

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

JUNE 12, 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 Michelle Sanson, Manager of Planning & Building, City of Moose Jaw  
(11:00-11:30 a.m.)**
- 5. Decision Items**
  - 5.1 PAA Enhancement Plan**
  - 5.2 Office Closure for December 24, 2012**
  - 5.3 Empire School Daycare (In Camera)**
  - 5.4 Kincaid Ventilation/Electrical Upgrade Tender Results (In Camera)**
  - 5.5 Letter from King George Elementary School Parent**
  - 5.6 Cornerstone Christian School Loan Guarantee**
  - 5.7 School Board Elections**
- 6. Discussion Items**
  - 6.1 SSBA Proposed Position Statements – Request for Feedback**

- 7. Consent Items**
  - 7.1 Suspensions**
  - 7.2 Approved Tenders**
  - 7.3 Appoint Member to Bengough's SCC**
  - 7.4 Appoint Member to Lindale's SCC**
  - 7.5 Appoint Member to Glentworth's SCC**
  - 7.6 Appoint Member to Gravelbourg High's SCC**
  - 7.7 Appoint Member to Assiniboia Composite High's SCC**
  - 7.8 Appoint Members to Empire's SCC**
  - 7.9 Rouleau's Amended SCC Constitution**
  - 7.10 3<sup>rd</sup> Quarter Finance Report**
  
- 8. Committee Reports**
  - 8.1 Standing Committees**
    - 8.1.1 Higher Literacy and Achievement
    - 8.1.2 Equitable Opportunities
    - 8.1.3 Smooth Transitions
    - 8.1.4 Strong System-Wide Accountability and Governance
    - 8.1.5 Advocacy and Networking
    - 8.1.6 Rural Catchment Review
  - 8.2 Adhoc Committees**
    - 8.2.1 South Hill
    - 8.2.2 Annual General Meeting Improvement
  
- 9. Identification of Items for Next Meeting Agenda:**
  - Notice of Motions
  - Inquiries
  
- 10. Professional Sharing/Round Table**
  
- 11. Adjournment**

## **12. INFORMATION ITEMS**

### **12.1 Substitute Usage Report**

**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 May 1, 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; L. Meyer, Superintendent of Learning; B. Compton, Superintendent of School Operations; D. Huschi, Superintendent of School Operations; D. Briggs, Communications Co-ordinator; H. Boese, Executive Assistant

Regrets: S. Kitts, Superintendent of School Operations;  
R. Boughen, Superintendent of Human Resources

Presentations: SELU Altered School Year Review, Norm Dray & Larry Sackney  
(11:00 a.m. – 12:00 p.m.)

Motions:

05/01/12 – 1707 That the meeting be called to order at 10:45 a.m. Carried  
- Christopherson-Cote

05/01/12 – 1708 The following items were added to the agenda: Carried  
6.2 Letter from Citizen  
6.3 Substitute Usage Report  
That the Board adopt the agenda as amended.  
- Stewart

05/01/12 – 1709 That the Board adopt the Minutes of the regular meeting of Carried  
April 3, 2012 as presented.  
- Swanson

Larry Sackney & Norm Dray presented the final report on the Alternative Calendar Year Review.

Ron Gleim arrived at 11:33 a.m.

That the Board break at 12:07 p.m.

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

05/01/12 – 1710 That the Board approve the 2012-13 budget with operating Carried  
expenses of \$91,055,149 and capital expenses of  
\$5,033,875.  
- Gleim

05/01/12 – 1711 That the Board approve the Continuous Agenda, including Carried  
the dates for the Regular Meetings, Planning Meetings,  
Orientation and Annual Meeting of Electors as presented  
for 2012-2013.  
- Crabbe

05/01/12 – 1712	That the Board designate signing authority to Lori Meyer for quarterly financial and statistical reports. - McMaster	Carried
05/01/12 – 1713	That <u>Administrative Policy No. 422 – Division Attendance</u> be approved and whereby the board receives twice annual reports. - Swanson	Carried
05/01/12 – 1714	That the Board cancel their regular meetings during July and August, 2012. Meetings may be held at the call of the Chair. - Stewart  Swanson requested motion 05/01/12 – 1714 be a recorded vote. <u>In favour of motion:</u> Young, Christopherson-Cote, Crabbe, Stewart <u>Opposed to motion:</u> Swanson, Kessler, Gleim, Davidson, McMaster, Jelinski	Defeated
05/01/12 – 1715	That the regular board meeting in July be cancelled. - Swanson	Carried
05/01/12 – 1716	That the regular board meeting in August be scheduled for August 14, 2012 and the regular board meeting in September be scheduled for September 11, 2012 - Kessler	Carried
05/01/12 – 1717	That the Board accept the tender from T.U.F.F. Exteriors Inc. to repair the roof at Chaplin School. - Davidson	Carried
05/01/12 – 1718	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. - Young	Carried
05/01/12 – 1719	That Prairie South School Division adopt the proposed policy for <u>School Anniversary Celebrations</u> . - Swanson	Carried
05/01/12 – 1720	That we amend motion 05/01/12 – 1719 to include “up to” before the amounts: a. 25 year anniversary = up to \$1000 b. 50 year anniversary = up to \$1500 c. 75 year anniversary = up to \$2000 d. 100+ year anniversary = up to \$2500 - McMaster	Amended Motion Defeated

05/01/12 – 1721

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

Carried

- Young

## **Committee Reports**

### **Standing Committees:**

#### *Higher Literacy & Achievement*

- Currently, there are nine schools operating the Learning Improvement Teams (LITs). Throughout the month of May, School Administrators and Division office staff will be observing the LITs in action at four different schools.
- The Comprehensive Learning Framework (CLF) is in its final stages, and edits are complete on all nine sections. We are still collecting feedback and comments from Division staff, and aim to have the complete document ready for June.

#### *Equitable Opportunities*

- The Presentations to all grade 8-11's in K-12 schools on various programs and options are complete. Students are now working on completing surveys that will give them a voice to let us know what courses they may be interested in pursuing.

#### *Smooth Transitions*

- The committee has not met since the last report in April. They will meet soon and provide feedback at the next Board Meeting.

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

- The committee met and reviewed the proposed budget, pulling the key pieces out to examine them in greater detail. There was an opportunity for questions and concerns at the May Board Planning Meeting, and as all were answered, the budget was approved.

#### *Advocacy and Networking*

- The committee has asked the Communications Co-ordinator to facilitate a discussion on marketing initiatives at the next Board Planning Meeting.

#### *Rural Catchment Review*

- Nothing new to report at this time, the committee is still gathering information.

### **Adhoc Committees:**

#### *South Hill*

- The most recent Bull Dog Post was distributed and thoroughly enjoyed by the Board.
- The committee noted that there were a few key dates coming up, including the May 7-11 Community Cleanup Week and the May 30-31 South Hill Musical "Not So Old School".

#### *Annual General Meeting of Electors Improvement*

- A debrief meeting is scheduled and planning will commence shortly for the next Annual Meeting of Electors.

**Adjournment**

05/01/12 – 1722

That the meeting be adjourned at 2:15 p.m.  
- Stewart

Carried

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Colleen Christopherson-Cote  
Chair

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B. Girardin  
Superintendent of Business and Operations

**Next Regular Board Meeting:**

Date: June 12, 2012  
Location: Central Office, Moose Jaw

DRAFT

# AGENDA ITEM

<b>Meeting Date:</b>	June 12, 2012	<b>Agenda Item #:</b>	5.1
<b>Topic:</b>	<b>Equitable Opportunities- PAA Enhancements</b>		
<b>Intent:</b>	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Consent <input type="checkbox"/> Information

## Background:

October – December

- Review of Practical and Applied Arts course offerings in Prairie South to ensure an equitable range of PAA options to students. Our goal is to enhance existing PAA programs in K-12 schools, and new programs added to increase options for students.
- Considerations reviewed for possible magnet programming which involves students traveling to different schools for PAA programs.
- Met with Prairie Valley School Division to discuss their PAA enhancement project.
- Reviewed possible partnerships in course delivery: South East College, Great Plains College, SIAST, Saskatchewan Apprenticeship Board.

