

Prairie South Schools

BOARD OF EDUCATION

MAY 1, 2012

10:30 a.m. – 4:00 p.m.

Central Office, 15 Thatcher Drive East, Moose Jaw

AGENDA

10:00-10:30 a.m. Planning 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 SELU Altered School Year Review, Norm Dray & Larry Sackney
(11:00 a.m. – 12:00 p.m.)
- 5. Decision Items**
 - 5.1 Budget**
 - 5.2 Continuous Agenda 2012-2013**
 - 5.3 Delegation of Authority for Quarterly Financial Reporting**
 - 5.4 Division Attendance Policy**
 - 5.5 Board Meetings for July and August, 2012**
 - 5.6 Chaplin School Roof**
 - 5.7 Moose Jaw High Schools Chem Free Grad**
- 6. Discussion Items**
 - 6.1 Draft Policy re: Funds for School Anniversary Celebrations**
- 7. Consent Items**
 - 7.1 Suspensions**
 - 7.2 Approved Tenders**
 - 7.3 Mossbank School's High Risk Activity Request**

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 April 3, 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; D. Briggs, Communications Co-ordinator; H. Boese, Executive Assistant

Presentations: Learning Improvement Teams (1:00 p.m.)
South Hill Admin-Committee Presentation of Survey Results (1:30 p.m.)

Motions:

04/03/12 – 1692 That the meeting be called to order at 10:45 a.m. Carried
- Christopherson-Cote

04/03/12 – 1693 That the Board adopt the agenda as presented. Carried
- McMaster

04/03/12 – 1694 That the Board adopt the Minutes of the regular meeting of March 6, 2012 as presented. Carried
- Stewart

04/03/12 – 1695 That the 2011-2012 Public Accounts of Prairie South School Division be prepared with staff salaries presented in \$10,000 increments all the way up to the highest pay scale. Carried
- Davidson

Young requested motion 04/03/12 – 1695 be a recorded vote.

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

Opposed to motion: Young, Stewart

04/03/12 – 1696 That motion 10/04/11 – 1600: Carried
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

Stewart requested motion 04/03/12 – 1696 be a recorded vote.

In favour of motion: Stewart, Kessler, McMaster, Crabbe, Jelinski, Christopherson-Cote, Young

Opposed to motion: Gleim, Davidson, Swanson

04/03/12 – 1697	Defer motion 04/03/12 – 1696 until we receive a written report and recommendation from the Rural Catchment Review Committee. - McMaster	Defeated
04/03/12 – 1698	That the Board adopt Policy 616 Academic Integrity and Student Responsibility as presented. - Stewart	Carried
04/03/12 – 1699	That the Board approve the 2012-13 proposed teaching staff allocation as presented. - Jelinski	Carried
	That the board break at 12:00 p.m.	
	That the board reconvene at 1:00 p.m.	
04/03/12 – 1700	That the board accept the tender from Raven Roofing Ltd. for \$274,708 to replace the Chaplin School roof. - Stewart	Defeated
04/03/12 – 1701	That the Facility Rental Rates and Charges be amended effective September 1, 2012 as per the attached schedule. - Swanson	Carried
04/03/12 – 1702	That Administrative Policy No. 801 and Administrative Policy No. 805 be modified as per the April 3 indication. - Swanson	
04/03/12 – 1703	That item 04/03/12 – 1702 be referred to SCCs for discussion and response. - Swanson	Carried
04/03/12 – 1704	That the board adopt Administrative Policy No. 702: Budget as presented. - Davidson	Carried
04/03/12 – 1705	That the Board receive the consent items and approve the recommendations contained therein, as presented. - Young	Carried

Committee Reports

Standing Committees:

Higher Literacy & Achievement

- The Learning Improvement Teams (LIT) gave a presentation that showed an example of the work they are doing at Prince Arthur Community School with the Grade 1 and 2 classes and reading.
- The CLF is beginning to really take shape and some are leading the pack while others are still adapting the program to their school. Everything will be in place for early June.

Equitable Opportunities

- Presentation ready to present to all grade 8-11's in K-12 schools on various programs and options that are available to them. The career development consultants will be going to all those schools in April.

Smooth Transitions

- Currently two prek programs.
- Two partnerships have been confirmed for the upcoming year.
- Eleven kids on the waiting list. Might have to request another site at Sunningdale.
- Still working on sorting out families who have requested spots at two different locations.

Strong System-Wide Accountability and Governance

- Decentralized and other PD budgets have been reviewed as there are some large surpluses being carried over.

Advocacy and Networking

- Work with the MLA's continuing and scheduling meetings with them is an ongoing initiative.

Rural Catchment Review

- Discussion previously about the Eyebrow Boundary (see minutes).

Adhoc Committees:

South Hill

- The South Hill Committee presented the survey results from the 2011 and 2012 satisfaction survey (completed by Empire Community School, Westmount School and Riverview Collegiate staff, students and parents).
- 2nd annual Challenges Day at Riverview Collegiate coming up.
- Track and field begins, as does Archery (both popular programs).
- South hill Drama production coming up May 2nd and 3rd.

Annual General Meeting of Electors Improvement

- The event is tonight and things get underway at 5:30pm. Expected attendance is over 140 people.

Adjournment

04/03/12 – 1706

That the meeting be adjourned at 3:30 p.m.
- Stewart

Carried

Colleen Christopherson-Cote
Chair

B. Girardin
Superintendent of Business and Operations

Next Regular Board Meeting:

Date: May 1, 2012
Location: Central Office, Moose Jaw

AGENDA ITEM

Meeting Date:	May 1, 2012	Agenda Item #:	5.1
Topic:	2012-13 Proposed Budget		
Intent:	<input checked="" type="checkbox"/> Decision <input type="checkbox"/> Discussion <input type="checkbox"/> Consent <input type="checkbox"/> Information		

Background:

The 2012-13 Proposed Budget is attached to this template. It has not changed since the April 17 planning session. The 2012-13 Budget was prepared in compliance with Public Sector Accounting Board (PSAB) standards for Saskatchewan school divisions. The summary page shows the requirements for cash for 2012-13. The 2012-13 fiscal year is the first year of the new funding model which is intended to fund operating costs.

Current Status:

The budget is showing a deficit of 4.2 million dollars with a cash deficit of 4.4 million dollars. The reason for the deficit is that the Board has implemented a capital renewal program for our buildings. The funding for the renewal program is coming from the division's net assets. Another factor is that our amortization costs are significantly higher than in the previous year.

Pros and Cons:

Financial Implications:

The cash requirements show that we would need to use \$4,482,070 from net assets in order to complete more facility projects as part of the capital renewal plan.

Governance/Policy Implications:

Legal Implications:

The budget is to be submitted to the ministry no later than June 30, 2012. A board of education shall not incur any expenditures for a fiscal year until the estimates of revenues and expenditures for that fiscal year have been approved by the minister - Education Act 280 (1).

Communications:

Prepared By:	Date:	Attachments:
Bernie Girardin	April 23, 2012	Proposed 2012-13 Budget

Recommendation:

That the Board approve the 2012-13 budget with operating expenses of \$91,055,149 and capital expenses of \$5,033,875.

PROPOSED 2012-13 BUDGET

Presented May 1, 2012

2012-13 Budget Overview

The 2012-13 Budget was prepared in compliance with Public Sector Accounting Board (PSAB) standards for Saskatchewan school divisions. The summary page shows the requirements for cash for 2012-13. This is the first year of the new funding model for Saskatchewan School Divisions. The new funding model is intended to provide operating funding to school divisions.

