

# *Prairie South Schools*

## **BOARD OF EDUCATION**

FEBRUARY 7, 2012

11:00 a.m. – 4:00 p.m.

Central Office, 15 Thatcher Drive East, Moose Jaw

### **AGENDA**

#### ***10:00-11:00 a.m. In-Camera Session***

- 1. Call to Order**
- 2. Adoption of the Agenda**
- 3. Adoption of Minutes**
- 4. Delegations/Presentations**
  - 4.1 Delegations**
  - 4.2 Presentations**
    - 4.2.1 Learning Department (1:00-2:00 p.m.)**
- 5. Decision Items**
  - 5.1 Motion from Previous Meeting**
    - 5.1.1 Notice of Motion**

That a hiring freeze at the Central Administrative Council (CAC) level be implemented effective immediately and remain in place until 2012-13  
Operating Budget discussions are concluded.  
- Swanson
  - 5.2 Approval of B5 – Five Year Capital Plan**
  - 5.3 Chaplin School Roof**
- 6. Discussion Items**
  - 6.1 CUPE Collective Agreement – IN CAMERA**
  - 6.2 Video Streaming of Board Meetings**
  - 6.3 Innovation Fund**
  - 6.4 Parameters for 2012-2013 School Year Calendar**
- 7. Consent Items**
  - 7.1 Suspensions**
  - 7.2 Approved Tenders**
  - 7.3 Out of Province Excursion – Peacock Collegiate to Kananaskis, Alberta**
  - 7.4 Out of Province Excursion – Riverview Collegiate to Edmonton, Alberta**
  - 7.5 Out of Province Excursion – Central Collegiate to Winnipeg, Manitoba**

- 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**

**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 January 10, 2012 at 10:00 a.m.**

Attendance: Ms. C. Christopherson-Cote; 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

Presentations: Strong System-Wide Accountability & Governance Monitoring Report (1:00 p.m.)

Motions:

- 01/10/12 – 1657 That the meeting be called to order at 10:45 a.m. Carried  
- Christopherson-Cote
- 01/10/12 – 1658 The following items were added to the agenda: Carried  
6.2 Letters re: Eyebrow School Catchment Area  
That the Board adopt the agenda as amended.  
- Crabbe
- 01/10/12 – 1659 That the Board adopt the Minutes of the regular meeting Carried  
of December 13, 2011 as amended.  
- Stewart
- 01/10/12 – 1660 That motion 10/04/11-1600: Deferred to  
That Eyebrow School west boundary be moved April, 2012  
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
- 01/10/12 – 1661 That we defer motion 01/10/12 – 1660 until the April Carried  
2012 Board Meeting once the Rural Catchment Review  
Committee has had a chance to review this information  
and make a recommendation to the board.  
- Gleim

Stewart requested motion 01/10/12 – 1661 be a recorded vote.

In favour of motion: Gleim, Swanson, Davidson, Crabbe  
Christopherson-Cote, Jelinski

Opposed to motion: Young, Stewart, Kessler, McMaster

01/10/12 – 1662

That the Board 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 ½ and SE ¼ of 27-14-21-W2 from Prairie Valley School Division to Prairie South School Division.  
- Jelinski

Carried

01/10/12 – 1663

That the Board receive the consent items and approve the recommendations contained therein, as presented.  
- McMaster

Carried

That the board break at 11:15 a.m.

That the board reconvene at 11:25 a.m.

### **Committee Reports**

#### **Standing Committees:**

##### *Higher Literacy & Achievement*

- Sections I & II of the Comprehensive Learning Framework, handed out at the last board meeting, are now on the division intranet for staff review and feedback. This is a secure site that allows for collaborative conversations amongst staff.

##### *Equitable Opportunities*

- At the last meeting the committee discussed, and will continue to gather information, in regards to accessing some funds from the division's surplus budget to create new initiatives that will enhance student learning. Incentive options for staffing in rural schools are also being considered due to challenges attracting and retaining staff in remote areas. The committee is also looking at a cost analysis of equipment distribution for extra-curricular activities in small schools and survey is underway to investigate feasible options.

##### *Smooth Transitions*

- No report given.

##### *Strong System-Wide Accountability and Governance*

- No report given.

##### *Advocacy and Networking*

- The committee brought forth some options for the board to discuss at their next planning meeting.

##### *Rural Catchment Review*

- No Report Given

#### **Adhoc Committees:**

##### *South Hill*

- There are 15 upcoming events that involve the three South Hill schools. Some of the highlighted events include a season finale hockey game happening today, a Wildlife Expo February 29 that will include many schools in the division, as well as a Community Drama/Music Production on May 2.

##### *Annual General Meeting Improvement*

- Planning for the best AGM ever continues. The committee is planning to make it a family event that includes and engages SCCs and partners.

That the board break at 11:50 a.m.

That the board reconvene at 1:00 p.m.

That the board break at 2:20 p.m.

That the board reconvene at 2:25 p.m.

**Notice of Motions**

01/10/12 – 1664

That a hiring freeze at the Central Administrative Council (CAC) level be implemented effective immediately and remain in place until 2012-13 Operating Budget discussions are concluded.

- Swanson

**Professional Sharing/Round Table**

Brian Swanson distributed an article to board members titled *Tech execs send kids to anti-computer school.*

**Adjournment**

01/10/12 – 1665

That the meeting be adjourned at 2:30 p.m.

- McMaster

Carried

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Colleen Christopherson-Cote  
Chair

B. Girardin  
Superintendent of Business and Operations

**Next Regular Board Meeting:**

Date: February 7, 2012

Location: Central Office, Moose Jaw

# AGENDA ITEM

<b>Meeting Date:</b>	February 7, 2012	<b>Agenda Item #:</b>	5.1.1
<b>Topic:</b>	<b>Notice of Motion re: CAC Hiring Freeze</b>		
<b>Intent:</b>	<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 January 10, 2012 meeting:  
That a hiring freeze at the Central Administrative Council (CAC) level be implemented effective immediately and remain in place until 2012-13 Operating Budget discussions are concluded.

**Current Status:**

**Pros and Cons:**

**Financial Implications:**

**Governance Implications:**

**Legal Implications:**

**Communications:**

<b>Prepared By:</b>	<b>Date:</b>	<b>Attachments:</b>
Bernie Girardin	January 23, 2012	n/a

***Recommendation:***

Board decision.

# AGENDA ITEM

<b>Meeting Date:</b>	February 7, 2012	<b>Agenda Item #:</b>	5.2
<b>Topic:</b>	<b>Approval of B5 - Five Year Capital Plan</b>		
<b>Intent:</b>	<input checked="" type="checkbox"/> Decision <input type="checkbox"/> Discussion <input type="checkbox"/> Consent <input type="checkbox"/> Information		

**Background:** The Board of Education is required to annually submit a B5 – Five Year Proposed Construction Plan to the Facilities Branch of the Ministry of Education – see attached. Block projects are those that are estimated to cost less than \$1,000,000. Major capital projects are those projects that are estimated to cost in excess of \$1,000,000.

