

Prairie South Schools
BOARD OF EDUCATION

OCTOBER 2, 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 – NONE**
 - 4.2 **Presentations – NONE**

5. **Decision Items**
 - 5.1 **Chaplin School Crawlspace**

6. **Discussion Items**
 - 6.1 **September 30 Enrollments**

7. **Consent Items**
 - 7.1 **Suspensions**
 - 7.2 **Approved Tenders**
 - 7.3 **Central Collegiate SCC Appointment**

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
- 8.1.7 Marketing Advisory

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 September 11, 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; R. Boughen, Superintendent of Human Resources; B. Compton, Superintendent of School Operations; D. Huschi, Superintendent of School Operations; K. Novak, Superintendent of School Operations; D. Briggs, Communications Co-ordinator; H. Boese, Executive Assistant

Motions:

09/11/12 – 1755 That the meeting be called to order at 10:35 a.m. Carried
- Christopherson-Cote

09/11/12 – 1756 The following items were added to the agenda: Carried
6.1 Enrollments
6.2 Inquiry – Research on Ride Times
That the Board adopt the agenda as amended.
- Gleim

09/11/12 – 1757 That the Board adopt the Minutes of the regular meeting of August 14, 2012 as presented. Carried
- Jelinski

09/11/12 – 1758 That CAC develop recommendations for consideration by the Prairie South Board of Education on options to increase enrollments to the South Hill Schools. These recommendations should include, but not be limited to, program relocation, changes to catchment areas, bussing, new initiatives, etc. Carried
- Crabbe

09/11/12 – 1759 That we amend motion 09/11/12-1758 to change “recommendations” to “options” in both occurrences and remove “on options”. Carried
- Swanson

09/11/12 – 1760 That CAC develop options for consideration by the Prairie South Board of Education to increase enrollments to the South Hill Schools. These options should include, but not be limited to, program relocation, changes to catchment areas, bussing, new initiatives, etc. Defeated
- Crabbe

Crabbe requested motion 01/11/12 – 1760 be a recorded vote.

In Favour of Motion: Swanson, Gleim, Davidson, Crabbe
Opposed to Motion: Young, Christopherson-Cote, Jelinski, Stewart, Kessler, McMaster

09/11/12 – 1761 That CAC prepare a presentation regarding the delivery/ implementation strategies around multi-grade classrooms.
- Christopherson-Cote Carried

09/11/12 – 1762 That the Board approve Election Workers’ rates of pay and mileage at the following rates: Carried

Training Day Attendance	\$ 40.00
Advanced Poll: DRO	\$132.60
Advanced Poll: Poll Clerk	\$110.00
Election Day: DRO	\$205.00
Election Day: Poll Clerk	\$170.00
Day After Election:	
To return documents to PSS210	\$ 40.00

Mileage is paid to attend training; attend polls and to return ballot box at a rate of \$0.46.

- McMaster

09/11/12 – 1763 That the Board accept the offers to purchase the [three parcels of land](#). Carried
- Gleim

09/11/12 – 1764 That the Board approve the disposal of records as per the attached [schedule](#), by shredding or transfer to the Saskatchewan Archives. Carried
- Young

09/11/12 – 1765 That the motion regarding the Chaplin School Crawlspace Remediation be tabled pending a report on crawlspaces in schools throughout the division. Carried
- Swanson

09/11/12 – 1766 That the Board accept the Opening Day Enrollment information. Carried
- Swanson

09/11/12 – 1767 That the Board receive the consent items and approve the recommendations contained therein, as presented. Carried
- Young

Inquiries

What is the total cost of the South Hill initiative over the last two fiscal years? This report should include costs associated with program enhancement, extra staff, bussing and other relevant costs.

- McMaster

Adjournment

09/11/12 – 1768 That the meeting be adjourned at 12:12 p.m. Carried
- Stewart

Colleen Christopherson-Cote
Chair

Bernie Girardin
Superintendent of Business and Operations

Next Regular Board Meeting:

Date: October 2, 2012
Location: Central Office, Moose Jaw

DRAFT

AGENDA ITEM

Meeting Date:	October 2, 2012	Agenda Item #:	5.1
Topic:	Chaplin School Crawlspace		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Consent <input type="checkbox"/> Information

Background:

This item was tabled at the September board meeting following a request from the board for additional information on all school division crawlspaces as well as a recommendation to have our architect further investigate the condition of the Chaplin School crawlspace.