January

- Determine PAA course offerings presently offered in all High Schools in Prairie South.

February and March

- Career Consultants present possible PAA options to staff, students, parents and SCC's.

April

- Survey K-12 schools (Grade 8, 9, 10, 11) to engage students to ensure they are motivated and committed to offerings. Students need to be meaningfully involved in their learning environment and this survey provides one way for students to be actively involved in making choices about their own learning.
- Analyze results of interest survey.
- Discuss potential course offerings with Board, CAC and school-based administrators.
- Identify budget, facilities, technology, staffing resource acquisition and professional development implications.

May

- Present data for discussion with school based administrators and division administration.

June

- Board considerations for 2012-2013 school year:
  - 1) earmark funding of \$3,000,000 from net assets to support PAA Enhancement project;
  - 2) hire project coordinator August 2012.



**Current Status:** Please see attachment: PAA Survey Subtotal Summary

**Pros and Cons:** PRACTICAL AND APPLIED ARTS PROGRAM INVESTMENT

- Equitable Opportunities Committee is asking for a significant investment to be made in students within Prairie South School Division focusing on Practical and Applied Arts credit options.
- This investment will develop employment skills, life skills and assist in the transition from school to career.
- Student Interest Surveys completed by Grades 8-11 registered in K-12 schools indicate new courses could be added and current course offerings require enhanced equipment, facilities and staffing.

Equitable Opportunities Committee recommend the Board targets 3 million dollars (net surplus) over three-five years to develop and enhance PAA opportunities in Prairie South schools. Funding will initially support: coordinator position; possible equipment purchase for program development; possibly equip mobile trailers for construction/carpentry; welding; and provide professional development and training for staff.

**Financial Implications:**

**Governance Implications:**

**Legal Implications:**

**Communications:**

<b>Prepared By:</b>	<b>Date:</b>	<b>Attachments:</b>
Barbara Compton	June 1, 2012	1. PAA Survey Subtotal Summary 2. Practical and Applied Arts Program Investment

***Recommendation:***

1. The Board of Education target 3 million dollars (net surplus) over three-five years to develop and enhance PAA opportunities in Prairie South schools.

2. The Board of Education approve the hiring of a PAA project coordinator for a two year term to start August 7, 2012.

# PRACTICAL AND APPLIED ARTS STUDENT SURVEY RESULTS MAY 2012



SCHOOL

SCHOOL	AGRICULTURE							BUSINESS				COMMUNICATIONS						HOME/HOSPITALITY							NATURAL RESOURCES			TRADES										
	Agriculture Studies	Cow/Calf Production	Dairy Production	Feedlot Production	Field Crop Production	Pork Production	Sheep Production	Accounting	Entrepreneurship	Information Processing	Career and Work Exploration: CWEX	Communications Media	Communication Production Technology	Design Studies	Drafting and Computer-Aided Design	Photographics, Photography, Graphic Arts	Theatre Arts	Clothing, Textiles and Fashion	Food Studies	Housing	Interior Design	Life Transitions	Tourism, Hospitality, and Entrepreneurship	Upholstery	Energy and Mines	Forestry Studies	Wildlife Management	Trades: Autobody	Trades: Commercial Cooking	Trades: Cosmetology	Trades: Construction and Carpentry	Trades: Electrical and Electronics	Trades: Horticulture	Trades: Machining	Trades: Mechanical and Automotive	Trades: Welding	PAA Survey Combination	
Avonlea Count	6	5	1	2	4	0	2	3	6	1	6	1	3	7	6	17	8	7	8	0	8	0	1	0	0	3	7	13	4	6	13	13	1	6	6	11		
Bengough Count	9	8	5	7	4	1	1	2	6	1	3	2	1	6	2	13	8	4	4	1	11	4	1	0	5	3	4	9	5	11	3	6	5	6	9	10		
Central Butte Count	6	10	1	4	4	2	0	6	9	2	6	0	2	3	1	8	6	2	5	3	4	2	1	0	3	4	12	8	6	7	6	10	2	7	15	13		
Chaplin Count	6	3	1	1	2	1	1	1	0	0	3	2	0	2	1	3	4	2	2	0	0	1	0	0	0	0	0	2	8	0	5	3	4	0	3	5	4	
Coronach Count	4	16	3	4	4	1	3	13	6	6	20	4	4	20	5	21	8	11	12	6	17	2	1	1	4	7	11	9	6	15	17	10	2	7	16	19		
Craik Count	2	1	1	0	2	0	4	2	4	1	0	3	0	4	6	5	4	3	8	1	8	0	0	1	1	0	4	10	5	1	4	9	1	4	6	5		
Eyebrow Count	3	5	0	1	1	0	0	3	1	0	1	0	0	6	4	4	3	3	2	3	6	0	1	0	2	0	1	3	1	3	3	5	1	2	2	5		
Glentworth Count	7	5	1	3	5	0	3	4	2	2	6	1	0	11	1	13	10	12	9	3	11	3	2	1	4	2	4	16	7	14	10	6	2	10	10	20		
Gravelbourg High Count	20	11	3	7	9	0	0	11	17	5	1	3	3	23	9	27	9	14	10	5	23	9	5	6	8	2	11	31	5	17	12	18	4	18	29	25		
Kincaid Count	6	6	1	1	4	0	1	2	1	0	2	0	0	5	2	4	7	5	7	1	3	1	1	1	0	2	4	8	7	7	3	5	1	8	11	8		
Lafleche Count	1	0	0	0	1	0	0	0	1	0	0	0	0	1	0	3	4	4	2	0	1	3	0	0	2	1	3	3	1	0	1	3	1	3	3	3		
Mankota Count	3	3	1	0	4	0	1	3	3	0	1	5	1	7	1	14	2	4	2	0	5	0	0	0	1	2	3	2	7	7	5	0	0	0	4	4		
Mortlach Count	5	2	1	1	2	0	0	3	3	1	4	2	0	3	2	10	6	8	6	0	4	0	0	0	1	1	5	6	2	3	3	8	0	5	4	9		
Mossbank Count	8	5	4	3	7	2	2	4	2	0	7	1	1	4	3	4	9	2	3	3	2	3	1	0	3	2	5	16	2	2	12	3	2	6	16	16		
Rockglen Count	8	14	0	5	2	1	4	6	3	0	3	2	0	6	1	11	5	6	3	5	7	1	0	4	2	3	9	8	6	9	8	8	5	7	13	15		
Rouleau Count	4	0	1	2	5	2	0	4	6	0	10	3	1	4	4	14	8	3	14	2	13	1	2	0	2	1	4	10	2	8	5	5	1	5	13	11		
Grand Count	98	94	24	41	60	10	22	67	70	19	73	29	16	112	48	171	101	90	97	33	123	30	16	14	38	33	89	160	66	115	108	113	28	97	162	178		
AEP																																						
Central Collegiate																																						
Riverview Collegiate																																						
ACHS																																						

Legend

- Indicates the top 3 counts for each school
- Indicates the top 5 counts overall
- Indicates course offered currently
- 1 Indicates top count and course offered

Survey was completed by grade 8 to 11 students in each of the above schools  
 Survey represents 526 student results  
 Data represented here reflects counts (if a student selected it in their top 5 counted as 1)

#### **PRACTICAL AND APPLIED ARTS PROGRAM INVESTMENT**

- Equitable Opportunities Committee is asking for a significant investment to be made in students within Prairie South School Division focusing on Practical and Applied Arts credit options.
- This investment will develop employment skills, life skills and assist in the transition from school to career.
- Student Interest Surveys completed by Grades 8-11 registered in K-12 schools indicate new courses could be added and current course offerings require enhanced equipment, facilities and staffing.

