

Prairie South Schools
BOARD OF EDUCATION

Tuesday February 4, 2014
10:30 a.m. – 4:00 p.m.
Central Office, 15 Thatcher Drive, Moose Jaw

AGENDA

1. **Board Planning Session (10:00 – 10:30 a.m.)**
 - 1.1 **Legal Update**
2. **Call to Order**
3. **Adoption of the Agenda**
4. **Adoption of Minutes**
5. **Decision and Discussion Items**
 - 5.1 **Accountability Report – Student Support (Decision)**
 - 5.2 **Equitable Opportunities – PAA Enhancement Project (Decision)**
 - 5.3 **Use of Restricted Funds for South Hill Initiative (Decision)**
 - 5.4 **Extension of South Hill Initiative (Decision)**
 - 5.5 **Parameters for 2014-2015 School Calendar (Decision)**
 - 5.6 **Monthly Reports (Decision)**
 - 5.6.1 **Substitute Usage Report**
 - 5.6.2 **Tender Report**
 - 5.6.3 **Suspensions**
 - 5.7 **Central Collegiate's Overnight Excursion (Decision)**
 - 5.8 **Assiniboia Composite's Overnight Excursion (Decision)**
 - 5.9 **Peacock Collegiate's Overnight Excursion (Decision)**
 - 5.10 **Accountability Report – Transportation (Decision)**
 - 5.11 **Rockglen Lighting Upgrade Tender (Decision)**
 - 5.12 **Sale of Rouleau Teacherage (Decision)**
 - 5.13 **Transfer of Land (Decision)**
 - 5.14 **Disposal of Records (Decision)**
6. **Delegations and Presentations**
 - 6.1 **Glentworth School – Learning Presentation (11:40 a.m. – 12 noon)**
 - 6.2 **Learning Support Teams Presentation (1:00 – 2:00 p.m.)**

- 7. Committee Reports**
 - 7.1 Standing Committees**
 - 7.1.1 Higher Literacy and Achievement
 - 7.1.2 Equitable Opportunities
 - 7.1.3 Smooth Transitions
 - 7.1.4 Strong System-Wide Accountability and Governance
 - 7.1.5 Advocacy and Networking
 - 7.2 Adhoc Committees**
 - 7.2.1 South Hill
- 8. Information Items**
 - 8.1 Class Size Report**
 - 8.2 Baragar Enrolment Projections**
- 9. Celebration Items**
- 10. Identification of Items for Next Meeting Agenda**
 - 10.1 Notice of Motions**
 - 10.2 Inquiries**
- 11. Meeting Review**
- 12. Adjournment**

AGENDA ITEM

Meeting Date:	February 4, 2014	Agenda Item #:	1.1
Topic:	Legal Update		
Intent:	<input type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input checked="" type="checkbox"/> Information

Background: Update on Legal proceedings. Confidential information to be presented in-camera.

Current Status:

Pros and Cons:

Financial Implications:

Governance Implications: N/A

Legal Implications: N/A

Communications: N/A

Prepared By:	Date:	Attachments:
Ron Purdy	January 27, 2014	Legal Update

Recommendation:

MINUTES OF THE REGULAR BOARD MEETING OF THE PRAIRIE SOUTH SCHOOL DIVISION NO. 210 BOARD OF EDUCATION held at Central Office, 15 Thatcher Drive East, Moose Jaw, Saskatchewan on January 7, 2014 at 10:00 a.m.

Attendance: Mr. D. Crabbe; Mr. S. Davidson; Mr. R. Gleim; Ms. J. Jelinski; Mr. A. Kessler; Mr. T. McLeod; Mr. J. Radwanski; Mr. B. Swanson; Ms. G. Wilson; 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; D. Huschi, Superintendent of School Operations; K. Novak, Superintendent of School Operations; D. Briggs, Communications Coordinator; L. Patterson, Executive Assistant

Delegations: Gravelbourg School Renovation/Construction Project - Ms Jennifer Jacobs and Ms Trena Fox (2:00 p.m.)

Motions:

- | | | |
|-------------------|---|----------|
| 2014/01/07 - 2049 | That the meeting be called to order at 10:46 a.m.
- Davidson | Carried |
| 2014/01/07 - 2050 | The following items were moved on the agenda:
8.2 Lafleche Washroom/Change Room Upgrade moved to 5.13

That the Board adopt the agenda as amended.
- Kessler | Carried |
| 2014/01/07 - 2051 | That the Board adopt the Minutes of the regular meeting of December 3, 2013 as presented.
- Jelinski | Carried |
| 2014/01/07 - 2052 | That we advise Bridge Road Developments that the Board is not interested in selling 1.08 hectares of property at Assiniboia 7 th Avenue School as requested in their letter.
- McLeod | Carried |
| 2014/01/07 - 2053 | That the Board of Education accept the tender received from C & S Builders in the amount of \$214,665.00 for the Glenworth HVAC Improvements Phase 4 project.
- Young | Carried |
| 2014/01/07 - 2054 | That the Director of Education accountability mandated in the source document cited in the Facilities Accountability Report has been fully met.
- Gleim | Carried |
| 2014/01/07 - 2055 | That we consider the recommendation that this project be resubmitted in a future capital budget.
- Young | Defeated |

2014/01/07 – 2056	That we proceed with this project to the low based tender - McLeod	Carried
	That the Board break at 12:15 p.m.	
	That the Board reconvene at 1:11 p.m.	
2014/01/07 – 2057	That the Director of Education accountabilities in the source document cited in the 1 st Quarter Accountability Report have been met. - Wilson	Carried
2014/01/07 – 2058	That the Director of Education accountabilities mandated in the source document cited in the Practical and Applied Arts Report have been fully met. - Jelinski	Carried
2014/01/07 – 2059	That the Board approve the transfer of parcel 150950516 in the RM of Chaplin to the adjoining landowner who has been paying taxes on the school division land - Gleim	Carried
2014/01/07 – 2060	That the Board approve Kincaid's overnight excursion to Hidden Valley Ski Resort, AB as per the outline provided. - McLeod	Carried
2014/01/07 – 2061	That the Board approve Peacock's overnight excursion to Kananaskis, AB as per the outline provided. - McLeod	Carried
2014/01/07 – 2062	That the Board approve Lindale's overnight excursion to Medicine Hat, AB as per the outline provided. - Jelinski	Carried
2014/01/07 – 2063	That the Board approve Sunningdale's overnight excursion to Medicine Hat, AB as per the outline provided. - McLeod	Carried
2014/01/07 – 2064	That the Board accept the monthly reports as presented - Young	Carried

Committee Reports

Standing Committees:

Higher Literacy & Achievement

- The committee gave an extensive report on their work to date, including an update on the reading goal, LITs and upcoming topics.
- Reading Goal: Workshops are underway for Grade 1 to 4 teachers, schools have been asked to submit their Literacy Day plans, two schools will pilot the One School One Book program, 10 SCCs have requested Free Little Library packages, parent information nights have been requested and are being planned, and a teacher planning session is scheduled for later in

January.

- LITs: In response to teacher survey feedback, changes have been made to the LIT schedule (the November 18th LIT day was set aside for staff reflection and discussion). Teachers will be invited to join a planning session once the school year calendar has been set to provide input and leadership for professional development needs in regards to LITs for the 2014-15 year.

Equitable Opportunities

- No report given.

Smooth Transitions

- The committee met to review the upcoming accountability report. They came forth with recommendations that the Support Staff Team do a presentation at the February Board Meeting, and that the Board add an additional accountability report on Early Learning. The new report will be presented in March.

2014/01/07 – 2065 That we amend the schedule to have the Prekindergarten accountability report in March
- Jelinski

Strong System-Wide Accountability and Governance

- No report given.

Advocacy, Networking and Marketing

- Tim McLeod and Shawn Davidson attended the Christmas function hosted by the Honorable Don Morgan, Minister of Education. They had the opportunity to talk with the Minister about our Division and the issues and challenges we face, such as the PMR funding inequalities and the exciting Gravelbourg project. The Minister was pleased that they made the trip, as they were the only other school division represented aside from Saskatoon divisions.

That the Board take a recess for 5 minutes at 1:55 p.m.
- Davidson

The Board reconvened at 2:00 p.m.

Tim McLeod left the meeting at 3:00 p.m.

Adhoc Committees:

South Hill

- No report given.

Adjournment

2014/01/07 - 20 That the meeting be adjourned at 3:11 p.m.
- Kessler

Carried

Next Regular Board Meeting:

Date: February 4, 2014
Location: Board Office, Moose Jaw

DRAFT

AGENDA ITEM

Meeting Date:	February 4, 2014	Agenda Item #:	5.1
Topic:	Accountability Report - Student Support		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background: According to the Board's yearly plan, a Student Support Accountability Report is to be presented to the Board of Education in February of this year.

Current Status: Please see the attached Accountability Report: Student Support.

Pros and Cons:

Financial Implications:

Governance Implications:

Legal Implications:

Communications:

Prepared By:	Date:	Attachments:
Lori Meyer	January 24, 2014	Accountability Report: Student Support

Recommendation:

That the Director of Education accountabilities mandated in the source documents cited in the Student Support Accountability Report have been fully met.

2012-2013 Student Support Services Accountability Report

Prepared by Lori Meyer, Superintendent of Learning

Source Documents

Policy 12 Section 1 Student Well Being

- 1.1 Ensures that each student is provided with a safe and caring environment that fosters and maintains respectful and responsible behaviours.
- 1.2 Ensures that Division facilities adequately accommodate students.

Policy 12 Section 2 Learning Leadership

- 2.1 Provides leadership in all matters relating to learning in the Division.
- 2.2 Ensures students in the Division have the opportunity to meet standards of learning set by the Minister.

Evidence

Background:

Student Support Services include those services provided to students with Intensive Needs as determined by Ministry of Education criteria and submitted to the Ministry on December 20th of each year. Student Support Services also include supports for students with needs not indicated to be 'intensive' according to Ministry criteria. All students are provided support by school based teams including the classroom teacher, EA's and Student Support Teachers. Supports are also provided by division based personnel including Psychologists, Speech and Language Pathologists, Student Support Services Consultants, Learning Consultants, Student and Family Counsellors, Outreach Consultant and in the past Student Mentor and Occupational Therapist. Division based personnel are guided in their work by the Coordinators of Curriculum, Student Support and Learning Support Teams as well as the Superintendent of Learning.

Number of Students Identified with Intensive Needs December 20, 2012	349
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Number of Students Identified with Intensive Needs December 20, 2013	345
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School Based Personnel	2012-2013	2013-2014
Student Support Teachers FTE	58.87	59.82
Educational Assistants FTE	148.54	137.03

Division Based Personnel and Referral Numbers

Service Provider	FTE 2012-2013	FTE 2013-2014	# of Referrals 2012-2013	# of Referrals to Dec 20, 2013
Psychologist	4.0	4.0	83	56
Speech/ Language Pathologist	6.3	6.0	232	174
Student and Family Counsellor	6.3	5.5	181	30
Occupational Therapist	1.0	0	14	--
Student Mentor	1.0	0	14	--
Student Support Consultant	4.0	4.0		
Learning Consultant	5.6	5.4		
Outreach/Behavior Consultant	0.7	0.5		
Speech/Language Assistant	4.5	4.5		
Coordinator	3.0	2.8		
Superintendent	1.0	1.0		

Learning Consultants, Outreach Consultant, Student Support Consultants, Speech and Language Assistants, Coordinators do not work on a referral basis.

It is important to note that consultants and coordinators all work on an 'upon requested' basis. Collaborative work with teachers occurs only on the invite of the teacher to the consultant.

The referral numbers above do not include consultations, meetings, suicide interventions, classroom presentations, staff presentations and workshops, classroom based support, behavior plans, – only the actual formal referral numbers where parent permission was given for a division based staff member to work one on one with a student.

Administrative Issues:

Issue: The loss of the Occupational Therapy position has left the students of Prairie South without that service. The OT service was particularly valuable in supporting young students with behavior challenges in addition to traditional OT services. Many of our schools had developed “sensory gyms” over the course of the past few years, without formal written recommendations from an OT (done within 3 years) children are not able to access the sensory gyms, further complicating behavior challenges.

Response: Referrals to Five Hills Health Region Occupational Therapy have been denied as they do not provide OT services to children between the ages of 5 and 21. Referrals to Wascana Rehabilitation Center have also been denied as their mandate indicates service for our children should come from our local health region. These discussions are ongoing.

Issue: The reduction in number of Student and Family Counsellors pushed the team to redesign their service delivery model.

Response: Student and Family Counsellors are focusing their work at the classroom level and engaging entire classrooms of students, small groups of students as well as minimal 1 to 1 counselling support. The team is referring to outside agencies more frequently such as Mental Health and Social Services. Relying on others to provide the service has led to continuity issues as well as communication and confidentiality challenges. The ‘counsellor redesign’ has pushed the team to work more closely with others in the Learning Department which has been beneficial.

