

Prairie South School Division No. 210
BOARD OF EDUCATION

May 6, 2014
10:30 a.m. – 4:00 p.m.
Thatcher Drive Office, Moose Jaw

AGENDA

- 1. Board Planning Session (10:00 – 10:30 a.m.)**
- 2. Call to Order**
- 3. Adoption of the Agenda**
- 4. Adoption of Minutes**
- 5. Decision and Discussion Items**
 - 5.1. Positive Path Forward (Decision)**
 - 5.2. 2014-2015 Proposed Budget (Decision)**
 - 5.3. Notice of Motion from Previous Meeting (Decision)**
 - 5.3.1** That any Central Board Office vacant positions not be filled until after adoption of the 2014/15 budget.
- Swanson
 - 5.4 2014-2015 Dates of Regular Board Meetings and Planning Meetings (Decision)**
 - 5.5 Joint Meeting with Holy Trinity School Division (Discussion)**
 - 5.6 Grade 8 & 9 Retention Accountability Report (Decision)**
 - 5.7 Letter from Trent Wotherspoon, MLA (Discussion)**
 - 5.8 SSBA Resolutions and Policy Development Committee (Discussion)**
 - 5.9 Sale of Surplus Land (Decision)**
 - 5.10 Disposal of Records (Decision)**
 - 5.11 Monthly Reports (Decision)**
 - 5.11.1** Substitute Usage Report
 - 5.11.2** Tender Report
 - 5.11.3** Suspensions
- 6. Delegations and Special Presentations**
 - 6.1. Learning Presentation – Lindale School – Crystal Cameron – 11.45 a.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
 - 7.1.6. South Hill
- 8. Information Items**
 - 8.1. Inquiry from Previous Meeting**
 - 8.1.1 What will be the consequences of the defeating of motion 5.12 re Coronach Early Learning Centre.
- Young
 - 8.2 Public Section General Meeting Memorandum and Hotel Accommodation (Information)**
 - 8.3 Public Section Executive Meeting Minutes (Information)**
 - 8.4 Division Attendance Summary (Information)**
 - 8.5 CSBA Congress 2014 (Information)**
- 9. Celebration Items**
- 10. Identification of Items for Next Meeting Agenda**
 - 10.1. Notice of Motions**
 - 10.2. Inquiries**
- 11. Meeting Review**
- 12. Adjournment**

MINUTES OF THE REGULAR BOARD MEETING OF THE PRAIRIE SOUTH SCHOOL DIVISION NO. 210 BOARD OF EDUCATION held at Central Office, 15 Thatcher Drive East, Moose Jaw, Saskatchewan on APRIL 8, 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 Co-ordinator; L. Patterson, Executive Assistant.

Regrets:

Presentations: Learning Presentation – Jill Tressel, Principal, Empire School (11.45 a.m.)

Motions:

- | | | |
|-------------------|---|---------|
| 2014-04-08 – 2113 | That the meeting be called to order at 10.53 a.m.
- Davidson | Carried |
| 2014-04-08 – 2114 | That the Board adopt the agenda as presented.
- Jelinski | Carried |
| 2014-04-08 – 2115 | That the Board adopt the Minutes of the regular meeting of March 4, 2014 as presented.
- Wilson | Carried |
| 2014-04-08 – 2116 | That the Board appoint Mr Anthony (Tony) Baldwin as the Director of Education for the Prairie South School Division No 210, effective August 1, 2014.
- Swanson | Carried |
| 2014-04-08 – 2117 | That the Director of Education accountabilities mandated in the source documents cited in the Nutrition In Schools Accountability Report have been fully met.
- Radwanski | Carried |
| 2014-04-08 – 2118 | The Board approves the disposal of records as per the attached schedule, except for the Gravelbourg Elementary School Facility Review 2003 by shredding or transfer to the Saskatchewan Archives.
- McLeod | Carried |
| 2014-04-08 – 2119 | That the Board approve the sale of parcels 105368799 and 105446842 for \$50 each to the adjacent land owners and the sale of parcel 151030651 for \$1.
- Gleim | Carried |

2014-04-08 – 2120

That the Moose Jaw School Division No. 1 Bursary Fund Inc. continue as a Non-Profit Corporation (effective January 1, 2015) subject to the following:

Carried

- a) That the Moose Jaw School Division No. 1 Bursary Fund Inc. register a business name as “Prairie South Schools Bursary Fund” for use as the public name of the bursary and scholarship fund.
- b) That the Directors of the Moose Jaw and District Bursary Fund continue to be appointed by the Board taking into consideration the following:
 - At least one member of the Board of Directors shall be members of the Prairie South Board of Education.
 - At least one member of the Board of Directors shall be an employee of the Prairie South Board of Education.
- c) That all donations of funds for scholarship and bursaries whether for existing or new scholarships or bursaries for students of the Prairie South School Division shall be required to be paid into the Moose Jaw School Division No. 1 Bursary Fund Inc. and shall when applicable be given a charitable income tax receipt.
- d) That all funds currently held for scholarships and bursaries for students in the Prairie South School Division shall be transferred to and held by the Moose Jaw School Division No. 1 Bursary Fund Inc.
- e) That all funds, donations and trusts given to the Prairie South School Division Board or to legacy boards shall continue to be administered in accordance with the terms and conditions on which such funds, donations and trusts were granted.

- Crabbe

2014-04-08 – 2121

That the Board remove Policy No. 13, Item 5.3 from the Board Policy Handbook.

Carried

- Radwanski

- 2014-04-08 – 2122 That the Board approve the low bid submission from C&S Builders for the Kincaid Washroom/Change Room Upgrade in the amount of \$441,482 for base bid and alternate #1 of the project.
- Gleim
Carried
- The Board break at 11.40 a.m.
- The Board reconvened at 11.44 a.m.
- At 12.10 p.m. Shawn Davidson and Tim McLeod left the board meeting. Shawn Davidson assigned Brian Swanson in charge of the presentation question and answer period.
- That the Board break at 12.20 p.m.
- That the Board will reconvene at 1.00 p.m.
- That the Board reconvened at 1.01 p.m.
- 2014-04-08 – 2123 That the Director of Education accountabilities in the source documents cited in the 2nd Quarter Accountability Report have been met.
- McLeod
Carried
- 2014-04-08 – 2124 That a formal agenda process be developed whereby SCC's or a group or groups' representative thereof may directly pose enquiries, provide reports, and/or make recommendations to the Prairie South Schools Board.
- Swanson
Carried
- 2014-04-08 – 2125 That the recently passed formal agenda process motion be referred to the SSWAG committee for recommendation as to implementation.
- Swanson
Carried
- 2014-04-08 – 2126 That the Prairie South School Division Board of Trustees request the Ministry of Education and the Government of Saskatchewan to establish a province-wide school calendar beginning in the 2015-2016 school year and that a resolution calling for same be submitted to the appropriate SSBA meeting.
- Swanson
Defeated
- Davidson requested motion 2014-04-08 – 2126 be a recorded vote.
In Favour: R. Gleim, T. McLeod, J. Radwanski, B. Swanson, L. Young.

Opposed: D. Crabbe, S. Davidson, J. Jelinski, A. Kessler, G. Wilson.

2014-04-08 – 2127	To engage Prairie South Board members this spring directly with STF, PSTA, CUPE and Out of Scope employees and/or representatives to discuss workplace issues and concerns. - Radwanski	Not voted on
2014-04-08 – 2128	That we engage Prairie South Board members directly with STF, PSTA, CUPE and Out of Scope employees regards to creation of a staff engagement plan. - Radwanski	Not voted on
2014-04-08 – 2129	That we table the amended motion That we engage Prairie South Board members directly with STF, PSTA, CUPE and Out of Scope employees regards to creation of a staff engagement plan” and refer to Advocacy and Networking Committee. - McLeod	Carried
2014-04-08 – 2130	That we arrange the Joint Board meeting with Holy Trinity School Division for the evening of May 20 and move the May 13 Board Planning meeting to May 20. -Kessler	Carried
2014-04-08 – 2131	That the Board give notice to the Coronach Early Learning and Literacy Centre that we will be ending our agreement and contract with them to provide an Early Learning program in CELLC effective June 25, 2014 and that the Board approve the implementation of one school based Prekindergarten program at Coronach School beginning the fall of 2014. - Young Motion was separated into two parts.	Defeated
2014-04-08 – 2132	That the Board give notice to the Coronach Early Learning and Literacy Centre that we will be ending our agreement and contract with them to provide an Early Learning program in CELLC effective June 25, 2014. - Gleim	Defeated
2014-04-08 – 2133	The Board implement a school based prekindergarten program at Coronach School beginning the fall of 2014. - Gleim	Defeated
2014-04-08 – 2134	That the Board accept the monthly reports as presented. - Wilson	Carried

- 2014-04-08 – 2135 That the Board approve Avonlea's overnight excursion to Drumheller, AB as per the outline provided. Carried
- Kessler

Committee Reports

Standing Committees:

Higher Literacy & Achievement

- The committee shared that Moose Jaw had been chosen as the first ever Reading Town in Canada. There will be many events planned in the city and will involve our schools in various ways. In conjunction with Reading Town, promotional and advertising initiatives have been undertaken to promote the PSS reading goal. These will continue through the remainder of the school year.
- The committee provided an update on the Middle Years Reading Team, a group of teachers who are keen to work closely on the reading goal. These teachers are leading the assessment tool and PD selection for grades 5-10.
- Other updates include: PSS is working with Administration and teachers to align the Division plans with the Education Sector Strategic Plan (ESSP), the student advisory group will be presenting at the IT summit on May 5 in Saskatoon, and a group of teachers have stepped forward with interest in providing input and direction for the LITs.

Equitable Opportunities

- The committee provided the board with a PAA project status report.
- Semester one offered 3 PAA online courses (Cow/calf 30, Energy and mines 20, Cosmetology 10) and almost all 56 registered students have completed the courses. Cosmetology 20 and Mines 30 are being developed to be offered in September 2015. Online power engineering 20 and 30 are being developed with Sask Powers power Engineer supporting the curricula development and will be piloted September 2014.
- Service Best teacher training is complete. To date 75 students received certification in 6 schools with another 8 schools to certify an additional 100 students in rural and urban communities. There are 80 students enrolled in the Youth Apprenticeship Certification and 80 students enrolled in the Early Safety Certification.
- Three career snapshots have been created to give students exposure to specific career pathways and align possible credit options, certifications and employment for students. They are: Think Opportunities Think AG, Think Opportunities Think IT, Think Opportunities Think Safety.
- The division will sign several partnership agreements on June 11th, including: South Country Equipment, Ministry of Agriculture, SIAST Business Information Systems advisory group (including SaskTel, Solvra and SaskEnergy), and SaskPower. The Division will be hosting another Open Spaces event on June 11th as well.
- Other updates include possible magnet school programming, equipment purchases, and professional learning days for teachers.

Smooth Transitions

- No report given.

Strong System-Wide Accountability and Governance

- The committee is continuing to work closely with administration on the 2014-15 budget.

