

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

JANUARY 05, 2016  
11:00 a.m. – 4:00 p.m.  
Central Office, 1075 9<sup>th</sup> Avenue NW, Moose Jaw

**AGENDA**

- 1. Board Planning Session (10:00 – 11:00 a.m.)**
  - 1.1 Annual Report Update**
  - 1.2 LINC**
  - 1.3 Education Funding Distribution Model**
  - 1.4 VTEC Planning**
  - 1.5 Trustee PD 2014-15**
- 2. Call to Order**
- 3. Adoption of the Agenda**
- 4. Adoption of Minutes**
- 5. Decision and Discussion Items**
  - 5.1 Facilities Accountability Report**
  - 5.2 1<sup>st</sup> Quarter Financial Accountability Report**
  - 5.3 Letter of Support from Board re: Highway 59 between Chaplin and Shamrock**
  - 5.4 Lindale School Request for the Board to Direct Recitation of The Lord's Prayer at Lindale School During Opening Activities**
  - 5.5 Caronport Elementary School Request to Initiate an Information Gathering, Consultation Process Regarding Recitation of The Lord's Prayer During School Opening Exercises and Religious Instruction During the Last Half Hour of the School Day.**
  - 5.6 Monthly Reports (Decision)**
    - 5.6.1. Substitute Usage Report**
    - 5.6.2. Tender Report**
    - 5.6.3. Incidents of Concern**
  - 5.7 Out of Province Excursion – Kincaid Central School Grades 5-12 Students to Hidden Valley Ski Resort**
  - 5.8 Overnight Excursion – Peacock Collegiate Grade 11 Students to Kananaskis, Alberta**
  - 5.9 Cargill Recognition**
  - 5.10 Annual Bursary Fund Directorship Appointments**

- 6. Delegations and Presentations**
  - 6.1. SCC Focus Group (11:30 a.m.)**
  - 6.2. Sunningdale School Heritage Project Presentation (1:00 p.m.)**
  - 6.3. Dusti Hennenfent, Lindale School Parent (1:30 p.m.)**
- 7. Committee Reports**
  - 7.1. Standing Committees**
    - 7.1.1. Higher Literacy and Achievement
    - 7.1.2. Equitable Opportunities
    - 7.1.3. Smooth Transitions
    - 7.1.4. Strong System-Wide Accountability and Governance
    - 7.1.5. Advocacy and Networking
    - 7.1.6. Rural Catchment and Transportation
    - 7.1.7. Urban Possibilities
- 8. Information Items**
  - 8.1. City of Moose Jaw Tax Exemption**
- 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, 201 1075 9<sup>th</sup> Avenue North West, Moose Jaw, Saskatchewan on DECEMBER 1, 2015 at 11:00 a.m.**

Attendance: Mr. R. Bachmann; Mr. D. Crabbe; Dr. S. Davidson (via teleconference); Mr. R. Gleim; Mr. A. Kessler; Mr. T. McLeod; Mr. J. Radwanski; Mr. B. Swanson; Ms. G. Wilson; Mr. L. Young; T. Baldwin, 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; H. Boese, Executive Assistant

Motions:

Tim McLeod will Chair the meeting as Shawn Davidson is attending via teleconference.

- |                 |  |         |
|-----------------|--|---------|
| 12/01/15 – 2465 | That the meeting be called to order at 11:14 a.m.<br>- McLeod  | Carried |
| 12/01/15 – 2466 | That the following items be added to the agenda:<br>5.9 Parameters for 2016-2017 School Year Calendar<br>5.10 Coronach Alternate Calendar Proposal<br>5.11 Inquiry: 15 Passenger Vans (was 8.1)<br>That the Board adopt the agenda as amended.<br>- Swanson      | Carried |
| 12/01/15 – 2467 | That the Board adopt the Minutes of the Regular Meeting of November 3, 2015 as presented.<br>- Gleim   | Carried |
| 12/01/15 – 2468 | That the Board adopt the Minutes of the Special Meeting of November 24, 2015 as presented.<br>- Swanson  | Carried |
| 12/01/15 – 2469 | That the Board approve the sale of parcel 104535918 (SW 22-21-26 W2) in the RM of Dufferin for a price of \$100.<br>AND THAT the Board approve the transfer of parcel 161627788 (SE 6-9-24 W2) in the RM of Key West to the surrounding landowners.<br>- Swanson | Carried |
| 12/01/15 – 2470 | That the Board accept the monthly reports as presented.<br>- Young   | Carried |

- |                 |   |          |
|-----------------|---|----------|
| 12/01/15 – 2471 | That the Board approve the overnight excursion for the Lindale School grade 8 students to attend a ski trip to Asessippi Ski Resort in Russell, Manitoba from February 23-25, 2016 as per the outline provided.<br>- Kessler  | Carried  |
| 12/01/15 – 2472 | That the Board table the request for the Central Collegiate ski trip pending further information.<br>- Swanson  | Carried  |
| 12/01/15 – 2473 | That item 11/03/15 – 2454 be lifted from the table.<br>- Swanson  | Carried  |
| 12/01/15 – 2474 | Motion 11/03/15 – 2454:<br>That the Board approve the Mural to be put on the outside wall of the Central Collegiate Gymnasium.<br>- Bachmann  | Defeated |
| 12/01/15 – 2475 | Amendment to motion 12/01/15 – 2474<br>That the Board approve a Mural to be put on the outside wall of Central Collegiate Gymnasium subject to Board approval on content.<br>- Radwanski  | Defeated |
| 12/01/15 – 2476 | That the Board direct the Lindale School Community Council to carry out an information gathering, consultation process to provide the Board with information regarding the will of the school community relative to recitation of the Lord's Prayer at Opening Activities so that the Board can decide whether or not to direct the authorized recitation of the Lord's Prayer at Lindale School during Opening Activities as outlined in section 182 of <i>The Education Act, 1995</i> and as described in the Prairie South Administrative Procedure Religious Education 212.<br>- Young<br><br>That the Board break for lunch at 12:06 p.m.<br><br>That the Board reconvene at 1:08 p.m. | Carried  |
| 12/01/15 – 2477 | That the Board accept the Human Resources Accountability Report as presented.<br>- Gleim  | Carried  |
| 12/01/15 – 2478 | That the Board approve the parameters for the 2016-2017 school year calendar as presented.<br>- Gleim   | Carried  |
| 12/01/15 – 2479 | That the Board approve the Coronach SCC Alternate School Year Proposal.<br>- Wilson   | Carried  |

12/01/15 – 2480	That we investigate the possibility of using 15 passenger vans in Prairie South Schools. - Kessler	Carried
12/01/15 – 2481	That Prairie South Schools contact the Murals of Moose Jaw Committee and offer Riverview Collegiate as an alternate location for a Snowbirds-themed mural due to the school's historic connection to the Canadian Forces Base and its personnel. - Crabbe	Carried

## **Committee Reports**

### Standing Committees:

#### *Higher Literacy & Achievement*

- Updates given on reading strategy and Tell Them From Me.

#### *Equitable Opportunities*

- Committee reviewed the Human Resources Accountability Report which was presented at today's meeting and discussed the Syrian refugees.

#### *Smooth Transitions*

- Committee has been very active lately. Will be meeting with SGI and bus drivers regarding pre-school kids on the bus.
- Have a meeting following today's Board Meeting.

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

- Met on November 24 prior to the Special Meeting and reviewed the Annual Report and the Audited Financial Statements.
- Also reviewed the Facility Accountability Report which will be presented in January, Gravelbourg Daycare façade, and the Thatcher Drive lease. Further information is required before bringing these items to the Board.

#### *Advocacy and Networking*

- The Board's engagement session with CUPE is this evening.

#### *Rural Catchment and Transportation*

- Will be meeting following today's Board Meeting.

#### *Urban Possibilities*

- Met on November 18. Received a briefing on refugees arriving in Moose Jaw. Moose Jaw Housing Authority hopes families will be moved by January 2016 with as little disruption to changing schools as possible. Talked about Prekindergarten in MJ and French Immersion program. Discussed the catchment areas in the north west. Received a briefing on the new transportation software, which will hopefully be implemented next fall.
- Discussed upgrades to Centennial Auditorium (seats, flooring, lighting) and Guthridge Field (5 years of track life left). There will be expenditures in the future for these facilities.
- The sound stage at Riverview Collegiate is being used by staff at Riverview as well as other schools. The Committee will be meeting with

personnel associated with the sound stage to better understand the program.

- Received data regarding the number of Moose Jaw high school students who are taking high school programs at other schools within Moose Jaw.
- Next Meeting will be January 27.

12/01/15 – 2482      That the Board go in camera at 2:31 p.m.      Carried  
- Bachmann

12/01/15 – 2483      That the Board reconvene in open session at 3:12 p.m.      Carried  
- Wilson

Brian Swanson left the meeting at 3:12 p.m.

12/01/15 – 2484      That the Suddaby family be allowed a bus to transport      Carried  
their son to Mortlach School for the remainder of the  
2015-16 school year. The Suddaby family must apply for  
bus transportation in the spring of 2016 for their family.  
Bus transportation will only be applicable to one centre.  
- Kessler

**Adjournment**

12/01/15 – 2485      That the meeting be adjourned at 3:20 p.m.      Carried  
- Crabbe

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S. Davidson  
Chair

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B. Girardin  
Superintendent of Business and Operations

**Next Regular Board Meeting:**

Date: January 5, 2016  
Location: Central Office, 1075 9<sup>th</sup> Avenue, Moose Jaw

## AGENDA ITEM

<b>Meeting Date:</b>	January 5, 2016	<b>Agenda Item #:</b>	5.1
<b>Topic:</b>	<b>Facilities Accountability Report</b>		
<b>Intent:</b>	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

**Background:** In accordance with the Board's annual work plan, a Facilities Accountability Report is to be presented to the Board in January.

**Current Status:** Please find attached the Facilities Accountability Report.

**Pros and Cons:**

**Financial Implications:**

**Governance/Policy Implications:**

**Legal Implications:**

**Communications:**

<b>Prepared By:</b>	<b>Date:</b>	<b>Attachments:</b>
Darren Baiton	December 18, 2015	Facilities Accountability Report

***Recommendation:***

That the Board receive and file the Facilities Accountability Report.