Current Status:

Find attached a list of current of crawlspaces in the school division. Our architect had the opportunity to investigate the Chaplin School crawlspace on Wednesday, Sept. 19th. Following his investigation, below are his conclusions and recommendations:

- East crawlspace has localized wet spot from unit heater and perimeter erosion from vermin.
- Central crawlspace below grade weeping system is suspect as to function and no slope to drain.
- Central crawlspace has had a localized wet spot in the past from irrigation overwatering.
- South wing crawlspace has a sanitary leak from the boys' washroom area.
- Perimeter grades are sufficient but have deficiencies at downspouts.
- Organic debris in all crawlspaces should be removed.
- Inorganic debris in the crawlspaces should be removed or encapsulated.
- Crawlspace surface should be encapsulated with a membrane.
- Piping should be insulated to prevent condensation.

Recommendations:

A crawlspace remediation project should commence to correct the items concluded above.

Immediate Attention Items:

The leaking unit heater and sanitary piping should be corrected immediately. It would also be prudent to relocate the water meter located within the crawlspace into the boiler room. Downspout toe sections should be altered or sealed to ensure run-off exits at the toe. Back-sloped splashpads should be re-graded to slope away from the building. Vermin tunnel counter-measures should be implemented. Buried chicken wire will stop them from digging under the building. We estimate this work can be

performed for the magnitude of \$50,000 construction cost, utilizing commercial contractors. Savings may be possible utilizing PSSD's own forces. If immediate work is performed, it can be done with the proper personal protective equipment and following the regulations for working in confined spaces.

In-the-Near-Future Items:

Conclude removal of organic material and debris throughout entire crawlspace. The organic debris of concrete, stones and clay tile can also be removed, but does not support mould growth and can be encapsulated within the crawlspace. Raking of surface to smooth and fine debris will help, but must be performed under negative pressurization and HEPA filtering. This may better be deferred until the long-term items are implemented. The magnitude of cost would be in the order of \$100,000 using commercial contractors with the necessary insurance and pressurization equipment. The work could be performed by PSSD's own forces, but would not be recommended due to liability issues. The near future work would also be performed with personal protective equipment, but with the amount of disturbance possible of the crawlspace surface the additional measure of negative pressure should be implemented to ensure airborne contaminants can not migrate into student and staff areas.

In-the-Longer Term Future:

Re-slope the flat central and south crawlspace with excavation performed within. Lower the central areas of the crawlspace valleys and using the excavated materials to raise the interior perimeter grades. The buried sanitary mains should be excavated and likely replaced with PVC pipe as future insurance. A double weeping tile system should be installed and improved sump pumps for positive groundwater drainage. All crawlspace areas would be encapsulated with a new sloped permalon membrane to complete the encapsulation remediation and improve drainage. This work would be in the order of \$400,000, by commercial general contractors. All the estimates are in current dollars, without escalation or taxes and fees. The overall cost once we discovered the south wing does not have a crawlspace the same size as anticipated, should be budgeted between \$400,000 and \$550,000 depending on the amount of work to be performed.

In conclusion the immediate attention items will be dealt with by in-house maintenance staff and the near to longer term recommendations can be considered during the five year capital planning process.

Pros and Cons:

Financial Implications:

Governance Implications:

Legal Implications:

Communications:

Prepared By:	Date:	Attachments:
Aline Kirk	Sept. 21, 2012	1) Summary of School Division crawlspaces

Recommendation:

That the Chaplin School crawlspace project be deferred and considered when the five year capital plan is prepared and provided to the board for approval.