Advocacy and Networking

- The committee reminds everyone that the Annual Meeting of Electors is this evening at King George School.

South Hill

- No report was given.

Notice of Motions

2014-04-08 – 2136	That we waive notice of motion on the notice of motion “That any Central Board Office vacant positions not be filled until after adoption of the 2014/15 budget.” - Swanson	Defeated
2014-04-08 – 2137	That any Central Board Office vacant positions not be filled until after adoption of the 2014/15 budget. - Swanson	

Inquiries

What will be the consequences of the defeating of motion 5.12 re Coronach early Learning Centre.
- Young

Motions

2014-04-08 – 2138	That the Board go into closed session at 3.40 p.m. - Crabbe	Carried
2014-04-08 – 2139	That the Board reconvene from closed session at 4.20 p.m. - Radwanski	Carried

Adjournment

2014-04-08 – 2140	That the meeting be adjourned at 4.21 p.m. - Radwanski	Carried
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Shawn Davidson
Chair

B. Girardin
Superintendent of Business and Operations

Next Regular Board Meeting:

Date: May 6, 2014
Location: Central Office, Moose Jaw

AGENDA ITEM

Meeting Date:	May 6, 2014	Agenda Item #:	5.2
Topic:	2014-15 Proposed Budget		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background: The 2014-15 Proposed Budget is attached to this template, which has been prepared in compliance with Public Sector Accounting Standards (PSAS) for Saskatchewan school divisions.

Current Status: In the 2014-15 budget we are showing a deficit of 3.893 million dollars with a cash deficit of 1.290 million dollars as shown on the summary page. The reason for the deficit is that the Board there are non-cash items included in the budget such as amortization in the amount of 5.2 million. Other reasons are that the board has included funding from restricted surplus for the PAA enhancement project and is continuing with the facility renewal program for our buildings. The division has funds available in restricted and unrestricted reserves to cover the cash deficit.

Pros and Cons:

Financial Implications: The cash requirements show that we would need to use \$1,290,354 from net assets in order to complete additional facility renewal projects and continue the PAA Enhancement project.

Governance/Policy Implications:

Legal Implications: The budget is to be submitted to the Ministry no later than June 30, 2014. A board of education shall not incur any expenditures for a fiscal year until the estimates of revenues and expenditures for that fiscal year have been approved by the Minister - Education Act 280 (1).

Communications:

Prepared By:	Date:	Attachments:
Bernie Girardin	April 23, 2014	Proposed 2014-15 Operating and Capital Budget

Recommendation:

The following recommendations are related to budget:

That the Board approve the 2014-15 budget with operating expenses of \$87,138,829 loan payments of \$351,328 and capital expenses of \$2,521,080.

Proposed 2014 - 2015 Budget

Presented May 6, 2014

2014-15 Budget

The 2014-15 Budget was prepared in compliance with Public Sector Accounting Standards (PSAS) for Saskatchewan school divisions. The summary page shows the cash requirements for the proposed budget.

The budget proposes an operating deficit of 3.893 million dollars, with a cash deficit of 1.290 million. There are a few reasons for the deficit:

Included in the operational expenses are non-cash expenditures such as amortization of 5.2 million dollars.

The Board is extending the Facility Renewal Plan (PMR) which will in part be funded by surplus funds in addition to Preventative Maintenance and Renewal funding from the Ministry.

The PAA Enhancement project will be funded by restricted surplus funds set aside for that purpose.

Budget Highlights

- **Reading Strategy**
Prairie South is entering the 2nd year of a 5 year plan to improve reading comprehension across all grade levels. The focus of support for the 2014-15 year will be with middle years teachers including the introduction of a common reading comprehension assessment tool, how to administer the assessment and then how to plan good reading comprehension instruction based on the results. The budget includes financial support to purchase materials, sub costs to cover teachers for professional learning, for purchasing intervention materials as well as financial support for public promotion.
- **Consolidation of Gravelbourg High School and Elementary Schools** has been approved by the Ministry of Education. We do not have final grant numbers from the Ministry therefore the grant is not included in the budget.
- **Preventative Maintenance Renewal (PMR) funding** has increased to 1,094,584 in 2014-15 from 857,465.
- **School Community Councils Initiatives** – Funds continue to be available for SCC initiatives. Funds will be allocated upon Board approval.
- **Facilities Renewal** – The Board is extending the Facility Renewal Plan to a 4th year. The Board will have spent over 11 million dollars over the 4 year period on facility improvements.
- **Teacher salaries** do not include an increase in this budget as the province will cover the cost of a new collective agreement once it has been settled.

REVENUE

The total recognized funding from the ministry for Prairie South is \$79,666,909, 29.8 million of this grant is from taxes and 49.8 million is from ministry grants. Included in this amount is \$513,014 for Pre-Kindergarten and 3,390,120 for Associate Schools.

Total revenue for the division is \$83,245,217.

Capital Grants:

Gravelbourg School Consolidation	TBA
Preventative Maintenance Renewal (PMR)	\$1,094,584

School Generated Funds are funds generated by school fund raising activities. The funds are kept by the school but recorded in the division books. There is an estimated expense of the same amount so it has zero effect on the bottom line.

Complementary Services – This includes Pre-Kindergarten funding and nutrition funding.

External Services – includes Associate School funding; cognitive disabilities funding; reimbursements for staff on secondment and concession sales.

Other revenue includes investments; and facility rentals.

EXPENSES

Governance Expenses will be roughly the same as the prior year. We have included election expenses in the budget although there is not an election in 2014-15, the purpose is to roll this money into restricted surplus at the end of the year so that by the time we get to the election year we will have enough money to fund the next election.

Administration expense is relatively the same as last year there is a small increase overall.

Instruction expense is relatively the same as the prior year as there is not an increase shown for teachers as their collective agreement has not been settled. The Ministry will reimburse boards for the amount that is bargained for.

Plant operations

- Costs are lower for 2014-15 as there is not as much funding available for Facility Renewal this year as in past years.

Transportation

- Costs for fuel are estimated to be 20% higher than in the last budget due to rising fuel prices. The school division has no control over this.
- The other item that has increased significantly is repairs of busses which is estimated to be 10% higher in 2014-15.

Complementary Services:

Expenses in this category include:

- Early Learning including Pre-Kindergarten
- Counselling services
- OTL
- Nutrition

External Service

Expenses include for the most part Associate School costs but also include food services costs, cognitive disability costs.

Capital Budget

The proposed capital expenditures are \$2.5 million dollars consisting of:

Bus Renewal	730,000
Other Vehicles	60,000
Furniture & Eq	498,431
Computer equipment	1,197,710
Computer Software	34,939

Prairie South School Division No. 210
Consolidated Statement of Operations and Accumulated Surplus (Deficit)
2014-15 Proposed Budget

	2014-15 Proposed Budget	2013-14 Approved Budget	2012-13 Actual
REVENUES			
Property Taxation	29,795,904	29,505,075	29,791,364
Grants	47,423,971	47,696,666	49,221,565
Tuition and Related Fees	99,752	97,458	44,325
School Generated Funds	1,238,000	1,228,000	1,197,220
Complementary Services	555,226	523,791	826,977
External Services	3,734,864	4,561,943	3,802,200
Other	397,500	562,125	797,029
Total Revenues (Schedule A)	83,245,217	84,175,058	85,680,680
EXPENSES			
Governance	575,811	581,673	517,585
Administration	3,441,556	3,337,589	1,797,894
Instruction	55,543,205	55,533,596	55,475,772
Plant	13,081,956	13,743,185	15,428,857
Transportation	7,483,576	7,235,312	6,851,881
Tuition and Related Fees	75,000	72,500	91,929
School Generated Funds	1,238,000	1,228,000	1,134,496
Complementary Services	2,096,934	2,110,889	2,215,351
External Services	3,538,238	4,374,876	3,860,655
Other Expenses	65,216	81,816	114,996
Total Expenses (Schedule B)	87,139,492	88,299,436	87,489,416
Surplus (Deficit) for the Year	(3,894,275)	(4,124,378)	(1,808,736)

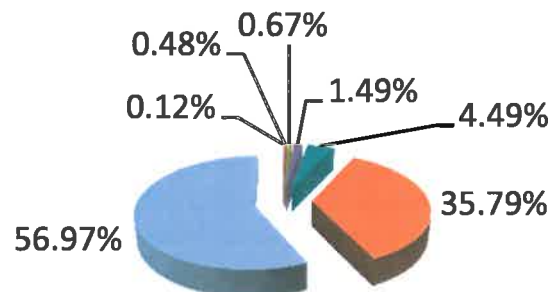
CASH REQUIREMENTS

Tangible Capital Assets	
(-) Purchases	2,521,080
(-) Capital Purchases from Surplus	
(+) Proceeds from Disposals	-
Long Term Debt Including Capital Leases:	
(-) Repayments of the year	351,328
(+) Debt issued during the year	-
Non-Cash Gain/Expenses:	
(+) Amortization Expense	5,223,466
(-) Gain on Disposal	
(+) Loss on disposal of tangible capital assets	0
(+) Write -Down of tangible capital assets	
(+) Employee Future Benefit Expenses	252,200
Other Cash Requirements	
(-) Expected employee future benefit payments	0
Net Cash	(1,291,017)

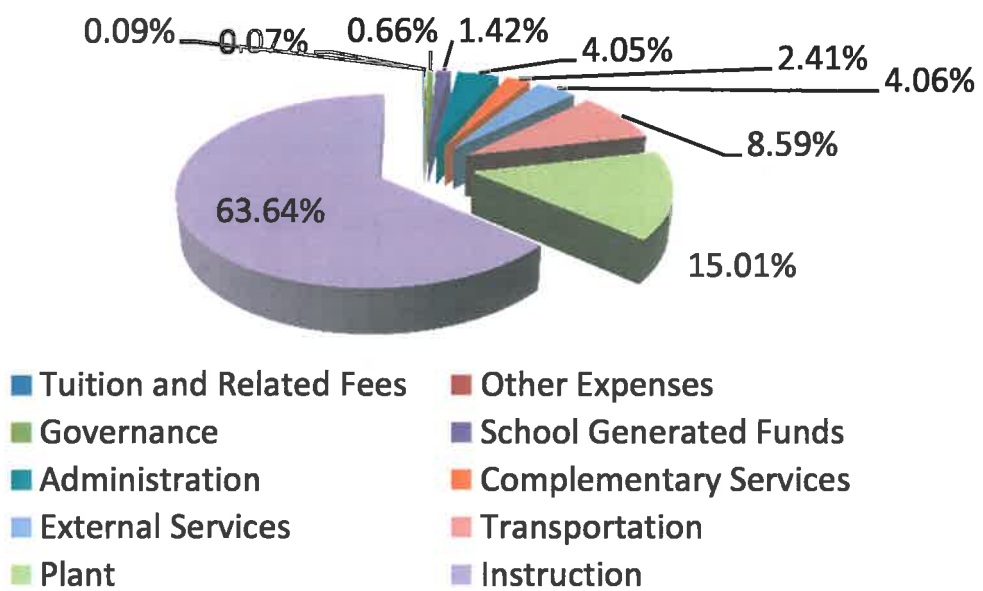
Projected Revenue

2013-14

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



Projected Expenditures 2013-14



Salary Costs vs Operational Costs

Operational Costs
26%



Salary & Benefits
74%

Prairie South School Division No. 210
Schedule A: Supplementary Details of Consolidated Revenue
2014-15 Proposed Budget

