%	732.26	75.73%	12.39%

Teachers (FTE)
433.42

of teaching Days
18

Possible Days
7801.56

AGENDA ITEM

Meeting Date:	January 10, 2012	Agenda Item #:	12.3
Topic:	Community-Based Organizations (CBOs)		
Intent:	<input type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Information

Background:

A copy of a letter from the Ministry of Social Services is attached regarding Community-Based Organizations (CBOs).

Current Status:

Pros and Cons:

Financial Implications:

Governance Implications:

Legal Implications:

Communications:

Prepared By:	Date:	Attachments:
Bernie Girardin	December 22, 2011	Letter from Ministry of Social Services

Recommendation:



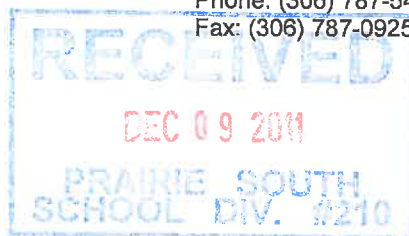
Ministry of
Social
Services

Child and Family Services
Community Services

10th Floor – 1920 Broad St.
Regina, Saskatchewan
S4P 3V6

Phone: (306) 787-5481

Fax: (306) 787-0925



December 7, 2011

Board of Education of the Prairie South School Division No. 210 of Saskatchewan
15 Thatcher Drive East
MOOSE JAW SK S6J 1L8

Dear Community Partner:

The Ministry is preparing for the development of contracts with community-based organizations (CBOs) for the next fiscal year. In the past, the Ministry requested a funding application and budget information from CBOs to support contract development. This approach required the CBOs to provide information that often was redundant to information shared between the CBO and the Ministry through other processes.

Out of respect to the impact of this past practice for both CBOs and the Ministry, a different approach will be implemented to prepare for the next fiscal year. In January, 2012, the Ministry will send out a request for CBOs to provide updated organizational information to support contract development, such as changes to the Board of Directors or other contact information. Additionally, through this update, CBOs will be asked to provide highlights on the services provided, successes and challenges. This information will be examined by the Ministry to gain an understanding on the status of CBO operations.

This change in approach does not change the desire of the Ministry to maintain regular and ongoing communications with CBOs. Throughout the year, we encourage you to contact either of the following Ministry representatives:

Community Service Development Manager, Child and Family Services
Community Program Consultant, Corporate Services Division

The Ministry hopes that this new approach will have a positive outcome for CBOs. If you have any concerns respecting this change, please do not hesitate to contact your Ministry representative.

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December 7, 2011

The Ministry values the commitment of our community partners, such as your organization, in the delivery of programs and services to build strong communities and to help our most vulnerable citizens.

Sincerely,

A handwritten signature in black ink, appearing to read 'Wayne Phaneuf', with a stylized, flowing script.

Wayne Phaneuf
Executive Director, Community Services

cc: Director, Community Service Delivery,
CFS Community Service Development Manager, Child and Family Services
Community Program Consultant, Corporate Services Division
CBO Contract Management Unit

AGENDA ITEM

Meeting Date:	January 10, 2012	Agenda Item #:	12.4
Topic:	National Congress on Rural Education		
Intent:	<input type="checkbox"/> Decision <input type="checkbox"/> Discussion <input type="checkbox"/> Consent <input checked="" type="checkbox"/> Information		

Background:

A block of rooms has been booked at the Radisson, Saskatoon for March 25 and 26, 2012 for the National Congress on Rural Education which will be held at TCU Place, Saskatoon March 25-27, 2012.

Current Status:

Pros and Cons:

Financial Implications:

Governance Implications:

Legal Implications:

Communications:

The program is available at
<http://www.usask.ca/education/ruraled/>

Prepared By:	Date:	Attachments:
Heather Boese	January 3, 2012	N/A

Recommendation:

Please confirm your attendance with Heather Boese by January 27. Please indicate if you require an extra banquet ticket and whether you plan to attend the Pre-Congress Workshop. Early bird registration deadline is February 1, 2012.