Equitable Opportunities Committee recommend the Board targets 3 million dollars (net surplus) over three-five years to develop and enhance PAA opportunities in Prairie South schools. Funding will initially support: coordinator position; possible equipment purchase for program development; possibly equip mobile trailers for construction/carpentry; welding; and provide professional development and training for staff.

***PAA Enhancement Project coordinator position (August 1, 2012) - two year term to propose and implement strategic plan for PAA program delivery, timeline and sustainable budget to Board.***

- **Vision for PAA coordinator:** the intent is to provide a road map that will no doubt have a number of detours.

#### **Duties may include:**

- Work with school based administrators, PAA teachers, division staff, SCC's, business, industry, and post-secondary schools to implement new and enhanced PAA programs for 2012-13 school year. This will include:
  - Finalizing priorities
  - Preparing sustainable budget and program proposals
  - Implement regional PAA programs (if applicable)
  - Manage equipment and facility up-grades: portable trailers/labs etc.
  - Support the transportation needs associated with regional programs (if applicable)
- Dialogue with communities, SCC's, Board representatives, Ministry of Education. Ministry of Advanced Education, business, industry to develop potential partnerships to enhance learning and employment opportunities for youth.
- Propose fiscal responsible and **sustainable options** for program delivery in various communities; this delivery could be through magnet programming, tri-semesters, online courses, or school enhancements.
- Work with school based administrators, teachers, SCC's, and division staff to support and enhance online program delivery.

**Skills and Attributes:**

- Strong understanding of the full range of PAA options and vision for enhancement.
- Strong understanding of the facility and equipment needs connected to the PAA priorities.
- Action orientated-ability to move this forward and work independently.
- Ability to work with Division personnel in the areas of budget, facilities, program.
- Ability to work with PAA teachers, school administrators to define program priorities and implement the plans.
- Ability to work with PAA teachers and school administrators to implement regional/magnet PAA priorities. This would include scheduling between schools (if required).
- Understand the role technology supported learning (online programs) can play in the PAA enhancement process. Ability to connect the online component to the PAA priority.

# AGENDA ITEM

<b>Meeting Date:</b>	June 12, 2012	<b>Agenda Item #:</b>	5.2
<b>Topic:</b>	<b>Office Closure for December 24, 2012</b>		
<b>Intent:</b>	<input checked="" type="checkbox"/> Decision <input type="checkbox"/> Discussion <input type="checkbox"/> Consent <input type="checkbox"/> Information		

## Background:

This item was discussed and approved by senior administration. As such, it is presented to the Board for consideration.

In 2012, December 24 falls on a Monday. Tuesday December 25 and Wednesday December 26 are both statutory holidays, and thus, the office will be closed on those two days.

All 12 month employees (CUPE and Out of Scope employees) would normally work on Monday, December 24. Generally 12 month employees are recognized for working 260 days per year (includes stats). In 2012, however, there are 261 working days due to the leap year. We recommend closing the offices of Prairie South, so all 12 month employees (facility operators, office personnel, and maintenance) can have an extended Christmas weekend.

## Current Status:

Prairie South offices would normally be open on Monday, December 24, 2012.

## Pros and Cons:

Pros: Many employees will be booking a vacation day for that time anyway, so coverage may be a problem.

We believe this would have a positive impact on Prairie South's organizational culture.

Cons: The office would be closed for 5 days straight (Saturday to Wednesday).

## Financial Implications:

There are no financial implications, as the salary of 12 month employees is determined by an annual salary/260 days (calculated by 5 days x 52 weeks)/# of hours per days to get hourly rate. Additionally, 10 month employees are paid based on the number of working days within their scheduled time frame so they have been paid correctly for the number of days worked.

## Governance Implications:

This is a rare occurrence, and therefore, would not be a regular recommendation.

**Legal Implications:**

**Communications:** If approved, all 12 month employees should be advised as soon as possible.

<b>Prepared By:</b>	<b>Date:</b>	<b>Attachments:</b>
Ryan Boughen & Rory Griffith	May 15, 2012	N/A

***Recommendation:***

That the board declare the facilities of Prairie South School Division closed on Monday, December 24, 2012.

# AGENDA ITEM

<b>Meeting Date:</b>	June 12, 2012	<b>Agenda Item #:</b>	5.5
<b>Topic:</b>	<b>Letter from King George Elementary School Parent</b>		
<b>Intent:</b>	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Consent <input type="checkbox"/> Information

## Background:

A letter was received from the parents of three students at King George Elementary School.

This family has now relocated in the RM of 162 Caron (approximately two miles West of Boharm) from Moose Jaw.

They request bus service to transport their children from their new location (Land Description is NW 2-17-28 W2) to King George Elementary School.

Mrs Martin had already been advised by the transportation department office that their new location is in the Lindale School catchment area for elementary students. As a result and in accordance with Policy 801 - 1, her children would be entitled to bus service to that school.

The request to transport the Martin's children to King George School was denied.

Mrs Martin has previously submitted a request for Board approval during a meeting held on May 3, 2011. At the time that request was denied.

## Current Status:

## Pros and Cons:

## Financial Implications:

## Governance Implications:

## Legal Implications:

## Communications:

<b>Prepared By:</b>	<b>Date:</b>	<b>Attachments:</b>
Clarke Baker	June 4, 2012	Letter from Parent

## Recommendation:

That the Board adhere to Policy 801-1 Eligibility For Transportation in regards to the request from the Martin family.

Prairie South School Division

15 Thatcher Drive East  
Moose Jaw, SK  
S6J 1L8

CC: Brian Swanson



Dear Chair and Trustees of the Board of Education:

Last year I wrote to you requesting your help with our unique situation without success. Since then my family moved to our home in the RM of 162 – Caron with our 4 children, 3 of whom are currently attending King George Elementary school and have always attended that school; a school not designated to receive bus transportation. Come fall, our eldest will be attending Central Collegiate high school and will receive bus transportation right from our farm site to that school. I write to you now to ask for an exception for our 2 daughters (11 year old – grade 6 & 10 year old – grade 5) who will remain attending King George to also be allowed to take the same bus into their school.

Previously I had mentioned that due to our co-parenting scenario, changing schools was not an option nor do we believe it has to be an option in order to receive a tax-paying service. Once our 2 year old is old enough, she will be attending Lindale Elementary and will be able to utilize the bus service like our eldest but our middle daughters will still be denied this same bus service. I spoke with the transportation department regarding the change in circumstance and was told that although our son would be picked up from our yard site and be taken to and from Central Collegiate that our 2 daughters could not use the bus, regardless of the fact that the bus would already be picking up one of our children at our yard and taking our son to a school that is only a few blocks from King George Elementary, simply because it is current policy. Upon speaking with the transportation department today (May 28<sup>th</sup>, 2012), I was told that if an exception is made for one then exceptions have to be made for everyone, a generic statement. I can understand that theory when speaking of urban residents however we cannot be compared to urban scenarios. Our rural community population is on a decline, especially with young families of school-aged children. For families like us who are struggling to support local agriculture, we feel we aren't being supported by our own school system. I have driven behind the bus to and from Moose Jaw for months and find it confusing to see only a handful of kids on the full sized school bus, as do many of the surrounding residents or anyone aware of the scenario; the same bus our 2 of our 3 school-aged kids will not be allowed to use. The reason isn't because there isn't room for our 2 girls on the bus, far from it, the reason I'm given is simply that it is current policy. I have worked with policies before and am familiar with the fact that policies can be changed or at a minimum, policies can have amendments as not every circumstance can be summed up under one policy. I am not asking for the policy to be changed necessarily, I am asking for a reasonable amendment for a unique situation.