Issue: Increasing number of young children entering school with significant behavior challenges that require an immediate support response.

Response: Supports are provided by Psychologists, Speech and Language Pathologists, Learning Consultants, Student Support Consultants, Counsellors and Outreach/Behavior staff. Accommodating for children with significant behavior challenges is time and human resource intensive and the response is required immediately. We have consulted with our partners at Mental Health, Moose Jaw City Police, RCMP, Social Services and will continue to do so however parent engagement and acceptance of those outside supports is very challenging and the responsibility continues to fall to our staff.

Governance Implications:

- Secure resources to re-instate the Occupational Therapy position at 1.0 FTE.
- Continue to support the work of the consultants and coordinators as employed by Prairie South.

AGENDA ITEM

Meeting Date:	February 4, 2014	Agenda Item #:	5.2
Topic:	Equitable Opportunities - PAA Enhancement Project		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background: \$3,000,000 approved from restricted surplus for PAA Enhancement Project minus \$105,000 for Board reading goal and \$240,000 for South Hill Initiative leaves \$2,655,000 for PAA Enhancement Project.

Current Status: PAA budget approved as of June 2013 and expensed to 2014 is \$586,175.
Final PAA budget request to implement year three and four is \$608,916.
Total cost for PAA project would be \$1,195,091.
Please see attachment for project details.

Pros and Cons:

Financial Implications: Restricted surplus budget remaining from earmarked funds for Practical and Applied Arts Enhancements would be \$1,459,909.

Governance Implications:

Legal Implications:

Communications:

Prepared By:	Date:	Attachments:
Barbara Compton	January 24, 2014	PAA Budget Considerations

Recommendation:

That the Board approves \$608,916.00 revenue from targeted restricted funds to complete Practical and Applied Arts Enhancement project as presented to Equitable Opportunity Committee January 22, 2014 and Board of Trustees February 4, 2014.

Practical and Applied Arts Project - Budget Considerations for 2014-2016

Background:

\$3,000,000 approved from restricted surplus for PAA Enhancement Project minus \$105,000 redirected towards the expenditures recommended by the Higher Literacy and Achievement Committee towards supporting the Reading goal and \$240,000 for South Hill Initiative leaves \$2,655,000 for PAA Enhancement Project.

PAA budget considerations:

PAA budget approved as of June 2013 and expensed to 2014 is \$586,175

PAA final budget request to implement year three and four is \$608,916

Total cost for PAA project would be 1,195,091

Restricted surplus remaining would be \$1,459,909

Project Update

Goal One

By September 2015, all students registered in Grades 10, 11 and 12 in Prairie South schools will have the choice of a minimum of six pure PAA credits through a variety of delivery options, regardless of location and size of school, as measured by the *Administrator Course Offering Survey* developed by Prairie South.

Measurement: The 2010/11 baseline data reported the average for PAA course options in urban high schools was 14 and K-12 rural schools was 4.

- Developed and delivered three Distance Learning PAA credits; Cow/Calf, Energy and Mines, Cosmetology.
 - Presently developing Cosmetology 20 to be completed by June of 2014
 - Presently developing Energy and Mines 30 to be completed by September of 2014
 - Presently developing Introduction to Power Engineering – Locally Developed Option approved by Ministry of Education in partnership with SaskPower and TSASK. Coronach pilot September 2014 completed for February 2015.

- Collaborated with Sun West School Division to develop four online course resources. Prairie South and Sun West teachers may access online resources to deliver credits in their schools not for purchase outside of our Divisions.
 - Prairie South developed Cosmetology 10, available to Sun West February 2014
 - Prairie South will develop Electronics 10, ready for both Divisions September 2014
 - Sun West to develop Mechanics 10, Welding 10 and Construction 10. 50 hour theory courses ready for both Divisions September 2014

Goal Two

By September 2014, all students registered in Grades 10, 11 and 12 in Prairie South schools will have four options for certification to enhance PAA pathways and prepare for direct entry to work or post-secondary.

Measurement: In 2010/11 both urban and rural high schools had one certification option available to students.

- Signed partnership with **Information and Communications Technology Council (ICTC)** and piloted provincial curricula crosswalk to support Saskatchewan **Focus on Information Technology (FIT)** certification.
 - Presently four schools offering FIT competencies through curriculum; Assiniboia, Belle Plaine Colony, Peacock Collegiate and John Chisholm
 - Expanding to 8-10 schools next year
- Member of provincial advisory board for Early Safety Training with **Saskatchewan Safety Council**.
 - Will be offering *Early Safety Training Certification* to 80 - 100 Grade 12 students through partnership with Saskatchewan Safety Council and Safety Hutch in spring 2014.
 - Saskatchewan Safety Association, Prairie South Schools and Safety Hutch will partner to host a golf tournament in Moose Jaw to secure funds to support future Early Safety Training for Prairie South students.
- Developing provincial career website with **Saskatoon Industry and Education Council**.
 - Initial website screenshots have been developed and province wide exposure available soon.

- Teacher professional development focused on program delivery for **Saskatchewan Youth Apprenticeship, Service Best, Early Safety Training** certification, **Junior Achievement program** and pure PAA course curricula.
 - Youth Apprenticeship Certification - 68 students presently registered. Available to urban and rural.
 - Service Best - trained 16 teachers to be Service Best Certifiers; 11 schools offering certification: Mossbank, Coronach, Gravelbourg, Kincaid, Central Butte, Bengough, Glentworth, Assiniboia Comprehensive, Peacock Collegiate, John Chisholm and Avonlea
 - Early Safety Training (EST) - 100 Grade 12 students will have opportunity to receive EST certification at no cost this Spring. Available to urban and rural.
 - Junior Achievement Program - Central Butte, Glentworth, Central Collegiate, Peacock Collegiate, Cornerstone Christian School, Bengough, Eyebrow??

Goal Three

By September 2014, four formal division-wide partnerships will be developed with business and industry to enhance PAA pathways.

Measurement: Partnership focus has been with specific schools, not division-wide.

- Hosted open space with Industry and Business “Connecting high school programs to employment opportunities.” Forty-two attended representing 25 organizations. Many positive connections have been made that continue to support the PAA project.
- Several meetings with SaskPower, SaskTel, Saskatchewan Mining Association, Saskatchewan Safety Association, Sun West School Division, Saskatoon Industry and Education Council, International Masonry Institute, SIAST, South East Regional College, Ministry of Education.
- SaskPower and TSASK partnership Introduction to Power Engineering course partnership with SaskPower and Technical Safety Association of Saskatchewan (TSASK). Course will be developed in partnership with SaskPower Engineer February to June 2014, pilot will be face to face in Coronach September 2014, available online for Prairie South students February 2015. SaskPower dedicated a full time Power Engineer to work with Prairie South teacher. Students have potential to receive two high school credits plus their Level 5 Power Engineering and Limited Fireman’s Certification from TSASK. SaskPower will provide work experience to complete the certification. Presently meeting with SIAST to investigate the possibility of an extension program for students to complete accelerated Level 4 certification. Partners estimated costs \$50,000.

- Three Career Snapshots will be offered in the spring of 2014 to inform students on career pathways that align with Labor Market demands in Saskatchewan. Students will be connected to career pathways and potential work placements to earn Career and Work Experience and/or Apprenticeship Credits. To date, contributions through establishing business and industry partnerships to support Prairie South's PAA Enhancement Project is estimated at \$115,000.
 - **Think Opportunities; Think AG** (Agriculture) - Division partnership with South Country Equipment and Ministry of Agriculture. Partners estimated cost contribution is \$10,000.
 - **Think Opportunities; Think IT** (Information Technology) - Division partnership with SaskTel, SIAST and ICTC. Partners estimated cost contribution is \$15,000.
 - **Think Opportunities; Think Safety** (Safety certification) - Division partnership with Saskatchewan Safety Council and Safety Hutch. 100 Grade twelve students will receive EST certification by June 2014. Saskatchewan Safety Council and Safety Hutch will provide certification and instructors at no cost to Prairie South. To sustain the program, Prairie South will host a golf tournament to raise funds through business and industry sponsorships. Partners estimated contribution will be \$40,000.
- Continue seeking partnership opportunities to sponsor mobile equipment trailer and equipment purchases.

Goal Four

By September 2015, obstacles to deliver PAA courses will be reduced by 50% based on *PAA K-12 Principal Survey, September 2012*.

Measurement: Baseline data reported lack of 'expertise' as an obstacle for 81% of schools; lack of 'facilities' as 56%; and lack of 'equipment' as 44%.

- Strategies implemented in goals one to three will enhance data results in goal four.
- Purchased 20 digital cameras and various online resources to support PAA curricula.
- Prepared and delivered PAA Professional Learning days March 20 and 21, 2013.
- Developed and distributed PAA marketing brochures to all K-12 high school students.
- Involved Career Development Consultants in marketing PAA credit options and certifications to staff, students and parents.
- Purchased table saw, drill press and saws to support Trade PAA programs.

Where are we going?

Final budget request to implement year three and four is \$608,916.00. Budget proposal details:

Goal One supports – request \$311,500

- Professional Learning - the single most important thing we can do to increase pure options is to train our teachers (\$30,000 for two years).
- Online teacher to deliver PAA courses (\$16,500).
- Online resource purchases for electronics and power engineering (\$10,000).
- Replenish resources for PAA kit purchases (\$5,000).
- Develop *middle years programming* to create interest in high school pure courses. This would involve development of PAA kits to be distributed to middle years in both urban and rural schools (\$100,000).
- Research and develop program delivery options to deliver high school credits i.e. Campus Regina model, trimester etc. (\$150,000).

Goal Two supports – request \$10,000

- Expand *Focus on Information Technology* programming to 8 schools for the 2014/15 school year and 10 to 12 by 2015/16. \$5000/year x 2 = \$10,000
- Continue to promote and sponsor *Early Safety Training*.

Goal Three supports - request \$101,500

- Host follow up open space with business and industry for project update and possible development of an Industry and Education Council in our area (\$1,000).
- Continue development of division partnerships to support PAA in all schools (\$4,000).
- Support five PAA Snapshots in partnership with industry and business to build students capacity to make informed career pathway choices through expanded credit opportunities and industry recognized certifications (\$80,000).
- Online teacher to pilot Power Engineering course (\$16,500).

Goal Four: PAA Coordinator position - request \$185,916

- PAA coordinator will review urban PAA program delivery options, equipment, facilities; begin support for middle year's delivery of PAA in all Prairie South schools; continue to mentor teachers at home schools to establish sustainable PAA programs; provide professional learning as required; manage PAA resources and purchases; and continue to seek additional funding supports through partnership developments with industry and business.

AGENDA ITEM

Meeting Date:	February 4, 2014	Agenda Item #:	5.3
Topic:	Use of Restricted Funds for South Hill Initiative		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background:

The following Motion was passed at the May 07, 2013 Board Meeting:

That the Board internally restrict surplus in the amount of \$240,000 for the purpose of supporting the South Hill Initiative.

Current Status:

With current programming options, the South Hill Initiative is projected to use approximately \$85,518 of the restricted surplus.

The South Hill Committee is requesting that the Board allocate \$85,000 from the restricted surplus to continue the South Hill Initiatives for the 2014-15 school year.

Pros and Cons:

Financial Implications:

From the \$240,000 of the restricted surplus allocated to the South Hill Initiative, approximately \$70,000 would be remaining if the the Board approves the use of the restricted surplus for the 2014-15 school year.

Governance/Policy Implications:

Legal Implications:

Communications:

Prepared By:	Date:	Attachments:
Derrick Huschi	January 21, 2014	Budget Summary

Recommendation:

The Board allocate \$85,000 as outlined from the restricted surplus for the South Hill Initiative for the 2014-15 school year.

2014-15 Restricted Surplus Request

Transportation

Band	2920
Hockey	6935
PAA	4161
Other	1000
	15016

Communications

Publicity/Promotion	15000
Bulldog Post	4800
	19800

Before & After School program

Admin Supplies	500
Academic Supplies	1000
Nutrition	7500
Staff	32500
	41500

Miscellaneous

10% operational added	7631.6
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TOTAL	83947.6
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AGENDA ITEM

Meeting Date:	February 4, 2014	Agenda Item #:	5.4
Topic:	Extension of South Hill Initiative		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background:

The following Motion was passed at the March 05, 2013 Board Meeting:
 "That the Prairie South School Division Board of Education extend their support for the South Hill grade 7 & 8 initiative at Riverview Collegiate until the end of the 2013-2014 school year."

The South Hill Committee is asking that the South Hill Initiative be extended to include the 2014-15 school year and that the South Hill Ad Hoc Committee be extended to August 31, 2015.