The budget is showing a deficit of 4.2 million dollars. The reason for the deficit is that we have several facilities projects proposed for the 2012-13 fiscal year. Amortization costs also factor into the bottom line as these costs come out of surplus. There is no capital revenue included in the forecast as we have not received any information on facility project funding to date.

The cash requirements show that we would need to use \$4,484,555 from net assets which is part of our net asset expenditure plan.

Budget Assumptions

- 1) Teacher staffing formula maintained.
- 2) CUPE and Out of Scope staff salary is forecast to increase by 2.0%.
- 3) Teacher increase is included.
- 4) Proposed in the budget is a higher level of capital spending in order to continue with the facility renewal plan. In this plan the Board would use approximately 10 million dollars from our net assets over a three period to attack our maintenance deficit.
- 5) Expanded Early Learning programs.
- 6) Additional dollars for nutrition
- 7) No funding for capital

REVENUE

Below are the details of our 2012-13 grant.

Grant Reconciliation	
Property Tax	29,937,035
Less: Tuition Fee Revenue	(51,128)
PREK Funding Complementary	509,662
External - Associate schools	3,548,357
Grant	46,836,848
Sub-Total	80,780,774
Add: Transition Funding	3,255,000
Total	84,035,774
Grant as per Ministry	80,780,774
Add: transition funding	3,255,000
	84,035,774

Capital Grants – There is no provision for capital grants in the budget as we have not had any approvals from the Ministry.

Complementary Services - The Ministry has identified Prek funding as funds that should be recorded in Complementary. .

External Services – This revenue is for the most part associate school funds.

EXPENSES

Governance expenses are forecast to be higher than in the past year. The reason for the increase is the election cost in 2012. The division endures this cost every four years for trustee elections.

Administration expense is higher due to the cost of a roofing project at Thatcher Drive proposed for the 2012-13 fiscal year.

Instruction expense is higher:

- Teacher costs are increased due to the new contract for teachers.
- Program support costs are up due to increases in Educational Assistant time.

Plant operations

- Salaries include an additional maintenance person to help with the extra volume created by the capital renewal plan.

Transportation

- Salary costs include an additional mechanic for Assiniboia. The current number of mechanics at the Assiniboia shop cannot keep up with the volume of work required and we are concerned about potential risks by not having the busses in good repair.
- Fuel costs are up slightly but it is unknown if our forecast will be adequate considering the current state of fuel costs.

External Service

- Associate school costs will increase as their funding has increased considerably with the new funding formula.

Prairie South School Division No. 210
Consolidated Statement of Operations and Accumulated Surplus (Deficit)
2012-13 Proposed Budget

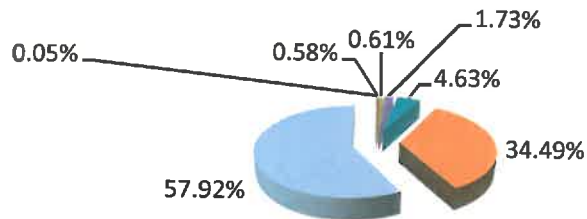
	2012-13 Proposed Budget	2011-12 Approved Budget	2010-11 Actual
REVENUES			
Property Taxation	29,937,035	28,800,119	30,901,626
Grants	50,270,592	49,868,070	49,370,472
Tuition and Related Fees	40,500	46,700	63,592
School Generated Funds	1,500,000	1,500,000	1,202,846
Complementary Services	525,836	567,000	708,135
External Services	4,019,440	3,373,430	3,540,382
Other	501,625	534,937	971,728
Total Revenues (Schedule A)	86,795,028	84,690,256	86,758,781
EXPENSES			
Governance	619,151	556,410	428,254
Administration	1,934,929	1,655,116	1,496,268
Instruction	57,435,782	53,982,105	52,557,104
Plant	16,357,824	16,353,453	13,516,069
Transportation	7,070,164	6,770,313	6,508,518
Tuition and Related Fees	75,000	75,000	109,125
School Generated Funds	1,500,000	1,500,000	1,195,440
Complementary Services	2,176,010	2,156,643	1,576,045
External Services	3,787,848	3,381,551	3,641,512
Other Expenses	98,441	127,428	130,224
Total Expenses (Schedule B)	91,055,149	86,558,019	81,158,559
Surplus (Deficit) for the Year	(4,260,121)	(1,867,763)	5,600,222

CASH REQUIREMENTS	
Tangible Capital Assets	
(-) Purchases	4,714,772
(-) Capital Purchases from Surplus	-
(+) Proceeds from Disposals	
Long Term Debt Including Capital Leases:	
(-) Repayments of the year	319,103
(+) Debt issued during the year	
Non-Cash Gain/Expenses:	
(+) Amortization Expense	5,100,852
(-) Gain on Disposal	
(+) Loss on disposal of tangible capital assets	
(+) Write -Down of tangible capital assets	
(+) Employee Future Benefit Expenses	158,400
Other Cash Requirements	
(-) Expected employee future benefit payments	0
Net Cash	(4,034,744)

Projected Revenue

2012-13

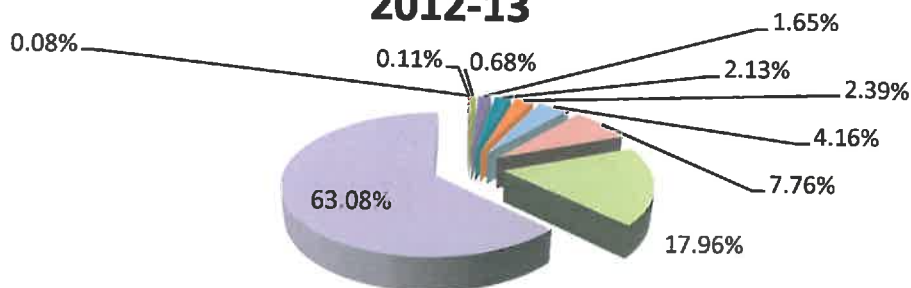
- Tuition and Related Fees
- Complementary Services
- External Services
- Grants
- Other
- School Generated Funds
- Property Taxation



Projected Expenditures

2012-13

- Tuition and Related Fees
- Governance
- Administration
- External Services
- Other Expenses
- School Generated Funds
- Complementary Services
- Transportation



Prairie South School Division No. 210
Schedule A: Supplementary Details of Consolidated Revenue
2012-13 Proposed Budget

	2012-13 Proposed Budget	2011-12 Approved Budget	2010-11 Actual
Property Taxation Revenue	(Note 17)		
Tax Levy Revenue:			
Property Tax Levy Revenue (<i>net Education Tax Credit</i>)	29,025,127	28,021,553	29,898,226
Revenue from Supplemental Levies	100,000	100,000	132,443
Total Property Tax Revenue	29,125,127	28,121,553	30,030,669
Grants in Lieu of Taxes:			
Federal Government	517,995	548,742	457,221
Provincial Government	292,144	321,893	353,720
Railways	464,319	434,335	430,850
Other	292,450	298,521	280,703
Total Grants in Lieu of Taxes	1,566,908	1,603,491	1,522,494
Other Tax Revenues:			
Treaty Land Entitlement - Urban	100,000	-	-
Treaty Land Entitlement - Rural	-	-	-
House Trailer Fees	-	96,431	96,937
Total Other Tax Revenues	100,000	96,431	96,937
Additions to Levy:			
Penalties	250,000	286,154	293,281
Other	10,000	2,628	15,029
Total Additions to Levy	260,000	288,782	308,310
Deletions from Levy:			
Discounts	(900,000)	(1,001,066)	(917,295)
Cancellations	(115,000)	(241,018)	(23,296)
Other Deletions	(100,000)	(68,054)	(116,193)
Total Deletions from Levy	(1,115,000)	(1,310,138)	(1,056,784)
Total Property Taxation Revenue	29,937,035	28,800,119	30,901,626
Grants:			
Operating Grants			
Ministry of Education Grants:			
K-12 Operating Grant	49,989,592	48,681,020	46,830,753
Education Property Tax Credit			
Other Ministry Grants	261,000	231,000	41,745
Total Ministry Grants	50,250,592	48,912,020	46,872,498
Other Provincial Grants	20,000	20,000	35,000
Federal Grants	-	-	-
Grants from Others	-	30,000	4,448
Total Operating Grants	50,270,592	48,962,020	46,911,946
Capital Grants			
Ministry of Education Capital Grants	-	906,050	2,443,746
Other Capital Grants	-	-	14,780
Total Capital Grants	-	906,050	2,458,526
Total Grants	50,270,592	49,868,070	49,370,472