We operate and are building upon a small sheep operation at our farm, located approximately 10 miles West of Moose Jaw or 2 miles West of Boharm on the Caribou grid, which takes much of our time. Because I will have to personally drive our 2 daughters to King George, literally behind the bus driving our son to Central Collegiate, it will not only take time away from our rural community efforts but add pollution to our environment and unnecessary risks to 3 of my children with road safety hazards on grid roads in poor condition.

With our unique scenario the amendment that would be required on your part to accommodate our family would be minimal. The bus already will come to our farm to pick up our son. The bus has plenty of room to accommodate all of our children; no changes would have to be made in bus size. The bus service already accommodates two high schools that are on either side of King George School, Vanier and Central Collegiate; a 2-3 block change in bus route is all that we are asking for and all that would be required to accommodate our 2 girls attending King George. If there is a valid reason as to why our girls are not being accommodated other than because it's current policy, please explain. We feel there is no reason why our situation cannot be accommodated.

Thank you for your time and consideration; I look forward to hearing your response and decision after your next meeting.

Sincerely,

Stacey & Cory Martin

Box 1571

Moose Jaw, SK S6H 7A8

(306) 693-9362

# AGENDA ITEM

<b>Meeting Date:</b>	June 12, 2012	<b>Agenda Item #:</b>	5.6
<b>Topic:</b>	<b>Cornerstone Christian School Loan Guarantee</b>		
<b>Intent:</b>	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Consent <input type="checkbox"/> Information

**Background:**

In 2001 Cornerstone Christian School (CCS) and Thunder Creek School Division entered into an agreement whereby Thunder Creek was a guarantor for a loan taken out by CCS. The loan was in the amount of 1.3 million dollars and was used for renovations and additions to the school building.

**Current Status:**

CCS has negotiated a better rate with a different bank and still requires us to be the guarantor for the new loan. The current balance of the loan as of June 1, 2012 is \$835,446.40. CCS is making monthly principal payments of \$6578.32. As indicated in the letter from Mr. Falk, CCS will be able to reduce the remaining amortization from 11 years to 10 years.

**Pros and Cons:**

Pros: If the Board agrees to the new loan it will be paid off faster thus reducing the length of our risk.

Cons: The Board will still be the Guarantor for the loan.

**Financial Implications:**

There will be a financial implication if the loan is defaulted. The risk to the Board will be the outstanding balance.

**Governance Implications:**

The Board must pass the resolution and enter into a new agreement in order for this to proceed. Also the Ministry must approve guaranteeing the loan. CCS has been asked to change the registered interest against the loan from Thunder Creek School Division to Prairie South School Division No. 210.

**Legal Implications:**

The Board needs to enter into a new agreement.

**Communications:**

<b>Prepared By:</b>	<b>Date:</b>	<b>Attachments:</b>
Bernie Girardin	June 4, 2012	Original Agreement Letter from CCS

**Recommendation:**

That Prairie South School Division No. 210 enter into an agreement with Cornerstone Christian School Incorporated to be the guarantor of a loan for the remaining balance of the original loan .

## MEMORANDUM OF AGREEMENT

THIS MEMORANDUM OF AGREEMENT made this 18 day of DECEMBER, 2001.

**BETWEEN:**

**The Board of Education of the Thunder Creek School Division No. 78  
of Saskatchewan**

**(hereinafter called "the Board")**

**AND:**

**The Cornerstone Christian School Incorporated**

**(hereinafter called "the Association")**

**WHEREAS** the Board and the Association have entered into an associate school agreement dated June 15, 2000;

**AND WHEREAS** the Board has agreed to act as guarantor for the Association regarding the Association's loan from the Canadian Imperial Bank of Commerce (CIBC) in the amount of \$1,300,000.00 upon certain terms and conditions;

**THE PARTIES HERETO HEREBY AGREE AS FOLLOWS:**


1. The Board shall execute a Guarantee Agreement for the Association's loan from the CIBC in the amount of \$1,300,000.00; such funds shall be used for renovations and additions to the Cornerstone Christian School building at  
43 Iroquois Street East.  
Moose Jaw, Saskatchewan
2. In consideration thereof, in the event the Board is called upon to pay any amount pursuant to the said Guarantee Agreement, the Association shall transfer clear title of the Cornerstone Christian School property, the legal description of which is  
Block (Parcel) 200, Plan No. OLD 96. Extension 0, As described on  
Certificate of Title 01MJ03753

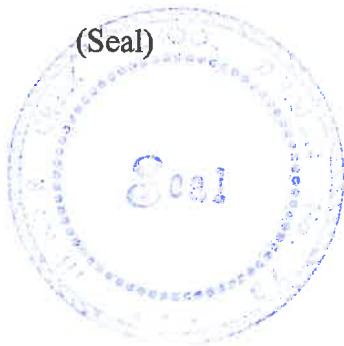
to the Board within 60 days of the Board paying any such amount. Any costs associated with the transfer of clear title shall be borne by the Association.



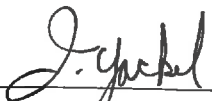
Cornerstone Christian School Incorporated

per   
Ralph House

per   
Tony Brennan



The Board of Education of the Thunder  
Creek S.D. No. 78 of Saskatchewan

per   
Ivan Yackel

per   
Lionel Diederichs



April 23, 2012

Bernie Girardin

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



Mr. Girardin;

I would like to advise you that Cornerstone Christian School Inc. has decided to move its long term credit facility from CIBC to BMO. After requesting rate quotes from various institutions, BMO offered the lowest rate to CCS.

As with the current credit facility at CIBC, BMO will require Prairie South to sign as a guarantor. I understand that this will also require Ministry approval.

As the rate is substantially lower than the current rate offered by CIBC, we are able to reduce the remaining amortization from 11 years to 10 years. The initial principal amount of the new credit facility will be exactly the remaining principal amount of the old facility on the day of conversion. Cornerstone will pay any fees from our Operating Fund to ensure that the amount of the facility does not increase. We have negotiated a 5 year term at 3.19%.

A recent title search shows an interest registered against the title of Cornerstone Christian School Inc. by Thundercreek School Division. It may be appropriate at this time to also update the registered interest to reflect the amalgamated division.

Mr. Kerry Orth, Commercial Credit Manager for BMO, will be contacting you in the near future to discuss in detail the requirements of BMO for the new credit facility. Should you have any questions or need further information, please feel free to contact either myself or Kerry Orth.

Sincerely,

A handwritten signature in black ink, appearing to read "Gordon Falk". The signature is stylized with long, sweeping strokes.

Gordon Falk,  
Business Manager  
Cornerstone Christian School Inc.