	2014-15 Proposed Budget	2013-14 Approved Budget	2013-14 Actual
Property Taxation Revenue			
Tax Levy Revenue:			
Property Tax Levy Revenue (<i>net Education Tax Credit</i>)	28,405,904	29,505,075	28,086,859
Revenue from Supplemental Levies	120,000	-	111,207
Total Property Tax Revenue	28,525,904	29,505,075	28,198,066
Grants in Lieu of Taxes:			
Federal Government	504,347	-	488,959
Provincial Government	234,012	-	241,972
Railways	338,726	-	408,657
Other	269,582	-	276,151
Total Grants in Lieu of Taxes	1,346,667	-	1,415,739
Other Tax Revenues:			
Treaty Land Entitlement - Urban	-	-	-
Treaty Land Entitlement - Rural	-	-	-
House Trailer Fees	100,000	-	117,213
Total Other Tax Revenues	100,000	-	117,213
Additions to Levy:			
Penalties	153,333	-	175,467
Other	10,000	-	6,687
Total Additions to Levy	163,333	-	182,154
Deletions from Levy:			
Discounts	-	-	(333,143)
Cancellations	(340,000)	-	(328,674)
Other Deletions	-	-	(25,975)
Total Deletions from Levy	(340,000)	-	(687,792)
Total Property Taxation Revenue	29,795,904	29,505,075	29,225,380
Grants:			
Operating Grants			
Ministry of Education Grants:			
K-12 Operating Grant	45,955,387	45,781,201	50,133,967
Education Property Tax Credit			
Other Ministry Grants	267,500	276,000	91,898
Total Ministry Grants	46,222,887	46,057,201	50,225,865
Other Provincial Grants	42,000	32,000	252,255
Federal Grants	-	-	-
Grants from Others	-	-	55,777
Total Operating Grants	46,264,887	46,089,201	50,533,897
Capital Grants			
Ministry of Education Capital Grants	1,094,584	1,607,465	2,154,402
Other Capital Grants	64,500	-	11,207
Total Capital Grants	1,159,084	1,607,465	2,165,609
Total Grants	47,423,971	47,696,666	52,699,506

Prairie South School Division No. 210
Schedule A: Supplementary Details of Consolidated Revenue
2014-15 Proposed Budget

	2014-15 Proposed Budget	2013-14 Approved Budget	2013-14 Actual
Tuition and Related Fees Revenue			
Operating Fees:			
Tuition Fees:			
School Boards	30,000	30,000	27,775
Federal Government and First Nations	12,794	10,500	12,532
Individuals and Other	56,958	56,958	1,450
Total Tuition Fees	99,752	97,458	41,757
Transportation Fees	-	-	-
Other Related Fees	-	-	-
Total Operating Tuition and Related Fees	99,752	97,458	41,757
Capital Fees:			
Federal/First Nations Capital Fees	-	-	-
Total Capital Tuition and Fees	-	-	-
Total Tuition and Related Fees Revenue	99,752	97,458	41,757
School Generated Funds Revenue			
Curricular Fees:			
Student Fees	17,931	17,786	18,949
Other	-	-	-
Total Curricular Fees	17,931	17,786	18,949
Non-Curricular Fees:			
Commercial Sales - GST	775,398	769,134	819,438
Commercial Sales - Non-GST	37,922	37,616	40,076
Fundraising	128,690	127,650	135,999
Grants and Partnerships	97,970	97,178	103,534
Students Fees	159,925	158,633	169,008
Other	20,166	20,003	21,311
Total Non-Curricular Fees	1,220,069	1,210,214	1,289,366
Total School Generated Funds Revenue	1,238,000	1,228,000	1,308,315
Complementary Services			
Operating Grants:			
Ministry of Education Operating Grants:			
Ministry of Education-Foundation Operating Grant	513,014	511,478	509,664
Ministry of Education Grants-Other	-	-	102,409
Other Provincial Grants	-	-	-
Federal Grants	-	-	-
Other Grants	42,212	12,313	14,055
Total Operating Grants	555,226	523,791	626,128
Capital Grants			
Ministry of Education Capital Grant	-	-	-
Other Capital Grants	-	-	-
Total Capital Grants	-	-	-
Fees and Other Revenue			
Tuition and Related Fees	-	-	-
Gain on Disposal of Capital Assets	-	-	-
Other Revenue	-	-	1,104
Total Fees and Other Revenue	-	-	1,104
Total Complementary Services Revenue	555,226	523,791	627,232

Prairie South School Division No. 210
Schedule A: Supplementary Details of Consolidated Revenue
2014-15 Proposed Budget

	2014-15 Proposed Budget	2013-14 Approved Budget	2013-14 Actual
External Services			
Operating Grants:			
Ministry of Education Operating Grants:			
Ministry of Education-Foundation Operating Grant	3,390,120	4,106,860	3,542,082
Ministry of Education Grants-Other	-	-	-
Other Provincial Grants	69,700	69,700	-
Federal Grants	-	-	-
Other Grants	-	-	86,364
Total Operating Grants	3,459,820	4,176,560	3,628,446
Capital Grants			
Ministry of Education Capital Grant	-	-	-
Other Capital Grants	-	-	-
Total Capital Grants	-	-	-
Fees and Other Revenue			
Tuition and Transportation Fees	-	-	3,766
Gain on Disposal of Capital Assets	-	-	-
Other Revenue	275,044	385,383	468,679
Total Fees and Other Revenue	275,044	385,383	472,445
Total External Services Revenue	3,734,864	4,561,943	4,100,891
Other Revenue			
Miscellaneous Revenue	88,500	228,150	325,481
Sales & Rentals	59,000	58,975	59,782
Investments	250,000	275,000	294,331
Gain on Disposal of Capital Assets	-	-	8,545
Total Other Revenue	397,500	562,125	688,139
TOTAL REVENUE FOR THE YEAR	83,245,217	84,175,058	88,691,220

Prairie South School Division No. 210
Schedule B: Supplementary Details of Consolidated Expenses
2013-14 Proposed Budget

	2014-15 Proposed Budget	2013-14 Approved Budget	2012-13 Actual
Governance Expense			
Board Members Expense	214,466	213,966	198,551
Conventions - Board Members	62,100	61,500	50,538
School Community Councils	53,400	79,400	42,013
Conventions - School Community Councils	-	-	55,490
Elections	16,000	12,000	-
Other Governance Expenses	229,845	214,807	254,172
Amortization of Tangible Capital Assets	-	-	-
Total Governance Expense	575,811	581,673	600,764
Administration Expense			
Salaries	2,536,871	2,462,016	1,048,801
Benefits	361,541	337,448	178,438
Supplies & Services	219,205	239,951	198,522
Non-Capital Furniture & Equipment	975	850	705
Building Operating Expenses	104,800	104,600	209,678
Communications	36,850	35,750	31,886
Travel	71,060	42,060	5,135
Professional Development	77,760	70,360	22,950
Amortization of Tangible Capital Assets	32,494	44,554	29,746
Total Administration Expense	3,441,556	3,337,589	1,725,861
Instruction Expense			
Instructional (Teacher & LEADS Contract) Salaries	37,854,427	37,758,694	39,152,543
Instructional (Teacher & LEADS Contract) Benefits	2,244,284	2,246,672	2,277,999
Program Support (Non-Teacher Contract) Salaries	7,616,192	7,518,013	7,880,435
Program Support (Non-Teacher Contract) Benefits	1,576,344	1,680,096	1,759,846
Instructional Aids	1,629,314	1,589,965	1,531,968
Supplies & Services	911,142	940,919	1,081,372
Non-Capital Furniture & Equipment	333,991	310,123	293,517
Communications	315,723	319,073	263,726
Travel	217,623	245,773	288,789
Professional Development	595,413	558,732	486,138
Student Related Expense	531,815	519,015	522,628
Amortization of Tangible Capital Assets	1,716,937	1,846,521	1,651,476
Total Instruction Expense	55,543,205	55,533,596	57,190,437

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

	2014-15 Proposed Budget	2013-14 Approved Budget	2012-13 Actual
Plant Operation & Maintenance Expense			
Salaries	3,369,160	3,298,980	3,475,738
Benefits	785,047	801,068	665,567
Supplies & Services	50,450	19,950	33,005
Non-Capital Furniture & Equipment	19,600	19,000	31,373
Building Operating Expenses	6,184,024	6,921,925	8,493,516
Communications	14,000	10,000	11,482
Travel	104,000	98,000	136,810
Professional Development	14,280	14,280	10,194
Amortization of Tangible Capital Assets	2,541,395	2,559,982	2,418,598
Total Plant Operation & Maintenance Expense	13,081,956	13,743,185	15,276,283
Student Transportation Expense			
Salaries	3,390,897	3,330,703	3,213,658
Benefits	753,232	771,690	740,421
Supplies & Services	1,362,008	1,151,255	1,236,443
Non-Capital Furniture & Equipment	495,900	450,710	527,412
Building Operating Expenses	89,500	91,250	94,952
Communications	30,650	20,650	22,178
Travel	1,200	2,000	1,289
Professional Development	14,500	7,500	13,772
Allowances & Special Events Transportation	416,274	441,474	453,051
Amortization of Tangible Capital Assets	929,415	968,080	909,910
Total Student Transportation Expense	7,483,576	7,235,312	7,213,086
Tuition and Related Fees Expense			
Tuition Fees	75,000	72,500	76,430
Transportation Fees	-	-	-
Other Fees	-	-	-
Total Tuition and Related Fees Expense	75,000	72,500	76,430
School Generated Funds Expense			
Supplies & Services	54,079	53,642	53,317
Cost of Sales	592,935	588,145	584,585
Non-Capital Furniture & Equipment	-	-	-
Special Programs	293,331	290,961	289,200
School Fund Expenses	297,656	295,251	293,464
Amortization of Tangible Capital Assets	-	-	-
Total School Generated Funds Expense	1,238,000	1,228,000	1,220,566