Prairie South School Division No. 210
Schedule A: Supplementary Details of Consolidated Revenue
2012-13 Proposed Budget

	2012-13 Proposed Budget	2011-12 Approved Budget	2010-11 Actual
Tuition and Related Fees Revenue			
Operating Fees:			
Tuition Fees:			
School Boards	30,000	36,000	53,059
Federal Government and First Nations	10,500	10,700	10,533
Individuals and Other	-	-	-
Total Tuition Fees	40,500	46,700	63,592
Transportation Fees	-	-	-
Other Related Fees	-	-	-
Total Operating Tuition and Related Fees	40,500	46,700	63,592
Capital Fees:			
Federal/First Nations Capital Fees	-	-	-
Total Capital Tuition and Fees	-	-	-
Total Tuition and Related Fees Revenue	40,500	46,700	63,592
School Generated Funds Revenue			
Curricular Fees:			
Student Fees	40,905	110,522	32,802
Other	-	-	-
Total Curricular Fees	40,905	110,522	32,802
Non-Curricular Fees:			
Commercial Sales - GST	946,258	801,455	758,802
Commercial Sales - Non-GST	25,920	46,583	20,785
Fundraising	171,538	214,223	137,556
Grants and Partnerships	75,058	62,304	60,189
Students Fees	144,749	138,388	116,074
Other	95,571	126,525	76,638
Total Non-Curricular Fees	1,459,095	1,389,478	1,170,044
Total School Generated Funds Revenue	1,500,000	1,500,000	1,202,846
Complementary Services			
Operating Grants:			
Ministry of Education Operating Grants:			
Ministry of Education-Foundation Operating Grant	509,662	520,000	533,717
Ministry of Education Grants-Other	-	-	6,000
Other Provincial Grants	-	-	-
Federal Grants	-	-	-
Other Grants	16,174	47,000	37,597
Total Operating Grants	525,836	567,000	577,314
Capital Grants			
Ministry of Education Capital Grant	-	-	84,000
Other Capital Grants	-	-	-
Total Capital Grants	-	-	84,000
Fees and Other Revenue			
Tuition and Related Fees	-	-	-
Gain on Disposal of Capital Assets	-	-	-
Other Revenue	-	-	46,821
Total Fees and Other Revenue	-	-	46,821
Total Complementary Services Revenue	525,836	567,000	708,135

Prairie South School Division No. 210
Schedule A: Supplementary Details of Consolidated Revenue
2012-13 Proposed Budget

	2012-13 Proposed Budget	2011-12 Approved Budget	2010-11 Actual
External Services			
Operating Grants:			
Ministry of Education Operating Grants:			
Ministry of Education-Foundation Operating Grant	3,548,357	3,119,314	3,119,314
Ministry of Education Grants-Other	-	-	-
Other Provincial Grants	69,700	59,020	49,112
Federal Grants	-	-	-
Other Grants	-	-	20,000
Total Operating Grants	3,618,057	3,178,334	3,188,426
Capital Grants			
Ministry of Education Capital Grant	-	-	-
Other Capital Grants	-	-	-
Total Capital Grants	-	-	-
Fees and Other Revenue			
Tuition and Transportation Fees	-	-	31,563
Gain on Disposal of Capital Assets	-	-	6,725
Other Revenue	401,383	195,096	313,668
Total Fees and Other Revenue	401,383	195,096	351,956
Total External Services Revenue	4,019,440	3,373,430	3,540,382
Other Revenue			
Miscellaneous Revenue	163,650	277,937	573,515
Sales & Rentals	62,975	32,000	62,074
Investments	275,000	225,000	334,929
Gain on Disposal of Capital Assets	-	-	1,210
Total Other Revenue	501,625	534,937	971,728
TOTAL REVENUE FOR THE YEAR	86,795,028	84,690,256	86,758,781

Prairie South School Division No. 210
Schedule B: Supplementary Details of Consolidated Expenses
2012-13 Proposed Budget

	2012-13 Proposed Budget	2011-12 Approved Budget	2010-11 Actual
Governance Expense			
Board Members Expense	223,000	214,525	186,404
Conventions - Board Members	56,000	62,100	46,356
School Community Councils	79,400	77,000	26,108
Conventions - School Community Councils	-	-	-
Elections	50,000	-	-
Other Governance Expenses	210,751	202,785	169,386
Amortization of Tangible Capital Assets	-	-	-
Total Governance Expense	619,151	556,410	428,254
Administration Expense			
Salaries	1,070,789	1,027,500	954,153
Benefits	196,125	191,978	154,968
Supplies & Services	257,666	226,204	190,802
Non-Capital Furniture & Equipment	1,350	1,350	7,148
Building Operating Expenses	296,600	97,500	102,260
Communications	35,645	41,645	34,610
Travel	7,000	6,625	6,515
Professional Development	25,200	22,200	17,781
Amortization of Tangible Capital Assets	44,554	40,114	28,031
Total Administration Expense	1,934,929	1,655,116	1,496,268
Instruction Expense			
Instructional (Teacher & LEADS Contract) Salaries	38,975,977	36,481,959	36,315,922
Instructional (Teacher & LEADS Contract) Benefits	2,194,746	2,084,003	2,139,279
Program Support (Non-Teacher Contract) Salaries	8,064,805	7,671,868	7,164,016
Program Support (Non-Teacher Contract) Benefits	1,650,533	1,636,284	1,497,991
Instructional Aids	1,591,165	1,656,154	1,637,511
Supplies & Services	1,183,535	1,138,201	996,643
Non-Capital Furniture & Equipment	312,373	314,680	228,140
Communications	324,653	297,723	270,555
Travel	306,373	310,914	260,568
Professional Development	666,207	685,453	650,042
Student Related Expense	502,715	552,184	475,368
Amortization of Tangible Capital Assets	1,662,700	1,152,682	921,069
Total Instruction Expense	57,435,782	53,982,105	52,557,104

Prairie South School Division No. 210
Schedule B: Supplementary Details of Consolidated Expenses
2012-13 Proposed Budget