**Current Status:** The attached capital plan was presented to the SWAGG committee on January 31, 2012.

**Pros and Cons:** N/A

**Financial Implications:** N/A

**Governance/Policy Implications:** N/A

**Legal Implications:** N/A

**Communications:** N/A

<b>Prepared By:</b>	<b>Date:</b>	<b>Attachments:</b>
Aline Kirk	January 31, 2012	Proposed B5 - Five Capital Construction Plan

***Recommendation:***

That the Board approve the B5 – Five Year Proposed Construction Plan as presented.

**Block Funded Projects**

School	Project Name	2012/13	2013/14	2014/15	2015/16	2016/17	Total by School	Potential Min. Funding
A.E. Peacock	Plumbing/piping/asbestos	400,000						Y
	Humidifier for gym	120,000						
	HVAC upgrade		2,000,000	2,000,000				Y
	Auditorium seats and flooring				500,000			N
	Univent upgrade				350,000	350,000		N
	Gym lighting upgrade				50,000		5,770,000	N
Assiniboia Comp	Boiler replacement			300,000				Y
	Flooring upgrades				300,000			N
	Changeroom upgrades				250,000			Y
	Roof Top units				150,000			N
	Washroom upgrades					200,000		N
	Paving/Concrete					125,000	1,325,000	N
Assiniboia Elem.	HVAC upgrade - Phase 2	1,000,000						Y
	Partial roof replacement	250,000	100,000					Y
	Renovate 2 north washrooms		100,000					N
	Flooring upgrades		100,000					N
	Changeroom upgrades			200,000			1,750,000	Y
Assiniboia 7th Ave	Gym roof replacement			75,000				Y
	Boiler replacement				200,000		275,000	Y
Avonlea	Gym lighting upgrade				20,000			N
	Concrete asphalt					50,000	70,000	N
Bengough	Window replacement	250,000						N
	Dust Collection in PAA	60,000						N
	HVAC upgrade - Phase 1		1,000,000					Y
	HVAC upgrade - Phase 2			600,000				Y
	Partial roof replacement				120,000			
	Upgrade flooring				100,000			N
	Changeroom upgrades					250,000	2,380,000	Y
Caronport Elem.	Roof Top units		150,000					N
	Dome windows			20,000			170,000	N
Central Butte	Crawlspace remediation							Y
	Concrete upgrade				50,000			N
	Gym floor					60,000	110,000	N
Central Collegiate	Sidewalks/paving/curb	200,000						N
	Bleachers for gym	100,000						N
	Partial roof replacement		200,000					Y
	Univents				250,000	250,000		N
	Gym lighting					30,000	1,030,000	N
Chaplin	Roof replacement ??							
Coronach	Partial roof replacement	165,000						Y
	Flooring upgrades		100,000					N
	Partial roof replacement			180,000				Y
	Crawlspace/grading				500,000			Y
	Concrete					60,000		N
	Home Ec Lab upgrade					100,000	1,105,000	N
Craik	Window upgrade	250,000						N
	Flooring upgrades		100,000					N
	Partial roof replacement				60,000		410,000	Y
Empire	HVAC Phase 2	800,000						Y
	Window/ext door replacement		400,000					N
	Partial roof replacement		65,000					Y
	Partial roof replacement				50,000			N
	Sidewalk replacement				50,000		1,365,000	N
Eyebrow	Fire alarm/emergency ligh	150,000						N
	Gym lighting	20,000						N
	HVAC upgrade		800,000					Y
	Flooring upgrades			100,000				N
	Lighting upgrade				50,000			N
	Partial roof replacement					25,000	1,145,000	N
Glentworth	Lighting upgrade	100,000						N
	Washroom/staffroom upg		250,000					Y
	Flooring upgrades			100,000				N
	Concrete				60,000			N
	Window replacement				200,000		710,000	N
John Chisholm	Window/ext door replacer	150,000					150,000	N
Kincaid	Fire alarm/emergency fl	200,000						Y
	Washroom/changeroom renovation		250,000					Y
	Windows			250,000				N
	Flooring upgrades				100,000			N
	Crawlspace remediation					200,000	1,000,000	Y
King George	Gym floor			70,000				N
	Partial roof replacement				145,000			Y
	Asphalt upgrade					30,000	245,000	N
Lafleche	Washroom/changeroom u	250,000						Y
	Crawlspace remediation/piping/asbest		300,000					Y
	Fluorescent lighting			100,000				N



		2012/13	2013/14	2014/15	2015/16	2016/17	Total by School	
Lafleche cont.	HVAC upgrade			800,000				Y
	Flooring upgrades				100,000			N
	Home Ec Lab upgrade						1,550,000	N
Lindale	Partial roof replacement	205,000						Y
	Crawlspace remediation	800,000						Y
	Gym lighting upgrade		15,000					N
	Partial roof replacement			85,000				Y
	Roof top units				100,000			N
	Asphalt upgrade					100,000		N
	Flooring upgrades					60,000	1,365,000	N
Mankota	Boiler/pipes/pumps/electr	500,000						Y
	Ventilation/fluorescent lighting		800,000					Y
	Washroom/changeroom upgrade			250,000				Y
	Windows/ext door replacement				150,000			N
	Partial roof replacement				15,000			N
	Flooring upgrades					100,000	1,815,000	N
Mossbank	Windows Phase 2	200,000						N
	Lighting/panel upgrade		150,000					N
	Flooring upgrades			100,000				N
	Home Ec Lab upgrade				100,000			N
	Changeroom/washroom upgrades					250,000	800,000	Y
Palliser	Tarmac		100,000					N
	Partial roof replacement			355,000				Y
	Gym lighting				20,000			N
	Air handling units/radiation					400,000	875,000	N
Prince Arthur	Gym lighting				20,000			N
	Partial roof replacement					150,000	170,000	Y
Riverview	Replace bleachers	60,000						N
	Boiler/water heater/pumps		600,000					Y
	Gym lighting				20,000			N
	Univent upgrade				400,000			N
	Changeroom upgrades					200,000	1,280,000	Y
Rockglen	Boiler/piping/pumps/RTUS	800,000						Y
	Lighting upgrade		120,000					N
	Windows/ext door replacement		200,000					N
	Partial roof replacement		100,000					Y
	Washroom/changeroom upgrade			250,000				Y
	Flooring upgrades				100,000			N
	Concrete/asphalt upgrade					50,000	1,620,000	N
Rouleau	Flooring upgrades			50,000			50,000	N
Sunningdale	Chillers	250,000						N
	Gym floor				70,000			N
	Univents					50,000	370,000	N
Westmount	Boiler/furnace upgrade	500,000						Y
	Washroom upgrades			100,000				N
	Tarmac			100,000				N
	Partial roof replacement				80,000			Y
	Slope SE Entrance roof				100,000		880,000	N
William Grayson	Boiler upgrade	350,000					350,000	N
9th Avenue office	Fire alarm/emergency lighting		75,000					N
	Window replacement			250,000				N
	Boiler/pumps/valves				200,000			N
	Roof top unit				35,000			N
	Washroom upgrades					100,000		N
	Asphalt upgrade					100,000	760,000	N
Thatcher Office	Roof replacement	200,000						Y
	Flooring carpet		60,000					N
	Controls/valves				60,000		320,000	N
Gutheridge Field	Resurface track							
		\$8,330,000	\$8,135,000	\$6,335,000	\$5,125,000	\$3,290,000	\$31,215,000	
						\$31,215,000		

NOTE: There are several specialty areas such as science labs, home ec labs. PAA labs etc... that will require upgrading when additional funds become available. Also waiting for the review being conducted on PAA programs.