Current Status:

During the 2013-14 school year, the South Hill Initiative focused on the following:

1. Expanding the Hockey Academy to include grades 4-12
2. Offering Early Morning and After School programs at Empire and Westmount schools
3. Offer grade 7 & 8 PAA (for Empire and Westmount students) at Riverview Collegiate
4. Provide opportunities for the South Hill Schools to have joint initiatives (band, drama, Bull Dog Post)

Enrolment numbers show a net growth in both of our elementary schools. That net growth is 44 students.

Pros and Cons:

Financial Implications:

The projected cost of the initiative for the 2013-14 school year is approximately \$85,518.

The 2014-15 school year would have similar costs. The attachment entitled 2013-14 South Hill Initiative Cost Summary, gives a breakdown of current and projected costs for the remainder of the 2013-14 school year.

Governance/Policy Implications:

Legal Implications:

Communications:

Prepared By:	Date:	Attachments:
Derrick Huschi	January 22, 2014	2013-14 South Hill Initiative Cost Summary

Recommendation:

The South Hill Initiative be extended to include the 2014-15 school year.

2013-14 South Hill Initiative Cost Summary

Transportation

Band (projected)	2920
Hockey	6935
PAA (forecasted)	4161
Other	1000
	15016

Communications

To Date	2400
Committed	4800 Bulldog Post 4 editions @ \$1200
Banners	5000
Future	2400
	14600

Trailer

Trailer	5800
Logo	1000
	6800

Before & After School program

Admin Supplies (current)	327
Academic Supplies (projected)	1000
Nutrition (projected)	7500
Staff (projected)	32500
	41327

Miscellaneous **7774.3**

TOTAL **85517.3**

AGENDA ITEM

Meeting Date:	February 4, 2014	Agenda Item #:	5.5
Topic:	Parameters for 2014-2015 School Calendar		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background:

Amendments to Education Act:

- students receive a minimum of 950 hours of instructional time (kindergarten students 475 hours)
- the earliest students can begin in school is the first day after Labour Day, while the latest they can be in school is June 30th
- common Christmas break which is to commence no later than December 23 and end no earlier than January 2, both days inclusive
- spring vacation consisting of no more than five consecutive days
- summer vacation that is at least six consecutive weeks from the last school day in one year to the first school day in the following year
- balanced semesters for high school to maintain instructional contact time for credit courses

The CAC recommendation in this regard will be that every Prairie South school continue an instructional day of 5 hours and 10 minutes.

Current Status:

The 2014-2015 Calendar Committee composed of representatives from school-based staff, School Community Councils and superintendents will meet in February to develop options for the 2014-2015 school year calendar.

Procedures for development of school year calendar:

1. January 13 - parameters established by CAC based on Stat holidays, Linc agreement, Education Amendment Regulations, 2012 and professional development needs
2. February 4 - parameters presented to Board for approval
3. February 12 - stakeholders invited to set calendars. If options presented school-based staff and parents will vote
4. February - calendar sent to Ministry for review prior to Board approval as pre Ministry request
5. March 4 - calendars presented to Board for approval

Voting Process

- All school-based staff and parents vote on calendar options. This includes bus drivers as contracts are attached to school year calendar
- School Liaisons (SSL) or the applicable Managers/Supervisors (non-school sites) at each facility are responsible for conducting a paper and pencil vote
- Proposed calendar submitted to Ministry for review prior to Board approval (as per Ministry request)
- Results emailed to Barbara Compton
- The vote results will be communicated to calendar committee who will make a recommendation to Prairie South Board of Education who will have final say on the calendar at the March Board of Education meeting

Parameters set based on the following:

1. Stat holidays
2. Linc Agreement - prep days negotiated and placed strategically to meet requests of teachers, (Beginning/end of school year, report card times and semester turn around)
3. Education Act Amendment Regulations 2012 effective January 1, 2013
4. Professional Development needs

Proposed 2014-2015 school calendar parameters:

- 197 teaching days
- 185 instructional days (includes two days for student led conferences)

Regular calendar - $185 \text{ days} \times 310 = 57350 \div 60 = 956 \text{ hrs.}$

Alternative calendar - $172 \times 334 = 57448 \div 60 = 957 \text{ hrs.}$

- One five day break per semester?????
- 12 non-instructional days include:
 - 1/2 - school-based organizational day for start-up
 - 1/2 - school-based organizational day for completing the year
 - Five teacher prep days (Linc contract)
 - Two professional learning days at beginning of school year to accommodate Education Act start date
 - Three Professional Learning Days for Learning Improvement Team (LIT) = (15 one-hour early dismissals)
 - One Learning Improvement Plan day for work plan development

- Two scheduled common student led conference dates
- Common calendar for all school regardless of grade configuration
- Common start and end dates
- Common school-based organizational dates, student-led conferences, LIT early dismissals and professional learning days
- Three professional learning days for LIT early dismissals are embedded in instructional days

Pros and Cons:

Financial Implications:

Governance Implications:

Legal Implications:

Communications:

Prepared By:	Date:	Attachments:
Barbara Compton	January 24, 2014	No

Recommendation:

That the Board approve parameters for the 2014-2015 school year calendar as presented.

AGENDA ITEM

Meeting Date:	February 4, 2014	Agenda Item #:	5.6
Topic:	Monthly Reports		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background:

Attached are the following reports for Board approval:

1. Teacher Absences and Substitute Usage for the period January 6, 2014 - January 23, 2014
2. Tender Report for the period December 20, 2013 to January 24, 2014
3. Suspensions

Current Status:

Pros and Cons:

Financial Implications:

**Governance/Policy
Implications:**

Legal Implications:

Communications:

Prepared By:	Date:	Attachments:
Ryan Boughen Ron Purdy Derrick Huschi	January 27, 2014	1. Teacher Absences and Substitute Usage Report 2. Tender Report 3. Suspensions

Recommendation:

That the Board accept the monthly reports as presented.

Teacher Absences & Substitute Usage

Date Range: January 6, 2014 to January 23, 2014

Absence Reason	Days	% of Total Absences	Sub Days	% Needed Sub	% of possible 5940.76 days
Compassionate Leave	8	1.37%	8	100.00%	0.13%
Competition Leave	0	0.00%	0	0.00%	0.00%
Convocation Leave	0	0.00%	0	0.00%	0.00%
Court/Jury	0	0.00%	0	0.00%	0.00%
Education Leave	0	0.00%	0	0.00%	0.00%
Emergency Leave	4	0.68%	3	0.00%	0.07%
Executive Leave	1	0.17%	0	0.00%	0.02%
Extra/Co-curr Teach	8.3	1.42%	8.3	100.00%	0.14%
FACI Meet/PD	0	0.00%	0	0.00%	0.00%
HUMA Meet/PD	0	0.00%	0	0.00%	0.00%
Illness - Teacher	222.55	38.06%	184.65	82.97%	3.74%
Illness - Long Term	62.5	10.69%	0	0.00%	1.05%
Internship Seminar	0	0.00%	0	0.00%	0.00%
LRNG Meet/PD	11.6	1.98%	10.8	93.10%	0.20%
Medical/Dental Appt	133.99	22.92%	120.66	90.05%	2.25%
Noon Supervision Day	11.25	1.92%	11.05	98.22%	0.19%
Paternity Leave	0	0.00%	0	0.00%	0.00%
PD DEC Teachers	19	3.25%	19	100.00%	0.32%
PP Teacher	17.3	2.96%	13.6	78.61%	0.29%
Prep Time	31	5.30%	30.2	97.42%	0.52%
PSTA	0.6	0.10%	0.6	100.00%	0.01%
Rec. Of Service	30.35	5.19%	25.95	85.50%	0.51%
Secondment	0	0.00%	0	0.00%	0.00%
SOEH Meet/PD	0	0.00%	0	0.00%	0.00%
SONO Meet/PD	1.5	0.26%	1	66.67%	0.03%
SOSO Meet/PD	1.93	0.33%	1.22	63.21%	0.03%
STF Business - Invoice	9.52	1.63%	7.8	81.93%	0.16%
TRAN Meet/PD	0	0.00%	0	0.00%	0.00%
Leave Without Pay	10.32	1.76%	10	96.90%	0.17%
Total Absences	584.71	100.00%	455.83	77.96%	9.84%

Teachers (FTE)
424.54

of teaching Days
14

Possible Days
5943.56

Tender Report for the period December 20, 2013 to January 24, 2014

Background:

- Board has requested a monthly report of tenders awarded which exceed the limits of Administrative procedure 513, which details limits where formal competitive bids are required. The procedure is as follows:
 - The Board of Education has delegated responsibility for the award of tenders to administration except where bids received for capital projects exceed budget. In this case the Board reserves the authority to accept/reject those tenders. A report of tenders awarded since the previous Board Meeting will be prepared for each regularly planned Board meeting as an information item.
 - Competitive bids will be required for the purchase, lease or other acquisition of an interest in real or personal property, for the purchase of building materials, for the provision of transportation services and for other services exceeding \$75,000 and for the construction, renovation or alteration of a facility and other capital works authorized under the Education Act 1995 exceeding \$200,000.

Current Status:

- There were no tenders which exceeded the limits of the policy for this reporting period.

[illegible]

AGENDA ITEM

Meeting Date:	February 4, 2014	Agenda Item #:	5.7
Topic:	Out of Province Excursion		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

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

Current Status:

Pros and Cons:

Financial Implications:

Governance/Policy Implications:

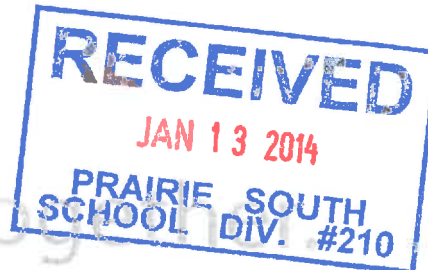
Legal Implications:

Communications:

Prepared By:	Date:	Attachments:
Derrick Huschi	January 16, 2014	Central Collegiate's Overnight Excursion

Recommendation:

That the Board approve Central Collegiate's overnight excursion to Asessippi, MB as per the outline provided.



OVERNIGHT EXCURSIONS / OUTDOOR EDUCATION / HIGH RISK ACTIVITIES APPLICATION FORM

Division Office Administration Approval Required

A. INFORMATION	
Name of Teacher: <u>Malinda Strueby</u>	School: <u>Central Collegiate</u>
Type of Activity: <input checked="" type="checkbox"/> Curricular <input type="checkbox"/> Extra-Curricular <input type="checkbox"/> High Risk Activity	
Grade Level: <u>9 and 10</u>	Number of Students: <u>50 - 75</u>
Destination: <u>Assessippi (Russel), Manitoba</u>	Trip Date: <u>Feb. 6th/7th - 2014</u>
Number of School Days (Partial/Full): <u>2 - Full</u>	
Transportation: <input type="checkbox"/> Travel by Bus (PSSD No. 210) or <input checked="" type="checkbox"/> Other: <u>Moose Mountain Bus Line</u> <input type="checkbox"/> Travel by Car/Van (List names of drivers): _____	
Number of Teachers, Parents, Chaperones: _____	
Qualifications/Certifications of Teachers, Parents, Chaperones: <input checked="" type="checkbox"/> First Aid <input type="checkbox"/> Lifeguard <input type="checkbox"/> Canoe Certification <input type="checkbox"/> Other _____	

B. SAFETY GUIDELINES
<input checked="" type="checkbox"/> Parent consent forms and medical information including the Health Card Number will be obtained. <input checked="" type="checkbox"/> Evacuation Plan is in place and will be communicated to appropriate individuals. <input type="checkbox"/> Designated supervisor has access to emergency vehicles at all times. <u>(Bus and ski hill transport)</u> <input checked="" type="checkbox"/> Access to cellular or satellite phone or other communication device. <input checked="" type="checkbox"/> A list of emergency telephone numbers will be formulated. <input checked="" type="checkbox"/> Have reviewed the Physical Activity Safety Guidelines section on Outdoor Education. <input checked="" type="checkbox"/> Appropriate number of supervisors as designated in the Physical Activity Safety Guidelines. <input checked="" type="checkbox"/> Male and Female Chaperones for a co-ed activity.

C. BUDGET
<ul style="list-style-type: none"> Anticipated Budget <u>Bus \$2572.50 sub costs, and chaperone rooms (2)</u> Description of Funding Sources <u>student funded</u> Out of Pocket Cost per Participant <u>\$122 - \$190 (depends on selected activity and amount of personal equipment being used)</u>

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

D. LEARNING OBJECTIVES

Students will participate in outdoor related activities that support life long participation in physical activity.

Students will develop skills that promote active living and skillful movement related to downhill skiing and snowboarding.

Students will develop interpersonal skills that focus on relationships, responsibility and working with others (leadership skills)

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

a) Pre-Excursion Learning Safety guidelines, ski hill safety video, handouts and pre-trip meeting focusing on proper dress, proper packing, team building, leadership expectations

b) Excursion Learning ① expectations outline, safety overview ② group/individual lessons ③ partner/group ski ④ group/team meeting

c) Post-Excursion Learning

Reflection process, personal/peer assessments.