## 2014-2015 Facilities Accountability Report

### Source Documents

#### Performance Assessment Guide

#### Policy 12

#### Appendix B

#### 1. *Student Well-being*

**Role Expectations 1.1** *Ensures that each student is provided with a safe and caring environment that fosters and maintains respectful and responsible behaviors.*

**Role Expectations 1.2** *Ensures that Division facilities adequately accommodate students.*

**Quality Indicators 1.1** *Develops measurements and monitors progress relative to providing a safe and caring environment.*

### Evidence

The efficient and effective management of the school division facilities has, and continues to be, a factor in student achievement, along with a positive learning environment for students. During the 2014-2015 year, Facilities strived to meet the expectations in the following areas:

1. Operations and Facility Organization
2. Custodial and Maintenance Operations
3. Energy Management
4. Health & Safety/Security
5. Capital Plans, Policies and Procedures
6. Construction Management
7. LEAN

#### 1. **Operations and Facility Organization**

##### **Staffing**

Facility Manager is responsible for the following: staffing, capital budgets, projects, rental agreements, training, LEAN, safety code compliance and building security, Preventative Maintenance Renewal.

Administrative Assistant duties include: Invoice coding, AESOP, time sheets, Connect, key distribution, FAME (Asset Planner) entries, and PMR electronic filing.



Facilities North, Central, and South Zone Supervisors are responsible for: Maintenance and operation of schools, grounds and additional buildings, LEAN, Asset Planner, boiler automation, fleet and moves.

**SOUTH ZONE: Facility Supervisor (Hands on)**

- Provided a rented shop to maximize funds.

**NORTH ZONE: Supervisor (Journey-Person Power Engineering)**

- Journey-Persons are shared in zones to maximize funds.

**CENTRAL ZONE: Supervisor (Journey-Person Carpenter)**

- Maintenance shop will continue to upgrade fleet.
- Shop workspace gives Journey-Persons production areas, this enables in-house labour to reduce costs.
- Summer employment is offered to the CUPE ten month staff first, with Summer Students backfilling, which helps reduce administrative setup time and training time required for new staff.
- Hiring of Journey-Persons skillset allows for more in-house work and less contractor wait time.

Journey-Person Electrical	Shared Zones (1)
Journey-Person Plumber	Shared Zones (1)
Journey-Person Carpenters	Central Zone (2)
Summer Staff	North/Central/South (11)
Handyman	North/Central/South (5)
HFO/ FO	9.68North 29.40 Central 15.15 South
PPT Facility Operator	7
Casual Facility Operator	23 Casual Facility Operators

### **Fleet/Equipment**

- Larger equipment is shared within the facility zones to avoid expensive duplication examples include lifts, grounds equipment and trailers.
- New equipment purchases have created the ability to safely maximize the workload, in an efficient and timely manner including LEAN Tools, portable table saw, work stations, and plumbing snakes.

### Information items:

- Facility management software, (Asset Planner) has been a useful tool for the division, with different modules currently being used with the Ministry PMR funding and LEAN efficiencies. Provides data for service requests for operational decision making.
- Facilities does minimal staff substitutions when staff is on leave, which reduces budget costs
- 9<sup>th</sup> move to Riverview Collegiate completed with in-house staffing
- Facilities maintains 33 schools and additional buildings, creating more frequent and extensive costs for up-keep.
- Oldest building is 104 years old, and the newest is 29 years old; with an average age 62 years old.
- The division has one older teacherage remaining in Mankota.
- Population shifts within the area and gradually declining student enrolment across the region as a whole mean that some schools are underutilized. Eight schools in the division are operating at less than 50% capacity. Five schools are operating at over 100% capacity. The average space utilization is 64%.

*See Appendix A: Space Utilization in Schools*

## 2. Custodial and Maintenance Operations

The Supervisor of Facilities is responsible for: Effectively monitoring and maintaining a level of cleanliness across the system for staff and students in accordance to Public Health.

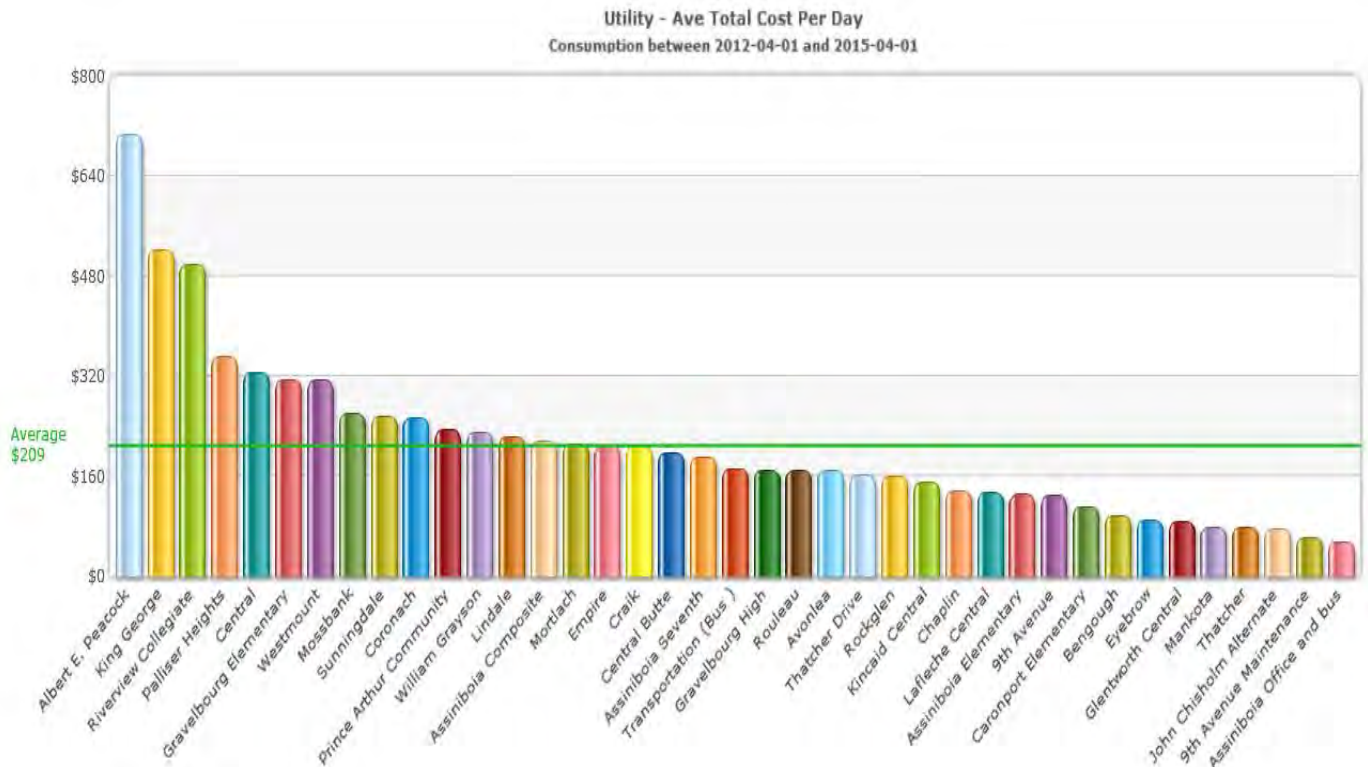
- AESOP has been an asset in allowing for facility manpower to be better utilized in other areas of the department
- Electronic iPads are used for :
  - Checklists
  - Preventative maintenance logs assist in the following areas:
    - Boiler/RTU/mechanical PM logs reduce mechanical costs, track filter replacement for air quality,
    - Meet requirements for the Technical Safety Authority
    - Communicate issues through live face time /Skype
- Playground log data is filed for insurance liability and the safety and well-being of children
- A five year floor stripping and annual wax mapping rotation reduces flooring long term replacement cost. Implementation of a no wax floor product for reduced costs.
- Cleaning checklists align with Public Health requirements and rubrics.
- Facility Department hiring/training/standardization green products provide quality control and expenditure savings.

- Electronic log entries of equipment preventative maintenance and equipment replacement allow for location rotation and reduced long term replacement costs.
- Grounds equipment logs are kept on all equipment to help do preventative maintenance to keep breakdowns to a minimum and keep staff safe.

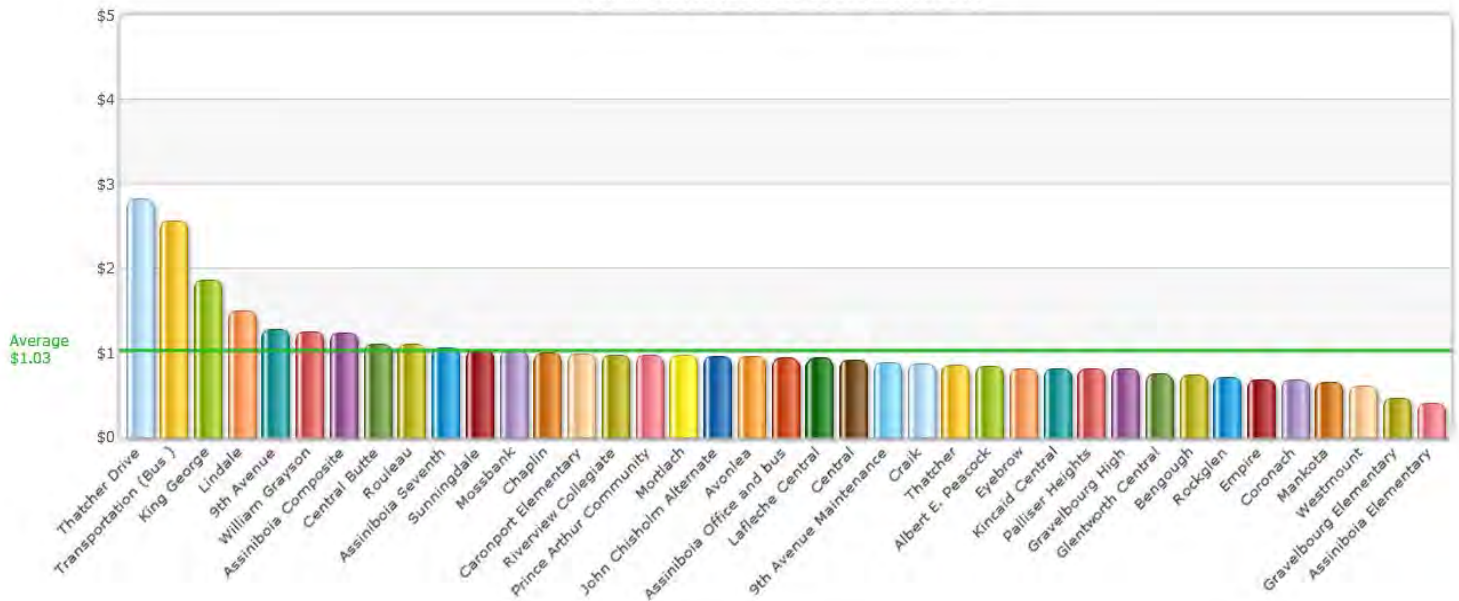
### 3. Energy Management

Communicate and encourage staff on the importance and cost savings related in this section.