Cc: Kerry Orth

Principal: Mr. Scott Robertson  
Vice Principal: Mr. Lee Behrns  
Vice Principal: Miss Tanya Johnson

43 Iroquois St. E. Moose Jaw, SK. S6H 4S9  
Phone: 306.693.2937  
Fax: 306.694.1880  
[www.ccsmj.ca](http://www.ccsmj.ca)

# AGENDA ITEM

<b>Meeting Date:</b>	June 12, 2012	<b>Agenda Item #:</b>	5.7
<b>Topic:</b>	<b>School Board Elections</b>		
<b>Intent:</b>	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Consent <input type="checkbox"/> Information

**Background:**

The date for the next School Board Election is October 24, 2012. As per section 28 of The Local Government Election Act, the Board must appoint a Returning Officer (RO) at least 90 days before the date of the election (July 25, 2012).

**Current Status:**

**Pros and Cons:**

**Financial Implications:**

**Governance/Policy Implications:**

**Legal Implications:**

**Communications:**

<b>Prepared By:</b>	<b>Date:</b>	<b>Attachments:</b>
Bernie Girardin	June 4, 2012	n/a

***Recommendation:***

That the board appoint Bernie Girardin, Superintendent of Business & Operations as Returning Officer for the October 24, 2012 School Board Election.

# AGENDA ITEM

<b>Meeting Date:</b>	June 12, 2012	<b>Agenda Item #:</b>	6.1
<b>Topic:</b>	<b>SSBA Proposed Position Statements</b>		
<b>Intent:</b>	<input type="checkbox"/> Decision	<input checked="" type="checkbox"/> Discussion	<input type="checkbox"/> Consent <input type="checkbox"/> Information

**Background:**

SSBA's Resolutions & Policy Development Committee is requesting feedback from boards of education regarding the attached draft position statements. Please review prior to the meeting.

**Current Status:**

**Pros and Cons:**

**Financial Implications:**

**Governance/Policy Implications:**

**Legal Implications:**

**Communications:**

<b>Prepared By:</b>	<b>Date:</b>	<b>Attachments:</b>
Bernie Girardin	June 1, 2012	SSBA Proposed Position Statements

***Recommendation:***

Board discussion.

## **Resolutions and Policy Development Committee Request for Feedback from Boards of Education Proposed Position Statements**

May 2012

This package contains:

- Draft Position Statements for review:
  - new Position Statement on “Partnership Agreements”;
  - new Position Statement on “Education Equity”; and
  - revised Position Statement on “Collective Bargaining” (resulting from the required cyclical review of existing position statements).
- One Feedback form for submission of comments and suggestions on the 3 items.

**We request feedback from your board of education and CEF by **June 18, 2012.****

**Once we have feedback from members the Position Statements will be presented and discussed at Members’ Council in the fall and will be voted upon at the AGM.**

### ***Association Position Statements***

*Association position statements address key issues in the K-12 publicly funded education system. They describe the collective beliefs of boards of education and the CEF, and guide united action by boards, the CEF and their Association in advocacy. Statements within a position statement are broad statements articulating a position or objective. They state “what” rather than “how to”.*



## **Proposed New Position Statement – Education Equity**

### **POSITION 3.3: EDUCATION EQUITY**

**Education equity for students is a fundamental principle of public education**

- 1. Boards of education are proactive in defining, assessing and taking steps to achieve equity of opportunity and of outcomes for their students regardless of students' individual or family circumstances.**
- 2. Education Equity for Saskatchewan boards of education requires the fair distribution of necessary resources to ensure all students have access to comparable school programs, facilities and services to achieve at the highest levels regardless of where they live in the province and their personal circumstances.**
- 3. Education equity recognizes that some students need additional or specialized programming to achieve at high levels.**
- 4. Education equity recognizes that boards of education operate with very different circumstances and situations.**
- 5. The adequacy and fairness of funding for education in Saskatchewan should be completely transparent. It should be monitored for adequacy and equity and should be reported on a regular basis.**

#### ***Commentary:***

The Association currently does not have a position statement on Education Equity. The wording of the proposed position statement mirrors the draft position statement recommended in the report of the Education Equity Working Advisory Committee, with only very minor changes in wording.

The Education Equity WAG reported to the membership on its work as it was in progress, and its Report was submitted and presented to boards and the CEF.

## **Proposed New Position Statement – Partnership Agreements**

### **POSITION 5.2: PARTNERSHIP AGREEMENTS**

**Individual Boards of Education or the Association can work effectively with partners from the education sector and from the community to create opportunities for furthering board of education capacity to enhance student achievement.**

- 1. Partners will include those agencies and organizations whose goals and objects are compatible with the goals of the boards of education or the Association.**
- 2. Partnership agreements will be consistent with the strategic plans of the board of education or the Association.**
- 3. Allocation of resources to partnerships will not compromise the standards of services or administration of the boards of education or the Association.**
- 4. Partnership agreements will be transparent and clearly defined and be committed to writing.**

#### ***Commentary:***

The Association currently does not have a position statement on Partnership Agreements.

The Association has in the past received requests to either enter into partnerships or to provide support to other organizations. This may involve monetary grants or other forms of participation. The Association has no clear statements on how these requests might be assessed.

The Committee has developed the position statement to outline the general criteria to be considered before entering into partnerships or providing support. The position statement also provides guidance on the need for any such agreements to be clear, concise and to be documented.

## Proposed Revised Position Statement – Collective Bargaining

### POSITION 4.1: COLLECTIVE BARGAINING

- A. Elected boards of education are responsible and accountable for the delivery of educational services. Boards as employers hire professional and support staff to carry out this responsibility and ensure that education is provided for all their students. As part of their governance responsibilities, boards enter into collective bargaining agreements with their employees.

As well, representing boards of education, the Saskatchewan School Boards Association has a statutory role in collective bargaining with respect to the Provincial Collective Bargaining Agreement for teachers.

- B. Principles according to which collective bargaining by the Association should be undertaken, and that are also recommended to boards as they approach their collective bargaining:
1. The education interests and welfare of K-12 students must guide the collective bargaining process.
  2. The collective bargaining process must respect the integrity of the board of education in its role as employer.
  3. The local and provincial collective bargaining processes must provide for adequate representation of the interests of the board(s) of education.
  4. There should be an effective and efficient bargaining process, characterized by the highest standard of labour relations professional practice.
  5. Productive and harmonious working relationships between board of education and their employees are critical to the success of the educational endeavour, and the collective bargaining process should reflect the importance of those relationships and be directed to support and sustain them.
  6. ~~Collective bargaining must be conducted in recognition of the financial circumstances of the board(s) of education affected, and collective bargaining agreements must be sustainable in relation to available financial resources.~~
  6. **Collective bargaining must be conducted with a clear understanding of the impacts of finances on boards of education. Collective**

**bargaining agreements must be sustainable in relation to allocated financial resources.**

7. Collective bargaining must be done prudently, in compliance with legislated requirements, and in conformity to currently accepted labour relations professional and ethical standards.
- C. In working according to these principles, the association undertakes in particular that:
1. Association representation on the provincial bargaining team will be on the basis of providing adequate professional labour relations capacity.
  2. Representatives of boards of education on the provincial bargaining committee will utilize an effective strategy for encouraging and gathering input from boards of education in approaching the collective bargaining process, and communication with boards of education during collective bargaining, in order to provide adequate representation of board interests.
  3. The Association will maintain adequate capacity for research and related resources in participating in the collective bargaining process.
  - ~~4. The Association advocates that:~~
    - ~~(i) legislative requirements be amended to include at least equal representation from boards of education on the provincial bargaining committee.~~
    - ~~(ii) boards of education be encouraged to utilize the resources of the association's Employee Relations Department in the conduct of local collective bargaining with their employees.~~
  4. The Association will continue advocacy efforts to ensure that representation of boards of education on the provincial bargaining committee be at least equal and that legislation be amended to include such representation.
  5. Resources of the Association's Employee Relations department are available to support boards of education in the conduct of local collective bargaining with their employees.