F. SCHEDULE OF ACTIVITIES

5th: 6:30 am depart 9:00 ski hill safety video, 11 am ski hill group presentation, 11:30 am - group ski lessons 12-4 pm skiing, 5pm - 7pm supper, 7:00 - 7:30 group meeting, 7:30 - 10pm: swimming, movies, homework 10pm - Bedrooms, 11pm lights out.
6th: 9:30 am - 4pm skiing, 5pm - depart, 9 pm return to Central.

Malinda Struys
Teacher Signature

January 13, 2014
Date

[Signature]
Principal Signature

January 13, 2014
Date

Director/Superintendent Signature

☐

Request Approved

☐

Request Denied

**Asessippi Ski Fest
Central Collegiate
February 6th/7th 2014**

I recognize that this ski trip is an educational experience and that all School Policies apply to this excursion. I understand that there will be absolutely no tolerance for the presence of tobacco, alcohol, drugs. There will also be no tolerance for any student entering the opposite sex's room at our hotel, for breaking the expectations and guidelines set out by Asessippi Ski Hill and The Russell Inn. In the event that one or more of these expectations are not followed, the student will be sent home on a bus as soon as possible at the expense of the parents/guardian.

(parent/guardian)

Date

(student)

Date

6th

6:00 a.m. load buses
6:30 a.m. depart Moose Jaw
10:00 a.m. arrive at Asessippi
10:00 a.m. instruction and rental set up
11:00 a.m. lessons
4:00 p.m Last run on hill and load bus
4:30 p.m depart for Russell Inn
5:00-7:00 supper (options include packed food, hotel restaurant, order in pizza—must supply money for this)
7-8 p.m group leadership meeting
8-10 p.m. swimming, movies, homework
10 p.m in rooms
11 p.m. lights out, security patrolling rooms

7th

7:30 -8:00 am wake up
8 a.m.continental breakfast (already included in your cost)
9:00 a.m. clean rooms, load bus
9:30 a.m. depart for hill
10:00 a.m **Ski TIME!!**
12:00 p.m group photo at lodge
3:00 p.m last run
3:30 p.m depart
7:30 p.m return to Central Collegiate

Special Notes:

- Wear appropriate clothing for outdoor winter activity—layers, mitts, toque, jacket and WARM socks---pack a few
- Adequate nutrition required for outdoor activity—bring nutritious snacks along and/or money to purchase
- Lock up your Snowboards—rental locks are available on site
- Lock up your valuables—coin operated lockers on site
- Bring a bathing suit if you are interested in watersliding/hot tubbing
- Behavior expectations—
 - respect the School Policies (no tobacco, alcohol, drugs, proper curfew
 - respect hotel room expectations i.e. DO NOT go in opposite sex room, DO NOT leave hotel, etc.
 - respect the resorts policies i.e. mandatory helmets, leashes required on step in bindings, etc., respect the hotel policies
- Respect the Alpine Responsibility Code and adhere to all signage posted on runs
- Be ambassadors of Central Collegiate and Moose Jaw
- HAVE FUN and enjoy your learning experience!!

Contact Numbers

Asessippi Ski Hill: 204-564-2000

Russell Inn: 204-773-2186

South Sask Bus Lines: 306-691-2871

Malinda Strueby 306-631-0577 strueby.malinda@prairiesouth.ca

Colin Belsher belsher.colin@prairiesouth.ca

Derek Porter porter.derek@prairiesouth.ca

Leigh Pethick Pethick.leigh@prairiesouth.ca

Recommended Travel Money

(Keep in Mind you could pack all your food if you wish)

Snacks for bus (will not be stopping)

Lunch at Hill— \$12.00

Afternoon snack--\$5.00

Supper—12.00

Breakfast—complimentary

Lunch—12.00 or you could pack a bagged lunch/sub (they have microwaves)

Snacks—5.00

Supper on the go –12.00

TOTAL: 58.00

Note—this is not mandatory—just a guideline.—we encourage you to pack your own snacks, bagged lunch

PHONE 721-6707
1-800-463-4446

MOOSE MOUNTAIN BUS LINES
310 HODSMAN ROAD
REGINA, SASKATCHEWAN
S4N 5X4

INVOICE NO. 17567

CUSTOMER NUMBER: 4082

DATE: 02/06/2014
CUSTOMER: CENTRAL COLLEGIATE
PHONE: 693-4691

CONTACT:
PO#:

SPOT TIME: 05:30

PICK-UP TIME: 07:00

PICKUP INFORMATION

MOOSE JAW, SK

RETURN DATE: 02/07/2014 RETURN TIME: ETA DATE: 02/07/2014 ETA TIME: 22:00

DESTINATION INFORMATION

ASESSIPPI, MB

TOTAL NUMBER OF BUSES: 1

SPECIAL REQUESTS

MALINDA STRUEBY
STRUEBY.MALINDA@PRAIRIESOUTH.
CA
306-631-0577

TERMS: NET 30

PRICE:	2450.00	
FUEL SURCHARGE:	0.00	
GST:	122.50	# R 135613065
PST:	0.00	
BALANCE DUE:	2572.50	

THANK YOU.
WE APPRECIATE YOUR BUSINESS.

CUSTOMER SIGNATURE:



- * Unless prior arrangements have been approved all quotations are valid for 60 days and require a 20% deposit upon confirmation.
 * Cancellations within 7 days of the scheduled departure date may result in the loss of all deposits received unless approved by management.
 * All charters must be prepaid prior to departure unless a credit account has been established or management approval has been confirmed.
 * Fuel Charges are calculated on the wholesale fuel price on the date of this quotation and are subject to adjustment on the date of departure.
 * Coach Operators hotel accommodations only are to be provided by the client for all overnight travel.
 * All quotations are calculated based on the information provided and are subject to adjustment upon receipt of the final itinerary.

OUTDOOR SKI EXPERIENCE

APPLICATION FORM

Name: _____

Grade: _____

Age (as of Feb 6th, 2014) _____ Date of Birth: _____

I am currently in or have completed the following Phys.Ed. class(es): _____

We are pleased to announce that Central Collegiate will be running their 3rd Annual Outdoor Ski Experience to Asessippi, Manitoba, on Feb. 6th/7th, 2014. This experience is welcome to students whom have met the following criteria:

1. Student is in good academic standing.
2. Student has displayed good attendance.
3. Students have demonstrated safe and responsible behavior that is mandatory in a skiing setting due to safety implications.
4. Student have completed all necessary documents and have turned in the appropriate funds.
5. Students have been signed off by their parents, teachers leading this excursion, as well as an administrator for the school.

Student:

I recognize that all school rules apply during the Outdoor Skiing Experience and that I will adhere to all instructions and rules presented by teaching staff and ski hill staff. If I do not adhere to these guidelines, I may be sent home immediately at my own cost and I will also deal with the consequences assigned by school. I recognize that smoking, drinking, breaking curfew, and leaving my hotel room after curfew, will result in being sent home.

(student signature)

(Date)

Parent:

I permit my son/daughter to attend the Outdoor Skiing Experience on Feb. _____ have read the guidelines as outlined above and agree to their terms.

(parent signature)

(date)

Teaching Staff/Administration:

Please have one of the lead teachers and one Administrator sign below to recognize that they approve your attendance on this excursion.

(teacher)

(administrator)

Comments from teacher/administrator:

Name: _____
Grade: _____

Health Card #: _____

Health Concerns: _____

Parent Contact Numbers: _____

Student Cell Phone #: _____

I have my own equipment (if you need to rent a helmet, bring money to the hill)	Ski rental Package	Board Rental Package	Tubing Only Package
\$152.00	\$192.00	\$202.00	\$132.00

Circle the above option that you will be purchasing. The cost outlined includes your transportation fee, hotel fee, and breakfast for the second day.

<u>Basic Cost (from above choices)</u>	
<u>Tubing add on (\$9.00 a day)</u>	
<u>TOTAL COST</u>	
<u>Height</u>	
<u>Weight</u>	
<u>Shoe Size</u>	
<u>Snowboarders:</u>	
<u>Left or Right Stance</u>	

⊗ if you have your own equipment, you will need to bring a helmet or rent one on the hill.

AGENDA ITEM

Meeting Date:	February 4, 2014	Agenda Item #:	5.8
Topic:	Out of Province Excursion		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background: Assiniboia Composite High School's Overnight Excursion/Outdoor Education request to Winnipeg, MB is attached.

Current Status:

Pros and Cons:

Financial Implications:

Governance/Policy Implications:

Legal Implications:

Communications:

Prepared By:	Date:	Attachments:
Derrick Huschi	January 22, 2014	Assiniboia Composite High School's Overnight Excursion

Recommendation:

That the Board approve Assiniboia Composite High School's overnight excursion to Winnipeg, MB as per the outline provided.



Prairie South School Division No. 210

15 Thatcher Drive East
Moose Jaw, SK S6J 1L8

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

www.prairiesouth.ca

OVERNIGHT EXCURSIONS / OUTDOOR EDUCATION / HIGH RISK ACTIVITIES APPLICATION FORM

Division Office Administration Approval Required

A. INFORMATION	
Name of Teacher: Joanne Feeley	School: Assiniboia Composite High School
Type of Activity: <input type="checkbox"/> Curricular <input checked="" type="checkbox"/> Extra-Curricular <input type="checkbox"/> High Risk Activity	
Grade Level: 11-12	Number of Students: 4
Destination: Winnipeg	Trip Date: May 1-4, 2014
Number of School Days (Partial/Full): 1 partial; 1 full	
Transportation: <input type="checkbox"/> Travel by Bus (PSSD No. 210) or <input type="checkbox"/> Other: <input checked="" type="checkbox"/> Travel by Car/Van (List names of drivers): Joanne Feeley	
Number of Teachers, Parents, Chaperones: 1 (1 during travel, there are more supervisors/chaperones in the dormitory facility throughout the event)	
Qualifications/Certifications of Teachers, Parents, Chaperones: <input checked="" type="checkbox"/> First Aid <input type="checkbox"/> Lifeguard <input type="checkbox"/> Canoe Certification <input type="checkbox"/> Other	

B. SAFETY GUIDELINES
<input checked="" type="checkbox"/> Parent consent forms and medical information including the Health Card Number will be obtained. <input checked="" type="checkbox"/> Evacuation Plan is in place and will be communicated to appropriate individuals. <input checked="" type="checkbox"/> Designated supervisor has access to emergency vehicles at all times. <input checked="" type="checkbox"/> Access to cellular or satellite phone or other communication device. <input checked="" type="checkbox"/> A list of emergency telephone numbers will be formulated. <input type="checkbox"/> Have reviewed the Physical Activity Safety Guidelines section on Outdoor Education. <input checked="" type="checkbox"/> Appropriate number of supervisors as designated in the Physical Activity Safety Guidelines. <input checked="" type="checkbox"/> Male and Female Chaperones for a co-ed activity. (there will be male chaperones supervising the male dormitory section)

C. BUDGET
<ul style="list-style-type: none"> ❖ Anticipated Budget mileage, accommodations and meals, sub costs ❖ Description of Funding Sources : Assiniboia Rotary Club pays for mileage, accommodations and meals (other than those meals during travel) ❖ Out of Pocket Cost per Participant cost of meals during travel and optional spending money

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

D. LEARNING OBJECTIVES

- students participate in experiential learning about intergovernmental organization
- students practice parliamentary style debate
- students practice public speaking
- students investigate and debate international affairs from the viewpoint of a different country
- students practice high level research techniques

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

- a) Pre-Excursion Learning
- research on country and resolutions, speech preparation and familiarization with United nations proceedings
- b) Excursion Learning
- intergovernmental process
- c) Post-Excursion Learning
- reflection and review presentation to Rotary

F. SCHEDULE OF ACTIVITIES

tentative

Thursday - ~10:00am depart from ACHS

5:30-6:00pm arrive in Winnipeg – pizza, registration, meeting, preparation

Friday – all day activities - MUNA

- evening banquet

Saturday – all day activities - MUNA

- Supper

Unassigned time for tourism, recreation, etc. supervised by teacher and/or chaperones.

Sunday - 6:30am Breakfast

7:30/8:00am Return to Assiniboia

Teacher Signature

Date

Principal Signature

Date

Director/Superintendent Signature

☐

Request Approved

☐

Request Denied

AGENDA ITEM

Meeting Date:	February 4, 2014	Agenda Item #:	5.9
Topic:	Out of Province Excursion		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background: Peacock Collegiate's Overnight Excursion/Outdoor Education request to Banff, AB is attached.

Current Status:

Pros and Cons:

Financial Implications:

Governance/Policy Implications:

Legal Implications:

Communications:

Prepared By:	Date:	Attachments:
Derrick Huschi	January 23, 2014	Peacock Collegiate's Overnight Excursion

Recommendation:

That the Board approve Peacock Collegiate's overnight excursion to Banff, AB as per the outline provided.