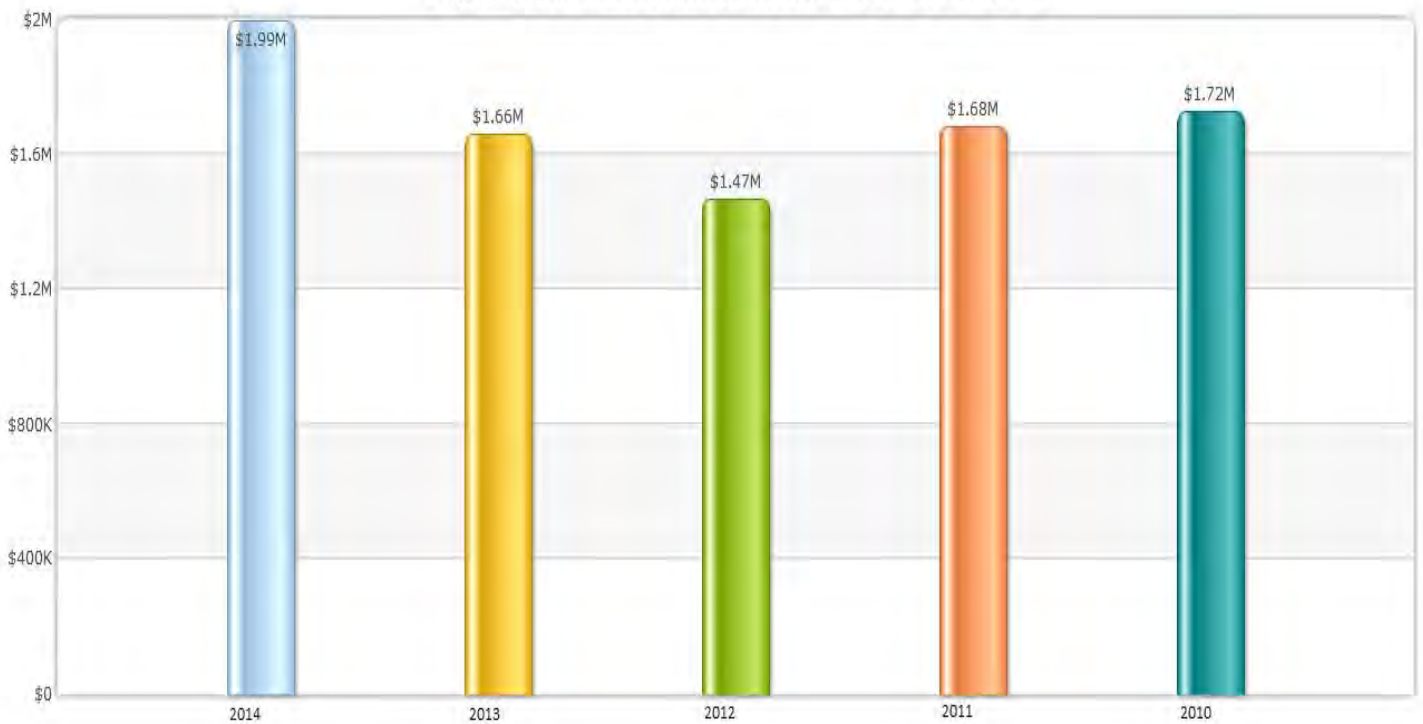
- Current logs of all utility invoices in Asset Planner Energy Module save costs to the division and allow the department to focus on problem areas.
  - Facility footprint comparisons
  - Usage reports
  - Comparison reports
- 2014-2015 lighting projects (T-5, T-8) will now give material payback within approximately three years.
- Installation of modern HVAC equipment (soft start motors, heat recovery wheels) reduce energy management costs on HVAC projects.
- HVAC automation provides daily saving to the division with temperature setbacks when facilities zones are unoccupied.
- Roof insulation project will provide long term payback.



Utility - Cost Per Area (Sq.Ft.)  
Consumption between 2012-04-01 and 2015-04-01

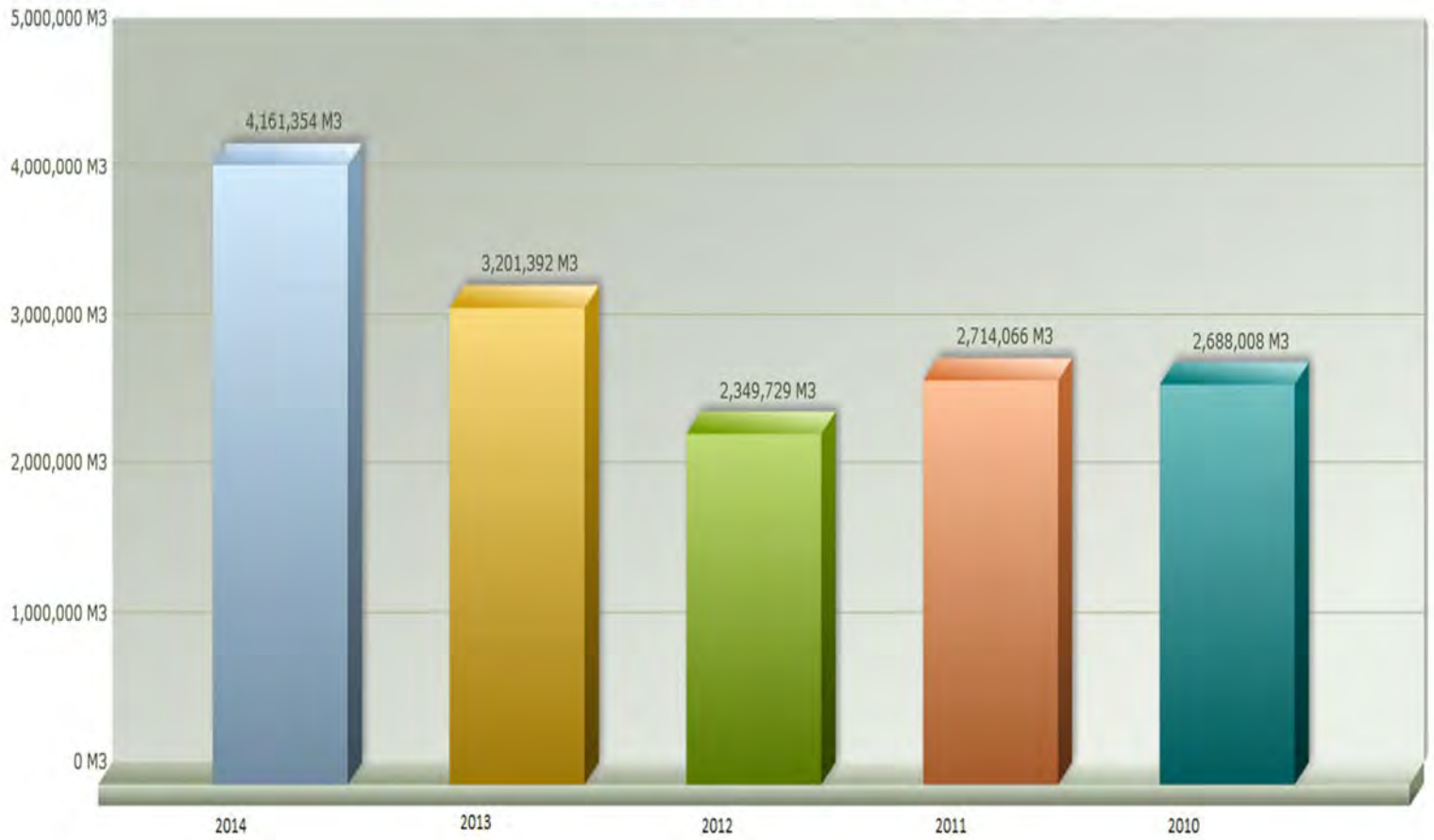


Utility - Total Cost  
for Type Electricity,Natural Gas Consumption between 2010-01-01 and 2015-01-01