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

	2014-15 Proposed Budget	2013-14 Approved Budget	2012-13 Actual
Complementary Services Expense			
Tuition Fees	17,000	17,000	-
Transportation Fees	-	-	-
Other Fees	-	-	-
Administration Salaries & Benefits	-	-	-
Instructional (Teacher & LEADS Contract) Salaries & Benefits	899,719	956,526	970,257
Program Support (Non-Teacher Contract) Salaries & Benefits	773,880	700,983	765,593
Plant Operation & Maintenance Salaries & Benefits	-	-	-
Transportation Salaries & Benefits	-	-	-
Instructional Aids	-	-	-
Supplies & Services	300,400	316,400	331,517
Non-Capital Furniture & Equipment	-	-	-
Building Operating Expenses	-	-	-
Communications	3,300	3,300	4,699
Travel	17,200	18,200	48,511
Professional Development (Non-Salary Costs)	8,500	6,500	15,028
Student Related Expenses	73,710	91,980	101,980
Contracted Transportation & Allowances	-	-	-
Amortization of Tangible Capital Assets	3,225	-	2,949
Loss on Disposal of Tangible Capital Assets	-	-	-
Write-Down of Tangible Capital Assets	-	-	-
Total Complementary Services Expense	2,096,934	2,110,889	2,240,534
External Service Expense			
Tuition Fees	-	-	-
Transportation Fees	-	-	-
Other Fees	1,057,789	1,454,289	1,093,282
Administration Salaries & Benefits	355,031	355,031	-
Instructional (Teacher & LEADS Contract) Salaries & Benefits	1,857,610	2,294,585	2,766,395
Program Support (Non-Teacher Contract) Salaries & Benefits	142,558	152,221	120,058
Plant Operation & Maintenance Salaries & Benefits	-	-	-
Transportation Salaries & Benefits	-	-	2,615
Instructional Aids	-	-	-
Supplies & Services	5,080	5,080	3,570
Non-Capital Furniture & Equipment	-	-	866
Building Operating Expenses	8,300	8,900	15,218
Communications	650	650	514
Travel	11,200	11,200	2,407
Professional Development (Non-Salary Costs)	3,760	3,760	1,381
Student Related Expenses	96,260	89,160	78,637
Contracted Transportation & Allowances	-	-	-
Amortization of Tangible Capital Assets	-	-	1,435
Loss on Disposal of Tangible Capital Assets	-	-	-
Write-Down of Tangible Capital Assets	-	-	-
Total External Services Expense	3,538,238	4,374,876	4,086,378

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

	2014-15 Proposed Budget	2013-14 Approved Budget	2012-13 Actual
Other Expense			
Interest and Bank Charges:			
Current Interest and Bank Charges	-	100	15
Interest on Debentures			
School Facilities	-	-	-
Other	-	-	-
Interest on Other Capital Loans and Long Term Debt			
School Facilities	-	-	-
Other	65,216	81,716	97,441
Total Interest and Bank Charges	65,216	81,816	97,456
Loss on Disposal of Tangible Capital Assets	-	-	-
Write-Down of Tangible Capital Assets	-	-	-
Provision for Uncollectable Taxes	-	-	-
Total Other Expense	65,216	81,816	97,456
TOTAL EXPENSES FOR THE YEAR	87,139,492	88,299,436	89,727,795

Tangible Capital Budget	Buildings	School Busses	Other Vehicles	Pooled Furn & Eq	Pooled Computer/Audio Equipment	Computer Software	Total
Administration							
Total Administration	-	-	-	4,000	2,500	-	6,500
Instruction							
Total Instruction	-	-	-	285,831	1,170,210	24,939	1,480,980
Plant & Operations							
Total Plant & Operations	-	-	60,000	202,600	25,000		287,600
Transportation							
Total Transportation	-	730,000	-	6,000	-	10,000	746,000
Total Capital Expenditures	-	730,000	60,000	498,431	1,197,710	34,939	2,521,080
Less: Ministry Funding							-
Cash Required	-	730,000	60,000	498,431	1,197,710	34,939	2,521,080

AGENDA ITEM

Meeting Date:	May 6, 2014	Agenda Item #:	5.3.1
Topic:	Notice of Motion: Central Office Staff Vacant Positions		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background:

At the regular Board meeting of April 8, 2014 the following Notice of Motion was made: That any Central Board Office vacant positions not be filled until after adoption of the 2014/15 budget.

Current Status:

Pros and Cons:

Financial Implications:

**Governance/Policy
Implications:**

Legal Implications:

Communications:

Prepared By:	Date:	Attachments:
Jeff Finell	April 28, 2014	

Recommendation:

That the Board defeat this motion.

AGENDA ITEM

Meeting Date:	May 6, 2014	Agenda Item #:	5.4
Topic:	Dates of Regular Board Meetings and Planning Meetings		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background:

Under Board Policy Handbook Policy 2 the Board sets an annual work plan. This plan includes scheduled dates for regular Board meetings and planning meetings. Attached is a schedule of these meetings for 2014-15.

Current Status:

Pros and Cons:

Financial Implications:

**Governance/Policy
Implications:**

Legal Implications:

Communications:

Prepared By:	Date:	Attachments:
Jeff Finell	April 29, 2014	Proposed Dates of Regular Board Meetings and Planning Meetings

Recommendation:

That the Board approve the schedule of Regular meetings dates and planning meetings for the 2014-15 year as presented.

BOARD MEETINGS AND BOARD PLANNING MEETINGS

2014-2015

September	<ul style="list-style-type: none">• Regular and Organizational Meeting: September 2• Planning Meeting: September 16
October	<ul style="list-style-type: none">• Regular Meeting: October 7• Planning Meeting: October 21
November	<ul style="list-style-type: none">• Regular Meeting: November 4• Accountability Report: Higher Literacy & Achievement• Special Meeting & Planning Meeting: November 21 to approve the Audited Financial Statement and Annual Report
December	<ul style="list-style-type: none">• Regular Meeting: December 2
January	<ul style="list-style-type: none">• Regular Meeting: January 6• Accountability Report: Equitable Opportunities• Accountability Report: 1st Quarter – Business• Planning Meeting: January 20
February	<ul style="list-style-type: none">• Regular Meeting: February 3• Accountability Report: Strong System-Wide Accountability & Governance• Planning Meeting: February 24
March	<ul style="list-style-type: none">• Regular Meeting: March 3• Accountability Report: Smooth Transitions
April	<ul style="list-style-type: none">• Regular Meeting: April 14• Accountability Report: 2nd Quarter – Business• Accountability Report: Nutrition• Annual Meeting of Electors: April 14• Planning Meeting: April 21
May	<ul style="list-style-type: none">• Regular Meeting: May 5• Budget Approval• Planning Meeting: May 26
June	<ul style="list-style-type: none">• Regular Meeting: June 2• Accountability Report: 3rd Quarter – Business

AGENDA ITEM

Meeting Date:	May 6, 2014	Agenda Item #:	5.5
Topic:	Joint Meeting with Holy Trinity School Division		
Intent:	<input type="checkbox"/> Decision	<input checked="" type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background:

A Joint Meeting with Holy Trinity School Division is scheduled for Tuesday, May 20. It is Holy Trinity's turn to host the meeting. Arrangements have been made at the Heritage Inn, 1550 Main Street North, Moose Jaw. A meet and greet will begin at 5:30 p.m. and the meal at 6:00 p.m. The formal meeting part of the program will follow the meal.

Current Status:

The Prairie South Board has identified three agenda items from the last regular meeting. These agenda items are:

1. Efficiencies
 - Procurement
 - Transportation
 - Facilities
2. SCC Professional Development
3. Major Capital Update

Holy Trinity will identify their agenda items at their May 5 Board meeting.

Pros and Cons:

Financial Implications:

Governance/Policy Implications:

Legal Implications:

Communications:

Prepared By:	Date:	Attachments:
Jeff Finell	April 28, 2014	

Recommendation:

Board Discussion.

AGENDA ITEM

Meeting Date:	May 6, 2014	Agenda Item #:	5.6
Topic:	Grade 8 - 9 Retention Accountability Report		
Intent:	<input checked="" type="checkbox"/> Decision <input type="checkbox"/> Discussion <input type="checkbox"/> Information		

Background:

According to the yearly work plan of the Board of Education an Accountability Report regarding Grade 8 - 9 Retention is to be presented to the Board in May of each year.
Please see the attached Grade 8 - 9 Retention Accountability Report.

Current Status:

Pros and Cons:

Financial Implications:

**Governance/Policy
Implications:**

Legal Implications:

Communications:

Prepared By:	Date:	Attachments:
Derrick Huschi		Grade 8 - 9 Retention Accountability Report

Recommendation:

That the Director of Education accountabilities mandated in the source documents cited in the Grade 8 - 9 Retention Accountability Report have been fully met.

2012-2013 Grade 8-9 Retention Accountability Report

Prepared by Derrick Huschi, Superintendent of School Operations

Source Documents

Policy 12

Section 2 Educational leadership

- RE 2.2 Ensures students in the Division have the opportunity to meet standards of education set by the Minister.
- QI 2.1 Conducts an analysis of student success and ensures development of action plans to address concerns.
- QI 2.2 Identifies trends and issues related to student achievement to inform the setting of yearly priorities and outcomes.

Section 7 Continuous Improvement and Accountability Framework (CIAF) Planning and Reporting

- RE 7.1 Leads the CIAF planning process including the development of Division goals, budget and facilities.
- QI 7.2 Develops short and long-range plans to meet the needs of the Division and provide for continuous improvement.

Administrative Procedure 100 Continuous Improvement Accountability Framework (CIAF)

Planning in public education is an essential part of ensuring that all students have equitable opportunities to acquire the knowledge, skills and attitudes they need to be self-reliant, responsible, caring and contributing citizens. Planning ensures resources for public education are used for optimal results.

Education Sector Strategic Plan

As part of the Ministries Outcome Plan for Graduation rates, the implementation plan includes the following actions:

- 1) Students entering grade 9 will develop a graduation and transition from high school using “MyBlueprint” database.
- 2) Analyze middle years tracking regarding grade 7-10 transition and develop an action plan for improvement.

Evidence

➤ Background

In Moose Jaw, there are no high school catchment areas allowing students to attend their high school of choice.