OVERNIGHT EXCURSIONS / OUTDOOR EDUCATION / HIGH RISK ACTIVITIES APPLICATION FORM

Division Office Administration Approval Required

A. INFORMATION	
Name of Teacher: Cameron Church	School: AE Peacock
Type of Activity: <input checked="" type="checkbox"/> Curricular <input type="checkbox"/> Extra-Curricular <u>Covering night</u> <input type="checkbox"/> High Risk Activity _____	
Grade Level: 9-12	Number of Students: approx. 60
Destination: Banff, AB	Trip Date: April 27-30
Number of School Days (Partial/Full): 3	
Transportation: <input type="checkbox"/> Travel by Bus (PSSD No. 210) or <input checked="" type="checkbox"/> Other: Coach Bus <input type="checkbox"/> Travel by Car/Van (List names of drivers): _____	
Number of Teachers, Parents, Chaperones: 1 per 7 students	
Qualifications/Certifications of Teachers, Parents, Chaperones: <input checked="" type="checkbox"/> First Aid <input type="checkbox"/> Lifeguard <input type="checkbox"/> Canoe Certification <input type="checkbox"/> Other _____	

B. SAFETY GUIDELINES
<p><input checked="" type="checkbox"/> X Parent consent forms and medical information including the Health Card Number will be obtained.</p> <p><input checked="" type="checkbox"/> Evacuation Plan is in place and will be communicated to appropriate individuals.</p> <p><input checked="" type="checkbox"/> Designated supervisor has access to emergency vehicles at all times.</p> <p><input checked="" type="checkbox"/> X Access to cellular or satellite phone or other communication device.</p> <p><input checked="" type="checkbox"/> X A list of emergency telephone numbers will be formulated.</p> <p><input type="checkbox"/> Have reviewed the Physical Activity Safety Guidelines section on Outdoor Education. <i>N/A</i></p> <p><input type="checkbox"/> Appropriate number of supervisors as designated in the Physical Activity Safety Guidelines. <i>N/A</i></p> <p><input checked="" type="checkbox"/> X Male and Female Chaperones for a co-ed activity.</p>

C. BUDGET
<p>❖ Anticipated Budget \$16,000</p> <p>❖ This number will be reduced dramatically if confirmed number of students fit on one coach bus rather than two</p> <p>❖ Description of Funding Sources: Fundraising from students and parents</p> <p>❖ Out of Pocket Cost per Participant Approx. \$300 including meals in Banff</p>

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

D. LEARNING OBJECTIVES

Musical literacy
Interpretation/Appreciation/Decision Making
Develop technical vocal and instrumental skills
Develop community

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

a) Pre-Excursion Learning

Basic skills and repertoire started to support learning in clinics

b) Excursion Learning

Learning through focused clinics and attending a concert by professional musicians

c) Post-Excursion Learning

Continued development of skills working towards a successful performances

F. SCHEDULE OF ACTIVITIES

I am working with Banff Music Retreats to setup this tour. They schedule the clinicians and events and I won't receive an itemized schedule until closer to the trip date.

Sunday: Leave Moose Jaw for Banff 12:00PM

Monday/Tuesday: Workshops for ensembles, attend performance by Foothills Brass

Wednesday: Return to Moose Jaw 4:00PM

Teacher Signature

Date

Principal Signature

Date

Director/Superintendent Signature

Request Approved

Request Denied

AGENDA ITEM

Meeting Date:	February 4, 2014	Agenda Item #:	5.10
Topic:	Accountability Report: Transportation		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background: According to the Board's yearly plan, a Transportation Accountability Report is to be presented to the Board of Education in February of this year.

Current Status: Please see the attached Accountability Report: Transportation.

Pros and Cons:

Financial Implications:

Governance/Policy Implications:

Legal Implications:

Communications:

Prepared By:	Date:	Attachments:
Clarke Baker	January 20, 2014	Accountability Report: Transportation

Recommendation:

That the Director of Education accountabilities mandated in the source documents cited in the Transportation Accountability Report have been fully met.

2012-2013 Transportation Accountability Report

Prepared by Clarke Baker, Transportation Manager

Source Documents

Policy 12

1.0 Student Well Being

- 1.3 Ensures the safety and well-being of students while participating in school programs or while being transported to our from schools programs on transportation provided by the Division.

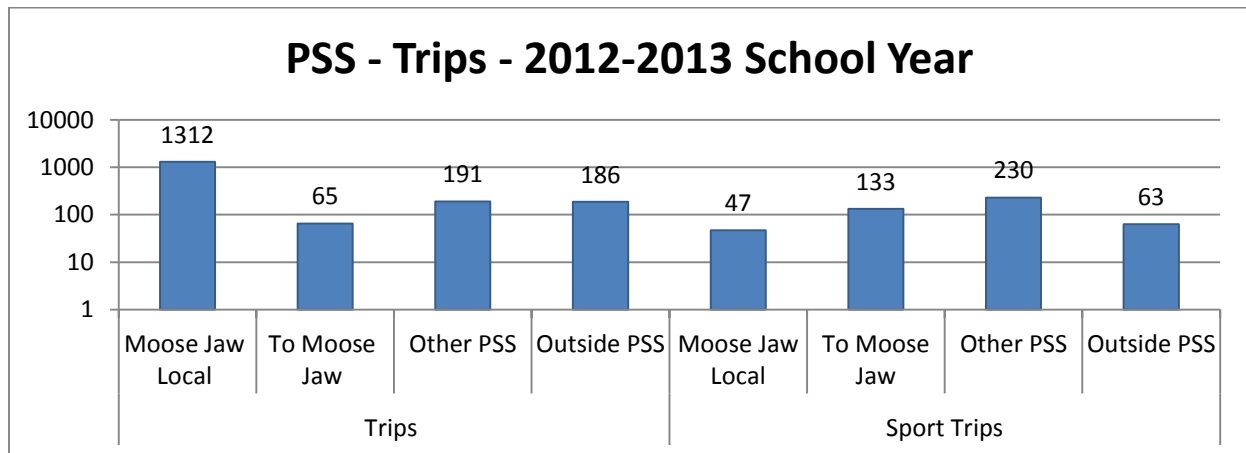
Evidence

During the 2012-2013 School Year, Prairie South Schools provided daily transportation services to students on 141 bus routes (126 regular am/pm routes and 15 noon runs in Moose Jaw) with a total daily distance of about 34,296 kilometers or 6,413,352 kilometers per year (the equivalent of about 160 times around the earth in one year!). There are about 50,000 regular school trips annually.

Travel related to extra and co-curricular activities is about an additional 200,000 kilometers per year.

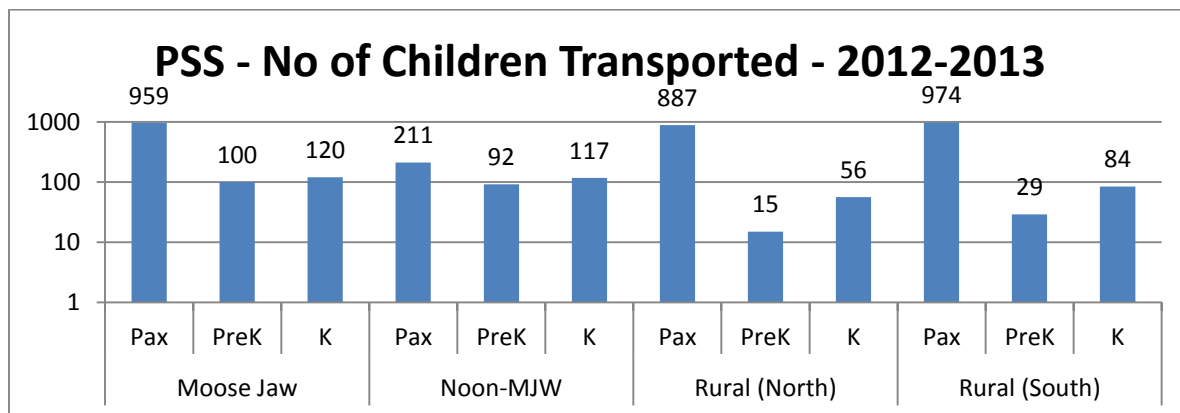
Our School Division provided contracted bussing service for 11 extra school trips to the Holy Trinity Roman Catholic Separate School Division No 22. Note: This department ceased conducting maintenance service for their buses in August 2012.

Trips for Extra and Co-curricular Activities



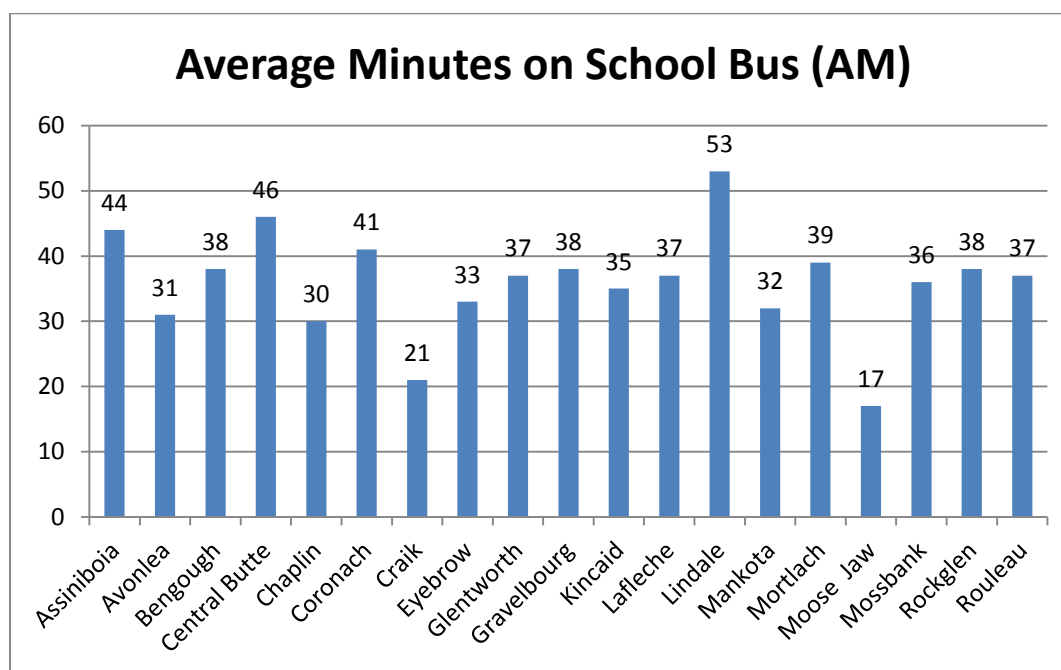
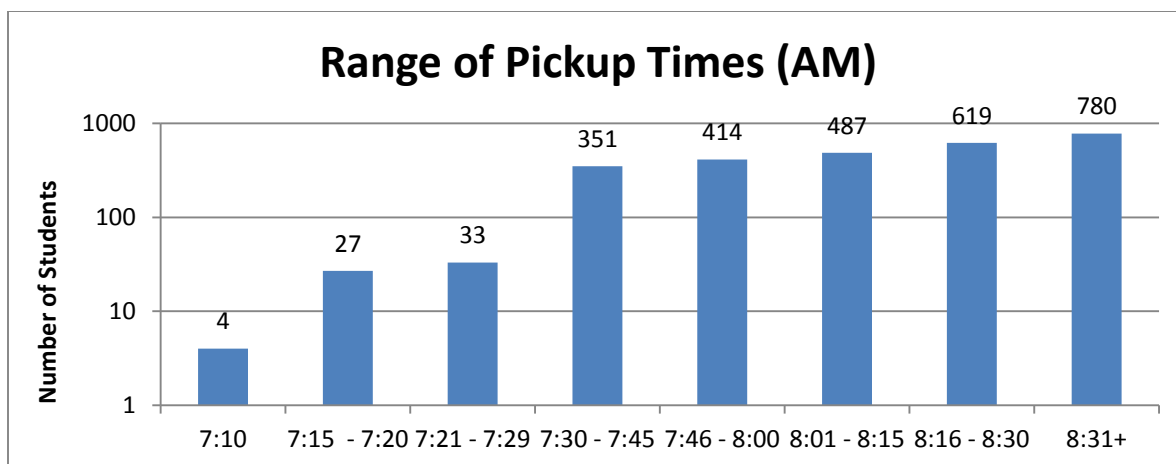
2,227 Extra and Co-curricular Activities Trips including 1,312 trips within Moose Jaw completed during normal school hours.