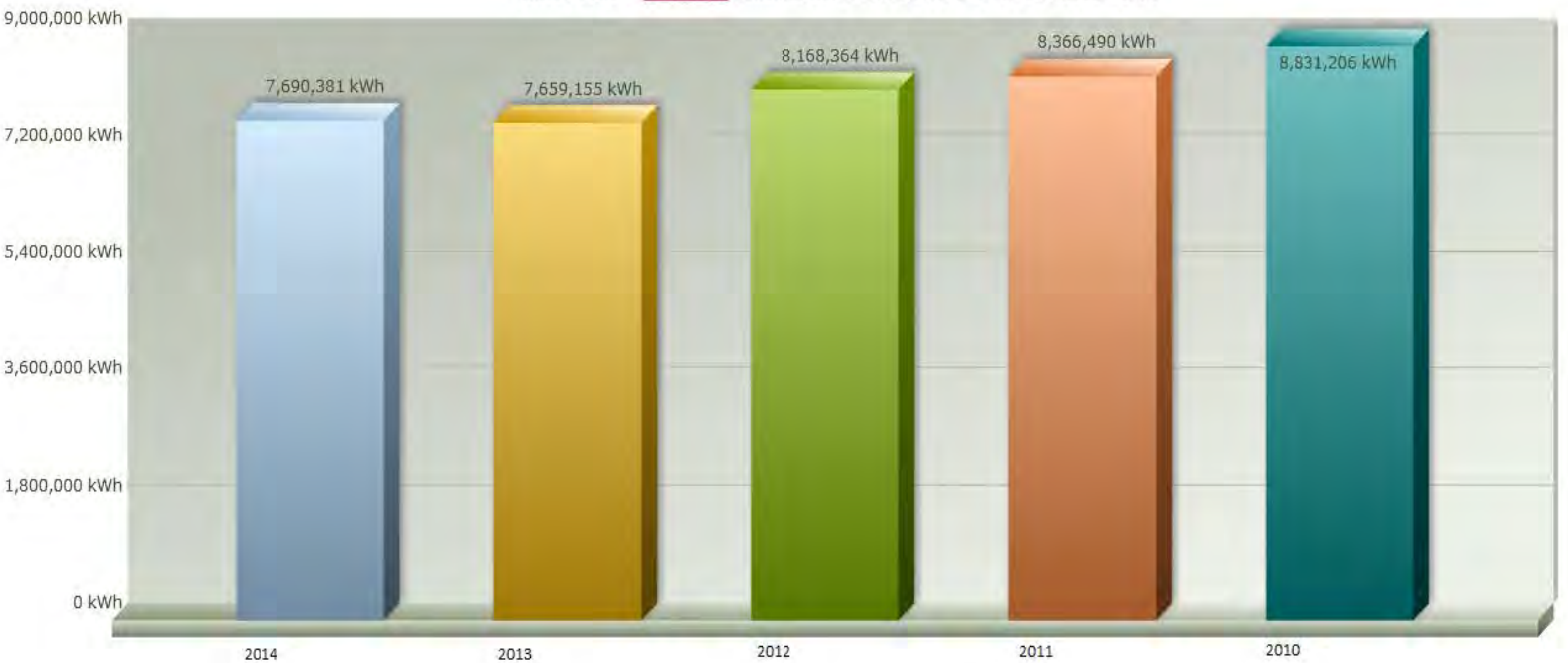
### Utility - Total Consumption

where Type = Natural Gas Consumption between 2010-01-01 and 2015-01-01



### Utility - Total Consumption

where Type = Electricity Consumption between 2010-01-01 and 2015-01-01



#### 4. Health & Safety/Security

The Facilities Department strives to maintain the motto *“send all staff home safe every day!”*

- Meeting all Occupational Health and Safety requirements.

2014-2015 Facility Workers Compensation Board		
Location	Number of Employees	Lost Days
South Zone	1	9
Central Zone	1	27
Central Zone	1	218
Central Zone	1	146
Central Zone	1	124
Central Zone	1	48
Maintenance	1	1
Central Zone	1	3
Central Zone	1	105
Maintenance	1	90
Central Zone	1	71
Central Zone	1	31
South Zone	1	5
Total :2012-2013		343.65
Total :2013-2014		178
Total :2014-2015		878

OH & S Contraventions			
School	Date	Contraventions	Remedy
	2013-2014		No contraventions
	2014-2015		No contraventions

- Public works (computer software) is used to inform and train staff on safety issues.
- Fire extinguishers and sprinklers are supplied by a tendered vendor and inspected annually in bulk with security systems to reduce travel costs.
- Moose Jaw fire hoses are capped to reduce hose replacement and inspection costs.
- All rural facility's fire inspections were completed.

Facility Training		
Scaffolds	Confined Space	Power Mobile Equipment
Bobcat	Respirator	Mould Training
WHMIS	Fall Protection	Playground Inspection
Boom lift	Scissor lift	

- Division owned man lifts provide cost reductions in rentals; quicker service.
- Monthly safety/tool box meetings are held and then filed by the Facilities Administrative Assistant.
- Safety stations are in the shop and trucks are supplied with first aid kits and fire extinguishers.
- New (iPad) GPS locator app monitors staff location for safe well-being.
- Air and water quality inspections are ongoing (as required by authority or by request)
- Boiler inspections at all facilities (daily Asset Planner entries for Technical Safety Authority log)
- School defibrillators are in place at some schools:
  - Assiniboia Composite High, A.E. Peacock, Central Collegiate, Eyebrow, John Chisholm, Riverview Collegiate, Lindale, Chaplin , Craik, Bengough, Westmount, Sunningdale, King George
- Annually 1/3 roof inspections and repairs are done to reduce possible leaks resulting in mould.

*See Appendix B: 2014-2015 Annual Roof Assessments*

## **5. Capital Plans, Policies and Procedures**

- Capital assets and budgets are closely monitored to ensure the budget is being used effectively and efficiently to minimize costs within the department.
- Currently working with Ministry Preventative Renewal Funding to develop three year capital plans.
- Identify opportunities to support continual improvement and LEAN initiatives.
- Assess whether Supervisors are appropriately prioritizing maintenance work and expenditures.
- Develop annual and multi-year capital plans.
- Develop more in-house work with skilled journey-persons.

*See Appendix C: 2014-2015 Capital Projects*

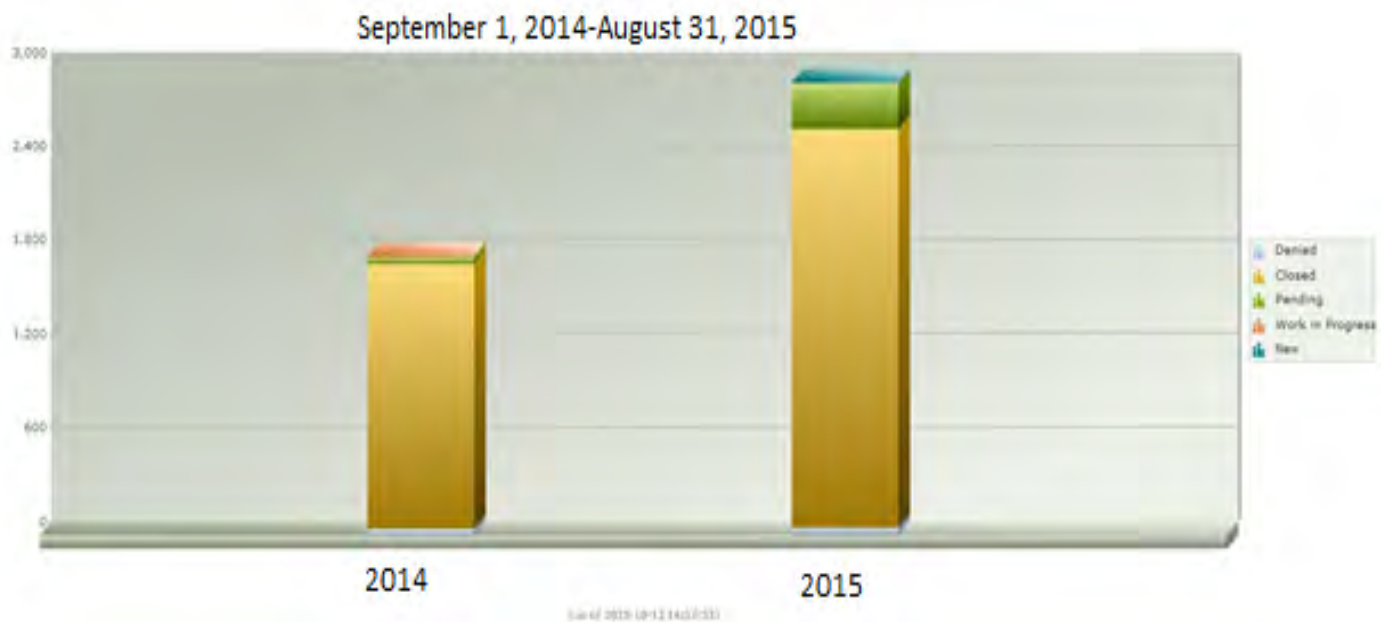
## **6. Construction Management**

- School/Project design and development ongoing with the Gravelbourg Pre K-12.
- Close working relationship with architects, engineers, contractors and suppliers as well as project management team.
- Continual project coordination and reporting keeps costs aligned.

## 7. LEAN

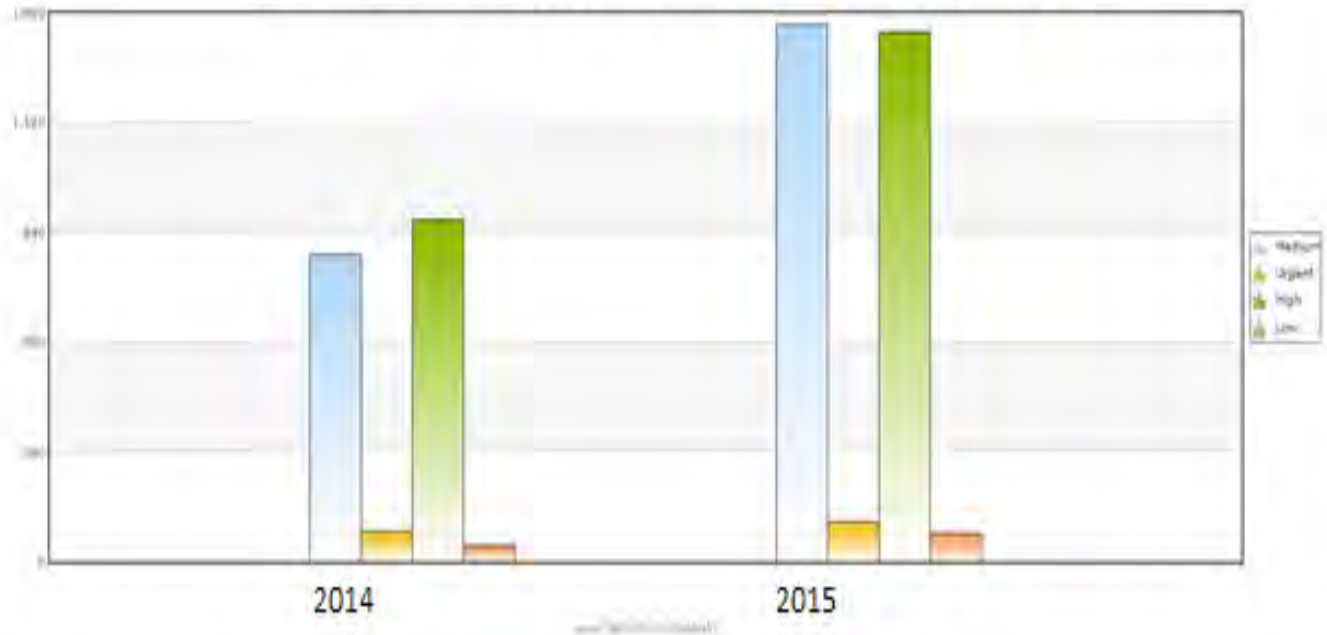
- Standardization of materials, tools, trucks, and shop space saves time and money.
- Bundling of service requests continues to reduce windshield time, vehicle use and delivery time.
- Doubling up of staff to reduce road time and maximize productivity.
- Electronic meetings reduce time and travel costs.