#### Major Capital Projects : ( in order of priority)

Gravelbourg High School - Provide an addition to consolidate the Elementary and High School into a Pre-K to Grade 12 School. 6 million

Sunningdale School - Provide an addition for growing population . 7 million

Bengough - Renovate/modernize/build new school to existing gym

Glentworth - Renovate/modernize

Peacock - Renovate/modernize

Palliser Heights - Renovate/modernize

Central Collegiate - Renovate/modernize

Sq. Ft.	175/sq.ft.
34,746	6,080,550
22,892	4,006,100
172,799	30,239,825
56,434	9,875,950
82,505	14,438,375
369,376	77,640,800

## AGENDA ITEM

<b>Meeting Date:</b>	February 7, 2012	<b>Agenda Item #:</b>	5.3
<b>Topic:</b>	<b>Chaplin School Roof</b>		
<b>Intent:</b>	<input checked="" type="checkbox"/> Decision <input type="checkbox"/> Discussion <input type="checkbox"/> Consent <input type="checkbox"/> Information		

### Background:

Since the roof was replaced in the fall of 2007 by volunteers of the community and directed under the supervision of Jack Wakeford, there have been ongoing issues with leakage. On numerous occasions our maintenance staff has attempted to prevent the leaks and Mr. Wakeford had been asked to return to the school to address the leaks. Because of the ongoing leakage issues, Roof Management & Inspection Services (RMIS) was asked to provide an assessment of the roof. They recommended that the roof be replaced with asphalt shingles as the existing metal roof does not meet the minimum industry recognized standards. As a result of this assessment, a roof replacement at Chaplin School was included in the 2011 - five year capital plan that was presented to the board in April of 2011. Ron Gleim asked to have a meeting with RMIS at Chaplin School to have them point out to him and Jack Wakeford the deficiencies in the roof. This meeting took place on May 10, 2011 with Ron Gleim, Shawn Davidson and Jack Wakeford in attendance. Subsequent to this meeting, RMIS provided a written report of the information that was shared that day - see attachment #1. This report was taken to the board on May 17, 2011 at which time, the board decided that an attempt be made to repair the roof rather than replace it. This would also have to include installation of the required fall protection as this roof has a slope of more than 4%. A request was made to RMIS to prepare a tender to repair the roof and install the appropriate fall protection. RMIS made an attempt to contact several metal roof installers regarding this matter but they all indicated to him that it was their busy season and were not interested in repairing someone else's work. RMIS suggested that we try again very early in the spring of 2012 before contractors fill their schedules with new roof replacements.

### Current Status:

On November 22, 2011, an Occupational Health and Safety Officer conducted an inspection of Chaplin School. One of the items that was noted in his "Notice of Contravention" (see attachment #2) was his observation of a number of

water leaks in specific rooms that may be hazardous to the health and safety of workers, citing that there were mold issues. Our maintenance staff conducted an investigation to determine if there was any visible mold in the school. The only room with some visible mold was in the science lab and it is confined to one area. At that point, we decided to have indoor air quality tests conducted and those results showed higher than normal readings in the science lab and the Home Ec lab but not at a level that the rooms could not be occupied. We have polyed the area in the Science lab and rectified the smell in the Home Ec lab which was coming from the sink. The issue now is rectifying the source of the problem before it gets worse and then proceed with the remediation that is recommended. RMIS has provided the attached proposal to address the roof leakage (see attachment #3).

**Pros and Cons:**

By including two options in the RFP, one for repair and one for replacement, a comparison of the price difference can be made.

**Financial Implications:**

Estimated cost for a complete roof replacement is \$336,000 plus GST (includes fall protection) - see attachment #4.

**Governance/Policy Implications:**

**Legal Implications:**

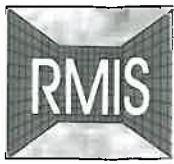
As this has been raised to an Occupational Health and Safety matter, we are required to address this matter immediately.

**Communications:**

<b>Prepared By:</b>	<b>Date:</b>	<b>Attachments:</b>
Aline Kirk	January 23, 2012	#1 - RMIS report May 2011 #2 - OH & S Notice of Contravention #3 - RMIS proposal to address Chaplin School Roof - Jan. 2012 #4 - Cost estimate

***Recommendation:***

That we proceed with a request for proposal to address the Chaplin School roof issue as recommended by Roof Management & Inspection Services which includes installation of fall protection anchors as required by legislation and that the cost for this project be funded from general surplus.



## **Roof Management & Inspection Services Ltd.**

**REGINA PH: (306) 352-4606 Fax: (306) 352-4607**  
**SASKATOON: PH: (306) 242-6887 FAX: (306) 242-0734**  
**www.roofmanagement.ca**

#1

May 16, 2011

Ms. Aline Kirk  
Facilities Manager  
Prairie South School Division  
15 Thatcher Dr. E.  
Moose Jaw, SK, S6J 1L8

### **Prairie South School Division – Chaplin School Roof Repairs**

Dear Ms. Kirk,

As your request, Roof Management and Inspection Services Ltd.(RMIS) attended the review of the leakage issues at the Chaplin School located at Chaplin, Saskatchewan.

Attendees for the meeting were:

Ron Gleim – Chair, PSSD Board of Directors  
Jack Wakeford – leader of the volunteer group who installed the roof  
Sean Davidson – Board member representative – PSSD  
Darren Baiton – Assistant Facility Manager  
Percy Crossman – P Eng., RMIS  
Brendan Lowndes – Manager, Inspection Services – RMIS  
Ryan Baker – Inspector, Journeyman Sheetmetal Roofing, RMIS

### **Objective of Meeting:**

The objective of the meeting was to examine the issues of the volunteer installed metal roof and determine the potential courses of action for correcting those issues.

### **RMIS Baseline Assessment of Roof System – 2010:**

RMIS was contracted by PSSD in 2010 to conduct a baseline assessment of all the roof systems in the school division. RMIS conducts these inspections based upon recognized standards and experiences generated over a 15 year period of conducting these assessments. For metal roof systems, RMIS follows the specifications developed by the Metal Roofing Systems Design Manual produced by the Metal Building Manufacturers Association. In relation to the assessment conducted on the Chaplin metal roof system in 2010, three major issues were identified:

1. **Style of Roof System** – It is highly recommended that all commercial roof systems be either a standing seam metal or trapezoidal metal roof system with very few exposed fasteners. These systems have proven to provide the greatest degree of water shedding capability and the lowest costs from an ongoing maintenance perspective. The existing metal roof system at Chaplin is a contoured, lap rib, exposed fastener system. This system has

demonstrated issues in terms of higher ongoing maintenance costs and leakage.