➤ 2014-15 Grade 9 Registration Numbers

School	Central	Peacock	Riverview	Other	Total
Empire	3	11	0		14
King George	18	22	5		45
Lindale	6	25	6	1 (CPT)	38
Palliser Heights	11	29	2		42
Prince Arthur	17	16	4		37
Sunningdale	15	15	1		31
Westmount	5	23	1		29
William Grayson	5	5	0		13
Holy Trinity	4	15	2		21
Cornerstone	1		0		1
Other	1	1	1		3
TOTAL	89	162	22	1	274

➤ Three Year Summary of Prairie South students based on preliminary numbers

	2012-2013	2013-2014	2014-2015
Riverview	7%	7%	8%
Central	35%	38%	33%
Peacock	58%	55%	59%

➤ Strategic Plan

- In March, all students are bussed to the three high schools for a tour and information session. At this time, students receive a Prairie South Registration Booklet that contains information for all three high schools. Parents are invited to attend an open house at each school a couple of days later. At this time, schools answer questions and provide tours of the facility.
- After the tours are completed, students, teachers, and administrators complete a High School Registration Procedures Survey to help guide the next year's tours and format. (Please see attached survey)
- Grade 8 students in Moose Jaw meet with the Health Promotions Coordinator of the Five Hills Health Region and students from each of the high schools to discuss: issues of concern to grade 8's, how to respond to certain situations, and dispel some of the myths from the facts in hopes of reducing anxiety while transitioning from grade 8 to grade 9. (Please see attached sample from last year)

- Within the Moose Jaw schools, intake meetings are held regarding each student moving from Grade 8 to Grade 9 to discuss student support needs, programming and other information necessary for a smooth transition to high school. (Please see attached intake form)
- Our Alternate School in the city of Moose Jaw – John Chisholm – meets with elementary school teachers in January/February of each year to identify students who may be at risk when making the transition from prek-8 to one of our high schools. JC outreach staff form a relationship with the students in the second half of their grade 8 year and assist with school tours, registration, practice days and the also accompany the student to grade 9 if necessary until they are comfortably settled and warmly transferred to a high school contact person.
- Board funding to support PAA Enhancement Project. The goal is to expand PAA credit and certification options to provide quality high school programming regardless of location and size of school
- Career Development Consultants provide resources and supports to students, parents and schools to build pathways to successful adulthood and rewarding employment opportunities for our youth. Monthly Career Updates are distributes to high school students, teachers, and parents and well as numerous resources posted on web-site
- Career Development Consultants provide service to all rural schools to ensure informed decisions are being made for career pathways. Services are delivered through group presentations, face to face and online career counseling sessions.
- Our division offers many opportunities for students with diverse needs to meet their highest potential. Our classrooms are inclusive communities where eIIP goals are implemented and monitored; parents are involved and engaged partners in the planning, implementing and monitoring of Inclusion and Intervention Plans. We have approximately 350 students with intensive needs and work collaboratively to support them in their home schools. We offer a Lifeskills program for high school students at Riverview Collegiate in Moose Jaw.

Administrative Issues

- At times we lack pertinent information necessary for proper programming for students arriving from outside our division.
 - Response: We have arranged for intake meeting with all Holy Trinity students to best understand student's needs and programming.
When students arrive from outside Moose Jaw, administration will attempt to receive all pertinent programming information (cumulative folder, report card, transcripts, etc.) prior to registering them in classes.

Governance Implications

- That the Board continue to support the current format for touring students through all the high schools.

High School Registration Procedures Survey

School: _____

1. Administrators

- a. Are you in favour of continuing with this format for next year?

YES

NO

- b. What did you like about this format?

- c. What were some of the concerns or drawbacks of this format?

- d. If we were going to continue with this format, what changes would you like to see happen to improve the format?

2. Grade 8 Teachers (high school teachers involved in initiative)

- e. Are you in favour of continuing with this format for next year?

YES

NO

- f. What did you like about this format?

- g. What were some of the concerns or drawbacks of this format?

- h. If we were going to continue with this format, what changes would you like to see happen to improve the format?

3. Grade 8 Students

- i. Are you in favour of continuing with this format for next year?

YES

NO

- j. What did you like about this format?

- k. What were some of the concerns or drawbacks of this format?

- l. If we were going to continue with this format, what changes would you like to see happen to improve the format?

Bridges Timeline with Students

Some of the information they might want to prepare:

- 1) Group Discussions: Information on Classes/Teachers/Counsellors
 - a) Information on all the classes available at CCI, A.E.P, RVCI
 - b) Who teaches the classes (usually)?
 - c) Is there anyone outside of schools that I could talk to? (eg: Open Connections/CYS)
 - d) Who is the principal/vice-principal? What are they like?
 - e) Who is the administrative staff? What are they like?
 - f) How hard is it to get around at CCI, AEP, RVCI?
 - g) What if I get lost?
 - h) What is the situation with lockers? Where do grade nines usually go for their lockers?
 - i) How long is lunch?
 - j) Where do people usually go for lunch?
 - k) What happens if I skip school?
 - l) What happens if I get detention?
- 2) Group Discussions: Outside of School Activities
 - a) Information on all the activities available through CCI, A.E.P., RVCI outside of class hours
 - b) How do the sports teams do? What sports are available?
 - c) How is the SRC/SLC/SGA?
 - d) Is there a yearbook club?
 - e) Are there a Girls/Boys Group?
- 3) Group Discussions: School Spirit/Peer Pressure/Drugs/Alcohol
 - a) What was it like going to high school?
 - b) Was it hard to make new friends?
 - c) What is the atmosphere at CCI, AEP, RVCI?
 - d) Do you have school spirit days?
 - e) Am I going to get "Freshied"?
 - f) Are the seniors nice to the grade 9s?
 - g) What is peer pressure like at CCI, AEP, RVCI?
 - h) Will I get pressured to drink?
 - i) Will I get pressured to do drugs?
 - j) Will I get pressured to date?
 - k) What grade do people usually start going to "parties"?
 - l) What happens to people who go to parties and don't want to drink?

These are some questions they could ask, and I am sure there are many more but this is just a rough outline of information that the girls could be prepared to answer. The leaders are in charge for the whole morning.

Things to consider:

- I think going to the Elementary schools is imperative because it allows the grade eights to feel safe and comfortable to ask the questions in a location that they know, rather than having to go to the high school and feeling uncomfortable.
- We are looking at two students from each high school (6 in total) ideally it would be one boy and one girl.
- A counsellor needs to be present at all presentations (8 in total).
- The grade 8's will be divided into the schools they are attending so that questions are school specific
- Location/Format will be important....Make the setting inviting, not intimidating.

Suggested Timeline (1 Hour at Each School):**June 4th:**

9:00 – 10:00am – Sunningdale

10:30am – 11:30am – Prince Arthur

1:00pm – 2:00pm – Westmount

2:15pm – 3:15pm - Empire

June 5th:

9:00 – 10:00am – William Grayson

10:30am – 11:30am – King George

1:00pm – 2:00pm – Lindale

2:15pm – 3:15pm – Palliser

Below is an idea of a timeline:

9:00am – Introductions to Bridges Program and CCI Students

9:00am – 9:15am: Introduction and Ice Breaker Activity

9:15am - 9:30am: Group Discussions: Information on Classes and Teachers

9:30am – 9:45am: Group Discussions: Outside of School Activities

9:45am – 10:00am: Group Discussions: School Spirit/Peer Pressure/Drugs/Alcohol

10:00pm – 10:15am: Wrap - Up

Training of CCI, RVCI, AEP Students:

- Target Grade: Either 10 or 11 (grade 12s are gone by the time the grade 8s come in, and Grade 9s might not have experienced everything to feel comfortable asking questions, especially if they know some of the grade 8s and their might be history/complications.)
- Training could be a during a lunch hour at CCI, AEP or RVCI. The entire group could come for 12:00pm; we'll meet in a room and eat while discussing the importance of why we are doing the bridges program.
- Topics to discuss while training:
 - o Coming prepared with information about your school
 - o Being honest
 - o Being appropriate
 - o Keeping the conversation flowing
 - o Focusing on the students question and trying to reframe from using personal experiences, but rather a generalized answer. (eg: is there any drugs at NAME OF SCHOOL? I smoke pot all the time so it is ok. – personal. There are some people who definitely do drugs at NAME OF SCHOOL, although there are people who don't, so it's really who you want to hang out with – general.)

School Name

Grade 8 Transition Form 2013/2014

Student Name:			School Attended:		
Parents Name:			Contact Teacher:		
Student Support	Academic Overview	ROA/SSP Strategies	Social Support	Extra Curricular	Inter- Agency Involvement
<ul style="list-style-type: none"> IIP ROA SSP Reduced Alternate SLP OT Ed Psych School Counsellor Outreach Other: <p>Reduced Programming in:</p> <p></p> <p></p> <p>Assessments:</p> <p>le: Date WISC</p> <ul style="list-style-type: none"> 	<p>_____ Math</p> <p>_____ ELA</p> <p>_____ Social</p> <p>_____ Science</p> <p>Student Strengths:</p> <p>Challenges or Area of Concern:</p> <p>Attendance:</p>	<ul style="list-style-type: none"> Motivation Organization Attention Reading Written Expression Memory Oral Expression Hearing Vision Fine/Gross Motor Math computation Math word problems Following Directions Frustration / Anger Social Interactions 	<p>Please use the rating scale to identify the following characteristics: “1” being the weakest and “3”being the strongest.</p> <ul style="list-style-type: none"> Positive Leader 1 2 3 Cooperative 1 2 3 Independent Worker 1 2 3 Self- Concept 1 2 3 <p>Peer Interactions:</p> <p>Put together with:</p> <p>_____</p> <p>_____</p> <p>Don’t put together with:</p> <p>_____</p> <p>_____</p> <p>Family Dynamics:</p> <p>_____</p> <p>_____</p> <p>Resides with:</p> <p>_____</p> <p>_____</p>	<p>School</p> <ul style="list-style-type: none"> Badminton Basketball Volleyball Track and Field Cross Country Student Council Band Choral Drama Yearbook <p>Outside School</p> <ul style="list-style-type: none"> Hockey Lacrosse Swimming Dance Football Soccer Curling Music Baseball Other 	<ul style="list-style-type: none"> Mental Health Justice Police Social Services Family Outreach Autism Spectrum Disorders Program (Cathy Fieldgate) Shared Services Mentorship Program (YMCA) Cog Dis Team Lead: _____ <input type="checkbox"/> Mentor <input type="checkbox"/> Consultant Services <p>Other:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>Relevant Medical Information</p>

Comments or Concerns: _____

AGENDA ITEM

Meeting Date:	May 6, 2014	Agenda Item #:	5.7
Topic:	Letter from Trent Wotherspoon, MLA		
Intent:	<input type="checkbox"/> Decision	<input checked="" type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background: Attached is a letter from Trent Wotherspoon, MLA and Official Opposition critic for Education.

Current Status:

Pros and Cons:

Financial Implications:

**Governance/Policy
Implications:**

Legal Implications:

Communications:

Prepared By:	Date:	Attachments:
Jeff Finell	April 23, 2014	Letter from Trent Wotherspoon, MLA

Recommendation:
Board discussion.



Saskatchewan Legislative Assembly

April 17, 2014

Member

Prairie South School Division No. 210
15 Thatcher Drive East
MOOSE JAW SK S6J 1L8

Dear School Division Board Chair, Board Members, Director and CFO:

My colleagues and I in the Official Opposition Caucus appreciated receiving a copy of the April 16, 2014 letter from Saskatchewan School Boards Association President Janet Foord to Education Minister Don Morgan, where she spelled out a number of concerns regarding the current funding and support provided to school divisions by this government.

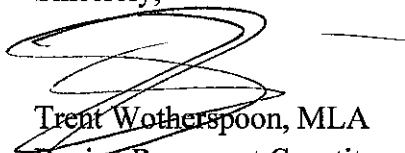
I had the pleasure of attending a portion of your Spring Assembly where I heard first-hand about the successes and challenges facing the education system in our province. My travels across Saskatchewan over the past several months have also given me the opportunity to speak directly with many of you about the issues you are trying to address in your area of the province.