Date	Submitted Requests	Closed Requests	Comments
2013-2014	4,377	4,212	
2014-2015	4,675	4,246	In addition to: -9 <sup>th</sup> to Riverview Collegiate Move -Thatcher to 9 <sup>th</sup> Move

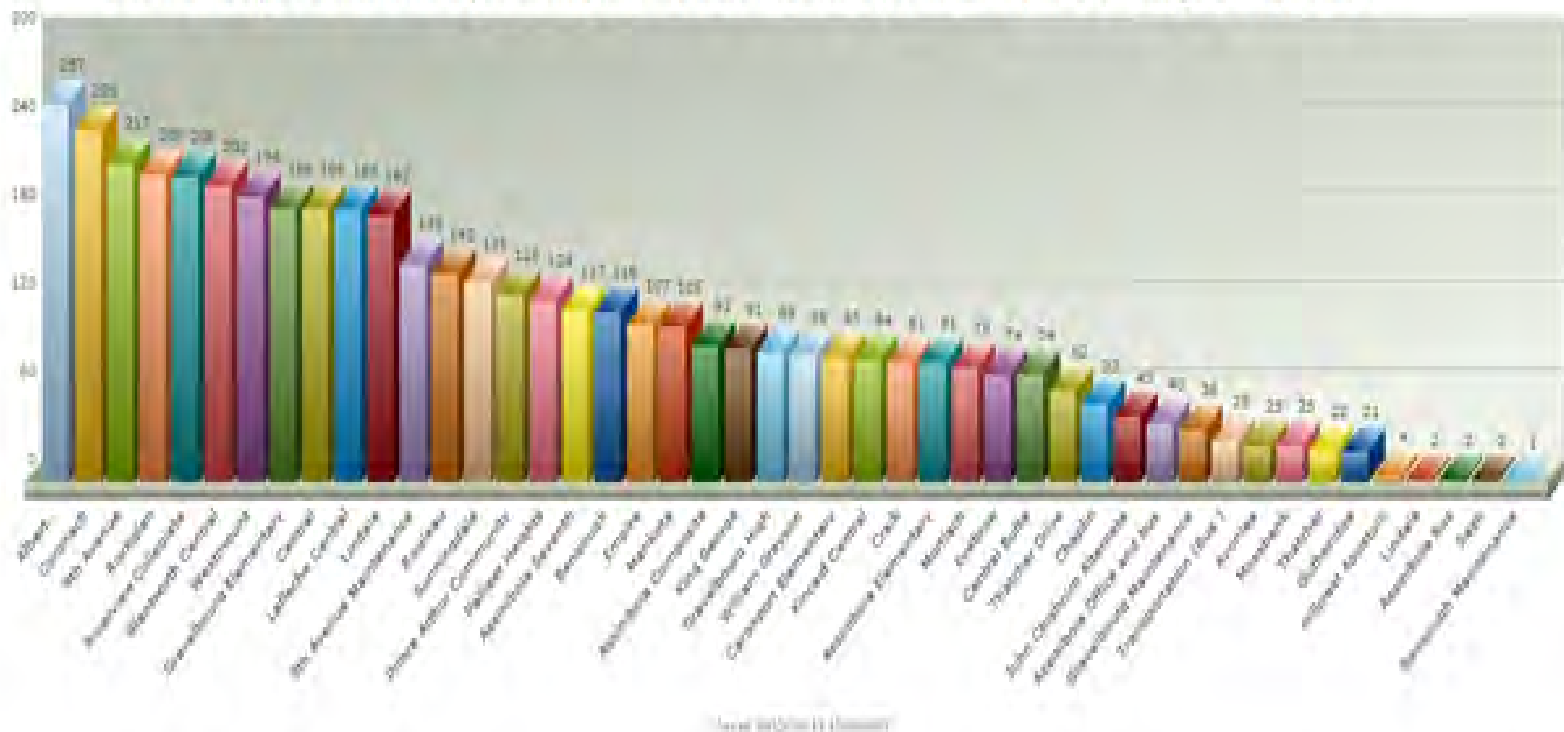




Service Request Volume by Priority September 1, 2014- August 31, 2015



Service Request Volume by Facility Created between September 1, 2014 - August 31, 2015



Days to Complete by Priority				
Year	Urgent	High	Medium	Low
2013-2014	2.4	19.6	28.5	45
2014-2015	2.8	11.7	20.8	16.3

### Administrative Issues:

- Time commitment challenges to provide proper preventative maintenance to HVAC and equipment.
  - Solution: Work closely with developing LEAN concepts.
  - Solution: Reduced number of projects allows time in other areas.
- Accommodations of in-house work add pressure to the resources of the facilities department. The following are in-house projects completed:
  - Learning Services and MMRC Resource Centre move
  - RVCi Renovations
  - Painting Projects
  - Flooring Projects
  - Maintenance Office Renovation
  - Facility Utilization Preparation
  - Solution: Consider future staffing for in-house services.
- Installation of GPS to fleet.
  - Solution: Future consideration to link complete fleet when transportation implements for safety and LEAN.

### Governance Implications

- PMR funds will not cover the capital requirements in the future

Prepared by: Darren Baiton, Facilities Manager

# Appendix A:

## Space Utilization in Schools

Government of  
Saskatchewan  
**FUNDED SPACE**

2015-2016 School Year Prairie South SD 210

Report Date: March 18, 2015

School Name	Existing Gross Area (m sq)	SA-1 Gross Area (m sq)	Utilization Rate (%)	Funded Space (m sq)
Albert E. Peacock Collegiate	16,054	8,867	55%	16,054
Assiniboia Composite High	4,391	2,736	62%	4,189
Assiniboia Elementary School	2,997	2,429	81%	2,973
Assiniboia Seventh Avenue School	2,226	2,516	113%	2,226
Avonlea School	2,505	2,347	94%	2,505
Baildon Colony Hutterite School	153			9
Belle Plaine Hutterite School	670			40
Bengough School	3,228	1,382	43%	2,957
Caronport Elementary School	2,228	1,755	79%	2,201
Central Butte School	4,259	1,837	43%	3,901
Central Collegiate	7,750	5,655	73%	7,564
Chaplin School	2,459	928	38%	2,228
Coronach School	4,539	2,674	59%	4,303
Craik School	3,302	1,372	42%	3,018
Empire School	4,187	2,282	55%	3,936
Eyebrow School	1,685	948	56%	1,587
Glentworth Central School	2,231	1,445	65%	2,142
Gravelbourg Elementary School	8,217	2,633	32%	7,346
Gravelbourg High School	2,630	1,492	57%	2,483
Huron Hutterite Elementary	194			12
John Chisholm Alternate School	736	416	57%	695
Kincaid Central School	2,261	1,796	79%	2,234
King George School	3,719	4,013	108%	3,719
Lafleche Central School	1,738	2,086	120%	1,738
Lindale School	3,417	3,832	112%	3,417
Mankota School	2,282	943	41%	2,081
Mortlach School	2,909	1,015	35%	2,618
Mossbank School	3,109	1,822	59%	2,947
Palliser Heights School	6,218	6,231	100%	6,218
Prince Arthur Community School	4,327	3,059	71%	4,206
Riverview Collegiate Institute	6,962	2,073	30%	6,196
Rockglen School	4,916	1,836	37%	4,444
Rose Valley Hutterite School	179			11
Rouleau School	2,260	2,066	91%	2,260
Sunningdale School	3,673	4,514	123%	3,673

Vanguard Hutterite School	178			11
Westmount School	4,385	3,866	88%	4,385
William Grayson School	2,749	2,087	76%	2,700
Non-School Facilities	1,773			1,773
Total		<b>133,696</b>	<b>84,953</b>	<b>64%</b>
				<b>126,999</b>

Notes:

- Existing gross area data was provided by school divisions upon request by the Ministry of Education.
- SA-1 gross area was determined using September 30, 2014 student enrolments.
- Gross utilization rate was calculated as follows:  $\text{SA-1 Gross Area} / \text{Existing Gross Area} \times 100\%$ .
- Non-school facilities include teacherages, maintenance workshops, warehouses and storage facilities. Administration and transportation facilities are not included.

Funded space for a comprehensive school is the same as the existing gross school area.

- Hutterian schools are recognized at 6% of the actual school space. If information on actual school space is not available, an average heated area of dwellings in Saskatchewan (112 m<sup>2</sup> or 1206 ft<sup>2</sup>) is used.