Prairie South School Division No. 210 - crawlspace information

School	Grades	Construction Date	Addition/Major Reno	Area SM	# of portables	Crawlspace	Date of remediation/ comments
A. E. Peacock Collegiate	9-12	1930	1952, 1962	16,054	0	no	
Assiniboia Composite High	9-12	1962	1982	4,038	0	no	
Assiniboia Elementary	5-8	1956	1961, 1962, 1971, 1970	2,997	0	no	
Assiniboia Seventh Avenue	PK-4	1991		2,226	0	yes	good condition
Avonlea	K-12	1960	1981	2,505	0	yes	consider in 5 yr capital plan
Bengough	K-12	1954		3,228	0	no	
Caronport Elementary	K-8	1995	portables 1996	2,228	2	no	
Central Butte	K-12	1959	1998	4,258	2	yes	tender just closed
Central Collegiate	9-12	1910	1960	7,505	0	no	
Chaplin	K - 8	1959	1988	2,459	0	yes	consider in 5 yr capital plan
Coronach	K-12	1963	1976, 1979, ?	4,539	4	yes	35,000 sq ft consider in 5 yr capital plan
Craik	K-12	1961	1963, 1965, 1987	3,283	0	yes (portion)	
Empire	PK-8	1910	1928, 1961, 1975	4,186	0	no	
Eyebrow	K-12	1959	1963, 1965, 1971, 1978	1,685	0	no	
Glentworth Central	K-12	1961	1970, 1973	2,126	0	yes (portion)	remediated in 2011
Gravelbourg Elementary	PK-7	1915	wings 1926	8,217	0	no	
Gravelbourg High	8-12	1964		2,590	0	yes	18,000 sq.ft. consider in 5 yer capital plan
John Chisholm Alternate	9-12	1965		736	0	yes	remediated in 2006
Kincaid Central	K-12	1960	1965, 1980, 1993	2,338	0	yes	22,000 sq.ft. included in 5 year capital plan
King George	K-8	1912	1975, 1986	3,718	2	no	
Lafleche Central	K-12	1958		1,738	0	yes	12,000 sq.ft. included in 5 year capital plan
Lindale	K-8	1962	1964, 1974, 1978	3,417	0	yes	34,000 sq.ft. included in 5 year capital plan
Mankola	K-12	1961	1970, 1978, 1991	2,282	0	yes	950 sq. ft.
Mortlach	K-12	1958	1962, 1964, 1993	2,492	2	yes	good condition
Mossbank	K-12	1962	1966, 1971, 1988	3,110	0	no	
Palliser Heights	PK-8	1959	1964	6,218	0	yes	remediated in 2006
Prince Arthur Community	PK-8	1913	1958, 1973, 1975, 2007	4,297	0	no	
Riverview Collegiate Institute	9-12	1958	Track 1970	7,028	0	yes	good condition
Rockglen	K-12	1954	1959, 1963, 1965, 1969	4,282	0	no	
Rouleau	K-12	1959	1964, 1995	2,365	0	yes	remediated in 2010
Sunningdale	PK-8	1986	portables 1995	3,673	4	yes	good condition
Westmount	PK-8	1929	annex 1957	4,377	10	no	
William Grayson	PK-8	1925	1976	2,749	0	no	
				128,944	26		

AGENDA ITEM

Meeting Date:	October 2, 2012	Agenda Item #:	6.1
Topic:	September 30 Enrollments		
Intent:	<input type="checkbox"/> Decision <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Consent <input type="checkbox"/> Information		

Background: September 30 Enrollments will be distributed at the meeting.

Current Status:

Pros and Cons:

Financial Implications:

Governance Implications:

Legal Implications:

Communications:

Prepared By:	Date:	Attachments:
Ron Purdy	September 21, 2012	To be distributed at the meeting.

Recommendation:

Board discussion.

AGENDA ITEM

Meeting Date:	October 2, 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 August 31, 2012 to September 21, 2012.

Current Status: A tender was issued for crawlspace remediation at Central Butte School.
 A tender was issued for Phase II of window at Mossbank School.
 The original bidder for driver training for the Moose Jaw High schools gave notice that they could not provide the service.

Pros and Cons:

Financial Implications: The tender for crawlspace remediation at Central Butte School was awarded to Arnil Construction for a cost of \$394,783.
 The tender for window replacement at Mossbank School was awarded to C&S Builders at a cost of \$152,729.
 The driver training service for Peacock Collegiate has been awarded to Miles Ahead Driver Ed and to Aware Driver Education for Central and Riverview Collegiates.

Governance Implications: N/A

Legal Implications: N/A

Communications: N/A

Prepared By:	Date:	Attachments:
Ron Purdy	September 21, 2012	n/a

Recommendation:
 That the Tender Report be accepted as presented.

AGENDA ITEM

Meeting Date:	October 2, 2012	Agenda Item #:	7.3
Topic:	Central Collegiate SCC Appointment		
Intent:	<input type="checkbox"/> Decision <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Information		

Background:

The Central Collegiate School Community Council had a resignation; therefore, a new member was appointed at their September 11th meeting. Cheryl Chase will replace Karen Dixon. Term ending 2012-2013.

Current Status:

Pros and Cons:

Financial Implications:

**Governance/Policy
Implications:**

Legal Implications:

Communications:

Prepared By:	Date:	Attachments:
Barbara Compton	Sept. 21, 2012	n/a

Recommendation:

That the board appoint Cheryl Chase to the School Community Council at Central Collegiate Institute.