I would like to invite you, individually or as a board, to share your perspective about the impact government decisions and current funding are having in your school division. Your input will go a long way in assisting me in fulfilling my role as the Official Opposition critic for Education where it remains my goal to ensure every student gets the support they need to reach their full potential. It is important to ensure the dialogue continues to help school boards meet the needs of educators and students across the province.

Please do not hesitate to contact my office at any time. I look forward to hearing from you. I can be reached at 306-565-2444 or by email at t.wotherspoon.mla@sasktel.net.

Thank-you for your leadership in education in our province.

Sincerely,



Trent Wotherspoon, MLA

Regina Rosemont Constituency

Deputy Leader and Official Opposition critic for Education

AGENDA ITEM

Meeting Date:	May 6, 2014	Agenda Item #:	5.8
Topic:	SSBA Resolutions and Policy Development Committee		
Intent:	<input type="checkbox"/> Decision <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Information		

Background: SSBA has requested feedback from boards regarding the Proposed Position Statements.

This feedback is required by them no later than May 16, 2014.

Current Status:

Pros and Cons:

Financial Implications:

**Governance/Policy
Implications:**

Legal Implications:

Communications:

Prepared By:	Date:	Attachments:
Shawn Davidson	April 28, 2014	SSBA Resolutions and Policy Development Committee – Proposed Position Statements – Request for Feedback

Recommendation:
Board discussion.

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

March 2014

This package contains:

- Draft Position Statements for review:
 - Position Statement on “Local Governance of Education”; (resulting from the required cyclical review of existing position statements)
 - Position Statement on “Student Achievement”; (resulting from the required cyclical review of existing position statements)
 - Position Statement on “Education Finance”; (resulting from the required cyclical review of existing position statements)
 - Position Statement on “Facilities Funding”; (resulting from the required cyclical review of existing position statements) and
- One Feedback form for submission of comments and suggestions on the 4 Position Statements.

We request feedback from your board of education and CEF as soon as possible but no later than May 16, 2014.

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

Association Position Statements

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

Position Statement – Local Governance of Education

POSITION 1.2: Local Governance of Education

Locally elected boards of education/ Conseil scolaire fransaskois (CSF) act to reflect the interests and educational needs of the communities they serve.

1. School governance decisions are guided by what is in the best interest of student learning for all students in the school division within the board of education's financial resources.
2. Boards of education/CSF operate with autonomy and authority within a legislated framework and act to fulfill their responsibilities. In addition, the CSF operates within the framework of section 23 of the *Canadian Charter of Rights and Freedoms* to fulfill its constitutional responsibilities and its triple mandate of academic success, cultural identity and community involvement.
3. Board of education/CSF meetings are open to the public and board information is accessible to the public within the context of the law.
4. Boards of education/CSF communicate information about the operation of the school system and establish procedures for public consultation.
5. Boards of education/CSF support parental, family and community engagement in the education of each child for success in school.
6. Boards of education/CSF engage and support School Community Councils/Conseils d'écoles as partners in improving student learning.
7. Board members engage in networking and learning opportunities to fulfill their responsibilities as stewards of public education.
8. Saskatchewan's education system is best served by a partnership of provincial and local level of governance with shared responsibility for K-12 education.

Commentary:

Pursuant to the requirement to review Position Statements every five years, this Position Statement was last reviewed and approved in November 2009.

Position Statement – Student Achievement

POSITION 2.1: Student Achievement

Strengthening student achievement is the primary mission of boards of education/ Conseil scolaire fransaskois (CSF).

1. Student achievement is defined as the attainment of the educational outcomes of Saskatchewan's curriculum.
2. Boards of education/CSF, school community councils, Conseils d'écoles, parents and educators must be engaged and have a voice in defining student achievement.
3. Boards of education/CSF are responsible for developing an accountability framework to establish standards, monitor and report on student achievement.
4. The role of boards of education/CSF is to provide leadership and allocate resources to establish school cultures that maximize student achievement.
5. Parent support for education and a positive student attitude are important determinants of student success.
6. Boards of education/CSF work as advocates for education and promote partnerships to enhance student achievement.

Commentary:

Pursuant to the requirement to review Position Statements every five years, this Position Statement was last reviewed and approved in November 2009.

Position Statement: Education Finance

Position Statement: 3.1 Education Finance

Saskatchewan's elected boards of education/ Conseil scolaire fransaskois (CSF) require funding for education to maximize student achievement, develop the potential of all students, affirm the worth of each individual, and lay the foundation for learning throughout life.

The fundamental principles that guide all decisions for education finance are:

1. **Sufficiency:** The amount of funding provided to boards of education/CSF by the provincial government must be sufficient to respond to the actual costs of provincial goals and priorities, to provide a high quality program to all students, and to accommodate local programming, innovation and initiatives.
2. **Autonomy:** Boards of education/CSF derive their authority from *The Education Act, 1995* which gives them the authority to manage the school division in a way that reflects local needs and priorities. In addition, the CSF derives its authority from section 23 of the *Canadian Charter of Rights and Freedoms*.
3. **Balance:** Education funding is a balance within these nine stated principles. As well, balance is attained between conditional and unconditional funding.
4. **Equity:** Funding is allocated so that all elected boards of education/CSF have the resources they need to provide opportunities for each student to benefit.
5. **Involvement:** Boards of education/CSF are equal partners, along with the provincial government, in meaningful decision making regarding funding formulas, accountability processes and resolving issues.
6. **Predictability:** Clearly defined predictable funding formulas are needed to enable long-term and sustainable program planning by boards of education/CSF.
7. **Reciprocal Accountability:** Elected boards of education/CSF are responsible for achieving educational goals and objectives and the provincial government is responsible for providing the resources needed to achieve those goals and objectives.
8. **Sustainability:** Reliable, factual data is used to establish funding.
9. **Transparency:** Straightforward information about education funding is monitored and available to the public.

Commentary:

Pursuant to the requirement to review Position Statements every five years, this Position Statement was last reviewed and approved in November 2009.

Position Statement: Facilities Funding

Position Statement: 3.2 Facilities Funding

Boards of education/Conseil scolaire fransaskois (CSF) work with the Ministry of Education to develop a transparent funding formula to allocate funds for the planning, building and maintenance of education facilities that maximize student learning.

1. The Minister of Education is responsible for providing required funding for the construction and maintenance of school facilities.
2. Facilities funding in Saskatchewan should be determined according to the five categories set out below. In addition, facilities funding for CSF schools must meet the requirements of section 23 of the *Canadian Charter of Rights and Freedoms*:
 - a) **Major Capital Projects:** The Ministry of Education should continue to fund major capital projects including new schools, major renovations, roofing and portable classrooms using a transparent, common approval template.
 - b) **Infrastructure Renewal:** Each year, the province should allocate 2% of Current Replacement Value to school divisions for the purpose of ongoing infrastructure renewal. The Ministry of Education and boards of education need to jointly develop a sufficient, predictable and sustainable funding distribution formula for school boards' discretionary funding of infrastructure renewal including minor upgrades and renovations. Boards need to develop comprehensive *5 Year Facility Plans* as well as detailed annual *Project Reports* for projects considered to be of high priority.
 - c) **Ongoing Operation and Maintenance:** The Ministry of Education and boards of education/CSF need to jointly develop a formula to distribute sufficient funding for the operation and maintenance of facilities including general upkeep and repairs as well as expenses incurred to keep facilities operating such as monthly utility expenses.
 - d) **Non-school Facilities:** Sufficient funding must be provided for the construction and maintenance of non-school facilities including sheds, transportation and administrative facilities and for the CSF community spaces.
 - e) **Provincially Protected Schools:** Funding must be provided for the operation and maintenance of schools that are protected from closure. This includes the cost of decommissioning space that is no longer required.

3. **Capital Funding Backlog:** A long-term, sustainable plan must be developed to address the current capital funding backlog. A minimum of 10% of the shortfall should be allocated annually to address this backlog.
4. **Ministry Support:** The Ministry of Education must maintain sufficient staffing levels to provide support for school divisions around school capital projects including project management, technical, site development and cost management.

Commentary:

Pursuant to the requirement to review Position Statements every five years, this Position Statement was last reviewed and approved in November 2009.

Board Feedback Form

Board of Education: _____

Contact Person: _____

A. Position Statement 1.2: Local Governance of Education:

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

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

3. Are there any Policy issues concerning Local Governance of Education that have affected your Board or may affect your Board in the future?

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

Position Statement 2.1: Student Achievement

1. Which of the statements does your Board agree with?
2. Are there key broad statements in the area of Student Achievement that your Board feels should be added, and why?
3. Are there any Policy issues concerning Student Achievement that have affected your Board or may affect your Board in the future?
4. Other comments (feel free to attach additional pages)

Position Statement 3.1: Education Finance

1. Which of the statements does your Board agree with?
2. Are there key broad statements in the area of Education Finance that your Board feels should be added, and why?
3. Are there any Policy issues concerning Education Finance that have affected your Board or may affect your Board in the future?
4. Other comments (feel free to attach additional pages)

Position Statement 3.2: Facilities Funding

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

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

3. Are there any Policy issues concerning Facilities Funding that have affected your Board or may affect your Board in the future?

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

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

By Fax: (306)569-2317

By Email: klenius@saskschoolboards.ca

THANK YOU

AGENDA ITEM

Meeting Date:	May 6, 2014	Agenda Item #:	5.9
Topic:	Sale of Surplus 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 offers to purchase two pieces of the surplus land we are trying to dispose of. The first is for Parcel 145032038 (title 111736874, SE 34-12-21-W2) in the RM of Caledonia. The second is for Parcel 105152914 (title 101696081, SE 29-22-2 W3) in the RM of Huron. The offer in both cases is \$50.

For a third parcel, parcel 104864935 (title 101158668, NW 34-3-4 W3) in the RM of Old Post, we have found an old Board motion to approve the sale and an entry in the Borderland General Ledger to record payment for the sale.

Pros and Cons:

Pros:

- We get rid of three more pieces of land that we are trying to dispose of which are of no value or use to us.

Financial Implications:

**Governance/Policy
Implications:**

Legal Implications:

Communications:

Prepared By:	Date:	Attachments:
Ron Purdy	April 24, 2014	General Ledger Entry from Borderland

Recommendation:

That the Board approve the sale of parcels 145032038 and 105152914 for \$50 each to the adjacent land owners and the Board instructs administration to complete the transfer of parcel 104864935 to the adjacent land owner as previously approved by the Borderland Board.