	Under 50% Utilization (8)
	Over 100% Utilization (5)

## Appendix B:

### 2014-2015 Annual Roof Assessments

2014-2015 Annual Roof Assessments List:	
1.	Bengough
2.	Central Collegiate
3.	Chaplin
4.	Coronach
5.	Empire
6.	King George
7.	Palliser
8.	Peacock
9.	Westmount

## Appendix C:

### 2014- 2015 Capital Projects

<b>2014/15 Facilities Projects</b>		
<b>School</b>	<b>Project Name</b>	<b>Estimated Cost</b>
Assiniboia High school	lab upgrade (AP 110)(cost share )	20,000
Avonlea	Gym Lighting -Efficiency	24,000
Caronport	interior paint	20,000
Craik	Gym Lighting -Efficiency	25,000
King George	Partial roof replacement (sec.9)	36,000
Lafleche	Lighting efficiency upgrade	100,000
Mortlach	Gym Lighting Upgrade -Efficiency	25,000
Mossbank	Home EC lab upgrade	50,000
Palliser Heights	Tarmac repairs north /south	187,500
Palliser Heights	Partial roof replacement (sec.12)	185,000
Peacock	Gym Lighting upgrade -Efficiency	48,000
Prince Arthur	Gym Lighting upgrade -Efficiency	22,000
Prince Arthur	Partial roof replacement (sec.3/4)	100,000
Westmount	Partial roof replacement (sec 6/9/21)	125,000
Westmount	Tarmac repairs	150,000
Empire	Partial Roof Replacement (sec. 1)	232,000
9 <sup>th</sup> Avenue	Office Upgrade	250,000
		<b>\$1,599,500</b>
Gravelbourg Elem./High		

#### **PLAYGROUNDS AND SCHOOL DEVELOPMENT AP110**

Coronach outdoor learning center  
 Coronach playground  
 Lafleche Playground  
 Prince Arthur Playground  
 Peacock Wrestling Mats

# AGENDA ITEM

<b>Meeting Date:</b>	January 5, 2016	<b>Agenda Item #:</b>	5.2
<b>Topic:</b>	<b>1<sup>st</sup> Quarter Financial Accountability Report</b>		
<b>Intent:</b>	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

**Background:** In accordance with the Board's annual work plan, a quarterly financial accountability report is to be presented to the Board at the end of each quarter.

**Current Status:** Attached is the 1<sup>st</sup> Quarter Financial Accountability Report.

**Pros and Cons:**

**Financial Implications:**

**Governance Implications:**

**Legal Implications:**

**Communications:**

<b>Prepared By:</b>	<b>Date:</b>	<b>Attachments:</b>
Bernie Girardin	December 17, 2015	1 <sup>st</sup> Quarter Financial Accountability Report

***Recommendation:***

That the Board receive and file the 1<sup>st</sup> Quarter Financial Accountability Report.

## **Source Documents**

### **Policy 12 Section 3. Fiscal Responsibility**

- 3.1. Ensures the fiscal management of the Division is in accordance with the terms or conditions of any funding received by the Board.
- 3.2. Ensures the Division operates in a fiscally responsible manner, including adherence to recognized accounting procedures.
- 3.3. Ensures insurance coverage is in place to adequately protect assets, indemnify liabilities and provide for reasonable risk management.

Highlights of the 2015-16 budget approved by the Board of Education on May 6, 2014:

- The division will use \$335,000 from restricted surplus for the final year of the PAA Initiative. The board had made a motion in 2012 to allocate funds for the PAA initiative which commenced in 2012-13.
  - *The final year of the PAA project is proceeding as planned.*
- The Reading Strategy continues. Prairie South is entering the 3<sup>rd</sup> year of a 5 year plan to improve reading comprehension across all grade levels. The projected budget includes support to purchase materials, sub costs to cover teachers for professional learning, materials for intervention and for public promotion.
- Consolidation of Gravelbourg High School - Elementary construction will begin in late spring of 2015 and is expected to be 95% completed in 2016.
  - *The construction project is well underway. If you go to the Gravelbourg High School web site you can see the progress of the project in pictures.*
- Transportation will implement bus routing software as part of a LEAN initiative which will help gain efficiencies in planning routes and potential cost savings down the road.
  - *The software loading of information (students; routes; maps etc) is underway. We hope to use the software starting in April.*
- Human Resources has recently implemented a program that will allow online applications to take place which will provide many future efficiencies as we go forward in 2015-16.
  - *This program is being used.*



# 1. Accumulated Surplus

Following is the accumulated surplus as at August 31, 2015.

	August 31, 2014	Additions during the Year	Reductions during the Year	August 31, 2015
<b>Invested in Tangible Capital Assets:</b>				
Net Book Value of Tangible Capital Assets	\$ 52,749,252	\$ -	\$ (722,498)	\$ 52,026,754
Less: Debt owing on Tangible Capital Assets	1,512,647	-	(351,328)	1,161,319
	51,236,605	-	(371,170)	50,865,435
<b>PMR maintenance project allocation (1)</b>	1,563,026	1,383,650	(134,146)	2,812,530
<b>Internally Restricted Surplus:</b>				
<b>Capital Projects:</b>				
Incomplete Board approved tangible capital asset projects	1,469,916	1,774,500	(2,047,825)	1,196,591
Gravelbourg School consolidation	653,846	1,000,000	(1,495,775)	158,071
Gravelbourg Elementary replace sewer line	-	39,775	-	39,775
<b>Other:</b>				
Incomplete Board approved practical applied arts program	610,000	-	(222,884)	387,116
Board approved allocation for school bus purchases	-	57,858	-	57,858
Board approved allocation for future elections	12,000	18,000	-	30,000
Saskatchewan Government Insurance Driver Training Grant	-	707,691	(458,693)	248,998
School generated funds	1,087,313	71,471	-	1,158,784
School Community Council carry forwards	129,244	-	(212)	129,032
School budget carry forwards	962,455	-	(446,940)	515,515
Cognitive Disabilities Program Grant	81,246	36,334	(23,698)	93,882
Child Nutrition & Development Grant	30,261	30,098	(25,598)	34,761
<b>Total Internally Restricted Surplus:</b>	5,036,281	3,735,727	(4,721,625)	4,050,383
<b>Unrestricted Surplus</b>	14,844,885	168,951	-	15,013,836
<b>Total Accumulated Surplus</b>	\$ 72,680,797	\$ 5,288,328	\$ (5,226,941)	\$ 72,742,184

## 2.1 Restricted Operating Reserves –

The Division allows schools and school community councils to accumulate surpluses or incur deficits, when circumstances dictate. These reserves belong to the individual sites. As at August 31, 2015 the balances were as follows with a 5 year comparison:

School	Decentralized Budget Carry forwards					PD Budget Carry forward					SCC Operating Carry Forward					SCC PD Carry Forward				
	10/11	11/12	12/13	13/14	14/15	10/11	11/12	12/13	13/14	14/15 - Teacher Only	10/11	11/12	12/13	13/14	14/15	10/11	11/12	12/13	13/14	14/15
Assiniboia 7th	74,996	46,983	68,469	85,368	78,200	11,856	10,661	14,143	18,360	11,130	931	1,518	1,338	1,664	2,154	-	1,000	1,859	1,054	720
Assiniboia Elementary	31,210	14,143	25,339	35,774	27,212	5,045	11,345	16,573	17,392	7,292	1,466	192	1,192	1,881	2,047	-	1,000	2,000	3,000	3,000
Assiniboia High School	(3,289)	5,099	101	(1,225)	3,246	2,319	311	2,287	5,896	5,181	624	1,728	2,025	1,287	2,319	-	1,000	1,424	2,425	2,425
Avonlea	(2,811)	(6,173)	8,953	6,067	(818)	6,856	8,379	9,674	10,205	3,770	170	40	426	695	841	-	1,000	1,864	2,864	2,864
Baldon	2,006	(1,178)	1,573	2,101	3,133	954	1,386	1,352	1,571	577	-	-	-	-	-	-	-	-	-	-
Belle Plaine	(377)	(836)	1,048	(425)	(824)	1,380	543	689	447	576	-	-	-	-	-	-	-	-	-	-
Bengough	19,666	12,981	13,980	14,784	22,253	6,243	5,047	4,134	7,810	4,682	461	1,280	1,163	1,123	1,205	-	1,000	2,000	3,000	1,401
Caronport Elementary	12,817	(8,530)	25,607	6,866	6,711	1,304	2,088	3,032	1,431	(54)	690	1,397	2,397	2,930	2,817	-	915	1,915	2,915	2,915
Central Butte	5,695	5,649	15,268	11,626	18,966	8,824	12,389	17,609	24,329	19,873	1,676	1,513	2,198	1,743	1,390	-	1,000	1,653	2,653	2,653
Central Collegiate	(29,609)	(39,922)	5,672	(8,323)	(58,843)	6,898	7,646	3,257	10,847	(4,120)	544	430	46	327	1,048	-	1,000	2,000	3,000	3,000
Chaplin	4,058	(4,714)	3,103	(7,148)	(3,748)	1,996	3,528	5,509	4,855	853	568	315	290	492	1,053	-	1,000	1,889	1,662	1,007
Coronach	13,645	(3,188)	14,318	11,925	10,885	5,839	3,303	4,126	4,849	4,345	386	1,057	1,927	2,826	2,725	-	(884)	(616)	391	391
Craik	5,430	7,823	1,082	11,199	15,006	7,255	11,334	10,966	13,689	12,101	296	484	338	759	1,744	-	1,000	2,000	3,000	3,000
Empire	(8,177)	8,156	5,210	6,811	8,929	3,381	2,097	4,777	8,110	1,218	1,264	1,776	2,630	3,352	4,084	-	1,000	1,889	2,889	2,889
Eyeblow	6,094	9,188	6,612	(496)	3,520	4,560	5,335	10,093	12,712	7,024	1,768	2,768	2,763	3,278	3,248	-	1,000	2,000	3,000	3,000
Glentworth	2,355	(5,818)	(7,384)	(2,178)	9,654	5,674	8,552	13,223	18,187	16,593	985	1,985	1,630	489	107	-	1,000	1,896	2,896	2,896
Gravelbourg Elementary	13,254	4,947	13,656	18,805	19,977	6,020	9,754	7,279	9,976	2,200	561	1,330	1,983	330	3,247	-	1,000	1,251	2,252	2,252
Gravelbourg High School	(1,488)	(2,840)	14,362	11,795	8,894	8,906	13,969	16,262	17,114	9,116	913	473	712	2,983	32	-	1,000	1,419	2,419	2,419
Huron	2,831	495	(357)	3,009	6,447	1,410	1,316	1,229	1,465	435	-	-	-	-	-	-	-	-	-	-
John Chisholm	573	1,828	2,189	262	561	2,914	1,220	1,370	1,491	227	1,184	2,184	3,184	3,235	2,122	-	178	1,178	2,071	2,071
Kincaid	(18,081)	(3,208)	8,772	8,023	3,250	2,651	2,772	2,893	5,607	2,304	1,102	1,681	(760)	240	589	-	1,000	1,148	1,633	800
King George	9,787	50,873	24,074	94,090	(15,034)	16,197	11,876	14,529	14,751	5,473	32	1,032	2,032	2,678	3,127	-	1,000	2,000	3,000	3,000
Lafleche	2,724	(186)	(247)	(9,038)	1,075	1,054	3,084	8,466	12,813	1,547	13	441	(300)	272	555	-	1,000	1,725	2,725	2,684
Lindale	(28,891)	(7,155)	(8,889)	29,349	39,339	6,963	7,149	4,837	9,779	2,992	107	422	776	1,301	1,209	-	1,000	2,000	3,000	3,000
Mankota	8,250	6,573	18,893	22,150	18,144	1,677	4,927	9,461	12,003	6,956	343	761	1,000	1,493	829	-	1,000	1,837	2,407	2,407
Mortlach	(8,689)	(3,836)	(415)	8,675	9,966	4,327	7,674	11,004	12,306	5,231	617	946	790	1,097	629	-	1,000	1,080	2,080	2,080
Mossbank	1,640	2,025	9,396	13,487	15,166	6,063	3,077	5,198	10,355	8,665	1,118	808	685	472	413	-	1,000	2,000	3,000	3,000
Palliser	117,118	108,789	147,533	137,744	37,067	19,454	26,831	34,843	35,395	9,741	703	1,080	1,706	2,563	2,983	-	1,000	2,000	3,000	2,583
Peacock	(5,205)	(82,363)	(13,756)	(94,869)	(35,389)	6,161	42	8,327	17,177	6,596	1,039	1,443	928	966	1,597	-	1,000	2,000	3,000	3,000
Prince Arthur	5,297	(859)	28,300	19,430	19,796	7,037	4,757	3,203	12,688	3,544	645	1,124	1,690	1,412	2,194	-	1,000	2,000	3,000	3,000
Riverview	(13,088)	(20,188)	2,814	9,378	(17,099)	2,984	3,495	1,591	2,386	4,107	725	803	(131)	321	1,080	-	1,000	1,888	1,654	1,654
Rockglen	1,464	2,459	1,701	3,539	4,606	3,371	4,589	7,144	11,478	11,319	747	243	1,076	724	943	-	1,000	2,000	2,613	2,496
Rose Valley	3,011	166	2,020	1,435	819	2,760	2,457	2,099	2,251	2,889	-	-	-	-	-	-	-	-	-	-
Rouleau	21,602	7,929	23,902	37,267	34,356	5,635	8,141	10,279	10,370	5,153	628	1,102	1,160	1,326	1,147	-	(494)	506	1,366	1,366
Sunningdale	31,801	34,852	55,568	38,242	22,835	7,742	12,360	14,145	10,654	2,104	1,022	1,927	2,414	1,843	1,424	-	(267)	733	1,733	1,733
Vanguard	10,776	15,830	24,975	31,731	31,412	4,627	6,101	7,424	8,837	7,165	-	-	-	-	-	-	-	-	-	-
Westmount	31,027	5,244	32,838	7,267	(12,485)	4,324	8,004	8,207	10,313	1,998	1,573	1,756	1,721	2,277	2,810	-	632	1,632	2,569	739
William Grayson	4,725	1,472	(3,259)	2,271	(12,364)	945	2,379	3,359	5,988	(109)	262	29	192	136	415	-	1,000	1,711	2,457	2,457
Total	324,147	162,508	573,020	566,768	324,820	203,604	239,900	304,389	395,687	190,695	25,243	36,070	41,218	48,516	54,130	-	27,080	53,881	80,728	74,902

**2. Revenue/Expenditure patterns - 3 month expenditures for the period September 1, 2015 to November 30, 2015 is attached.**

***Revenue:***

Overall our revenue is not quite at the quarterly budget we are at 93% of the 1<sup>st</sup> quarter budget, which is mostly due to capital revenues which will be received later.

- Grants are somewhat lower than the 1<sup>st</sup> Quarter as the capital grants are somewhat behind the quarterly budget.
- Complementary Services revenue is a bit higher than the quarterly budget as the nutrition grant was paid in the first quarter.

***Expenditure:***

Overall our expenditures are in line they are at hundred percent of the

- Administration is 4% above the quarterly budget due to salary and benefits.
- Instruction is over by 2% from the quarterly budget due to purchase of supplies at the beginning of the year.
- External Services is over by 2% of the quarterly budget due to salaries and benefits. The Associate Schools hired more teachers than originally budgeted.

**Governance Implications**

Continue to monitor net effect of expenditures on future net assets and cash.

Prairie South School Division  
Statement of Financial Position  
As At November 30, 2015

	2015-16	2014-15
	Actual	Actual
<b>FINANCIAL ASSETS</b>		
Cash	27,193,148	25,321,225
Short Term Investments	17,780	19,227
Accounts Receivable	2,099,983	2,104,413
Provincial Grants Receivable	(475,412)	811,403
Other Receivables	272,581	259,317
Portfolio Investments	40,351	55,502
Other Assets	15,385	17,488
<b>TOTAL FINANCIAL ASSETS</b>	<b>29,163,815</b>	<b>28,588,576</b>
<b>LIABILITIES</b>		
Other Payables	4,230,629	3,891,150
Capital Loans	1,070,814	1,426,393
Accrued Employee Future Benefits	2,231,488	2,048,820
Deferred Revenue	1,245,107	1,129,321
<b>TOTAL LIABILITIES</b>	<b>8,778,039</b>	<b>8,495,684</b>
<b>NET FINANCIAL ASSETS(DEBT)</b>	<b>20,385,777</b>	<b>20,092,892</b>
<b>NON-FINANCIAL ASSETS</b>		
Physical Assets	133,448,589	128,977,688
Amortization	(81,874,928)	(77,163,431)
Inventories of Supplies	4,046	8,735
Prepaid Items	25,611	30,638
<b>TOTAL NON FINANCIAL ASSETS</b>	<b>51,603,318</b>	<b>51,853,630</b>
Current Year Net Income(Loss)	(546,859)	(1,593,871)
<b>ACCUMULATED SURPLUS(DEFICIT)</b>	<b>71,442,236</b>	<b>70,352,650</b>

PRAIRIE SOUTH SCHOOL DIVISION NO. 210  
STATEMENT OF FINANCIAL ACTIVITIES  
As At November 30, 2015

	2015-16 Approved Budget	1st Quarter Budget	Total Revenue/Expenses & Encumbrances	Budget Remaining	Percentage of Budget Used	Percentage of 1st Quarter Budget Used
<b>REVENUE</b>						
Taxation	29,525,076	7,381,269	7,381,269	22,143,807	25%	100%
Grants	58,576,696	14,644,174	12,897,800	45,678,896	22%	88%
Tuition	55,978	13,995	8,458	47,520	15%	60%
School Generated Funds	1,254,300	313,575	295,575	958,725	24%	94%
Complementary Services	572,288	143,072	166,252	406,036	29%	116%
External Services	3,691,892	922,973	933,929	2,757,963	25%	101%
Other Revenue	318,500	79,625	71,073	247,427	22%	89%
<b>TOTAL REVENUE</b>	<b>93,994,730</b>	<b>23,498,683</b>	<b>21,754,356</b>	<b>72,240,374</b>	<b>23%</b>	<b>93%</b>
<b>EXPENSES</b>						
Governance	507,025	126,756	123,061	383,964	24%	97%
Administration	3,098,931	774,733	805,431	2,293,500	26%	104%
Instruction	57,743,788	14,435,947	14,714,649	43,029,139	25%	102%
Plant Operation	13,111,628	3,277,907	2,960,655	10,150,973	23%	90%
Transportation	7,430,973	1,857,743	1,926,664	5,504,309	26%	104%
Tuition Expense	66,000	16,500	-	66,000	0%	0%
School Generated Funds	1,254,300	313,575	314,501	939,799	25%	100%
Complimentary	2,056,295	514,074	516,202	1,540,093	25%	100%
External Services	3,621,887	905,472	926,420	2,695,467	26%	102%
Interest and Bank	47,902	11,976	13,631	34,271	28%	114%
<b>TOTAL EXPENSES</b>	<b>88,938,729</b>	<b>22,234,682</b>	<b>22,301,215</b>	<b>66,637,514</b>	<b>25%</b>	<b>100%</b>
Consolidated Net Income(Loss)	5,056,001	1,264,000	(546,859)	5,602,860		

## AGENDA ITEM

<b>Meeting Date:</b>	January 5, 2016	<b>Agenda Item #:</b>	5.3
<b>Topic:</b>	<b>Letter of Support from Board</b>		
<b>Intent:</b>	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

**Background:**

On November 19, 2015, the Transportation Manager attended a meeting of concerned stakeholders regarding the lack of maintenance for Highway 58 between Chaplin and Shamrock. This meeting was spearheaded by Mrs. Maureen Froehlich who resides within the area in question.

The issue is the condition of the portion of the highway in question and the lack of regular routine maintenance as noted in the attachment.

The stakeholders will have a delegation meet with the Ministry of Highways and their local MLA, Hon. Lyle Stewart to discuss their concern.

Mrs. Froehlich is seeking a letter from the Board offering support to their endeavour.

**Current Status:**

**Pros and Cons:**

**Financial Implications:**

**Governance Implications:**

**Legal Implications:**

**Communications:**

<b>Prepared By:</b>	<b>Date:</b>	<b>Attachments:</b>
Clarke Baker	December 18, 2015	Email from Mrs. Maureen Froehlich

***Recommendation:***

Recommendation from the Rural Catchment and Transportation Committee:  
That the Board render a decision in this matter.