	2012-13 Proposed Budget	2011-12 Approved Budget	2010-11 Actual
Plant Operation & Maintenance Expense			
Salaries	3,286,717	3,239,945	3,144,112
Benefits	740,051	765,488	607,038
Supplies & Services	10,250	7,000	154,832
Non-Capital Furniture & Equipment	13,000	13,000	16,318
Building Operating Expenses	9,726,325	9,085,407	7,246,057
Communications	8,500	7,500	9,356
Travel	73,000	59,500	68,919
Professional Development	10,780	9,360	13,570
Amortization of Tangible Capital Assets	2,489,201	3,166,253	2,255,867
Total Plant Operation & Maintenance Expense	16,357,824	16,353,453	13,516,069
Student Transportation Expense			
Salaries	3,337,794	3,142,002	2,832,240
Benefits	634,991	607,640	673,422
Supplies & Services	1,139,977	1,125,600	1,133,377
Non-Capital Furniture & Equipment	450,600	365,400	455,813
Building Operating Expenses	103,200	59,400	67,174
Communications	20,650	20,000	21,448
Travel	8,000	8,000	3,676
Professional Development	11,500	6,630	2,502
Allowances & Special Events Transportation	460,874	534,629	456,103
Amortization of Tangible Capital Assets	902,578	901,012	862,763
Total Student Transportation Expense	7,070,164	6,770,313	6,508,518
Tuition and Related Fees Expense			
Tuition Fees	75,000	75,000	109,125
Transportation Fees	-	-	-
Other Fees	-	-	-
Total Tuition and Related Fees Expense	75,000	75,000	109,125
School Generated Funds Expense			
Supplies & Services	55,679	9,127	44,374
Cost of Sales	765,621	679,649	610,169
Non-Capital Furniture & Equipment	-	-	-
Special Programs	247,337	122,510	197,118
School Fund Expenses	431,363	688,715	343,779
Amortization of Tangible Capital Assets	-	-	-
Total School Generated Funds Expense	1,500,000	1,500,000	1,195,440

Prairie South School Division No. 210
Schedule B: Supplementary Details of Consolidated Expenses
2012-13 Proposed Budget

	2012-13 Proposed Budget	2011-12 Approved Budget	2010-11 Actual
Complementary Services Expense			
Tuition Fees	20,000	40,000	-
Transportation Fees	-	-	-
Other Fees	-	-	-
Administration Salaries & Benefits	-	-	-
Instructional (Teacher & LEADS Contract) Salaries & Benefits	960,605	906,523	639,170
Program Support (Non-Teacher Contract) Salaries & Benefits	657,606	831,006	505,655
Plant Operation & Maintenance Salaries & Benefits	-	-	-
Transportation Salaries & Benefits	-	-	-
Instructional Aids	-	-	-
Supplies & Services	348,690	268,900	295,405
Non-Capital Furniture & Equipment	-	-	-
Building Operating Expenses	-	-	-
Communications	5,300	4,220	4,709
Travel	33,250	27,000	44,167
Professional Development (Non-Salary Costs)	14,960	4,914	7,345
Student Related Expenses	133,280	72,280	77,775
Contracted Transportation & Allowances	500	-	-
Amortization of Tangible Capital Assets	1,819	1,800	1,819
Loss on Disposal of Tangible Capital Assets	-	-	-
Write-Down of Tangible Capital Assets	-	-	-
Total Complementary Services Expense	2,176,010	2,156,643	1,576,045
External Service Expense			
Tuition Fees	-	-	-
Transportation Fees	-	-	-
Other Fees	1,293,825	963,143	844,152
Administration Salaries & Benefits	300,529	226,287	51,061
Instructional (Teacher & LEADS Contract) Salaries & Benefits	1,941,802	2,024,200	2,506,173
Program Support (Non-Teacher Contract) Salaries & Benefits	137,692	115,491	130,150
Plant Operation & Maintenance Salaries & Benefits	-	-	-
Transportation Salaries & Benefits	-	-	20,131
Instructional Aids	-	-	-
Supplies & Services	5,080	3,810	6,314
Non-Capital Furniture & Equipment	-	500	10,245
Building Operating Expenses	8,900	15,500	7,050
Communications	650	2,150	1,762
Travel	10,350	17,810	4,528
Professional Development (Non-Salary Costs)	3,760	10,960	8,939
Student Related Expenses	85,260	1,700	51,007
Contracted Transportation & Allowances	-	-	-
Amortization of Tangible Capital Assets	-	-	-
Loss on Disposal of Tangible Capital Assets	-	-	-
Write-Down of Tangible Capital Assets	-	-	-
Total External Services Expense	3,787,848	3,381,551	3,641,512

Prairie South School Division No. 210
Schedule B: Supplementary Details of Consolidated Expenses
2012-13 Proposed Budget

	2012-13 Proposed Budget	2011-12 Approved Budget	2010-11 Actual
Other Expense			
Interest and Bank Charges:			
Current Interest and Bank Charges	1,000	15,000	3,514
Interest on Debentures			
School Facilities	-	-	-
Other	-	-	-
Interest on Other Capital Loans and Long Term Debt			
School Facilities	-	-	-
Other	97,441	112,428	126,710
Total Interest and Bank Charges	98,441	127,428	130,224
Loss on Disposal of Tangible Capital Assets	-	-	-
Write-Down of Tangible Capital Assets	-	-	-
Provision for Uncollectable Taxes	-	-	-
Total Other Expense	98,441	127,428	130,224
TOTAL EXPENSES FOR THE YEAR	91,055,149	86,558,019	81,158,559

Prairie South School Division
2010-11 Proposed Capital Budget

CAPITAL BUDGET - Cash	Buildings	School Busses	Other Vehicles	Pooled Furn & Eq	Pooled Computer/Audio Equipment	Computer Software	Total
Administration							
Total Administration	-	-	-	13,500	1,000	-	14,500
Instruction							
Total Instruction	-	-	-	557,636	1,120,647	26,439	1,704,722
Plant & Operations							
Total Plant & Operations	1,800,000	-	30,000	500,550	-		2,330,550
Transportation							
Total Transportation	-	640,000	-	25,000	-		665,000
Total Capital Expenditures	1,800,000	640,000	30,000	1,096,686	1,121,647	26,439	4,714,772
Less: Ministry Funding							-
Cash Required	1,800,000	640,000	30,000	1,096,686	1,121,647	26,439	4,714,772

2012/13 Capital Projects		Estimated cost	Ministry Funding	Net Cost	Minor Renova-tions	Capital
School	Project Name					
A.E. Peacock	Plumbing/piping/asbestos	400,000		400,000	400,000	
Assinibola Elem.	HVAC upgrade - Phase 2	1,000,000		1,000,000		1,000,000
	Partial roof replacement	250,000		250,000	250,000	
Bengough	Window replacement	250,000		250,000	250,000	
	Dust collection	60,000		60,000	60,000	
Central Collegiate	Bleachers	100,000		100,000		100,000
	Partial roof replacement	12,000		12,000	12,000	
Coronach	Partial roof replacement	165,000		165,000	165,000	
Craik	Window replacement	250,000		250,000	250,000	
Empire	HVAC Phase 2	800,000		800,000		800,000
Eyebrow	Fire alarm/emergency lighting/elect upgrade	150,000		150,000	150,000	
	Gym lighting	20,000		20,000	20,000	
Glentworth	Lighting upgrade	100,000		100,000	100,000	
John Chisloim	Window/ext door replacement	150,000		150,000	150,000	
Kincald	Fire alarm/emergency lighting/78 upgrade	200,000		200,000	200,000	
Lafleche	Washroom/changeroom upgrade	250,000		250,000	250,000	
Lindale	Partial roof replacement	205,000		205,000	205,000	
Mankota	Boiler/pipes/pumps/electrical upgrade	500,000		500,000	500,000	
Mossbank	Windows - Phase 2	200,000		200,000	200,000	
Riverview	Bleachers	60,000		60,000		60,000
Rockglen	Boiler/pipes/pumps/electrical upgrade	800,000		800,000	800,000	
Sunningdale	Chillers	250,000		250,000	250,000	
Westmount	Boiler/furnace upgrade	500,000		500,000	500,000	
William Grayson	Boiler upgrade	350,000		350,000	350,000	
Thatcher Office	Roof replacement	200,000		200,000	200,000	
		57,222,000	0	7,222,000	5,262,000	1,960,000

Playground Equipment :

Palliser Heights
Lindale
Total

Cost School Portion
40,000 20,000
50,000 25,000
90,000 45,000

Net Cost
20,000
25,000
45,000

Maintenance Equipment and Vehicles:

Tractor for South Maintenance Zone
Upgrade Maintenance Vehicle
Total

20,000
30,000
50,000

AGENDA ITEM

Meeting Date:	May 1, 2012	Agenda Item #:	5.2
Topic:	Continuous Agenda		
Intent:	<input checked="" type="checkbox"/> Decision <input type="checkbox"/> Discussion <input type="checkbox"/> Consent <input type="checkbox"/> Information		

Background:

Prairie South Board Governance Policies Policy Title: 2.6
Meetings states:

To accomplish its job contributions with a governance style consistent with board policies, the board will follow an annual agenda, which includes continuous review, monitoring and refinement of its goals and continuing improvement of board performance through board input and deliberation.