2. **Gauge of Metal** – The standard minimum gauge thickness for a commercial metal roof system is 24 gauge. This gauge has proven to be most durable in terms of damage from roof traffic and wind uplift. From field measurements, the existing gauge thickness is 28 gauge. This gauge thickness results in the roof being prone to cracking of the roof ribs due to foot traffic, as was demonstrated during the inspections. As Mr. Wakeford pointed out, the supplier of the metal roof system marketed the roof system as a “commercial grade” roof system. Unfortunately, there are no national standards in terms of advertising that the suppliers of metal roof systems must follow. So there is no recourse against the supplier.
3. **Underlay** – A metal roof system is a Hydrokinetic, or water shedding, roof system. It is not water proof as a stand alone system. The only thing that makes it truly water proof is the underlayment that is applied to the roof deck prior to the installation of the metal roof system. This ensures that any water that bypasses the laps in the metal roof system will not reach the interior of the building since it is protected by the underlay which sheds the water to the eave. This is particularly critical in the valleys of a sloped roof system where ice damming can occur resulting in a build up of melt water that can flow between the gaps in the metal roof sheets and into the building. The existing roof system did not have any underlay applied prior to the installation of the metal roof systems.

As part of the roof assessment process, RMIS must make recommendations on the most cost effective long term strategy for correcting any identified issues. Due to the significant systemic issues listed above, RMIS recommended that the roof systems be replaced in order to provide the longest period of performance and lowest maintenance costs. However, PSSD is willing to make efforts to try to correct some of the issues identified, the performance of the existing roof system can be substantially improved. But, it must be recognized that there will undoubtedly be a higher degree of maintenance required for this roof system on an ongoing basis.

### **Identified Leakage:**

There were two areas of primary leakage identified on the roof. The first was over the staff room in the north central area of the building and the second was in the science room in the south east area of the building. A review of the attic space indicated many of other areas of previous leakage. However, it was not possible to determine if this was old leakage events or recent. It was advised that the attic space be reviewed during a rain event to determine if other areas of leakage are present.

One issue that was brought up that may be masking some of the leaks in the building is the construction of the roof system. The building was originally equipped with a flat roof structure. The structure was subsequently retrofitted with a sloped roof truss structure. The existing BUR (Tar and Gravel) roof system was left installed on the flat roof that remains in the attic. In addition, the attic was equipped with 12” of blow in fibreglass insulation. Both of these issues could be restricting and/or absorbing moisture, thereby preventing it from accessing the building. Therefore, the need to review the interior of the attic during a major rain event is critical to determine all points of leakage.

## Major Identified Issues:

The following list of major issues must be corrected as a first step in order to try to address the leakage and improve the long term performance of the roof system:

1. **Valleys** – The existing valleys are equipped with a valley flashing but are not equipped with any underlay. Therefore, the valleys have to be made as water tight as possible from the top side of the metal roof. This can be attempted by the following procedure:
  - a. Remove existing fasteners from metal roof sheets terminating in valley.
  - b. Clean surface of valley flashing and install double sided butyl tape to edge of valley flashing.
  - c. Reinstall metal roof sheets with additional fasteners in valley (minimum 2 per pan).
  - d. Install and caulk closures on end of flutes on metal roof sheets terminating in valley.
2. **Closure Flashing Terminating Sheets at Walls** – A properly designed and installed closure flashing must be installed where the roof sheets meet a vertical wall. These closures must be equipped with a reglet type flashing to properly seal it to all masonry walls. The flashing must be equipped with foam enclosures to prevent wind driven rain or snow from running under the flashing.
3. **Gable End Flashings** – The edge of the existing metal roof sheets must be protected from wind uplift by a properly installed rake edge flashing.
4. **Termination Flashings Around Roof Penetrations** – In order to properly seal around the roof penetrations such as skylights, a proper flashing must be installed that directs water to the side of the penetration.
5. **Painting of Cut Panel Edges** – The cut edges of the metal roof panels in the valleys are rusting. It is recommended that all cut edges be recoated with proper paint system to prevent rusting.
6. **Missing Fasteners** – There were several areas where the roof sheets were not properly fastened with the frequency of fasteners required.
7. **Laps Not Properly Sealed** – The laps between each metal roof sheet must be equipped with a sealant to prevent leakage. This is particularly critical at the eaves where ice damming can occur.
8. **Sealant** – There were several areas where caulking was missing from the roof system. It is recommended that all caulked joints be inspected and repaired as required.

## Recommended Actions:

At the meeting, all of the above items were discussed and reviewed. Mr. Wakeford indicated that he was prepared to make these corrections. RMIS indicated that we would be willing to provide technical expertise to assist in this volunteer effort.

If you have any questions regarding this report, please do not hesitate to call.

Regards,  
Percy Crossman, P.Eng, PMP, RRO  
Roof Management & Inspection Services Ltd.

Chemical and Biological Substances - general  
OHS Reg 302

#2

This officer has concluded chemical or biological substance is present at the workplace, namely in rooms 114, 122, 109, 107, and in the Library, that may be hazardous to the health and safety of workers. It was observed that there are a number of water leaks. This officer was told that the leaks have been on going over the last 5 years. There are clear signs that there are mold issues, indicating the employer has failed to eliminate or minimize, to a reasonably practicable extent, worker exposure to or contamination of this workplace by this substance.

This contravenes Section 302 of The Occupational Health and Safety Regulations, 1996.

Comply by meeting all of the requirements of section 302 of the regulations which states:

302(1) An employer shall, at a place of employment:

- (a) monitor the use or presence of, or a worker's exposure to, any chemical substance or any biological substance that may be hazardous or harmful to the health or safety of a worker;
  - (b) where reasonably practicable, substitute a less hazardous or harmful chemical substance or biological substance for a hazardous or harmful chemical substance or biological substance;
  - (c) subject to subsection 307(1), to the extent that is reasonably practicable, reduce any contamination of the place of employment by a chemical substance or biological substance; and
  - (d) develop and implement work procedures and processes that are as safe as is reasonably practicable for the handling, use, storage, production and disposal of chemical substances and biological substances.
- (2) An employer shall take all practicable steps to prevent exposure of a worker, to an extent that is likely to be harmful to the worker, to:
- (a) a chemical substance or biological substance that may be hazardous; or
  - (b) a chemical substance or biological substance in combination or association with any other substance present that may be hazardous.
- (3) An employer shall:
- (a) inform the workers of the nature and degree of the effects to their health or safety of any chemical substance or biological substance to which the workers are exposed in the course of their work; and
  - (b) provide the workers with adequate training with respect to:
    - (i) work procedures and processes developed pursuant to clause (1)(d); and
    - (ii) the proper use of any personal protective equipment required by these regulations.