Route Information



Note: Pax = Total Number of Passengers

PSS – Number of Children Transported				
Moose Jaw	Moose Jaw Noon	Rural (North)	Rural (South)	Total
959	211	887	974	3031



Passengers – Amount of Time on School Bus (AM)			
No	School	Minimum	Maximum
1	Assiniboia	2	85
2	Avonlea	3	75
3	Bengough	4	80
4	Central Butte	5	95
5	Chaplin	4	60
6	Coronach	5	85
7	Craik	5	60
8	Eye brow	10	75
9	Glentworth	4	82
10	Gravelbourg	3	78
11	Kincaid	1	84
12	Lafleche	5	72

13	Lindale	17	100
14	Mankota	5	75
15	Mortlach	5	85
16	All Schools in Moose Jaw	1	61
17	Mossbank	7	70
18	Rockglen	5	75
19	Rouleau	2	75

Fleet Information

The bus fleet consisted of 184 units. 126 units are used on routes and the other 58 are spare buses replacing designated route buses for maintenance requirements and also for conducting extra and co-curricular trips. Our division also uses 25 other vehicles and 11 trailers as noted below.

Vehicle Year	No of Units
1996	3
1997	8
1998	12
1999	7
2000	6
2001	7
2002	8
2003	14
2004	7
2005	6
2006	2
2007	9
2008	19
2009	45
2010	2
2011	17
2013	10
2014	2
Total	184

Bus Unit Capacities (Passengers)	Number	Notes
Under 24	28	
28	2	
34/35/36	93	2 x WC Accessible
46/47/48	22	
52/53/54	23	
72	16	2 x WC Accessible
Total	184	

Safety

Prairie South Schools have two bus garages (one in Moose Jaw and the other in Assiniboia). Both garages are licensed Vehicle Inspection Facilities for school buses (through SGI).

SGI has a Carrier Profile System which is part of a national initiative to enhance our safe-driving performance. The system collects information on the driving experience of our drivers, including traffic convictions, at-fault accidents, and on-road inspections. This information is the basis for measuring our safety performance. Our profile rating is satisfactory unaudited.

In Saskatchewan, school buses must undergo a “bumper to bumper” safety inspection every 12 months. All school buses must be maintained to minimum acceptable equipment safety standards at all times when operated on a public road, through the implementation of a continuous preventative maintenance program. All buses are scheduled every 6,000 kilometers for a service and inspection check. This occurs every 4 to 8 weeks depending upon the numbers of kilometers driven. Our maintenance program is designed to keep our buses safe and to reduce delays and limit costly repairs to a minimum.

Inspections			
SGI Inspection	Regular Service Inspection	General Repairs	Total
184	588	400	1172

There were over 40 general inspections/repairs conducted on other PSS vehicles (including trailers).

Other PSS Vehicles Including Trailers					
Description	Facilities	Transportation	Delivery Stores Clerk	Supt of Ops	Total
Truck (1 Ton/Under)	9	3	0	0	12
Cube Van	4	0	0	0	4
Converted School Bus	4	2	0	0	6
Van	2	0	1	0	3
Utility Trailers	5	0	0	0	5
Canoe Trailers	0	0	0	6	6
Total					36

Power equipment such as grass and snow removal devices/machines operated by the Facility Department may also be inspected and serviced as deemed necessary.

Top Five Maintenance Items	
No	Description
1	Electrical System Diagnosis/Repair
2	Body
3	Brakes
4	Windows
5	Tires

Vehicle Accidents:

Employees have good driving record. During this reporting period, school bus operators travelled 6,413,352 kilometers without any injuries. There were 16 accidents involving school buses during the 2012-2013 school year:

Accidents	
Other Person Fault	6
Bus struck another vehicle	9
Bus struck a fixed object	1

The total repair cost was \$26,434.00; however, the amount paid out by PSS was \$4,900.00 (deductible).

Safety Training:

24 additional new drivers were trained and successfully received their school bus endorsement on their driver's licence and are now casual drivers within our division. Another 33 current drivers received refresher training prior to the renewal of their licence. A total of 217 hours of training was provided.

43 drivers received their Emergency First Aid Training including CPR Level C (Canadian Red Cross).

Approximately 50 drivers were provided Anaphylaxis Training (including how to use an Epi-Pen).

Behaviour on Bus:

21 x School Bus Warning Referral Reports to Parent/Guardian

20 x School Bus Infraction Referral Report to Principal/Designate

Administrative Issues

Availability of spare/casual drivers. The economic boom has increased labour demand and is making it difficult to find and retain bus drivers. The current driver compensation may need to be reviewed. Part-time and on-call work is an additional deterrent when trying to recruit drivers. Current advertisement methods provide some benefit and need to be maintained.

Potential solutions to increase employment of casual drivers include: increase pay (for example rural drivers drive longer than their city colleagues and are more exposed to the weather and road conditions – currently, basic driver pay rates are the same for rural and urban operators); we do not pay new driver candidates for their training (possibly offer an incentive such as a bonus of a predetermined amount which would be paid to an individual after being employed with our division for at least six operational months); offer any current driver (regular and casual) an incentive bonus if they recommend a driver candidate who successfully completes and obtains their School Bus Endorsement licence and then is employed for at least six operational months.

Staff

Position	Number
Part Time Bus Drivers	126
Casual Bus Drivers	100
Shop Helper/Driver	1
Mechanic Helper/Assistant	1
Certified Mechanic	1
Journey-Person Mechanic	4
Shop Foreman (Journey-Person Mechanic)	2
Administrative Assistant	1.2
Assistant Managers	3
Manager	1

Recommended Motion

That the Director of Education accountabilities mandated in the source documents cited in the Transportation Accountability Report have been fully met.

AGENDA ITEM

Meeting Date:	February 4, 2014	Agenda Item #:	5.11
Topic:	Rockglen Lighting Upgrade		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background:

The Rockglen Lighting Upgrade project was tendered December 19, 2013 with Apex Electric of Moose Jaw coming in with the lowest bid. The tender was set up as base bid with an alternate breakout price for other zones of the school. Base bid and alternate #1 and #2 could be awarded at a cost of \$123,558 with fees and taxes it would stay within the \$150,000 approved 2013/14 budget amount. If approved to proceed with base bid and all alternate prices this would exceed the budget by \$89,880 with fees and taxes included. Reallocation of 2013/14 Capital Budget costs will be available to proceed with all options having a total cost of \$213,438. The budget will be redirected from the AEP Gym Humidification project which is now not required after engineer pre-inspection. The humidification project carried a budget amount of \$120,000. The final tender results of the two submissions had a very competitive difference of \$29.95.

Current Status:

AP 500-12 3(3.1) The Board of Education has delegated the authority for the awarding of tenders to administration except where bids received for capital projects exceed the budget. In this case the Board reserves the authority to accept or reject those tenders. Reallocation 2013/14 Capital Budget costs will be available to proceed with all options.

Pros and Cons:

Cons:

- If options #3 and #4 are not approved the school will not be 100% complete
- If project is not 100% complete in first tender remote school location and industry costs could escalate to tender the remaining zones at a later date
- Staff and students will remain working in lower lighting conditions if the new upgrade is not approved
- Energy efficiency savings payback will be delayed until future tender

Pros:

- School would have complete lighting upgrade done
- Second tender and related costs would not be required in the future
- Improved lighting levels for staff and students
- Energy savings will start as soon project is complete

Financial Implications:

**Governance/Policy
Implications:**

Legal Implications:

Communications:

Prepared By:	Date:	Attachments:
Darren Baiton	December 23, 2013	1. Tender Results 2. School Zones 3. Zone 3-4 Comparison 4. Lighting Layout

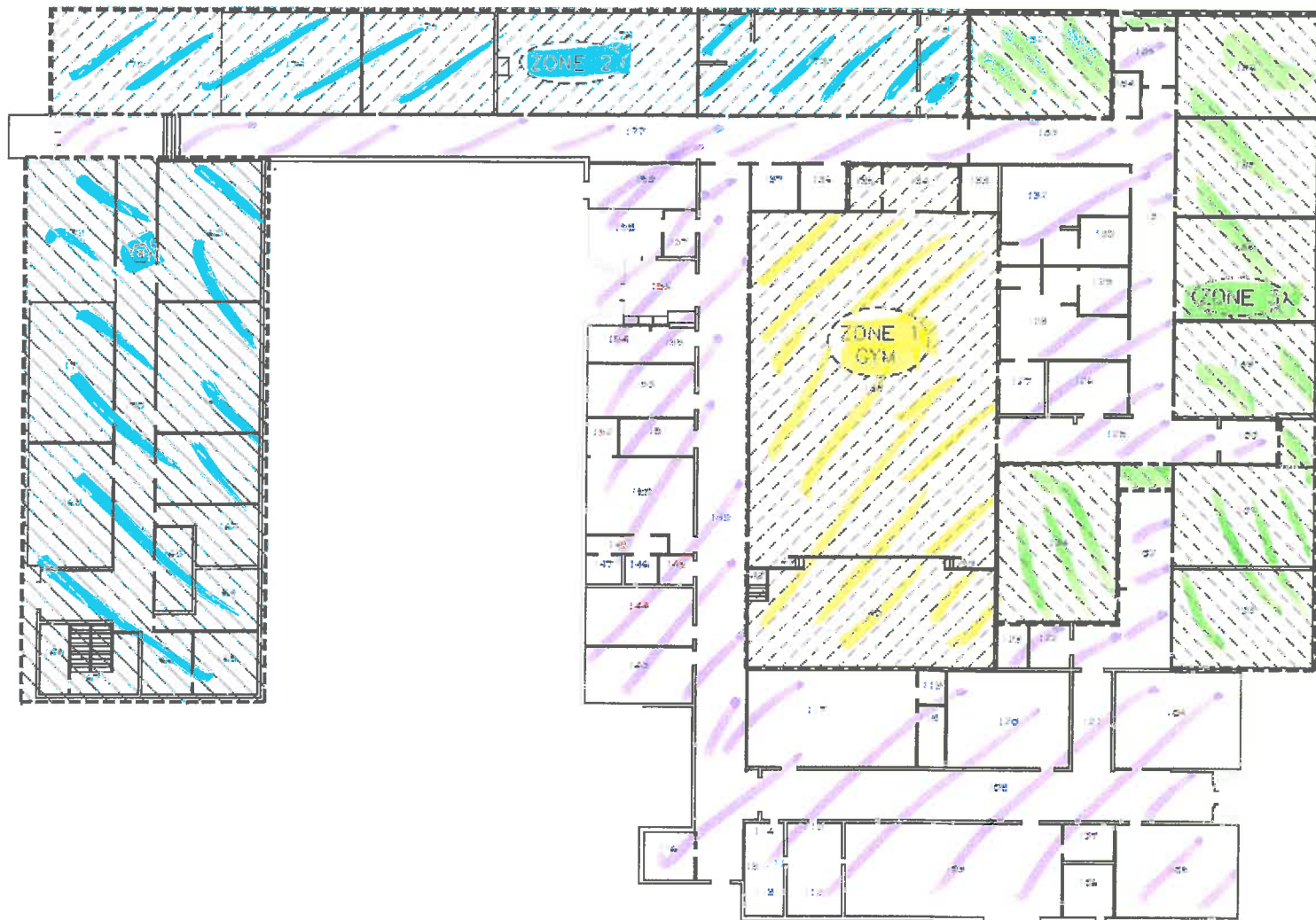
Recommendation:

That the Board approve the tender from Apex Electric for the Rockglen Lighting Upgrade in the amount of \$213,438.00 for the base bid and all alternate breakouts of the project.