Accordingly:

- *The board, prior to May 15 will develop a continuous agenda for the ensuing one year period.*

The planning cycle will start with the board's development of its agenda for the next year, and will include:

- *Engaging the community and staff on a continuous basis and using a variety of engagement strategies,*
- *Governance training, including orientation of new board members in the board's governance process and periodic board discussion of process improvement,*
- *Education and discussion related to goals that may include presentations by futurists, demographers, advocacy groups, staff, etc., and*
- *Monitoring performance.*

- *Monitoring reports will be included on the agenda.*

A tentative continuous agenda is presented for your consideration and approval.

Current Status:**Pros and Cons:**

Financial Implications:

**Governance/Policy
Implications:**

Prairie South Board Governance Policies Title 2.6.

Legal Implications:

Communications:

Prepared By:	Date:	Attachments:
Jeff Finell	April 16, 2012	Proposed Continuous Agenda

Recommendation:

That the Board approve the Continuous Agenda, including the dates for the Regular Meetings, Planning Meetings, Orientation and Annual Meeting of Electors as presented for 2012-2013.

CONTINUOUS AGENDA

2012-2013

September	<ul style="list-style-type: none">• Regular Meeting: September 4
October	<ul style="list-style-type: none">• Regular Meeting: October 2• Board Election: October 24• Board Orientation: October 30
November	<ul style="list-style-type: none">• Regular and Organizational Meeting: November 6• Monitoring Report: Higher Literacy & Achievement• Planning Meeting: November 20: Board Orientation
December	<ul style="list-style-type: none">• Regular Meeting: December 11• Monitoring Report: Smooth Transitions• Audited Financial Statement/Public Accounts
January	<ul style="list-style-type: none">• Regular Meeting: January 8• Monitoring Report: Equitable Opportunities• Monitoring Report: 1st Quarter – Business• Planning Meeting: January 9: Budget Assumptions/Focus Plus ??
February	<ul style="list-style-type: none">• Regular Meeting: February 5• Monitoring Report: Strong System-Wide Accountability & Governance• 5 Year Capital Plan Approval• Planning Meeting: February 6: Budget Assumptions/Focus plus ??
March	<ul style="list-style-type: none">• Regular Meeting: March 5• Planning Meeting: March 19
April	<ul style="list-style-type: none">• Regular Meeting: April 2• Annual Meeting of Electors: April 2• Monitoring Report: 2nd Quarter – Business• Planning Meeting: April 16: Budget Discussion/Review•
May	<ul style="list-style-type: none">• Regular Meeting: May 7• Budget Approval• Planning Meeting: May 21
June	<ul style="list-style-type: none">• Regular Meeting: June 11• Monitoring Report: 3rd Quarter – Business• Bursary Report

AGENDA ITEM

Meeting Date:	May 1, 2012	Agenda Item #:	5.3
Topic:	Delegation of Authority for Quarterly Financial Reporting		
Intent:	<input checked="" type="checkbox"/> Decision <input type="checkbox"/> Discussion <input type="checkbox"/> Consent <input type="checkbox"/> Information		

Background:

Approval is required on an annual basis for Community Based Organizations who wish to designate signing authority of quarterly financial and statistical reports to someone, other than the chairperson. It is recommended that Lori Meyer be delegated signing authority on behalf of the board. A board motion is required authorizing delegation of authority.

Current Status:

Pros and Cons:

Financial Implications:

Governance/Policy Implications:

Legal Implications:

Communications:

Prepared By:	Date:	Attachments:
Bernie Girardin	April 17, 2012	n/a

Recommendation:

That the Board designate signing authority to Lori Meyer for quarterly financial and statistical reports.



**Saskatchewan
Ministry of
Social
Services**

South Service Area

2045 Broad Street
Regina, Canada
S4P 3T7

Telephone: 787-3535
Fax: 798-0717

Board of Directors Delegation of Authority for Quarterly Financial Reporting

New: _____ **Amendment:** _____

Organization Name:	Prairie South Schools
Organization Mailing Address:	15 Thatcher Drive East
Town/City or Community:	Moose Jaw
Postal Code:	S6J 1L8
Program Number(s):	

I, the Board Chair of the above named Agency, delegate authority to the individual herein named, to approve on my behalf the submission of quarterly financial reports due to the Ministry of Social Services for the period as follows:

For the Fiscal Year: 2012-2013 (Delegation may only be made on a single fiscal year basis.)

X All quarters; or ☐ 1st ☐ 2nd ☐ 3rd
☐ 4th

DELEGATION OF AUTHORITY TO:

Position Title: Superintendent of Learning **Name of Individual:** Lori Meyer
(Executive Director, Chief Executive Officer, or equivalent) (Please print)

Effective period from 01/Sept/2012 **to** 31/Aug/2013
(Day/month/year) (Day/month/year)

As the Board Chair, I recognize this shall in no way reduce the Board of Directors obligations respecting financial oversight of the financial records of the above named agency or exempt the Board of Directors from its ongoing responsibilities to review and scrutinize these financial reports.

APPROVED BY:

Board Chairperson Name: Colleen Christopherson-Cote (Please Print)

Board Chairperson Signature: _____ **Date:** 01/May/2012
(Day/month/year)

Please return this form and a copy of the Board motion authorizing delegation of authority for Quarterly Financial Reporting to your local Ministry of Social Services' Regional Office. Your local Community Program Consultant will notify you of their decision, to approve or deny your request.

For Internal Ministry Use Only (Social Services)	Received Date: _____
<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED	
Approved By: _____ Date: _____ (Ministry of Social Service - Community Program Consultant or designate)	

AGENDA ITEM

Meeting Date:	May 1, 2012	Agenda Item #:	5.4
Topic:	Division Attendance Policy		
Intent:	<input checked="" type="checkbox"/> Decision <input type="checkbox"/> Discussion <input type="checkbox"/> Consent <input type="checkbox"/> Information		

Background:

Motion made at the December 7, 2010 board meeting:
That Prairie South School Division develop and implement a division-wide attendance policy.

Current Status:

Pros and Cons:

Financial Implications:

Governance Implications:

Legal Implications:

Communications:

Prepared By:	Date:	Attachments:
Derrick Huschi	April 17, 2012	Administrative Policy No. 422 - Division Attendance

Recommendation:

That the Board approve Administrative Policy No. 422 - Division Attendance as presented.

ADMINISTRATIVE POLICY No. 422

DIVISION ATTENDANCE

Students are required to attend school in accordance with The Education Act, 1995 and individual school administrative procedures. When students are absent from school, the school division provides support, determines underlying reasons for non-attendance and implements appropriate intervention strategies.