(4) An employer shall make available to the committee, the representative or, where there is no committee or representative, the workers:

- (a) the results of any measurements of worker exposure to, and contamination of a place of employment by, a chemical substance or biological substance; and
- (b) any steps taken to reduce the contamination of a place of employment by, and eliminate or reduce exposure of the workers to, a chemical substance or biological substance.



**Kirk, Aline**

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**From:** Percy Crossman [percy.crossman@sasktel.net]  
**Sent:** Tuesday, January 17, 2012 9:43 AM  
**To:** Kirk, Aline  
**Cc:** Baiton, Darren; brendan.lowndes@sasktel.net  
**Subject:** RE: Chaplin Roof

I think the product Darren is referring to is Garnaflex which is a spray on coating. We have used this product and it works well on older metal roofs systems where the caulking and seam details have failed. This product is meant for bridging only minor cracks in the metal, usually less than 1/8". The problem at Chaplin is that we are missing whole areas of required flashing where we would have to bridge holes in the flashing up to 1" wide.

We have discussed this around the horn with a number of contractors as well as internally and we think we only have one real option to determine IF this roof can be salvaged. We will be putting together a Request for Proposal that would include the following:

**Option A, Repair:**

Contractor would be responsible for:

1. Conducting an assessment of roof leakage areas and developing a remediation plan to address the leakage areas. One of the repairs might be adding some flashing and spraying the roof with Garnaflex. However, I do not want to limit the contractors options for repair.

**Option B, Replace:**

RMIS would develop detailed specification that would include the removal of the existing metal roof and replacement with 30 Year Fiberglass reinforced shingles c/w self adhered underlay.

I think this is our best bet since we get a firm price for repair and we also have a comparative price for complete replacement. With this approach, we have a clear definition for both options and we are not wasting time and schedule running out to get quotes on the replacement option if the repair costs come in too high. I will get three quotes on both if it kills me so we have a good comparison.

My big question on this, is how you want to stage it in terms of decision making? I would propose we do a B1 assessment to determine the projected cost of replacement with the shingles including any required Fall Arrest. You can use this as the potential worst case scenario if the repair option looks too expensive or unreliable. You could use this as a number for filing your B1 as well. If you want to really push this along, I could have a review onsite with the contractors as early as February 8<sup>th</sup>.

Let me know what you think.

---



#4

Chaplin

ROOF REPLACEMENT

	1	2	3	4	TOTAL
Area (s.f.)	14,400	7,900	5,375	625	
Roofing Contractor	\$ 151,263	\$ 83,002	\$ 56,490	\$ 6,552	\$ 297,307
Mechanical Contractor					\$ -
Electrical Contractor	\$ 500				\$ 500
TOTAL	\$ 151,763	\$ 83,002	\$ 56,490	\$ 6,552	\$ 297,807

FALL PROTECTION SYSTEM

Structural Contractor	\$ -	\$ -	\$ -	\$ -	\$ -
Roofing Contractor	\$ 6,600	\$ 3,300	\$ 2,725	\$ 1,150	\$ 13,775
TOTAL					\$ 13,775

PROFESSIONAL FEES

Structural Engineering	\$ 900	\$ 450	\$ 375	\$ 150	\$ 1,875
Project Management	\$ 11,554	\$ 6,303	\$ 4,345	\$ 598	\$ 22,800
TOTAL					\$ 24,675

PROJECT TOTAL

RECOMMENDED CONTINGENCY (15%)					\$ 37,621
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All prices do not include GST

336,257

# AGENDA ITEM

<b>Meeting Date:</b>	February 7, 2012	<b>Agenda Item #:</b>	6.2
<b>Topic:</b>	<b>Video Streaming of Board Meetings</b>		
<b>Intent:</b>	<input type="checkbox"/> Decision <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Consent <input type="checkbox"/> Information		

## Background:

10/04/11 – 1619

That the Prairie South School Division IT department prepare, for presentation to the Prairie South School Division Board, a proposal outlining options for live-streaming and storage of Prairie South School Division Board Meetings on the Prairie South School Division website.

- Swanson

## Current Status:

Prairie South:

The agenda and minutes of each board meeting are posted on our website for public access. Information from Board meetings is shared with the public through a Board Highlights document that is prepared by Communications. The document is sent to all staff in the division, local media, MLAs, and communities. Members of the public and local media are welcome to attend open sessions of meetings.

Questions to consider:

- Because recording and streaming of board meetings is not included in the Communication/Engagement Plan, approved December 13, 2011, and in order to make the streaming of board meetings successful, we need to know what the goal is – number of desired viewers, length of viewing time etc.
- As a part of our Core Values – Community Involvement & Engagement – if comments are received/posted, what is the board's response strategy/protocol?

Other divisions:

Chinook: minutes on website

SE Cornerstone: minutes & Board Highlights on website

Prairie Valley: minutes & Board Notes on website

Good Spirit: minutes & Division Newsletter on website

Horizon: minutes & Notes on website

Creighton: minutes & Board Highlights on website

Living Sky: minutes on website

Lloydminster: minutes on website

North East: minutes & Board Highlights on website  
 Northwest: minutes on website  
 Prairie Spirit: minutes on website  
 Regina: minutes & sporadic Newsletter  
 Sask Rivers: minutes on website  
 Saskatoon: minutes and highlights on website  
 Sun West: minutes and highlights on website

Edmonton Public live-streams and records their board meetings. Sound and video quality is poor. Viewers have the ability to comment, chat and post video content to social media sites. They have a formal boardroom with permanent microphones. Titling is used to indicate the agenda item being discussed.  
<http://www.livestream.com/edmontonpublicschools>

**Pros and Cons:**

Pros:

- meetings would be more accessible to the public

Cons:

- Prairie South communities/stakeholders do not all have/have limited high speed internet access
- Prairie South has a set amount of bandwidth - streaming would take up classroom bandwidth
- renovations and equipment purchase are required
  - window coverings (black-out)
  - microphone/speaker system
  - mixing board
  - additional lighting/different lighting options
  - static/formal arrangement of board room recommended
  - camera equipment needed
  - server space and storage costs (if recorded and stored)
  - video titling software
  - camera operator
  - digital fee
  - how will powerpoints and delegations be shown?
  - new tables could allow for better configuration
  - current boardroom space is small

**Financial Implications:**

BASE SYSTEM:

Camcorder:	\$1,500
Notebook:	\$2,800
Sound:	\$ 250
Misc. (cabling, etc.):	\$ 500
Room:	\$ TBD
TOTAL:	\$5,000 + room improvements/configuration

**HIGHER QUALITY SYSTEM:**

Camcorder: \$3,000  
Notebook: \$2,800  
Sound: \$1,500  
Misc. (cabling, etc.): \$1,000  
Room: \$ TBD  
TOTAL: \$8,300 + room  
improvements/configuration

other considerations:

- Storage requirements
- Camera operation/titling/editing

**Governance Implications:**

**Legal Implications:**

**Communications:**

Working with IT, a dedicated area on the division website needs to be created. The recommended locations are under News Room and Governance & Administration – Board Highlights are currently available at those two locations.