*Commentary:*

The Committee has developed a new draft that reflects the broad statements of the current position but deletes subpoints that can have the potential of being limiting or of becoming more easily and quickly outdated. The draft sets out the statements in a format that is consistent with recently adopted position statements.

## Board Feedback Form

**Board of Education:** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_

### **A. New Position Statement 3.3: Education Equity:**

1. Which of the statements does your Board agree with?

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2. Are there key broad statements in the area of Public Engagement that your Board feels should be added, and why?

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3. Other comments (feel free to attach additional pages)

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### **B. New Position Statement 5.2: Partnership Agreements:**

1. Which of the statements does your Board agree with?

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2. Are there key broad statements in the area of Public Engagement that your Board feels should be added, and why?

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3. Other comments (feel free to attach additional pages)

---

**C. Revised Position Statement 4.1: Collective Bargaining:**

1. Which of the statements does your Board agree with?

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2. Are there key broad statements in the area of Assessment of Student Achievement that your Board feels should be added, and why?

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3. Other comments (feel free to attach additional pages)

**Please submit to the Association office to the attention of the Resolutions & Policy Development Committee as follows:**

**By Fax: (306)569-2317**

**By Email: [klenius@saskschoolboards.ca](mailto:klenius@saskschoolboards.ca)**

**THANK YOU**

# AGENDA ITEM

<b>Meeting Date:</b>	June 12, 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 April 20, 2012 to June 1, 2012.

## Current Status:

A request for proposals was issued for the purchase of school buses.

A tender was issued for the supply and installation of eight new heat/cool rooftop units for Assiniboia High.

A tender was issued for a boiler upgrade for Empire School.

A tender was issued for the Phase 1 HVAC upgrade at Assiniboia Elementary School.

A tender was issued for window/door replacement at Assiniboia Elementary School - North Wing.

A tender was issued to upgrade the Fire Safety system at Assiniboia Elementary School.

A tender was issued to upgrade the boiler at Coronach School.

A tender was issued to upgrade the Life Safety system at Rockglen School.

A tender was issued to upgrade the Life Safety system and the gym lighting at Bengough School.

A tender was issued for the supply and installation of rooftop fall protection at the following schools: Mankota, King George, Rockglen, Rouleau, and Sunningdale.

## Pros and Cons:

**Financial Implications:**

The Request for Proposals for the purchase of school buses was awarded to Bus Sales of Saskatoon for a cost of \$600,635.22.

The tender for the supply and installation of eight new heat/cool rooftop units at Assiniboia High School was awarded to Prairie Mechanical for a cost of \$355,252.

The tender for the boiler upgrade at Empire School was awarded to Field Plumbing and Heating at a cost of \$330,144.

The tender for the Phase I HVAC upgrade for Assiniboia Elementary School was awarded to CCR Construction for a cost of \$1,042,212.

The tender for the window/door replacement at Assiniboia Elementary School was awarded to CCR Construction for a cost of \$66,995.

The tender for the Fire Safety System upgrade for Assiniboia Elementary School was awarded to CCR Construction at a cost of \$126,326.

The tender for the boiler upgrade at Coronach School was awarded to CCR Construction for a cost of \$349,292.27.

The tender for an upgrade to the Life Safety System at Rockglen School was awarded to Magna Electric for a cost of \$260,213.52.

The tender for the Life Safety and lighting upgrade at Bengough School was awarded to RJ Electric for a cost of \$96,730.

The tender for the supply and installation of rooftop fall protection was awarded to Kap City Construction with costs as follows: Mankota School - \$24,856; King George School - \$17,699; Rockglen School - \$16,368; Rouleau School - \$43,122; Sunningdale School - \$14,352.

**Governance Implications:** N/A

**Legal Implications:** N/A

**Communications:** N/A

Prepared By:	Date:	Attachments:
Ron Purdy	June 1, 2012	n/a

***Recommendation:***

That the Tender Report be accepted as presented.



# AGENDA ITEM

<b>Meeting Date:</b>	June 12, 2012	<b>Agenda Item #:</b>	7.3
<b>Topic:</b>	<b>Appoint Member to Bengough's SCC</b>		
<b>Intent:</b>	<input type="checkbox"/> Decision <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Information		

**Background:**

Bengough has a vacancy on their School Community Council and has found a parent who is interested in fulfilling the SCC position. His name is Garnet Hoffart, term ending 2012/2013.

**Current Status:**

**Pros and Cons:**

**Financial Implications:**

**Governance/Policy  
Implications:**

**Legal Implications:**

**Communications:**

<b>Prepared By:</b>	<b>Date:</b>	<b>Attachments:</b>
Barbara Compton	June 1, 2012	No

***Recommendation:***

To appoint Garnet Hoffart to Bengough's SCC.

# AGENDA ITEM

<b>Meeting Date:</b>	June 12, 2012	<b>Agenda Item #:</b>	7.4
<b>Topic:</b>	<b>Appoint Member to Lindale's SCC</b>		
<b>Intent:</b>	<input type="checkbox"/> Decision <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Information		

**Background:**

Lindale has a vacancy on their School Community Council and has found a parent who is interested in fulfilling the SCC position. Her name is Jacqui Martynook, term ending 2012/2013.

**Current Status:**

**Pros and Cons:**

**Financial Implications:**

**Governance/Policy  
Implications:**

**Legal Implications:**

**Communications:**

<b>Prepared By:</b>	<b>Date:</b>	<b>Attachments:</b>
Barbara Compton	June 1, 2012	No

***Recommendation:***

That the board appoint Jacqui Martynook to Lindale's SCC.

## AGENDA ITEM

<b>Meeting Date:</b>	June 12, 2012	<b>Agenda Item #:</b>	7.5
<b>Topic:</b>	<b>Appoint Member to Glentworth's SCC</b>		
<b>Intent:</b>	<input type="checkbox"/> Decision <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Information		

**Background:**

Glentworth has a vacancy on their School Community Council and has found a parent who is interested in fulfilling the SCC position. His name is Bruce Wallace, term ending 2012/2013.

**Current Status:**

**Pros and Cons:**

**Financial Implications:**

**Governance/Policy  
Implications:**

**Legal Implications:**

**Communications:**

<b>Prepared By:</b>	<b>Date:</b>	<b>Attachments:</b>
Barbara Compton	May 16, 2012	No

***Recommendation:***

That the board appoint Bruce Wallace to Glentworth's SCC.

# AGENDA ITEM

<b>Meeting Date:</b>	June 12, 2012	<b>Agenda Item #:</b>	7.6
<b>Topic:</b>	<b>Appoint Member to Gravelbourg High's SCC</b>		
<b>Intent:</b>	<input type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Information

**Background:**

Gravelbourg High has a vacancy on their School Community Council and has found a parent who is interested in fulfilling the SCC position. Her name is Yvonne Sutherland, term ending 2012/2013.

**Current Status:**

**Pros and Cons:**

**Financial Implications:**

**Governance/Policy  
Implications:**

**Legal Implications:**

**Communications:**

<b>Prepared By:</b>	<b>Date:</b>	<b>Attachments:</b>
Barbara Compton	May 16, 2012	No

***Recommendation:***

That the board appoint Yvonne Sutherland to Gravelbourg High's SCC.