Rockglen School Lighting Upgrade

19-Dec-13

[illegible]





ZONE 2-3 COMPARISON

Zone 2

50- 8 foot split fixtures suspended from ceiling

Zone 3

173 (4FT) surface t-bar mount fixtures

73 extra fixtures



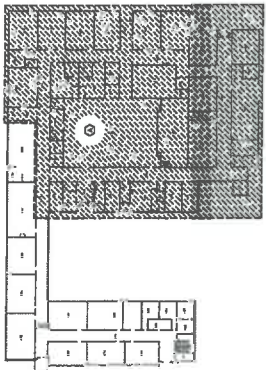
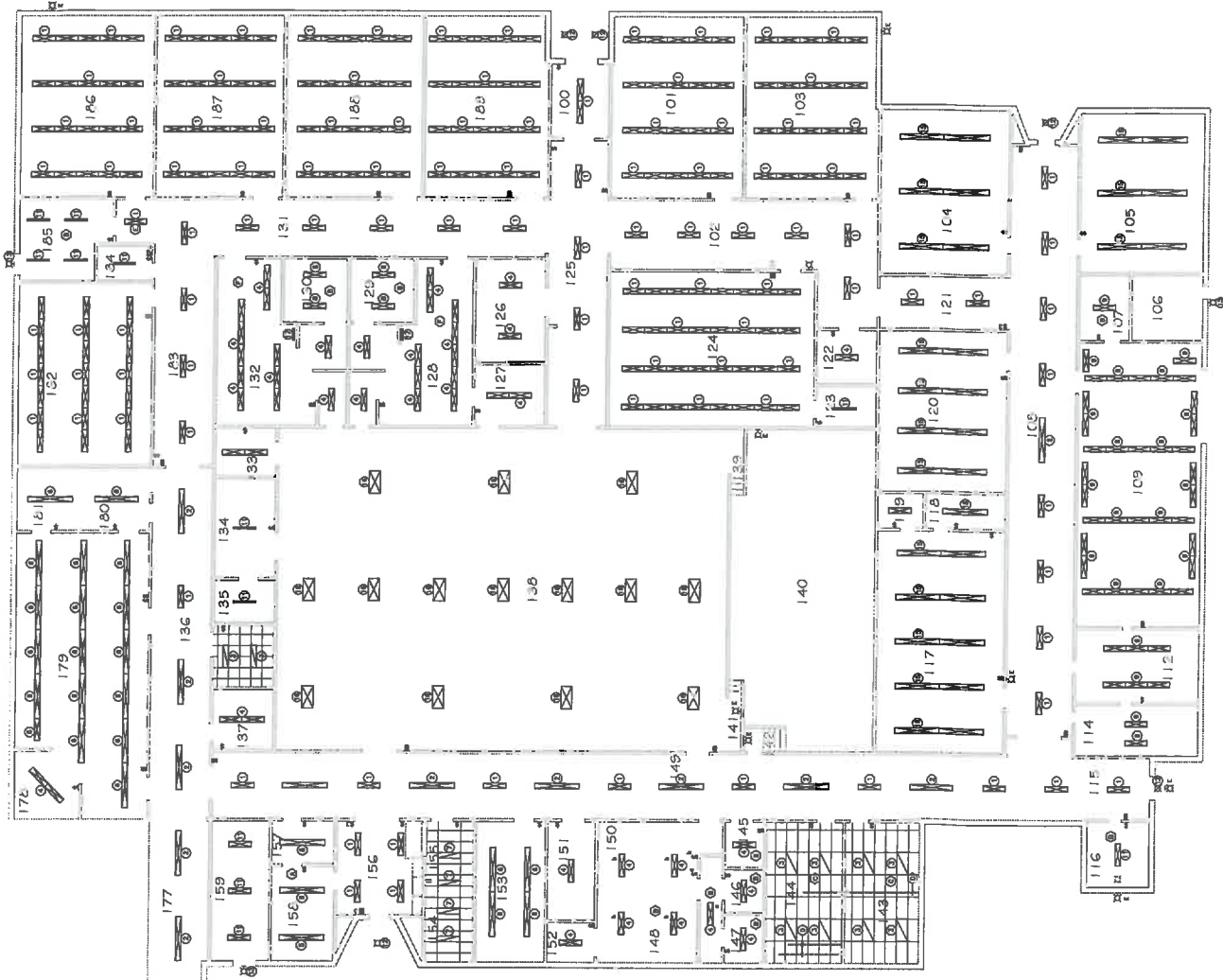
PRELIMINARY
NOT FOR
CONSTRUCTION

ROCKGLEN SCHOOL LIGHTING UPGRADE

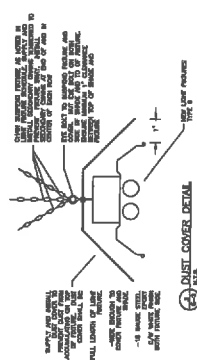
1-800-854-4444
EAST FLOOR LIGHTING
BY AN

FORM 99:	GVA	DATE: 11/15/13	DATE: NOV 15, 2013
		PROJECT NUMBER: 13154	SHEET NUMBER: 1

1 EAST FLOOR LIGHTING PLAN

[illegible][illegible]

PROMISE ALL REQUIRED ACCREDITATIONS BEFORE ENTERING CONTRACT FOR A COMPLETE INSTALLATION.
REFER TO FACTOR PLANS FOR EXACT PROFILE LENGTHS. REFER TO ARCHITECTURAL MATERIALS SPECIES FOR LOCATIONS OF FINISHES REQUIRED IN WALLS.
COORDINATE PANEL LOCATIONS OF PROVIDER WITH MECHANICAL, ELECTRICAL AND PIPING AND STRUCTURAL ELEMENTS.



AGENDA ITEM

Meeting Date:	February 4, 2014	Agenda Item #:	5.12
Topic:	Sale of Rouleau Teacherage		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background:

The Rouleau teacherage currently is rented generating \$450 per month. All other teacherages in the school division have been sold as per resolution #204 passed on February 7, 2006: "That the Board approve selling division owned teacherages as they become vacant". Subsequent to this the Board passed a resolution October 3, 2006 that the decision to advertise, tender or auction surplus land or buildings with an estimated value in excess of \$2,500 must be made by Board motion, and awarding of the tender/bid must also be approved by Board motion.

Current Status:

A Rouleau staff member who occupies the Rouleau teacherage has been given notice to vacate February 15, 2014. The teacherage is 1176 sq foot bi-level constructed in 1978. The assessed value of \$282,200 (July 2013) for insurance to construct new if the teacherage was destroyed and had to be rebuilt from ground up.

Pros and Cons:

Pros:

- Will generate money from the sale
- Facilities would not have to maintain
- Facility aging requiring maintenance upkeep costs

Cons:

Financial Implications:

Governance/Policy Implications:

Legal Implications:

Communications:

Prepared By:	Date:	Attachments:
Darren Baiton	January 19, 2014	1. Map

		2. Land Title 3. Photograph
--	--	--------------------------------

Recommendation:

That the Board approve advertising for sale, by public tender, the teacherage in Rouleau, Saskatchewan located on Lot 9, Block 15, Plan 66R32999.



Province of Saskatchewan Land Titles Registry Title

Title #: 111226621**As of:** 03 Feb 2010 09:31:25**Title Status:** Active**Last Amendment Date:** 19 Jul 2002 03:17:55.840**Parcel Type:** Surface**Issued:** 19 Jul 2002 03:17:55.760**Parcel Value:** N/A**Title Value:** N/A**Municipality:** TOWN OF ROULEAU**Converted Title:** 78R35610**Previous Title and/or Abstract #:** 78R35610

Board of Education of the Prairie South School Division No. 210 of
Saskatchewan is the registered owner of Surface Parcel #108169588

Reference Land Description: Lot 9Blk/Par 15Plan No 66R32999 Extension
0
As described on Certificate of Title 78R35610.

This title is subject to any registered interests set out below and the exceptions, reservations
and interests mentioned in section 14 of *The Land Titles Act, 2000*.

Registered Interests:

None

Addresses for Service:**Name****Address****Owner:**

Board of Education of the Prairie
South School Division No. 210 of
Saskatchewan
Client #: 107418438

Box 730 Moose Jaw, Saskatchewan, Canada

Notes:

Parcel Class Code: Parcel (Generic)

[Back](#)



AGENDA ITEM

Meeting Date:	February 4, 2014	Agenda Item #:	5.13
Topic:	Transfer of Land		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background:

It was determined that there are a number of properties not used in the operations of the school division that are still owned by the school division. A decision was made to dispose of these properties.

Current Status:

We have received or found information on four parcels of land we are trying to dispose of.
 Parcels 153931619 and 153931596 in the RM of Bengough were to have been transferred to the adjoining land owner in 1989. We have attached the minutes from that Board meeting and the ledger entry recording receipt of the agreed upon funds.
 The adjoining land owner has provided evidence that they are paying taxes on the full 1/4 section of land that contains Parcel 105464415 in the RM of Craik.
 The adjoining land owner for parcel 105273154 has made an offer of \$100 for the purchase of that parcel.

Pros and Cons:

Pros:

- The four parcels would be disposed of according to the procedure we agreed was to be followed.
- We would get rid of land that is of no value to us.

Financial Implications:

There should be no financial obligation to transferring the land. All of the parcels should be worth less than \$500.

Governance Implications:

Legal Implications:

Communications:

Prepared By:	Date:	Attachments:
Ron Purdy	January 23, 2014	Copy of Borderland Board minutes Copy of ledger page with land entry.

Recommendation:

The Board approves the transfer of the land with parcel numbers 153931596, 153931619 and 105464415 to the adjoining land owners and the Board approves the sale of parcel 105273154 for \$100.

Regular Meeting - Wednesday, June 14, 1989

- | | | |
|----------|------------------------------|--|
| 158/89 | STF Short Courses | GORDING - That we approve a cost of \$105 for Sandra Hladun to take two STF short courses. Carried. |
| 159/89 | STF Renewal Seminar | BAILEY - That we pay the registration fee of \$65 for Peter Sahar to attend an STF renewal Seminar in Saskatoon. Carried. |
| | | Philip Gleim, who is to be the Principal at Coronach School commencing next term, met with the Board to discuss educational concerns at Coronach. |
| | | Isabel Schmidt, local newspaper reporter, met with the Board to discuss what newsworthy items could be printed in regard to Division Board operations. The Board requested the Secretary-Treasurer to give Mrs. Schmidt items of interest from the meetings when she phones. |
| | | Library Co-ordinator, Liz Roberts, met with the Board to advise them of the activities that were undertaken over the past year. Mrs. Roberts also gave the Board the cost figures on a newsletter publication from printers. Mrs. Roberts gave the Board her views on the Teen-Aide program believing there should be a more balanced program offered on teen sexuality. |
| 160/89 | COR-Vice-Principal Appointed | LAMBERT - That Allan Ausum of Coronach be appointed Vice-Principal of Coronach School for the 1989-90 school year. Carried. |
| | | The Secretary read the District Board minutes of Bengough, Coronach, Rockglen, Willow Bunch and Wood Mountain. |
| | | BAILEY - That the District Board minutes be adopted. |
| 161/89 | Funding Request Denied | GORDING - That the request from the Village of Wood Mountain, requesting assistance to help pay last years electrical bill be denied by reason of previous denials being made to requests from other towns. Carried. |
| X 162/89 | Muddy View School Site Sold | BAILEY - That we sell the old Muddy View school site to Doyle Kemp for \$20.00, all transfer costs to be borne by the purchaser. Carried. |
| 163/89 | Teacherage S. Hammer | LAMBERT - That Shirley Hammer be authorized to rent the teacherage when vacated by Roger Petrisor. Carried. |
| 164/89 | Bus Driver Spl. Trip Rate. | MARCENKO - That effective August 29/89 that Bus Drivers for special trips be paid 20¢ per kilometer to a maximum of \$75.00 per trip. <i>Amended June 28/89</i> Carried. |
| 165/89 | W/B-File Cabinet Purchase | WALTER - That we order two upright file cabinets for Willow Bunch School. Carried. |
| 166/89 | Local Gov't Board Appl. | WALTER - That application be made to the Local Government Board for permission to borrow \$117,391 repayable over a period of four years for the purpose of partial roof repair at Willow Bunch School. The amount of the said debt shall be payable in annual instalments of \$29,347.75 in the years 1990 to 1993 inclusive with interest payable at a rate not greater than prime plus one percent per annum. Carried. |
| 167/89 | Rockglen Window Repair | BAILEY - That trustee Gary Gording arrange with the Rockglen Co-op for the purchase of 19 windows as per tender and for Rockglen Co-op installation costs at approximately \$75. per window. Carried. |
| 168/89 | Policy GBA Revised | BAILEY - That Policy GBA on Vice-Principals, as revised, be adopted. Carried. |
| | | MARCENKO - That we adjourn. Carried. |

[Signature]
Chairman

[Signature]
Secretary Treasurer

26/2/86

1989

MAR. 10 DUE TO REVENUE FUND CA13A 1224.51 L
 REVENUE SURPLUS RL6 1224.51 L
 CAPITAL SURPLUS CA16 L 1224.51
 DUE FROM CAPITAL ^{FUND} ACCT. RA18 L 1224.51
 TO WRITE OFF DUE TO ACCOUNTS IN
 THE REVENUE FUND + CAPITAL FUND.

JULY

AUG.

MAR. 10 GENERAL BANK ACCOUNT RA2 1795
 REVENUE SURPLUS RL6 1795
 CHEQUE # 8380 RETURNED UNCASHED,
 CHEQUE DATED DEC. 12/88.

SEPT.

MAR. 10 GENERAL BANK ACCOUNT RA2 10.90 L
 REVENUE SURPLUS RL6 L 10.90
 TO WRITE OFF CHEQUE # 7655 \$6.90 +
 CHEQUE # 8204 \$4.00 STILL OUTSTANDING

NOV.

MAR. 24 OFFICE SUPPLIES AE5 3008 L
 SCHOOL SUPPLIES IE9 L 3008
 ERROR IN CLASSIFYING VOUCHER # 8782,
 INVOICE # 5500

NOV.

APR. 6 TECH. UCC. EQUIPMENT IE16 299.59
 H. EC. SCHOOL SUPPLIES IE9 299.59
 ERROR IN CLASSIFYING INV. # 14145 ON
 VOUCHER # 8737.

NOV.

NOV.

APR. 6 REVENUE SURPLUS RL6 2660.46 L
 CO-OP EQUITIES RA11 L 2660.46
 WRITE OFF CO-OP EQUITY.

DEC.