The school division believes regular and punctual attendance is necessary for students to maximize their learning and achievement. The school division also:

- Believes in a collaborative approach between the school and the parent/guardian in expecting and supporting regular attendance of students.
- Requires that schools track and record student attendance consistently on a daily basis and investigate reasons for non-attendance.
- Requests that parents/guardians communicate to the school prior notice of a student's unavoidable absence.
- Understands that ongoing collaboration may be needed to support a student when avoidable absences/tardiness negatively impacts their learning and achievement.

PROCEDURES

1. Tracking and Recording Protocol

The principal shall:

- a. Implement school-based tracking, recording and reporting procedures (SIRS) that are consistent with the legislation and other directives issued by the Ministry.
- b. Ensure that investigations regarding all student non-attendance are conducted in a timely manner.

2. Follow-Up Protocol

When a student is recorded absent without permission or notification from the parent/guardian, the principal or designate shall:

- a. Ensure that parents/guardians are contacted. When necessary, alternative contact methods such as a letter home may be used.

- b. Investigate reasons for non-attendance with a focus on intervention and prevention. The principal may involve other school or system personnel such as vice-principals, classroom teachers, student support teachers, counselors, and the school superintendent.

3. Tracking Protocol and Interventions

ATTENDANCE

In order to ensure parents are kept informed, a letter of awareness will be sent home if a student reaches five absences within a four month period.

In instances where attendance has been identified as a problem for a particular student, each school will attempt to improve the student's attendance by incorporating a Student Support Plan for Attendance Issues at the earliest recognized point in time.

For Secondary Students ONLY: At Fifteen absences, the student may be removed from class with an option to reapply for the class (Reapplication form attached).

TARDINESS

In order to ensure that parents are kept informed, the following communication procedures shall be in place.

Elementary

- Communication with the home will be made after each unexcused late.

Secondary

- a. At two lates, the teacher will contact the home, inform the parents, and document in SIRS.
- b. At four lates, the teacher will contact the home, inform the parents, and document in SIRS.
- c. At five lates, as deemed necessary by the school administration, students may be placed on a Punctuality Awareness Contract which may lead to a Student Support Plan for Punctuality Issues.

In instances where tardiness has been identified as a problem for a particular student, each school will attempt to improve the student's punctuality by incorporating a Student Support Plan for Punctuality Issues.

Approved XXX

AGENDA ITEM

Meeting Date:	May 1, 2012	Agenda Item #:	5.5
Topic:	Board Meetings for July and August, 2012		
Intent:	<input checked="" type="checkbox"/> Decision <input type="checkbox"/> Discussion <input type="checkbox"/> Consent <input type="checkbox"/> Information		

Background:

The Board's schedule for regular meetings is the first Tuesday of each month.

The regular meeting date for July is scheduled for July 3, 2012. Traditionally the July meeting has been cancelled to accommodate summer vacation schedules.

The regular meeting date for August is scheduled for August 7, 2012. The LEADS summer short course is on at that time so would have to be moved regardless.

Current Status:

As mentioned earlier the July meeting has been cancelled previously to accommodate summer vacations. I am suggesting that the August meeting be cancelled as well. The September meeting usually follows so close behind that we can normally handle all the business in one meeting. The Board can leave it in the hands of the Chair to call a meeting if it is deemed necessary.

Pros and Cons:

Financial Implications: None

Governance/Policy Implications: None

Legal Implications: None

Communications:

Prepared By:	Date:	Attachments:
Bernie Girardin	April 23, 2012	n/a

Recommendation:

That the Board cancel the regular meetings during July and August, 2012. Meetings may be held at the call of the Chair.

AGENDA ITEM

Meeting Date:	May 1, 2012	Agenda Item #:	5.6
Topic:	Chaplin School Roof		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Consent <input type="checkbox"/> Information

Background:

At the February board meeting the following motion was made:

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. The tender for replacement will include a clause for salvage of the existing roof to the school division.

- McMaster

Amended Motion Carried.

The results of the tender were presented at the April 3 board meeting. The following motion was made:

That the board accept the tender from Raven Roofing Ltd. for \$274,708 to replace the Chaplin School roof.

- Stewart

Motion was defeated.

The board then directed administration to issue an RFP to do basic repairs to the existing metal roof.

Current Status:

The RFP (Request for Proposal) for basic repairs will close on Friday, April 27, 2012 and therefore the results of the tender will be brought into the board meeting on May 1st as they are not available at the time that this template is prepared.

Pros and Cons:

Financial Implications:

This project was not included in the 2011/12 capital budget therefore will have to be funded by surplus funds.

Governance/Policy Implications:

Legal Implications:

If no bids come in for this RFP, a discussion on where to go from here will need to take place.

Communications:

Prepared By:	Date:	Attachments:
Aline Kirk	April 17, 2012	n/a

Recommendation:

AGENDA ITEM

Meeting Date:	May 1, 2012	Agenda Item #:	5.7
Topic:	Moose Jaw High Schools Chem Free Grad		
Intent:	<input checked="" type="checkbox"/> Decision <input type="checkbox"/> Discussion <input type="checkbox"/> Consent <input type="checkbox"/> Information		

Background: When the Board of Education approves the activities of our school's Chem-Free grad celebrations, those activities are then covered by our insurance. It has been our practice to do this in the past. Central Collegiate, Riverview Collegiate and A.E. Peacock Collegiate have requested the Board to approve their Chem Free grad celebrations for 2012. Details of the events are attached.

Current Status:

Pros and Cons:

Approval of the activity extends the school division's liability coverage to the activity. It saves the grad committee from having to purchase their own insurance. It also extends the student accident insurance coverage to the event as an approved school activity. This promotes celebrations that do not involve alcohol or drugs and reduces the risk of drug and alcohol related accidents for our students.

Cons: The school division becomes liable for the activities which occur at the event.

Financial Implications: There is no cost to the school division unless there is an accident which produces a legal action. In that case we would be responsible for the \$5000 deductible. Promoting a Chem Free celebration should reduce the risk of that kind of accident occurring.

Governance Implications: N/A

Legal Implications: N/A

Communications: N/A

Prepared By:	Date:	Attachments:
Ron Purdy	April 20, 2012	Central, Riverview and Peacock Requests for Approval of their Chem Free Grad celebration.

Recommendation:

That the Board approve the Central Collegiate, Riverview Collegiate and Peacock Collegiate 2012 Chem Free After Grad activities, as presented in order to have the event covered by the school division insurance policy.



Central Collegiate Institute

www.centralcollegiate.ca

149 Oxford Street West, Moose Jaw, Saskatchewan S6H 2N4

Tel: (306) 693-4691 • Fax: (306) 692-6965

S. Williamson, B.Ed., M.Ed.
Principal

Stéphane Gauvin
Vice-Principal

April 19, 2012

TO: Ron Purdy

FROM: Scott Williamson, Central Collegiate

RE: Central Collegiate Graduation Activities

+++++

June 28, 2012

Cap and Gown Ceremony	2:00pm	Hillcrest Apostolic Church
-----------------------	--------	----------------------------

June 29, 2012

Grand March	5:00 pm	Hillcrest Apostolic Church
Banquet	7:00 pm	Exhibition Centre
Dance and After Grad Activities	9:00 pm	Exhibition Centre

The Central Collegiate graduating class of 2012 has chosen to participate in a "Chemical Free" graduation. Driving contracts for both graduates and escorts are required for all after grad events. Signed contracts will be forwarded to the Prairie South School Division prior to the graduation. Grads and escorts will sign-in upon entering the after grad activities. As per the contract, a designated parent/caregiver will be required to sign the grad and escort out when leaving the Exhibition Centre. Once grads have left the facility there will be no re-admittance.

I trust this information will meet with all Liability Insurance requirements. If you have questions, please do not hesitate to contact any of the committee members.