1975				1975
Nov 30	OLF	Due from Rev Fund CABA	160.00 L	Dec 31/75
	RF	Due to Capital AA-18	16.000 L	
		Sale of Woodville & Macisworth S.D sites to Bill Aroney-Killdon		
Dec 18		Green Payroll AA-4	8500.00 L	
		Teachers payroll AA-3	8050.00 L	
		General acct. AA-2	8900.00 L	
		Transfer of funds		
Dec 31		Office caretaking AE-13	100.00 L	
		School caretaking PE-5	100.00 L	
		Aug. not entered for office.		
Dec 31		Grants Receivable (operational) RA-6	97003.00 L	
		SSTA fees AE-22	3676.00 L	
		accounts payable RA-1	3676.00 L	
		Operational grant R-4	97003.00 L	
		Let # 5853 1975 final payment rec'd in Jan 1976		
Dec 31/75		Accounts Receivable RA-5B	14598.26 L	
		Audio Vis Equip IE-17	550.00 L	
		Leakage Rent R-12	120.00 L	
		Public Relations AE-20	120.00 L	
		Co-op dividends R-14	722.00 L	
		Insurance claim reimbursement 106.105 R-13	430.26 L	
		Tuition Fees Fee R-9	7280.00 L	
			5376.00 L	
Dec 31		Grants Receivable (Other) RA-6	220.00 L	
		Other grants R-6	220.00 L	
		Property Improvement Grant		
Dec 31		Co-op Equity RA-11	869.90 L	
		Interest & Div. R-14	869.90 L	
Dec 31/74	5936.87	Dec 31/75	6806.77	Dec 31
Dec 31/75		Prepaid Insurance RA-14	278.26 L	
		Insurance Expense PE-13	278.26 L	
		No defer unexpired premium		

AGENDA ITEM

Meeting Date:	May 6, 2014	Agenda Item #:	5.10
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 permanently.

A letter will be sent to the Saskatchewan Archives offering them the records which do not contain personal information. A letter will also be sent to Saskatchewan Learning re: the records of marks. Any records offered to Archives or the Ministry which they are not interested in retaining will be shredded.

Pros and Cons:

Financial Implications:

**Governance/Policy
Implications:**

Legal Implications:

Communications:

Prepared By:	Date:	Attachments:
Ron Purdy	April 24, 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.

Records for Disposal - 2014 (May) Prairie South School Division #210

Record	Division	Type	Start	Finish	Required Retention Period
ABW Shared services Meetings	Assiniboia 69		1992	1992	3 years
Amalgamation	Assiniboia 69	public and separate boards	1971	2003	3 years
Election Nominations	Assiniboia 69		1988	1988	1 year
Proposed Plan for School Buildings	Assiniboia 69		1963	1963	3 years
Tax Notices	Assiniboia 69	1973, 1977-1979	1973	1979	7 years
Tax Receipts	Assiniboia 69		1980	1980	7 years
Taxes	Assiniboia 69		1982	1984	7 years
Amalgamation	Borderland		1997	2003	3 years
Bengough District Board	Borderland	election materials, correspondence	1979	1993	1 year
Board and Annual meeting reports	Borderland		1979	1995	3 years
Boundary Changes	Borderland		1966	1999	1 year
Budget/financial Corresp./reports	Borderland		2002	2002	3 years
Conveyance Contract	Borderland		2005	2006	7 years after expiry
Conveyance Tender	Borderland		2005	2005	3 years
Conveyance Tender	Borderland		2001	2001	3 years
Coronach District Board	Borderland	election materials, correspondence	1978	1991	1 year
Coronach District Board	Borderland	Correspondence	1994	1997	1 year
Correspondence Courses	Borderland	Student lists/payments	2003	2004	7 years
Correspondence Education	Borderland	Program info	1988	1989	3 years
Couteau Range Community College	Borderland	Adult ed agreement	1974	1982	7 years after expiry
CRA, Pension Remittances-T4's	Borderland		2000	2000	7 years
Credit App	Borderland		2003	2003	7 years
CUPE postings	Borderland		2004	2004	3 years
Demand-Third Parties	Borderland		1967	1979	3 years
Department of Education	Borderland		1949	1959	3 years
Deputy Minister	Borderland		1960	1999	3 years
Director Contract	Borderland		1988	1991	7 years after expiry
Director's Contract	Borderland		1986	1987	7 years after expiry
District Board Rezoning	Borderland		1970	1979	1 year
Expenditure requests/approvala	Borderland		1997	1998	7 years
Fife Lake	Borderland	Correspondence	1967	2002	7 years
Land Title Correspondence	Borderland		1931	1969	3 years
Land Transfer	Borderland		2000	2003	3 years
Land Transfer	Borderland		2003	2003	3 years
Manulife group benefits brochures	Borderland		2005	2005	no requirement
Mr. Maksymiw	Borderland	Director files	1992	1994	3 years

Mr. Maksymiw	Borderland		1999	1999 3 years
Payroll information	Borderland		2004	2004 7 years
Playground Inspections	Borderland		2001	2001 3 years
Policy Bulletin	Borderland		1967	1967 3 years after Superseded
Public Accounts	Borderland		1990	1993 7 years
Public Performance Agreements	Borderland	Audio Cine	2002	2004 7 years after expiry
RM Bengough 40	Borderland	Correspondence	1967	2004 7 years
RM Happy Valley 10	Borderland	Correspondence	1967	2004 7 years
RM Hart Butte 11	Borderland	Correspondence	1967	2004 7 years
RM Key West 70	Borderland	Correspondence	1967	2004 7 years
RM Old Post 43	Borderland	Correspondence	1967	2004 7 years
RM Poplar Valley 12	Borderland	Correspondence	1967	2004 7 years
RM Stonehenge 73	Borderland	Correspondence	1967	2004 7 years
RM Waverly	Borderland	Correspondence	1969	2004 7 years
RM Willow Bunch	Borderland	Correspondence	1966	2004 7 years
Rockglen District Board	Borderland	election materials, correspondence	1979	1993 1 year
Sask Awards Program	Borderland		1988	1989 7 years
SSIP	Borderland		1991	1991 7 years
St. Victor	Borderland	Correspondence	1967	2002 7 years
Submission to Educational Boundaries Comm.	Borderland		2000	2000 3 years
Sunalta Appraisals	Borderland	Correspondence-contract renewal	1988	1988 7 years after expiry
Tax Exemptions	Borderland		1997	1997 7 years
Tax liability statements	Borderland		1991	1999 7 years
Titles and Transfers	Borderland		1968	1985 3 years
Town of Bengough	Borderland	Correspondence	1967	2004 7 years
Town of Coronach	Borderland	Correspondence	1967	2004 7 years
Town of Rockglen	Borderland	Correspondence	1967	2003 7 years
Town of Willow Bunch	Borderland	Correspondence	1967	2004 7 years
Wood Mountain	Borderland	Correspondence	1967	2000 7 years
Year End working papers	Borderland		2002	2003 7 years
Craik School Renovation	Davidson		1989	1989 7 years
Alternative School Year	Golden Plains		2004	2005 3 years
Board Packages	Golden Plains	Director's copy	2002	2005 3 years
Designated French Program	Golden Plains	Correspondence	1997	2004 7 years
Land Transfer Requests	Golden Plains		1998	2003 3 years
Regional Director's Meetings	Golden Plains		2003	2005 3 years
Secretary Treasurer Board Reports	Golden Plains		1997	2005 3 years
T4's	Golden Plains		2003	2003 7 years
Amalgamation	Gravelbourg 109		1997	1997 3 years
Amalgamation Wood River/Grav.	Gravelbourg 109		1996	1997 3 years

Disposal of Land	Gravelbourg 109	1983	1984 3 years
Facilities planning	Gravelbourg 109	1988	1991 3 years
Financial Reports	Gravelbourg 109	1994	1994 1 year
Land Titles	Gravelbourg 109	1965, 1984	1984 3 years
School titles	Gravelbourg 109	1955	1956 immediately after disposal
Wiring and Cabling	Gravelbourg 109	report to ministry w/expenses	1995 1996 7 years
Budget	Moose Jaw	1975	1980 3 years
Budget	Moose Jaw	1984	1985 3 years
K-6 Phys-ed	Moose Jaw	1997	1999 no requirement
SHSAA Coaches Clinic	Moose Jaw	1991	1991 no requirement
SHSAA map grants	Moose Jaw	1990	1993 7 years
CUPE postings	Prairie South	2007	2008 3 years
A/P cheque list	Red Coat Trail	2004	2004 7 years
Accounts Payable	Red Coat Trail	1997	1997 7 years
Accounts Payable	Red Coat Trail	2002	2002 7 years
Accounts Payable	Red Coat Trail	2005	2005 7 years
Audit	Red Coat Trail	2000	2000 7 years
Audit	Red Coat Trail	1999	1999 7 years
Budget	Red Coat Trail	2000	2000 3 years
Budget	Red Coat Trail	1999	1999 3 years
Budget	Red Coat Trail	2005	2005 3 years
Director's Files	Red Coat Trail	2004	2005 3 years
Directors/Secretary Treasurer's/Board Reports	Red Coat Trail	1998	2005 3 years
LINC Agreement-copies	Red Coat Trail	2004	2005 copies- do not need to keep
Pension Adjustment	Red Coat Trail	2004	2004 7 years
Policy Manual	Red Coat Trail	1989	1989 3 years after Superseded
Public Accounts	Red Coat Trail	1999	1999 7 years
Receiver General Remittances	Red Coat Trail	1999	2004 7 years
Staffing and Student Programs	Red Coat Trail	2004	2005 7 years
STF remittances	Red Coat Trail	2003	2004 7 years
T4	Red Coat Trail	1999	1999 7 years
T4's	Red Coat Trail	2004	2004 7 years
T'4s	Red Coat Trail	2004	2004 7 years
Annual Report	Thunder Creek	1990	1991 7 years
Annuity Fund	Thunder Creek	1990	1991 7 years
Audit	Thunder Creek	2005	2005 7 years
Audit	Thunder Creek	2002	2002 7 years
Backups/form usage logs	Thunder Creek	1995	1995 3 years
Bank Statements	Thunder Creek	2005	2005 7 years
Blank Election forms	Thunder Creek	2003	2003 no requirement