# AGENDA ITEM

<b>Meeting Date:</b>	June 12, 2012	<b>Agenda Item #:</b>	7.7
<b>Topic:</b>	<b>Appoint Member to Assiniboia High's SCC</b>		
<b>Intent:</b>	<input type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Information

**Background:**

Assiniboia Composite High has a vacancy on their School Community Council and has found a parent who is interested in fulfilling the SCC position. Her name is Lynn Tendler, term ending 2012/2013.

**Current Status:**

**Pros and Cons:**

**Financial Implications:**

**Governance/Policy  
Implications:**

**Legal Implications:**

**Communications:**

<b>Prepared By:</b>	<b>Date:</b>	<b>Attachments:</b>
Barbara Compton	May 16, 2012	No

***Recommendation:***

That the board appoint Lynn Tendler to Assiniboia High's SCC.

# AGENDA ITEM

<b>Meeting Date:</b>	June 12, 2012	<b>Agenda Item #:</b>	7.8
<b>Topic:</b>	<b>Appoint Members to Empire's SCC</b>		
<b>Intent:</b>	<input type="checkbox"/> Decision <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Information		

**Background:**

Empire has two vacancies on their School Community Council and has found two parents who are interested in fulfilling the SCC positions. Their names are Karlie Cleave and Tracy Eklund, term ending 2013/2014.

**Current Status:**

**Pros and Cons:**

**Financial Implications:**

**Governance/Policy  
Implications:**

**Legal Implications:**

**Communications:**

<b>Prepared By:</b>	<b>Date:</b>	<b>Attachments:</b>
Barbara Compton	May 16, 2012	No

***Recommendation:***

That the board appoint Karlie Cleave and Tracy Eklund to Empire's SCC.

# AGENDA ITEM

<b>Meeting Date:</b>	June 12, 2012	<b>Agenda Item #:</b>	7.9
<b>Topic:</b>	<b>Rouleau's Amended SCC Constitution</b>		
<b>Intent:</b>	<input type="checkbox"/> Decision <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Information		

**Background:**

Rouleau's School Community Council would like to amend their constitution to read:  
 - (6) parent and community members elected at the Annual General Meeting, which at least four are parent members.

**Current Status:**

**Pros and Cons:**

**Financial Implications:**

**Governance/Policy Implications:**

**Legal Implications:**

**Communications:**

<b>Prepared By:</b>	<b>Date:</b>	<b>Attachments:</b>
Barbara Compton	May 23, 2012	Rouleau School Constitution

***Recommendation:***

That the board approve Rouleau's amended School Community Council Constitution as provided.

# **Rouleau School Community Council Constitution**

**Mission Statement:** (yet to be determined)

## **Roles and Responsibilities of Officers**

### **The Chairperson will:**

- Call meetings
- Construct agenda
- Ensure all members have input in the discussion and decisions
- Oversee the operations of the Council
- Create networks to support the Council
- Act as the spokesperson for the Council

### **The Vice-Chairperson will:**

- Support the Chairperson in his/her duties, taking over when the Chairperson is unable to attend
- Perform responsibilities assigned by the Chairperson

### **The Secretary will:**

- Take minutes at the meetings
- Receive and send correspondence on behalf of the Council
- Keep track of any official records of the Council
- Ensure that appropriate notice is given for all meetings

## **Membership:**

The Rouleau School Community Council shall consist of six elected members, of which at least four are parent members. The Council will also include the Principal, a teacher, and two appointed high school student representatives.

## **Scheduling of Meetings**

Meetings will occur at least five times during the school year. Special meetings would be called by the Chairperson or when requested by the community, parents, or rate payers and approved by the Chairperson.



## **Means of Public Consultation & Communication**

The Rouleau School Community Council will consult and communicate with the public through written and verbal communication, as well as through established information networks.

## **Council Code of Conduct**

A Rouleau School Community Council Member shall:

- Be guided by the overall vision and purpose of School Community Councils
- Practice the highest standards of honesty and integrity
- Recognize and respect each member of the school community
- Encourage a positive atmosphere where individual contributions are encouraged and valued
- Contribute to consensus building
- Consider the best interests of all students use the appropriate communication channels when questions or concerns arise
- Declare any conflict of interest
- Endeavour to be familiar with school and Division policies and operating practices and act in accordance with them.

## **Council Decision-Making Process**

The Rouleau School Community Council members will fully discuss any issues and will work with the 'majority vote' model for decision-making.

## **Complaints and Concerns Procedures**

The process for dealing with Council complaints/concerns that fall under the Council's responsibility/authority is:

- Complaints and concerns will be presented, in writing, first to a council member and then to the Chairperson
- The Chairperson will decide whether it is a mandate of Council or whether to refer the complaint/concern to other areas

## **Formal Evaluation Methods**

An opportunity for evaluation would be added to the agenda of the Annual meeting at which time council would provide attendees with the opportunity to give their feedback. The SCC will complete a self-monitoring checklist and submit it to the Superintendent by June 1<sup>st</sup> of each school year.

## **Methods for Informal Evaluation**

Periodic verbal evaluation would occur at a time determined by the Chairperson.

# AGENDA ITEM

<b>Meeting Date:</b>	June 12, 2012	<b>Agenda Item #:</b>	7.10
<b>Topic:</b>	<b>3<sup>rd</sup> Quarter Finance Report</b>		
<b>Intent:</b>	<input type="checkbox"/> Decision <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Information		

**Background:**

Attached is the 3<sup>rd</sup> quarter finance report.

**Current Status:**

Overall we have received 77% of our revenues and have spent 78% of our planned expenditures at the end of the quarter. One of the reasons for being at 78% of expenses is the higher than planned teacher salaries due to the contract settlement.

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

**Pros and Cons:**

**Financial Implications:**

**Governance/Policy  
Implications:**

**Legal Implications:**

**Communications:**

<b>Prepared By:</b>	<b>Date:</b>	<b>Attachments:</b>
Bernie Girardin, Georgia Hanwell & Aline Kirk	June 5, 2012	Finance Report Capital Project Update

***Recommendation:***

That this report be approved with the consent items.

Prairie South School Division  
Statement of Financial Position  
As At May 31, 2012

	May YTD 11/12	May YTD 10/11
<b>FINANCIAL ASSETS</b>		
Cash	26,644,503	24,081,227
Short Term Investments	58,637	1,531,165
Taxes Receivable	9,317,469	14,994,519
Provincial Grants Receivable	153,167	176,941
Other Receivables	584,370	393,069
Inventories for Resale	3,286	2,453
Long Term Investments	235,106	234,681
Other Assets	17,790	18,290
<b>TOTAL FINANCIAL ASSETS</b>	<b>37,014,329</b>	<b>41,432,345</b>
<b>LIABILITIES</b>		
Other Payables	5,754,408	4,323,655
Capital Loans	2,243,985	2,544,466
Other Liabilities	-	5,417
Accrued Employee Future Benefits	1,697,600	1,683,400
Deferred Revenue	1,554,603	2,069,584
<b>TOTAL LIABILITIES</b>	<b>11,250,596</b>	<b>10,626,523</b>
<b>NET FINANCIAL ASSETS(DEBT)</b>	<b>25,763,733</b>	<b>30,805,822</b>
<b>NON-FINANCIAL ASSETS</b>		
Physical Assets	118,435,897	112,994,048
Amortization	(67,128,947)	(59,931,503)
Inventories of Supplies	389,071	419,222
Prepaid Items	267,581	215,612
<b>TOTAL NON FINANCIAL ASSETS</b>	<b>51,963,602</b>	<b>53,697,379</b>
<b>ACCUMULATED SURPLUS(DEFICIT)</b>	<b>77,727,335</b>	<b>84,503,201</b>