Sincerely,

Scott Williamson



Riverview Collegiate

650 Coteau St. W. Moose Jaw, SK.S6H 5E6

Ph: 306-693-1331 Fax: 306-693-9644

e-mail: school.rvci@prairiesouth.ca

www.riverviewcollegiate.com

April 18, 2012

Mr. Ron Purdy
Prairie South School Division No. 210
15 Thatcher Drive East
Moose Jaw, SK S6J 1L8

Dear Mr. Purdy,

Riverview Collegiate Graduation Activities June 28, 2012

The following is a summary of the planned activities for Riverview's graduation:

Cap and Gown Ceremony	10:00 am	Riverview Collegiate
Grand March	5:30 pm	Heritage Inn
Banquet	7:00 pm	Heritage Inn
Bowling	9 pm to 1 am	South Hill Bowling Center

Riverview Collegiate graduating class of 2012 has chosen to participate in a "Chemical Free" graduation. Driving contracts for both graduates and escorts are required for the preceding events (blank sample attached). Signed contracts will be forwarded to the Prairie South School Division No. 210 prior to the graduation. Grads and escorts will "sign-in" upon entering the bowling alley. As per the contract, a designated parent will be required to "sign-out" the grad and escort when leaving the bowling alley. Once anyone has left the festivities, there will be no re-admittance.

Using wristbands as the form of admittance to the Bowling Center, Riverview Collegiates' graduates (approximately 20) and their escorts will be the only ones attending the function at the Bowling Center.

We trust this information is what you require for provisions to the Liability Insurance. If you have any questions, please do not hesitate to contact any committee member.

Sincerely,

Riverview Collegiate Parent Graduation Committee 2012

Co Chair:	Leanne Keen	692-6947
Co Chair:	Greg Schutte	693-1297
Co Treasurer:	Sheri Mitchell	692-9140
Co Treasurer:	Kathy Schutte	631-3011

Respectfully,

Kathy Schutte
RVCI Graduation Committee



Riverview Collegiate

650 Coteau St. W. Moose Jaw, SK.S6H 5E6

Ph: 306-693-1331 Fax: 306-693-9644

e-mail: school.rvci@prairiesouth.ca

www.riverviewcollegiate.com

Riverview Collegiate Chem-Free Graduation 2012

Contract For Graduate and Parent

**** As per School Board for insurance purposes ****

Being a graduate of the 2012 Riverview Collegiate Graduating Class, I have chosen to participate in a chemical free graduation, banquet and bowling event. I understand and agree to the following:

**** That I will not consume any drugs or alcohol before, or during any graduation activities.**

**** That if I am found using or having drugs or alcohol, my designated driver will be contacted to pick me up.**

**** That the 2012 Grad Committee reserves the right to inspect all bags.**

**** That backpacks, bags or large purses will be checked into the security area.**

**** That I will not bring my own vehicle to the Grad activities, as I will not be allowed to leave in it.**

**** That I will be permitted to leave the Grad activities only with the designated driver who must be named on my contract and who must sign me out.**

**** That once I leave the Grad activities for any reason, I will not be allowed to return.**

**** That if I do not provide the name of a designated driver, I will not be allowed to attend the Grad activities.**

**** That the designated parent driver will pick me up by 2:00 am on June 28, 2012.**

Grad's Name _____ (print) Phone _____

Grad's Signature _____ Date _____

Designated Driver _____ (print)

Designated Driver Phone _____

Designated Driver Signature _____ Date _____

Having carefully read the above conditions, I understand and agree to the above:

Grad Parent's Name: _____ (print)

Grad Parent Signature: _____

***** To be signed when Graduate is picked up from Grad activities *****

Signature of Designated Driver _____

MIKE BOYES
Principal
boyes.mike@prairiesouth.ca

WARD STRUEBY
Vice-Principal
strueby.ward@prairiesouth.ca

ALBERT E. PEACOCK COLLEGIATE
145 Ross Street East Moose Jaw, Saskatchewan S6H 0S3
Telephone: 306.693.4626 • Fax: 306.692.5330
www.aepeacock.com

April 20, 2012

Mr. Ron Purdy
Prairie South School Division #210
15 Thatcher Drive East
Moose Jaw, Saskatchewan
S6J 1L8

Dear Mr. Purdy:

The following is a summary of the A.E. Peacock Collegiate Graduation on June 28, 2012.

Cap and Gown Ceremony	9:30 a.m.	Hillcrest Church
Class Photo	3:30 p.m.	A.E. Peacock Collegiate
Grand March and Banquet	6:00 p.m.	Heritage Pavilion
Dance and After Grad	10:00 p.m.	Heritage Pavilion

A.E. Peacock Collegiate 2012 graduates have chosen to participate in a "Chem Free" graduation. Attached is the A.E. Peacock Chem Free Grad Contract which must be agreed and signed by the graduate, the graduate's escort, the designated driver and a graduate's parent. The contract outlines procedures for entrance to the after grad, behaviour during the after grad and procedures for leaving. Approximately 400 graduates, escorts and chaperons will be in attendance at the Chem Free Grad.

A.E. Peacock Collegiate Chem Free Parent Executive:

Chair	Patti Johnston	693-1853
Co-Chair	Diane Rasmussen	694-1560
Treasurer	Wanda Burton	692-7816
Secretary	Angela Prior	692-2467

We trust this information provided meets all Prairie South requirements. If you have any questions, please do not hesitate to give me a call.

Sincerely,

Mike Boyes
On Behalf of A.E. Peacock
Chem Free Grad Executive

AGENDA ITEM

Meeting Date:	May 1, 2012	Agenda Item #:	6.1
Topic:	Draft Policy re: Funds for School Anniversary Celebrations		
Intent:	<input type="checkbox"/> Decision <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Consent <input type="checkbox"/> Information		

Background:

At the March 6, 2012 board meeting the board passed the following motion:

"That Prairie South School Division administration develop a policy for presentation to the Board whereby Prairie South School Division schools can receive seed funding to facilitate organization of celebrations commemorating significant school history milestones."

Current Status:

Attached is a proposed Funds for School Anniversary Celebrations policy for your consideration.

Pros and Cons:

Financial Implications:

Governance/Policy Implications:

Legal Implications:

Communications:

Prepared By:	Date:	Attachments:
Bernie Girardin	April 23, 2012	Funds for School Anniversary Celebrations Proposed Policy

Recommendation:

Board discussion.

ADMINISTRATIVE POLICY No. 423

FUNDS FOR SCHOOL ANNIVERSARY CELEBRATIONS

The School Division recognizes and supports activities highlighting significant milestones in the history of division schools, which may involve present and former students, present and former staff members and others in the general school community. The School Division acknowledges that these activities serve to strengthen school-community relationships.

In consideration of the above, the School Division shall assist those schools planning a formal anniversary celebration with start-up funding. Funds will be allocated to schools that are celebrating anniversaries at 25-year intervals.

Procedures

1. The principal shall form a committee for the purpose of designing an appropriate school anniversary event.
2. The principal shall submit, in writing, to the director of education a request for funding for their school anniversary celebration.
3. Funding will be allocated as follows:
 - a. 25 year anniversary = \$1000
 - b. 50 year anniversary = \$1500
 - c. 75 year anniversary = \$2000
 - d. 100+ year anniversary = \$2500

Approved:

AGENDA ITEM

Meeting Date:	May 1, 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 March 23, 2012 to April 20, 2012.

Current Status:

A tender was issued for a partial roof replacement at Palliser Heights School.

A tender was issued for a partial roof replacement at Bengough School.

A tender was issued for a complete roof replacement at the 9th Ave. Office.