Board Packages	Thunder Creek	Director's copy	2003	2005 3 years
Briercrest Renovations	Thunder Creek		1984	1984 3 years after Disposal of Building
Budget	Thunder Creek		2001	2001 3 years
Budget	Thunder Creek		2004	2004 3 years
Budget	Thunder Creek		2002	2002 3 years
Budget	Thunder Creek		2003	2003 3 years
Budget	Thunder Creek		2004	2005 3 years
Formula Plan Remittances	Thunder Creek		1989	1990 7 years
Income Tax	Thunder Creek		1988	1988 7 years
Merx	Thunder Creek		1999	2002 7 years after expiry
Newsletters, reports, schedules-Lindale	Thunder Creek		1999	2000 3 years
Payroll-Group Life	Thunder Creek		1991	1992 7 years
Payroll-STF/ICP	Thunder Creek		1986	1991 7 years
Pension Adjustment	Thunder Creek		1991	1991 7 years
Policy Manual	Thunder Creek		1987	1987 3 years after Superseded
Property Tax Statement of Account	Thunder Creek		2001	2002 7 years
Purchase Orders	Thunder Creek		2000	2001 3 years
Receipts	Thunder Creek		1991	1996 7 years
SSTA-payroll updates	Thunder Creek		1990	1992 7 years
Statement of Salary and Wages	Thunder Creek	out of scope wage rates	1997	1998 7 years after expiry
STF Reimbursement	Thunder Creek		2005	2005 7 years
Sub Policy Proposal	Thunder Creek		1996	1996 3 years
T4	Thunder Creek		1989	1989 7 years
T4 Reconciliation	Thunder Creek		1991	1991 7 years
T4, T4A, Pension, Cupe, STF Remittances	Thunder Creek		2004	2004 7 years
US Bank drafts/money orders	Thunder Creek		2001	2001 7 years
Voter Registration forms	Thunder Creek		1999	1999 1 year
Wayne File	Thunder Creek	Expense Reimbursements	1997	1997 7 years
Year-End	Thunder Creek		2001	2001 7 years
Land Titles Office	Willow Bunch		1951	1958 3 years
Annual Meeting reports	Wood River	1984, 1987-1991	1984	1991 7 years
Budget	Wood River		1977	1986 3 years
College Mathieu budgets	Wood River		1982	1987 3 years
Land Titles Office	Wood River		1960	1988 3 years
Lawyers and Legal Correspondence	Wood River		1946	1990 3 years after settlement
Local Board Reports	Wood River		1995	2003 3 years
Marks	Wood River		1961	1970 3 years after turn 22
Marks	Wood River		1950	1961 3 years after turn 22
Marks	Wood River		1935	1938 3 years after turn 22
Marks-Lafleche	Wood River		1928	1940 3 years after turn 22

Purchase Orders	Wood River		1990	1994 3 years
Record of Board meeting	Wood River	Minutes removed	1980	1983 3 years
Sale of School Property	Wood River		1987	1989 immediately after disposal
Sale of School Property	Wood River		1952	1964 immediately after disposal
Amalgamation agreements-Wood River/Grav.	Wood River		1997	1997 3 years
Marks Woodrow			1937	1942 3 years after turn 22
Report of Superintendent of Schools-Woodrow			1949	1966 3 years
Sask Indicators reports		1998, 2000	1998	2000 no requirement
Sask Indicators reports			1997	1998 no requirement
Teacher Contracts, building specs-Woodrow Sch			1926	1947 7 years after superseded

AGENDA ITEM

Meeting Date:	May 6, 2014	Agenda Item #:	5.11
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 March 21 – April 24, 2014
 2. Tender Report for the period March 28 – April 25, 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	April 28, 2014	<ol style="list-style-type: none"> 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: **March 21, 2014 to April 24, 2014**

Absence Reason	Days	% of Total Absences	Sub Days	% Needed Sub	% of possible 8112 days
Compassionate Leave	24.3	2.32%	18.4	75.72%	0.30%
Competition Leave	5	0.48%	5	0.00%	0.06%
Convocation Leave	0	0.00%	0	0.00%	0.00%
Court/Jury	1	0.10%	1	0.00%	0.01%
Education Leave	0	0.00%	0	0.00%	0.00%
Emergency Leave	0.5	0.05%	0.5	0.00%	0.01%
Executive Leave	2	0.19%	1	50.00%	0.02%
Extra/Co-curr Teach	45.05	4.30%	33.24	73.78%	0.56%
FACI Meet/PD	0	0.00%	0	0.00%	0.00%
HUMA Meet/PD	44	4.20%	33.76	0.00%	0.54%
Illness - Teacher	227.16	21.69%	181.18	79.76%	2.80%
Illness - Long Term	196.5	18.77%	0	0.00%	2.42%
Internship Seminar	0	0.00%	0	0.00%	0.00%
LRNG Meet/PD	23.9	2.28%	17.9	74.90%	0.29%
Medical/Dental Appt	150.24	14.35%	131.96	87.83%	1.85%
Noon Supervision Day	32.5	3.10%	29.3	90.15%	0.40%
Paternity Leave	0	0.00%	0	0.00%	0.00%
PD DEC Teachers	43.1	4.12%	34.8	80.74%	0.53%
PP Teacher	21.15	2.02%	16.24	76.78%	0.26%
Prep Time	65.5	6.26%	64.5	98.47%	0.81%
PSTA	0.6	0.06%	0.6	100.00%	0.01%
Rec. Of Service	77.77	7.43%	62.97	80.97%	0.96%
Secondment	1	0.10%	1	100.00%	0.01%
SOEH Meet/PD	1	0.10%	0	0.00%	0.01%
SONO Meet/PD	32.95	3.15%	25.65	77.85%	0.41%
SOSO Meet/PD	8.86	0.85%	8.1	91.42%	0.11%
STF Business - Invoice	10	0.95%	9.4	94.00%	0.12%
TRAN Meet/PD	0	0.00%	0	0.00%	0.00%
Leave Without Pay	33.06	3.16%	32.65	98.76%	0.41%
Total Absences	1047.14	100.00%	709.15	67.72%	12.91%

Teachers (FTE)
426.95

of teaching Days
19

Possible Days
8112.05

Tender Report for the period March 28, 2014 to April 25, 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 two tenders awarded which exceed the limits of this policy.
- A tender for new servers was awarded to CDW for \$159,743 plus tax.
- A tender for roof repairs was awarded as follows:
 1. Duncan Roofing
 - Caronport Elementary - \$279,090 plus tax
 - Empire School – \$120,285 plus tax
 - King George School - \$244,217 plus tax
 - Mankota School - \$55,375 plus tax
 2. LB Roofing
 - Coronach School - \$179,959 plus tax
- A tender for HVAC updates at Bengough School was awarded to Prairie Mechanical for \$235,395 plus tax.

AGENDA ITEM

Meeting Date:	May 6, 2014	Agenda Item #:	6.1
Topic:	Lindale School 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 Lindale School will be sharing their learning journey with the Board.

Current Status:

Pros and Cons:

Financial Implications:

**Governance/Policy
Implications:**

Legal Implications:

Communications:

Prepared By:	Date:	Attachments:
Derrick Cameron	April 25, 2014	

Recommendation:
Information only.

AGENDA ITEM

Meeting Date:	May 6, 2014	Agenda Item #:	8.2
Topic:	Public Section General Meeting		
Intent:	<input type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input checked="" type="checkbox"/> Information

Background:

Attached is a memorandum from the Public Schools of Saskatchewan regarding the Public Section General Meeting to be held June 5 & 6, 2014 at the Radisson Plaza Hotel Saskatchewan, Regina.

A block of rooms has been booked at the Radisson Plaza Hotel Saskatchewan, Regina for June 4 & 5 for the Public Section General Meeting.

Current Status:

Pros and Cons:

Financial Implications:

**Governance/Policy
Implications:**

Legal Implications:

Communications:

Prepared By:	Date:	Attachments:
Jeff Finell	April 28, 2014	Memorandum

Recommendation:

Please let Leigh Patterson know by May 20, 2014 of your intention to attend the Public Section General Meeting.



Public Section - April 17, 2014

Memo: to Public Section Executive, Directors of Education and Boards of Education

From: Bert de Gooijer, Chair
Larry Huber, Executive Director

1. Public Section General Meeting June 5/6, 2014 - Hotel Saskatchewan, Regina

Please be reminded of the Public Section General Meeting scheduled for early June in Regina. The June meeting is an opportunity to provide professional development for our member boards of education. This is a Public Section **General** meeting and we would like to invite all trustees of member boards to attend. Arrangements to date include.

Our evening session on June 5th will include a presentation by **Dr. Bill Cooke, Executive Director of LEADS** (League of Educational Administrators, Directors and Superintendents) who will speak on *The role of LEADS in Saskatchewan's Education Community*.

Our morning speaker on Friday will be **Judge David Arnot**. Judge Arnot is currently the Human Rights Commissioner for Saskatchewan and previously was Saskatchewan's Treaty Commissioner. His topic is *Citizenship Education and its Importance to the Creation of a Civil Democratic Society*.

Our keynote speaker, also on Friday morning, will be **Mr. Neil McMillan, former CEO of Claude Resources**, a major Saskatchewan Gold Mining company, and Cameco board member who will speak on the following topic, *The Future of Education Funding in Saskatchewan – a Macro-Economic View - 1. What is our capacity as a province to sustain or increase education funding going forward? 2. What is the public's appetite to value education in a manner that will ensure its critical role in the future well-being of Saskatchewan?*

Our lunch speaker will be **Khurrum Awan, MLT (MacPherson, Leslie and Tyerman)** counsel for the Theodore litigation. Mr. Awan will review the case merits, provide an update on progress and discuss the schedule remaining to have the case heard by the Saskatchewan Court of Queen's Bench. Mr. Awan will be available for questions and discussion.

(A block of rooms have been set aside. Please call Hotel Saskatchewan reservations at – 1 306 522 7691)

AGENDA ITEM

Meeting Date:	May 6, 2014	Agenda Item #:	8.4
Topic:	Division Attendance Summary		
Intent:	<input type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input checked="" type="checkbox"/> Information

Background: Prairie South Attendance Summary from February 1, 2014 to April 15, 2014.

Current Status:

K-8			
Absences are based on absences for full morning, afternoon, or full day.			
Number of students with absences between 10 and 15:	158	(-85)	
Number of students with absences greater than 15:	57	(-7)	
9-12			
Absences and punctuality are based per class			
Number of students with unexcused absences between 5 and 9:	360	(+162)	
Number of students with absences between 10 and 14:	398	(+53)	
Number of excused absences:	255	(-10)	
Number of unexcused absences:	143	(+63)	
Number of students with absences between 15 and 19:	171	(+29)	
Number of excused absences:	110	(-8)	
Number of unexcused absences:	61	(+37)	
Number of students with absences greater than 20:	126	(-1)	
Number of excused absences:	72	(-20)	
Number of unexcused absences:	54	(+19)	
Number of students with lates (per class) ranging between 5 and 9:	257	(+6)	
Number of students with lates (per class) ranging between 10 and 15:	78	(+9)	
Number of students with lates (per class) greater than 15:	30	(+11)	

Pros and Cons:

Financial Implications:

Governance/Policy Implications:

Legal Implications:

Communications:

Prepared By:	Date:	Attachments:
Derrick Huschi	April 24, 2014	

Recommendation:
Information only.

AGENDA ITEM

Meeting Date:	May 6, 2014	Agenda Item #:	8.5
Topic:	CSBA Congress 2014		
Intent:	<input type="checkbox"/> Decision <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Information		

Background:

The Canadian School Boards Association's Congress 2104 will be held July 3 – 6, 2014 at the Sheraton on the Falls Hotel, Niagara Falls, ON.

A block of rooms has been booked at the Sheraton on the Falls Hotel, Niagara Falls, ON for July 2 – 7.

Registration, conference schedule and further details at <http://csba.opsba.org/>

Current Status:

Pros and Cons:

Financial Implications:

**Governance/Policy
Implications:**

Legal Implications:

Communications:

Prepared By:	Date:	Attachments:
Jeff Finell	April 28, 2014	

Recommendation:

Please let Leigh Patterson know by May 20, 2014 of your intention to attend the Canadian School Board Association Congress.