PRAIRIE SOUTH SCHOOL DIVISION NO. 210  
STATEMENT OF FINANCIAL ACTIVITIES  
For the period ending May 31, 2012

	11/12 Approved Budget	3rd Quarter Budget	Total Revenue/Expenses & Encumbrances	Percentage of Budget Used	Percentage of 3rd Quarter Budget Used
<b>REVENUE</b>					
Taxation	28,800,119	21,600,089	22,687,519	79%	105%
Grants	49,868,070	37,401,053	38,822,879	78%	104%
Tuition	46,700	35,025	26,590	57%	76%
Other Revenue	534,937	401,203	588,992	110%	147%
Complementary Services	567,000	425,250	639,673	113%	150%
External Services	3,373,430	2,530,073	2,762,007	82%	109%
<b>TOTAL REVENUE</b>	<b>84,690,256</b>	<b>63,517,692</b>	<b>65,527,660</b>	<b>77%</b>	<b>103%</b>
<b>EXPENSES</b>					
Governance	556,410	417,308	363,628	65%	87%
Administration	1,655,116	1,241,337	1,324,411	80%	107%
Instruction	56,720,743	42,540,557	46,613,192	82%	110%
Plant Operation	13,614,815	10,211,111	8,856,798	65%	87%
Transportation	6,770,313	5,077,735	5,538,105	82%	109%
Tuition Expense	75,000	56,250	11,851	16%	21%
Interest and Bank	127,428	95,571	87,746	4%	92%
Complimentary	2,156,643	1,617,482	1,778,364	53%	110%
External Services	3,381,551	2,536,163	2,982,799	0%	118%
<b>TOTAL EXPENSES</b>	<b>86,558,019</b>	<b>64,918,514</b>	<b>67,556,894</b>	<b>78%</b>	<b>104%</b>
Consolidated Net Income(Loss)	(1,867,763)	(1,400,822)	(2,029,233)		

2011/12 Capital Projects		Estimated cost	Ministry Funding	Net Cost	Minor Renovations	Capital	Status	Tender	Fees	GST	GST rebate	Total	Estimate Min. Funding	Actual vs Budget
School	Project Name							Estimate						
A.E. Peacock	Power service upgrade	500,000		500,000		500,000	Currently in the design stage	450,000	59,850	25,493	-17,335	518,008		-18,008
	Roof Top Unit	30,000		30,000	30,000		To be tendered following power upgrade	28,000		1,400	-952	28,448		1,552
Assiniboia Comp	Bleachers for gym	40,000		40,000		40,000	Tender awarded to Royal Stewart Ltd. \$36,424	36,424		1,821	-1,238	37,007		2,993
	Upgrade gym lighting	12,000		12,000	12,000		Awarded to Schultz Electric \$12,923	12,923		646	-439	13,130		-1,130
Assiniboia Elem.	Fire Alarm and corridor lighting	200,000		200,000	200,000		Awarded to CCR Construction Ltd. \$121,238	121,238	14,427	6,783	-4,613	137,836		62,164
	HVAC upgrade - Phase 1	800,000	475,000	325,000		325,000	Awarded to CCR Construction Ltd. \$1,042,212	1,042,212	131,023	58,662	-39,890	1,192,007	710,000	-157,007
	Windows in north wing	100,000		100,000	100,000		Awarded to CCR Construction Ltd.	66,995	7,972	3,748	-2,549	76,167		23,833
Bengough	VOIP	115,000		115,000		115,000	Tender awarded to Sasktel/GV Audio/Protec \$94,402	94,402		4,720	-3,210	95,912		19,088
	Fire alarm/emerg lights/electrical panel	200,000		200,000	200,000		Tender awarded to RJ Electric \$96,730	96,730	12,865	5,480	-3,726	111,349		88,651
	Partial roof replacement	70,000		70,000	70,000		Tender awarded to Raven Roofing \$53,958	53,958	7,176	3,057	-2,079	62,113		7,887
Chaplin	Lighting upgrade	120,000		120,000	120,000		Tender awarded to Riverside Electric \$74,696	74,696	9,935	4,232	-2,877	85,985		34,015
Coronach	Boiler/piping/pumps/controls/sanitary pipe	600,000		600,000	600,000		Tender awarded to CCR Construction Ltd \$349,292.37	349,292	46,456	19,787	-13,455	402,080		197,920
Craik	HVAC PH 3 /lighting upgrade	800,000		800,000		800,000	Awarded to C & S Builders \$711,701	711,701	91,692	40,170	-27,315	816,247		-16,247
Empire	HVAC Phase 1	800,000		800,000		800,000	Awarded to Field Plumbing & Heating \$330,144	330,144	43,909	18,703	-12,718	380,038		419,962
Eyebrow	Washroom renovation	200,000		200,000	200,000		Awarded to C & S Builders \$158,390	158,390	21,066	8,973	-6,101	182,327		17,673
	Gym flooring	70,000		70,000	70,000		Awarded to Caliber Sports \$44,482	44,482		2,224	-1,512	45,194		24,806
Glentworth	Washroom/changeroom upgrade	500,000	337,000	163,000	163,000		Tender awarded to KT Construction \$695,400	695,400	89,753	39,258	-26,695	797,715	496,369	-138,346
	HVAC upgrade - Phase 3	800,000		800,000	800,000		Awarded to C&S Builders \$ 591,209	591,209	78,631	33,492	-22,775	680,557		119,443
John Chisolm	Fire alarm/emergency & fluorescent lighting	100,000		100,000	100,000		Awarded to Apec Electric \$56,361	56,361	7,496	3,193	-2,171	64,879		35,121
Kincaid	Ventilation/electrical upgrade/radiation	800,000		800,000		800,000	Recommend award to CCR Construction Ltd.	975,833	123,124	54,948	-37,365	1,116,540		-316,540
	VOIP -	115,000		115,000		115,000	Tender awarded to Sasktel/GV Audio/Protec	94,402		4,720	-3,210	95,912		19,088
Lafleche	Windows/ext door replacement	150,000		150,000	150,000		Tender awarded to C & S Builders \$138,385	138,385	18,405	7,840	-5,331	159,299		-9,299
Mankota	Fire alarm/emergency & gym lighting	120,000		120,000	120,000		Tender awarded to Dynamic Electrical \$49,350	49,350	6,564	2,796	-1,901	56,808		63,192
Mortlach	Gym lighting upgrade	20,000		20,000	20,000		Tender awarded to Schultz Electric \$9,300	9,300		465	-316	9,449		10,551
Mossbank	Windows/ext door replacement	150,000		150,000	150,000		Tender awarded to Cormode & Dickson \$140,814	140,814	18,728	7,977	-5,424	162,095		-12,095
Palliser Heights	Partial roof replacement	232,000		232,000	232,000		Awarded to Flynn Canada Ltd. \$186,370	186,370	24,787	10,558	-7,179	214,536		17,464
Riverview	Welding ventilation/paint booth	200,000		200,000	200,000		Awarded to Mid West Efficiency \$145,000	145,000	19,285	8,214	-5,586	166,914		33,086
Rockglen	Fire alarm/emergency lighting/elect upgrade	200,000	47,000	153,000	153,000		Awarded to Magna Electric \$260,213.52	260,214	34,608	14,741	-10,024	299,540		-99,540
9th Avenue office	Roof replacement	171,000		171,000	171,000		Awarded to Flynn Canada Ltd. \$139,785	139,785	18,591	7,919	-5,385	160,910		10,090
		\$8,215,000	859,000	7,356,000	3,861,000	3,495,000		7,154,010	886,345	402,018	-273,372	8,169,000	1,206,369	440,369