A tender was issued for the Phase 3 HVAC upgrade at Craik School.

A tender was issued for the Phase 3 HVAC upgrade at Glentworth School.

A tender was issued to update the fluorescent lighting at Chaplin School.

Pros and Cons:

Financial Implications:

The tender for a partial roof replacement at Palliser Heights School was awarded to Flynn Canada at a cost of \$186,370.

The tender for a partial roof replacement at Bengough School was awarded to Raven Roofing Ltd. at a cost of \$53,958.

The tender for a roof replacement at the 9th Ave. Office was awarded to Flynn Canada Ltd. at a cost of \$139,785.

The tender for the Craik School HVAC Phase 3 upgrade was awarded to C&S Builders for a cost of \$711,701.

The tender for the Glentworth School HVAC Phase 3 upgrade was awarded to C&S builders for a cost of \$591,209.

The tender for the Chaplin School lighting upgrade was awarded to Riverside Electric for a cost of \$74,696.

Governance Implications: N/A

Legal Implications: N/A

Communications: N/A

Prepared By:	Date:	Attachments:
Ron Purdy	April 17, 2012	n/a

Recommendation:

That the board accept the tender report as presented.

AGENDA ITEM

Meeting Date:	May 1, 2012	Agenda Item #:	7.3
Topic:	Mossbank School's High Risk Activity Request		
Intent:	<input type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Information

Background: Mossbank's Overnight Excursion/Outdoor Education/High Risk request for Fencing is attached.

Current Status:

Pros and Cons:

Financial Implications:

**Governance/Policy
Implications:**

Legal Implications:

Communications:

Prepared By:	Date:	Attachments:
Derrick Huschi	April 18, 2012	High Risk Activities Application Form

Recommendation:

To approve Mossbank's high risk activity 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>Dale Lawrence</u>	School: <u>Mossbank</u>
Type of Activity: <input type="checkbox"/> Curricular <input type="checkbox"/> Extra-Curricular <input checked="" type="checkbox"/> High Risk Activity <u>Fencing</u>	
Grade Level: <u>9-12</u>	Number of Students: <u>44</u>
Destination: <u>Mossbank</u>	Trip Date: <u>April 17, 2012</u>
Number of School Days (Partial/Full): <u>1/2 day</u>	
Transportation: <input type="checkbox"/> Travel by Bus (PSSD No. 210) or <input type="checkbox"/> Other: <u>N/A</u> <input type="checkbox"/> Travel by Car/Van (List names of drivers): _____	
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. SAFETY GUIDELINES
<input type="checkbox"/> Parent consent forms and medical information including the Health Card Number will be obtained. <input type="checkbox"/> Evacuation Plan is in place and will be communicated to appropriate individuals. <input type="checkbox"/> Designated supervisor has access to emergency vehicles at all times. <input type="checkbox"/> Access to cellular or satellite phone or other communication device. <input type="checkbox"/> A list of emergency telephone numbers will be formulated. <input type="checkbox"/> Have reviewed the Physical Activity Safety Guidelines section on Outdoor Education. <input type="checkbox"/> Appropriate number of supervisors as designated in the Physical Activity Safety Guidelines. <input type="checkbox"/> Male and Female Chaperones for a co-ed activity.

C. BUDGET
❖ Anticipated Budget <u>\$218</u> ❖ Description of Funding Sources <u>Decentralized Budget</u> ❖ Out of Pocket Cost per Participant <u>\$2</u>

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

Dale Lawrence
Teacher Signature

[Signature]
Principal Signature

April 3, 2012
Date

Apr. 4/12
Date

Director/Superintendent Signature

☐

Request Approved

☐

Request Denied

April 3, 2012

Derrick Huschi
Superintendent of School Operations
Prairie South School Division #210
15 Thatcher Drive East
Moose Jaw, SK S6J 1L8

Dear Mr. Huschi:

I am requesting permission to host a fencing clinic for my grade 9 & 10 Phys. Ed. Class and my grade 11 & 12 Phys. Ed. Class by a qualified fencing instructor.

The learning outcomes that are achieved include:

- Exhibit a physically active lifestyle
- Demonstrate competency in many physical activities and proficiency in a few physical activities
- Behave in ways that are personally and socially responsible in physical activity settings
- Understand that physical activity can provide enjoyment, challenge, self-expression, social interaction, work and leisure
- Participate in health-enhancing quality daily physical activity, in and out of school
- Understand the basic concepts of physical fitness and personal wellness and the relationship between the two
- Recognize the safety factors associated with participating in physical activities in and out of physical education classes
- Exhibit respect and consideration toward the self and others as needed for successful participation in physical activities in and out of physical education class
- Appreciate the relationships and benefits that result from working and participating with others in and out of physical education classes
- Respect the role physical activity plays in achieving and maintaining personal fitness and well-being
- Cherish the feelings that can result from regular and successful participation in physical activity, in and out of school
- Develop skills that will enable them to be more comfortable in a games and sport environment
- Develop skills which promote lifelong leisure pursuits
- Develop an appreciation of the role culture plays in games and sports

I have 21 students in grades 9 & 10 and 22 students in grades 11 & 12 who would be attending. Each session will be one hour in length. The instructor will be teaching the students the basics of the sport of fencing: skills, terms, equipment, scoring and history of the sport.

The cost is \$35/hour and \$0.40/km. Mileage will be paid to and from Moose Jaw since he coaches in Moose Jaw on Tuesdays. There is a \$2 equipment rental per student.

The schedule is:

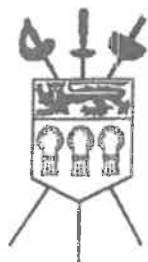
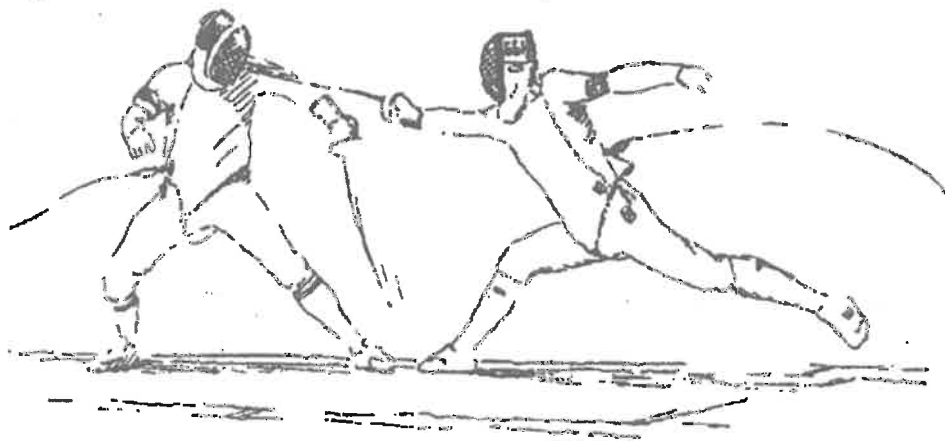
1:00 – 2:00	Grade 9 & 10
2:00 – 3:00	Grade 11 & 12

Thank you for your consideration in this matter.

Sincerely,

A handwritten signature in cursive script that reads "Dale Lawrence".

Dale Lawrence
Mossbank School



Saskatchewan Fencing Association

Phone (306) 975-0823
www.saskfencing.com

Fax (306) 242-8007 saskfencing@shaw.ca

Give your class the opportunity to participate in one of the oldest Olympic sports around. Give Fencing a try!

Contact John Brunning 978-9605 jsbrunning@sasktel.net or the Sask. Fencing office 975-0823 saskfencing@shaw.ca to book your class.