MAY 8 CAPITAL BANK ACCT. CA1A-1 2190.56
 DUE FROM CAPITAL FUND RA18 2190.56
 DUE TO REVENUE FUND CA13A 2190.56
 GENERAL BANK ACCT. RA2 2190.56
 TRANSFER FROM GENERAL BANK ACCT. TO
 CAPITAL BANK ACCT. TO COVER OVERDRAFT.
 CLOSED CAPITAL BANK ACCT.

DEC.

JUNE 19 DUE FROM REVENUE FUND (C.F.) CA13A 2000 L
 DUE TO CAPITAL FUND (C.F.) RA18 L 2000
 TO BALANCE CAPITAL + REVENUE FUND
 RE: SALE OF MUDDY VIEW SCHOOL SITE
 RECEIPT # 2242

DEC 3

AGENDA ITEM

Meeting Date:	February 4, 2014	Agenda Item #:	5.14
Topic:	Disposal of Records		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background:

Board Policy is that records be retained for the duration specified in the Saskatchewan Learning Records Retention and Disposal Schedule. They are to be retained and disposed of in accordance with the directives of the Education Act 1995, The Local Government Election Act and The Archives Act. The Local Authority and Freedom of Information and Protection of Privacy Act also requires that we not keep records with personal information any longer than the purpose for which the information was collected. The Acts require that the Board approve the disposal of public records. They do not give instruction on non-public records. This Board has chosen to approve the disposal of all records.

Current Status:

A listing of records that are past or at their time for disposal according to the Records Retention and Disposal Schedule is attached. Not all types of files listed are named specifically in the retention schedule. In that case the retention for a similar type of record is to be used. The record of disposal of records, i.e. the attached list, is a permanent record that must be retained forever.

A letter will be sent to the Saskatchewan Archives offering them the records which do not contain personal information. Any records offered to Archives which they are not interested in retaining will be shredded.

Pros and Cons:

Financial Implications: N/A

Governance Implications: N/A

Legal Implications: N/A

Communications: N/A

Prepared By:	Date:	Attachments:
Ron Purdy	January 27, 2014	List of records

Recommendation:

The Board approves the disposal of records as per the attached schedule, by shredding or transfer to the Saskatchewan Archives.

AGENDA ITEM

Meeting Date:	February 4, 2014	Agenda Item #:	6.1
Topic:	Glentworth Learning Presentation		
Intent:	<input type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input checked="" type="checkbox"/> Information

Background:

At the November Board meeting a motion was made to have the various schools present to the Board. This month students and staff from Glentworth School will be sharing their learning journey with the Board.

Current Status:

Pros and Cons:

Financial Implications:

Governance Implications:

Legal Implications:

Communications:

Prepared By:	Date:	Attachments:
Lori Meyer	January 24, 2014	

Recommendation:

AGENDA ITEM

Meeting Date:	February 4, 2014	Agenda Item #:	6.2
Topic:	Learning Support Team Presentation		
Intent:	<input type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input checked="" type="checkbox"/> Information

Background:

At the January Board meeting a motion was made to have the Learning Support Team present their work to the Board at the February meeting.

Current Status:

Pros and Cons:

Financial Implications:

Governance Implications:

Legal Implications:

Communications:

Prepared By:	Date:	Attachments:
Lori Meyer	January 24, 2014	

Recommendation:

AGENDA ITEM

Meeting Date:	February 4, 2014	Agenda Item #:	8.1
Topic:	Class Size Report		
Intent:	<input type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input checked="" type="checkbox"/> Information

Background:

At the December 11, 2012 Board Meeting, the following motion passed.

"That on an ongoing basis, the Board receive reports at the October and February regular Board meetings detailing Prairie South School Division classes that have in excess of 28 students."

Current Status:

Please refer to attachments.

Pros and Cons:

Financial Implications:

Governance Implications:

Legal Implications:

Communications:

Prepared By:	Date:	Attachments:
Ryan Boughen	January 22, 2014	<ul style="list-style-type: none"> – Classes With More Than 28 Students-January 22, 2014 – Summary of Class Size over 28 Students January 22, 2014 – Classes With 10 or Fewer Students-January 22, 2014 – Summary of Classes with 10 or Fewer Students by School-January 22, 2014

Recommendation:

Classes with more than 28 students January 22, 2014

School	Grade	Individual Classes	Students	Total
Assiniboia Elementary School	5 & 6	Christian Ethics	33	
	7	Physical Education	32	2
Assiniboia 7th Avenue School	3	Physical Education	37	
	4	Physical Education	45	
	1 & 2	Physical Education	45	3
Assiniboia Composite High	12	Chemistry	29	
	12	ELA/History	30	
	12	ELA B	31	3
Avonlea	1 & 2	All except ELA/Math	29	1
Caronport Elementary	1 & 2	Arts Ed	37	
	1 & 2	Health	37	
	2 & 3	Social	32	
	2 & 3	Physical Education	32	
	3 & 4	Language Arts	35	
	3 & 4	Physical Education	35	
	3 & 4	Physical Education	35	7
	3 & 4	Physical Education	35	
Cornerstone Christian	11 & 12	Physical Education	33	1
Central Collegiate	9, 10, 11 & 12	Choir Master	30	
	9, 10, 11 & 12	Choral Noon Master	48	
	9, 10, 11 & 12	Vocal Jazz	34	
	9	Wellness	32	
	10	Wellness 10	31	
	9	Wellness 9	30	6
Caronport High School	12	History 30	29	
	12	Christian Ethics	32	
	12	English A30	29	3
King George School	7	All classes	29	1
Mossbank	3, 4, 5 & 6	Choir	31	1
Peacock Collegiate	12	Law 30	30	
	11	Biology 20	29	
	9	Drama 90	31	
	9	Phys. Ed. 90	33	
	9	Art 90	30	
	9	Career Ed 90	30	
	10	English A 10	31	
	9	Health 90	31	8
Sunningdale	K, 1 & 2	Arts Ed: Choir	89	
	3 & 4	Arts Ed: Choir	90	2

Total Classes with more than 28 students

38

Summary of classes with more than 28 students January 22, 2014

School	Grade	# of Classes
Assiniboia Elementary School	5, 6 & 7	2
Assiniboia 7th Avenue School	1, 2, 3 & 4	3
Assiniboia Composite High	12	3
Avonlea	1 & 2	1
Caronport Elementary	1, 2, 3 & 4	7
Cornerstone Christian	11 & 12	1
Central Collegiate	9, 10, 11 & 12	6
Caronport High School	12	3
King George School	7	1
Mossbank	3, 4, 5 & 6	1
Peacock Collegiate	9, 10, 11 & 12	8
Sunningdale	K, 1, 2, 3 & 4	2
Total Classes with more than 28 students		38

Classes with 10 or fewer students January 22, 2014

School	Grade	Individual Classes	Students	Total
Assiniboia Composite High	12	Mechanics	8	1
Avonlea	3	Math	8	
	5	Math	9	2
Bengough	7 & 8	ELA/Math/SS/Science	10	
	Kindergarten	Physical Education	4	
	5 & 6	All classes	10	
	9	ELA	8	
	10	ELA	7	
	10, 11 & 12	PAA Woodworking	6	
	7, 8 & 9	PAA Shop	9	
	7, 8 & 9	PAA Home Ec	9	8
Cornerstone Christian	11	Foundations 20	9	
	12	Foundations 30	9	2
Central Butte	9	Math 9	7	
	10	Math 10	8	2
Chaplin	10	Foundations 10	1	
	10	Science 10	1	
	10	Wellness 10	1	
	10	PAA 10A	1	
	12	ELA 30A	5	
	12	Outdoor Ed	3	
	12	PAA 20B	3	
	12	Social 30	6	
	12	Biology 30	4	9
Caronport High School	9 & 11	EAL 11	2	
	11	Math WA	7	2
Coronach	9	Math & Science	5	
	7	Math	8	
	8	Math	6	
	6	Math	10	
	11	Biology/Math & CWEX	10	5
Eyebrow	K, 1, 3	All classes	7	
	11 & 12	Physics 20	4	
	11 & 12	Foundations Math 20/30	4	
	11 & 12	ELA 20/30	4	
	10	ELA 10	7	
	10	Foundations & Pre Cal Math 10	7	6
Glentworth	11	Pre Cal 20/W & A 20	9	1
Gravelbourg High School	10 F	Francais	6	
	10 F	Mieux-etre	6	
	10 F	Milieux de travail et formation	6	
	11 F	Milieux de travail et formation	3	
	12 F	Sciences sociales	3	
	12 E	W & A Math	9	

	8 F	Sensibilisation aux carrieres	8	
	8 F	Bien-etre	6	
	12	Chemistry	9	9
Gravelboug Elementary	4 F	Math	10	
	4 F	Francais	10	
	4 F	Sciences humanines	10	
	4 F	Bien-etre	10	
	4 F	Education physique	10	5
Kincaid	10	Math Foundations 10	7	1
Lafleche Central	11	Math 20/Pre Calc	3	
	11	Life Transitions 30	3	
	11	ELA 30B	3	
	11	Physics 20	1	
	11	History 30	3	
	9	Math	7	
	9	ELA	7	
	7 & 8	All classes	8	8
Mankota	11 & 12	Biology 30	10	
	11 & 12	Physical Ed 20 & 30	9	
	11 & 12	Math 20/30	10	
	11 & 12	Physics 30	10	4
Mossbank	9 & 10	Math 9 and Math 10	8	
	9 & 10	ELA B10/9	8	
	9 & 10	Social Studies 9/History 10	8	
	9 & 10	Phys Ed 9/Wellness 10	8	
	9 & 10	Arts Ed 9/10	8	
	9 & 10	PAA	8	
	9 & 10	Health 9/CE 9	8	
	11 & 12	Pre-Calc 20/30	8	8
Riverview Collegiate	10, 11 & 12	Drama	10	
	10, 11 & 12	Welding	7	2
Rockglen School	Kindergarten	All classes	9	2
	5 & 6	ELA/Math/Social/Science	9	
Rouleau	1	Math	7	
	2	Math	7	
	3	Math	7	
	6	Math	7	
	8	Math	8	
	9	Math	5	
	9	Health	5	
	11 & 12	Food Studies 30	8	
	11 & 12	Chemistry 30	8	9
Sunningdale	1	Grade 1 AM	9	1

Total Classes with 10 or fewer students

87

Summary of classes with 10 or fewer students January 22, 2014

School	Grade	# of Classes
Assiniboia Composite High	12	1
Avonlea	3, 5	2
Bengough	K, 5, 6, 7, 8, 9, 10, 11 12	8
Cornerstone Christian	11 & 12	2
Central Butte	9 & 10	2
Chaplin	10 & 12	9
Caronport High School	9 & 11	2
Coronach	6, 7, 8, 9 & 11	5
Eyebrow	K, 1, 3, 10, 11 & 12	6
Glentworth	11	1
Gravelbourg High School	8, 10, 11 & 12	9
Gravelboug Elementary	4	5
Kincaid	10	1
Lafleche Central	7, 8, 9 & 11	8
Mankota	11 & 12	4
Mossbank	9, 10, 11 & 12	8
Riverview Collegiate	10, 11 & 12	2
Rockglen School	K, 5 & 6	2
Rouleau	1, 2, 3, 6, 8, 9, 11 & 12	9
Sunningdale	1	1
Total Classes with 10 or fewer students		87

AGENDA ITEM

Meeting Date:	February 4, 2014	Agenda Item #:	8.2
Topic:	Baragar Enrolment Projections		
Intent:	<input type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input checked="" type="checkbox"/> Information

Background:

Each year Baragar provides a projection of enrolments extending out 15 years from the current school year. The projection is based on enrolment data provided by the school division, information from Canada Post, CRA, Statistics Canada-Census and the Provincial Bureau of Vital Statistics. It includes information on births, population, migration and participation rates in the school division regular program.

Current Status:

The current year's projection is not significantly different from last years in total but as always there are variances for individual schools. The projection is for long term growth with one final loss of students next year, then steady growth from then on. As always there is the caution that once the projection reaches the sixth year out, the data is now based on projections for births as well. Baragar has used a projected birth rate that is slightly less than Statistics Canada's projected birth rates.

There continue to be schools where we have a concern with declining enrolments leading to small numbers in the future including Eyebrow, Glentworth and Mankota. We also have some schools where projected growth will cause capacity issues such as Lindale and Sunningdale. Schools where the projected growth may not be realistic are Bengough and Rouleau.

The projection for the year 2014-15 (next year) is for a loss of 29.5 FTE students for Prairie South Schools and a further 8 FTE students for the associate schools. The projection for the following year is that we would gain those students back plus a few and have growth from then on.

Pros and Cons:

N/A

Financial Implications:

N/A

Governance Implications:

N/A

Legal Implications:

N/A

Communications:

N/A

Prepared By:	Date:	Attachments:
Ron Purdy	January 27, 2014	Baragar Enrolment and Birth Projections

Recommendation:
Information only.