To allow for a viewer-friendly experience, if meetings are recorded, time stamping is recommended to make individual agenda items more accessible.

Prepared By:	Date:	Attachments:
Janice Thoroughgood	January 23, 2012	

***Recommendation:***

There are two main deterrents in providing a live stream of board meetings to the public:

1. Many of our communities do not have access to a high-speed internet connection – making viewing difficult or impossible.
2. The size and setup of our current boardroom doesn't lend itself to video recording or streaming.
3. The objective/purpose of video streaming is not listed as a board strategy.

# AGENDA ITEM

<b>Meeting Date:</b>	February 7, 2012	<b>Agenda Item #:</b>	6.3
<b>Topic:</b>	<b>Innovation Fund</b>		
<b>Intent:</b>	<input type="checkbox"/> Decision <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Consent <input type="checkbox"/> Information		

**Background:** At the January planning session a concept was brought forward by the SSWAG committee to develop an Innovation Fund as part of the plan to spend the division's surplus. The fund was intended to be set up on a one time basis.

**Current Status:** Presently the Board does not have an innovation fund.

**Pros and Cons:**

**Financial Implications:** The Board will need to set an amount that is available on a one time basis for this fund.

**Governance/Policy Implications:**

**Legal Implications:**

**Communications:**

<b>Prepared By:</b>	<b>Date:</b>	<b>Attachments:</b>
Bernie Girardin	January 30, 2012	Innovation Fund Draft Policy

**Recommendation:**  
Board Discussion.

**ADMINISTRATIVE POLICY No. 110**

**DIVISION INNOVATION FUND**

1. Schools, school groups, School Community Councils, and division administration that are contemplating a project that may be innovative in nature and that require funding assistance may apply to this fund. Division Innovation funding requests are those items which, due to their amount and non-routine nature, cannot reasonably be expected to be funded from decentralized budget allocations.

The following criteria will be considered as advantageous:

- a. Projects that enhance learning;
  - b. Projects that promote co-operation and collaboration between schools;
  - c. Projects that include partnerships;
  - d. Projects that access third party funding;
  - e. Projects that provide operational efficiencies.
2. A detailed development plan including a budget showing revenue sources and projected expenditures is to be prepared and submitted to the Superintendent of Business and Operations. Funding will be for one-time projects; if there are ongoing costs they must be identified in the application.
3. Safety, accessibility, code requirements and equipment standards must be adhered to in all aspects.
4. Projects will be reviewed by a Board Committee consisting of trustees and administration staff.
5. Applications for Division Innovation funding to be considered for approval shall be submitted to the Superintendent of Business and Operations at any time. Applicants will be notified if their project is approved.
6. For projects that qualify, charitable receipts shall be made available to individuals and businesses donating to the Division Innovation fund projects provided funding is sent directly to Prairie South School Division No. 210.
7. Purchasing and expenses for school division innovation fund projects shall be administered by the school division in accordance with division policies.

Approved:
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# AGENDA ITEM

<b>Meeting Date:</b>	February 7, 2012	<b>Agenda Item #:</b>	6.4
<b>Topic:</b>	<b>Parameters for 2012-2013 School Year Calendar</b>		
<b>Intent:</b>	<input type="checkbox"/> Decision <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Consent <input type="checkbox"/> Information		

## Background:

Prairie South's procedures for development of school year calendar:

1. January- parameters established
2. February- parameters presented to Board
3. February- stakeholders (representatives from school-based staff and SCCs) are invited to establish calendar within parameters
4. March- proposed calendar is presented to Board for approval

Calendar parameters:

- 197 teaching days as set by the Ministry
- 184 student days
- 13 non-instructional days include:
  - 1/2-school-based organizational day for start-up
  - 1/2-school-based organizational day for completing the year
  - 5 teacher prep days (LINC contract)
  - 3 days for Learning Improvement Team (LIT) (15 one-hour early dismissals= 3 days)
  - 2 Professional Learning Days
  - 2 student-led conference days
- A common calendar for all schools:
  - common start and end dates: teachers will start August 29 and student start September 4. Last day of classes for students is June 26 and June 28 for staff.
  - common school-based organizational dates, student-led conferences, LIT early dismissals
  - Amendments to Education Act: the earliest students can begin in school is the first day after Labour Day, while the latest they can be in school is June 30th
  - common Christmas and Easter breaks – section 166 of The Education Act, 1995 states that spring

vacation will be the five days following Easter Sunday and a Christmas vacation, which is to commence not later than December 23 and end not earlier than January 2, both days inclusive  
-Christmas break: Last teaching day before winter break is December 21 and return date is January 7.

**Current Status:**

**Pros and Cons:**

**Financial Implications:**

**Governance Implications:**

**Legal Implications:**

**Communications:**

<b>Prepared By:</b>	<b>Date:</b>	<b>Attachments:</b>
Barbara Compton	January 30, 2012	n/a

***Recommendation:***

Board discussion



# AGENDA ITEM

<b>Meeting Date:</b>	February 7, 2012	<b>Agenda Item #:</b>	7.2
<b>Topic:</b>	<b>Tender Report</b>		
<b>Intent:</b>	<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 January 3, 2012 to January 27, 2012.

**Current Status:**

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

A tender was issued for an accessibility/washroom upgrade at Glentworth School.

A request for proposals was issued for a 3/4 ton truck.

A tender was issued for the supply and installation of new light fixtures for Mortlach and Central Butte School gymnasiums.

**Pros and Cons:****Financial Implications:**

The tender for window and door replacement at Mossbank school was awarded to Cormode and Dickson at a cost of \$140,814.

The tender for an accessibility and washroom upgrade at Glentworth School was awarded to KT Construction Services for a cost of \$695,400.

The request for proposals for a 3/4 ton truck was awarded to Village Ford for a cost of \$24,400.

The tender for supply and installation of new light fixtures for Mortlach and Central Butte School gymnasiums was awarded to Schultz Electric for a cost of \$24,424.

**Governance Implications:** N/A

**Legal Implications:** N/A

**Communications:** N/A

<b>Prepared By:</b>	<b>Date:</b>	<b>Attachments:</b>
Ron Purdy	January 27, 2012	

***Recommendation:***

# AGENDA ITEM

<b>Meeting Date:</b>	February 7, 2012	<b>Agenda Item #:</b>	7.3
<b>Topic:</b>	<b>Out of Province Excursion - Peacock to Kananaskis, AB</b>		
<b>Intent:</b>	<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 Kananaskis, AB is attached.

**Current Status:**

**Pros and Cons:**

**Financial Implications:**

**Governance/Policy Implications:**

**Legal Implications:**

**Communications:**

<b>Prepared By:</b>	<b>Date:</b>	<b>Attachments:</b>
Derrick Huschi	January 26, 2012	Outdoor Excursion Application Form

***Recommendation:***

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



# Prairie South School Division No. 210

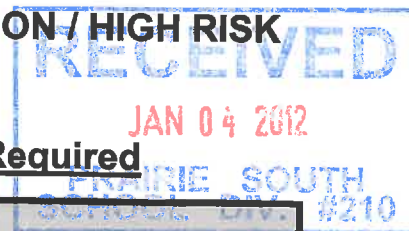
15 Thatcher Drive East  
Moose Jaw, SK S6J 1L8

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

[www.prairiesouth.ca](http://www.prairiesouth.ca)

## OVERNIGHT EXCURSIONS / OUTDOOR EDUCATION / HIGH RISK ACTIVITIES APPLICATION FORM

**Division Office Administration Approval Required**



A. INFORMATION	
Name of Teacher: Blake Buettner	School: Peacock
Type of Activity: <input checked="" type="checkbox"/> Curricular <input type="checkbox"/> Extra-Curricular <input checked="" type="checkbox"/> High Risk Activity <u>Mountain Bike Trip to Kananaskis</u>	
Grade Level: 11	Number of Students: 24
Destination: Kananaskis, Alberta	Trip Date: May 25 – 29, 2012
Number of School Days (Partial/Full): 2.5 – Friday, May 25-p.m., Monday, May 28-Full Day, Tuesday, May 29-Full Day	
Transportation: <input type="checkbox"/> Travel by Bus (PSSD No. 210) or <input type="checkbox"/> Other: <input checked="" type="checkbox"/> Travel by Car/Van (List names of drivers): Blake Buettner, Renee Verge, Wayne Grywachski, Matt Froehlich, Jay Fellingner, Jocelyn Sagal	
Number of Teachers, Parents, Chaperones: 6	
Qualifications/Certifications of Teachers, Parents, Chaperones: <input checked="" type="checkbox"/> First Aid <input type="checkbox"/> Lifeguard <input type="checkbox"/> Canoe Certification <input checked="" type="checkbox"/> Other CPR Certification	

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.

C. BUDGET
❖ Anticipated Budget - \$4200 - Vehicle Rental - \$2000.00 , Fuel - \$1000.00, Campsite Rental - \$700.00, Groceries-\$300.00, Miscellaneous Camping Items(Camp Fuel, Tarps, Rope) - \$200.00 ❖ Description of Funding Sources - Decentralized Budget-Special Programs, Fund Raising(School Bottle Recycling)

- ❖ Out of Pocket Cost Per Participant \$150.00 - Meal Plans, Camping Gear, Bike Maintenance and Tune-up, Class T-Shirt, CPR Certification, Spin Classes, Spending Money, Fast Food Restaurants x 3, Snacks for Trip

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

**D. LEARNING OBJECTIVES**

- Lifelong participation in recreational activities. Have students appreciate outdoor activities for life.
- Develop positive attitudes towards physical activity, fitness, self concepts, relationships, social behavior, personal and group safety.
- Outdoor pursuits have been a major objective of Outdoor Education 20.

Specifically from the Physical Education 20 Curriculum:

**Foundational Objective:**

Students will develop skills related to the outdoors which will make them more comfortable in an outdoor environment.

**Learning Objectives:**

- Students will display an understanding of terminology, rules, safety concepts, mechanical principles and current developments that apply to outdoor pursuits. (We learn biking, hiking and camping terminology, rules, wildlife and bike safety and current trends in mountain biking.)
- Students will display increased self confidence, self sufficiency and individual initiative. (Students are trained on the hills in Moose Jaw on their bikes and their self confidence grows enormously after a day in the mountains using their bikes. Students will spend time training on their own.)

**Foundational Objective:**

Students will develop skills which promote lifelong outdoor leisure pursuits.

**Learning Objectives:**

- Students will develop the basic movement patterns and performance cues related to outdoor pursuits.(We train on stationary bikes to gain fitness for the trip.)
- Students will develop an awareness of the potential of the natural environment for worthwhile lifetime outdoor pursuits in all seasons.(We discuss wildlife safety and the wilderness we will be going into.)

**Foundational Objective:**

Students will develop an appreciation of and respect for the outdoor environment.

**Learning Objectives:**

- Students will develop an appreciation and respect for the natural environment. (The campsite is like no other. It is on a plateau half way up a mountain with a stream running through it.)
- Students will develop social skills that promote acceptable standards of behaviour and positive relationships with each other and the environment.(The students develop close relationships with each other through the process of the class.)

**Foundational Objective:**

-Students will develop an appreciation of the contribution outdoor pursuits make to personal fitness.

**Learning Objectives:**

-Students will develop the ability to identify and pursue a variety of fitness-related activities that complement selected outdoor pursuits. (We hike as well as bike on our trip. Camping skills are enhanced through our trips.)

-Students will develop an appreciation of the role of outdoor pursuits in the achievement and maintenance of personal fitness.(Students realize how training and conditioning enhance their experience on the trips.)

-CEL's of communication, critical and creative thinking, independent learning, personal and social values and skills and technology are all incorporated into Outdoor Education 20.

-Use of biking skills, conditioning, map reading, camping, planning, computer use, cooking, decision making, cooperation, teamwork and social skills are all incorporated into the class and trips.

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

a) Pre-Excursion Learning - Bike use and maintenance, safety, CPR certification, spin classes for conditioning, wildlife situations, mountain bike skills practice at the Wakamow, menu planning, map reading, knot tying, survival kit preparation.

b) Excursion Learning – Mountain training session, trip preparations and packing, independent learning of cooking and cleaning, camping duties, nature center, putting pre-excursion knowledge and conditioning to work, group cooperation, independently challenging yourself.

c) Post-Excursion Learning – Self and teacher evaluation, trip evaluation, chaperone's evaluation, clean up, maintenance of camping gear, trip reflection.

## F. SCHEDULE OF ACTIVITIES

- Leave Friday, May 25 at Noon.
- Stay in Bragg Creek, Alberta.
- Leave on Saturday, May 26 for bike trails in Elbow Valley, East Kananaskis.
- Leave for Peter Lougheed Provincial Park in Kananaskis.
- Set up camp at Pocaterra Group Camp at Kananaskis.
- Bike Terrace trail on Sunday, May 27.
- Bike Jewel trail on Monday, May 28.
- Return to Moose Jaw on Tuesday, May 29.

Blake Bullen

Teacher Signature

December 14, 2011

Date

Mike Boyes

Principal Signature

Dec. 27, 2011

Date

\_\_\_\_\_  
Director/Superintendent Signature

☐

Request Approved

☐

Request Denied

# AGENDA ITEM

<b>Meeting Date:</b>	February 7, 2012	<b>Agenda Item #:</b>	7.4
<b>Topic:</b>	<b>Out of Province Excursion - Riverview to Edmonton, AB</b>		
<b>Intent:</b>	<input type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Information

**Background:** Riverview's Overnight Excursion/Outdoor Education request to Edmonton, AB is attached.

**Current Status:**

**Pros and Cons:**

**Financial Implications:**

**Governance/Policy Implications:**

**Legal Implications:**

**Communications:**

<b>Prepared By:</b>	<b>Date:</b>	<b>Attachments:</b>
Derrick Huschi	January 26, 2012	Outdoor Excursion Application Form

***Recommendation:***

To approve Riverview's trip to Edmonton, AB as per the outline provided.





**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**

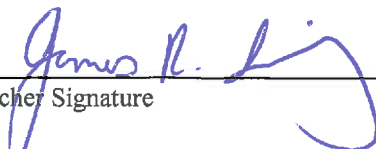
\*see preliminary schedule. Specific schedule will be sent out by the end of January.

April 19<sup>th</sup>: leave RVCI at 7:00am and arrive at Coast Edmonton Plaza (Edmonton, AB) at 4:00pm for conference registration.

April 19<sup>th</sup>-22<sup>nd</sup>: conference at Coast Edmonton Plaza.

April 22<sup>nd</sup>: leave for RVCI at 9:00am and arrive at RVCI at 5:00- 6:00pm.

Teacher Signature



Date

Jan. 9, 2012.

Principal Signature \_\_\_\_\_ Date Jan 9/11

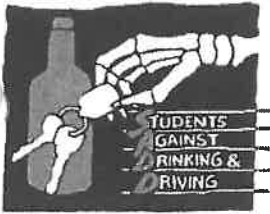
\_\_\_\_\_  
Director/Superintendent Signature

☐

Request Approved

☐

Request Denied



# CYAID 2012

CANADIAN YOUTH AGAINST IMPAIRED DRIVING  
CONFERENCE

## April 19-22, 2012

Edmonton, Alberta

Delegates who attend the **Canadian Youth Against Impaired Driving Conference** are introduced to numerous leadership and anti-impaired driving speakers. Delegates also learn new skills and enhance others that will help them, not only within their SADD Chapters, but with their daily lives.

This conference is a tremendous experience and **will change their lives** and views.

Being able to interact with hundreds of high school **students from across Canada** enables each delegate to make new contacts, friends, and relations that sometimes last a lifetime. Once you have attended one conference, you will want to keep returning, year after year!

### Conference Details

#### Conference Dates

**Thursday, April 19 to Sunday, April 22, 2012**

Registration will be from 4:00 pm to 6:30 pm on Thursday, April 19<sup>th</sup>.  
The Conference program will begin at 7:00 pm on Thursday, April 19<sup>th</sup>.  
The conference will conclude after breakfast on Sunday, April 22<sup>nd</sup>.



#### Conference Location

**Coast Edmonton Plaza**

10155 – 105 Street  
Edmonton, Alberta

#### Conference Cost

**Early Bird Registration:** Registration forms and payment must be postmarked by **March 1, 2012**

Quad: \$375.00/person	Triple: \$410.00/person	Double: \$460.00/person	Single: \$575.00
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**General Registration\*:** Registration forms and payment must be **received** no later than **March 30, 2012**

Quad: \$400.00/person	Triple: \$435.00/person	Double: \$485.00/person	Single: \$600.00
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**Late Registration\*:** Forms and payment received after March 30 and up to the start of the conference

Quad: \$425.00/person	Triple: \$460.00/person	Double: \$510.00/person	Single: \$625.00
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More conference details, including the registration form, will be available on our website shortly. Stay tuned!

*\*Subject to availability*

# AGENDA ITEM

<b>Meeting Date:</b>	February 7, 2012	<b>Agenda Item #:</b>	7.5
<b>Topic:</b>	<b>Out of Province Excursion - Central to Winnipeg, MB</b>		
<b>Intent:</b>	<input type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Information

**Background:** Central Collegiate's Overnight Excursion/Outdoor Education request to Winnipeg, MB is attached.

**Current Status:**

**Pros and Cons:**

**Financial Implications:**

**Governance/Policy  
Implications:**

**Legal Implications:**

**Communications:**

<b>Prepared By:</b>	<b>Date:</b>	<b>Attachments:</b>
Derrick Huschi	January 17, 2012	Outdoor Excursion Application Form

***Recommendation:***

To approve Central Collegiate's trip to Winnipeg, MB 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](http://www.prairiesouth.ca)

**RECEIVED**

JAN 16 2012

PRAIRIE SOUTH  
SCHOOL DIV. #210

## OVERNIGHT EXCURSIONS / OUTDOOR EDUCATION / HIGH RISK

### ACTIVITIES APPLICATION FORM

Division Office Administration Approval Required

<b>A. INFORMATION</b>	
Name of Teacher: <u>YASMINA LEMIEUX</u>	School: <u>CENTRAL COLLEGIATE</u>
Type of Activity: <input type="checkbox"/> Curricular <input checked="" type="checkbox"/> Extra-Curricular <u>MODEL UNITED NATIONS (MUNA).</u> <input type="checkbox"/> High Risk Activity _____	
Grade Level: <u>11-12.</u>	Number of Students: <u>2.</u>
Destination: <u>WINNIPEG, MB.</u>	Trip Date: <u>APRIL 26-29, 2012.</u>
Number of School Days (Partial/Full): <u>2 FULL SCHOOL DAYS.</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>YASMINA LEMIEUX.</u>	
Number of Teachers, Parents, Chaperones: <u>1</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>B. SAFETY GUIDELINES</b>
<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.

<b>C. BUDGET</b>
❖ Anticipated Budget <u>0</u>
❖ Description of Funding Sources <u>ROTARY CLUB SPONSORED ACTIVITY.</u>
❖ Out of Pocket Cost per Participant <u>\$10 + SPENDING MONEY.</u> <u>(KEY DEPOSIT).</u>

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

**D. LEARNING OBJECTIVES**

- INQUIRY RESEARCH ON AN ASSIGNED COUNTRY.
- UNDERSTANDING OF INTERNATIONAL RELATIONS AND GLOBAL AFFAIRS.
- SPEECH WRITING AND DELIVERY.
- STRUCTURED DEBATE.

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

- a) Pre-Excursion Learning
- RESEARCHING TOPIC COUNTRY
  - ROBERT'S RULES OF ORDER.
  - UNITED NATIONS ORGANISATION + ASSEMBLY PROCESS.
- b) Excursion Learning
- UNITED NATIONS ASSEMBLY PROCESS
  - DIPLOMATIC RELATIONS.
  - INTERNATIONAL AFFAIRS.
- c) Post-Excursion Learning
- REPORTING BACK TO ROTARY CLUB - REFLECT ON LEARNING + EXPERIENCE.

**F. SCHEDULE OF ACTIVITIES**

- APRIL 26 - TRAVEL TO WINNIPEG
  - REGISTER / MEET & GREET
- APRIL 27 - MUNA OPENING
  - MUNA SESSIONS.
- APRIL 28 - MUNA SESSIONS
  - CLOSURE
- APRIL 29 - RETURN TO MOOSE JAW.

Teacher Signature

Date

Principal Signature

Date

Director/Superintendent Signature

☐

Request Approved

☐

Request Denied