Bid to Improve Highway 58 Section 4  
Update #1  
November 23, 2015

An organizational meeting was held on November 19. Twenty-six concerned stakeholders were in attendance with representation from Prairie South School Division, EMS, RMs of Chaplin and Shamrock, industry, and ratepayers.

The group agreed to form a delegation that will request a meeting with the Ministry of Highways and MLA Lyle Stewart.

The delegation currently consists of:

Reeve Duane Doell RM of Chaplin #164  
Reeve Wayne Rud RM of Shamrock #134  
Residents – Linda Coates, Maureen Froehlich  
Palliser Plains Coop General Manager Mike Sigourin  
Gravelbourg and District EMS rep – to be determined

It was agreed that the more evidence and documentation, the better. Many agreed to share their account in writing and/or pictures to support the bid. With this in mind, please forward your information to Maureen ([gm.froehlich@sasktel.net](mailto:gm.froehlich@sasktel.net)) as soon as possible, for we plan on sending a request for a meeting to the government later this week.

Points shared at the meeting, in no particular order:

- safety is the primary issue
- at times, school busses have been unable to get down the road to pick up passengers
- there are serious concerns for ambulance personnel including:
  - the inability to use speed when required compromises patient safety
  - the roughness seriously hampers the ability to perform medical procedures
  - ambulances are not equipped with 4 wheel drive and are low to the ground which has resulted in serious damages to the vehicles
- drivers have reported hitting the ditch due to lack of highway maintenance (i.e. lack of gravel, existing gravel left on shoulders or in ridges, improper blading not incorporating gravel into highway surface, irregular and limited blading, etc...)
- also at issue is the condition of the highway and the lack of regular routine maintenance costing school divisions, industry and business, and anyone who uses the road time and money
- although not built to withstand it, this stretch of highway has become in reality a heavy-haul route connecting Highway 13 and the Trans Canada
- many calls have been made over the years to various officials within the Ministry of Highways and to MLA Lyle Stewart detailing concerns with the highway and requesting maintenance and improvements
- when the road became part of the highway system, the RMs spent thousands to bring it up to standard, with the understanding that the provincial government would maintain that standard; this obviously has not happened
- over the years, many would-be users have been re-routing around this stretch of highway, causing undo stress on the connecting grid roads and thus increasing costs to the RMs
- there were questions about accountability and Ministry policy
- the practice of the improper application of dust control product was an issue
- it was suggested that there are implements available to repair the road that are much more cost-effective than current practices

In closing, you will receive notification when a meeting with the government has been arranged. Again, please remember to send any information you feel will assist in this endeavour – this is key to the success of the presentation that will be made on your behalf. Thanks for your support.

## AGENDA ITEM

<b>Meeting Date:</b>	January 5, 2016	<b>Agenda Item #:</b>	5.4
<b>Topic:</b>	<b>Lindale School Request for the Board of Education to Direct Recitation of The Lord's Prayer at Lindale School During Opening Activities</b>		
<b>Intent:</b>	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

**Background:**

Following direction from the Board of Education at the December 1, 2015 Board Meeting, the Lindale SCC went through an information gathering, consultation process to determine the will of the Lindale School community to have recitation of the Lord's Prayer during opening activities in the school. The Lindale SCC is aware of and has accounted for guidelines set out in Section 182 of The Education Act, 1995 for recitation of the Lord's Prayer during opening activities. The Lindale SCC sent a letter home to each Lindale School family asking them to consider what it meant to them to have the Lord's Prayer recited each day at school (see parent letter). From parent responses and SCC deliberation the SCC determined that it was the will of the Lindale School community to continue reciting the Lord's Prayer during opening activities. As a result the Lindale SCC has made a written request for the Board to direct recitation of the Lord's Prayer during opening activities at Lindale School (see letter of request).

**Current Status:****Pros and Cons:****Financial Implications:****Governance Implications:**

The Board of Education has the authority as outlined in Section 182 of The Education Act, 1995 to direct recitation of the Lord's Prayer during opening activities, in some schools and not others.

**Legal Implications:**

Board directed recitation of the Lord's Prayer in accordance with guidelines outlined in Section 182 of The Education Act, 1995 protects the Board from possible litigation based on human right concerns and protects the wish of the school community to carry out this religious activity in a public school.



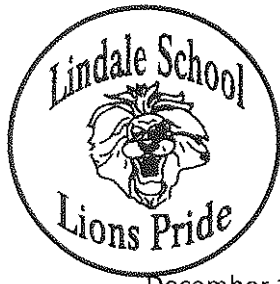
**Communications:**

<b>Prepared By:</b>	<b>Date:</b>	<b>Attachments:</b>
Kim Novak	05 January 2016	Lindale Parent Letter, Lindale School Request

***Recommendation:***

That the Board of Education, in response to the Lindale School SCC request, direct recitation of the Lord's Prayer each day at Lindale School during opening activities, in accordance with guidelines found in Section 182 of The Education Act, 1995.





# Lindale School

"CULTIVATING LEARNING"

1322 11th Avenue N.W., Moose Jaw, SK S6H 4L9  
Email: [school.lindale@prairiesouth.ca](mailto:school.lindale@prairiesouth.ca)

Phone: 306-692-4926  
Fax: 306-693-7544

December 15, 2015

Dear Prairie South School Division Board of Trustees,

On behalf of the Lindale School Community council, we'd like to thank you for the opportunity to engage in a consultative process with our Lindale parents. After receiving direction from the board, we sent a letter home with parents (see attached) on Wednesday, December 9, 2015 requesting for parents to provide feedback on the daily recitation of the Lord's Prayer; a practice that has been a long-standing tradition at Lindale School. The letters were colour-coded (blue for Pre-K – Grade 4; yellow for Grades 5-8) and asked parents to respond by sending the notes back to classroom teachers, thus preventing duplication. Alternately, parents were invited to email Mrs. Gobbett should they wish to do that instead of sending a note back.

We are pleased to report that approximately 70% of our community responded to this request, and of those responses, 91% requested for us to keep the recitation of the Lord's Prayer. We were pleased at this overwhelming response, and exceptionally happy that the tone of the responses seemed to demonstrate thoughtful and articulate comments about what this practice meant to them. In some cases, parents passed on comments their children made about what this practice meant to them. It seemed that in many cases, families had meaningful conversations about the recitation of the Lord's Prayer.

For these reasons, we are **requesting that the Board of Trustees allow the practice of the recitation of the Lord's Prayer to continue in its current form at Lindale School.** It is clear to us that though there is a small percentage of our school community that feels differently, the majority are in favour of having it remain, for a variety of reasons. In recognition of the diversity that exists within our community, we will also recommend that these Lindale parents have conversations as a family about how, instead of reciting the Lord's Prayer when it is broadcast, they may take a moment of quiet reflection to think about things that are meaningful to them. As has been the practice, Lindale teachers will support families in this way.

Thank you for supporting our School Community Council through this process. We look forward to your final decision in early January.

Sincerely,

Heather Maitland, SCC Chair

A handwritten signature in cursive script, appearing to read "H Maitland".

Heather Gobbett, Principal

A handwritten signature in cursive script, appearing to read "H Gobbett".

Darcy Pryor, SCC Vice-Chair

A handwritten signature in cursive script, appearing to read "D Pryor".

## AGENDA ITEM

<b>Meeting Date:</b>	January 5, 2016	<b>Agenda Item #:</b>	5.5
<b>Topic:</b>	<b>Caronport Elementary School Request to Initiate an Information Gathering, Consultation Process Regarding Recitation of The Lord's Prayer During School Opening Exercises and Religious Instruction During the Last Half Hour of the School Day.</b>		
<b>Intent:</b>	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

**Background:**

The right to religious instruction and recitation of the Lord's Prayer as outlined in Section 182 of The Education Act, 1995 and as described in the Prairie South Administrative Procedure Religious Education 212 can take place within specific guidelines. The Caronport Elementary School SCC and School-Based Administration under the guidance of Central Office Administration has decided to write a letter to the Board seeking direction to carry out an information gathering, consultation process to provide the Board with information that will allow the Board to make a decision whether or not to direct at Caronport Elementary School the recitation of the Lord's Prayer during opening activities and religious education during the last half hour of the school day.

**Current Status:**

**Pros and Cons:**

**Financial Implications:**

**Governance Implications:** The Board of Education has the authority as outlined in Section 182 of The Education Act, 1995 to direct recitation of the Lord's Prayer during opening activities and religious education during the last half of the school day, in some schools and not others.

**Legal Implications:** Board authorized recitation of the Lord's Prayer and provision of religious education, while following specific guidelines outlined in Section 182 of The Education Act, 1995 protects the Board from litigation based on human right concerns and protects the wish of the school community to carry out these religious activities in a public school.

**Communications:**

<b>Prepared By:</b>	<b>Date:</b>	<b>Attachments:</b>
Kim Novak	05 January 2016	Caronport Elementary School Request

***Recommendation:***

That the Board of Education direct the Caronport Elementary SCC to carry out an information gathering, consultation process for the purpose of providing the Board with information required to direct the recitation of the Lord's Prayer and direct provision of religious education as outlined in Section 182 of The Education Act, 1995.

School Community Council  
Caronport Elementary School  
103 3<sup>rd</sup> Avenue  
Caronport, SK S0H 0S0  
ATTN. Mrs. Sandra Catterick

Board of Education  
Prairie South School Division  
1075 9<sup>th</sup> Avenue  
Moose Jaw, SK  
S6H 1V7  
ATTN. Mr. Kim Novak

Dear Mr. Novak,

2015DEC14

It is the will of the School Community Council of Caronport Elementary School located in Caronport, SK to carry out a review process to determine whether it is appropriate for the Board of Education to direct CES to have religious education during the last half hour of the school day and recitation of the Lord's Prayer to open the school day.


The School Community Council therefore request the Board of Education to direct us to undergo a review process to explore the will of the community of Caronport and the staff of Caronport Elementary School to include said religious education in the school day.

The goal of the School Community Council is to conduct such a review during the winter and spring of 2016. The review process will be conducted utilizing one of three options:

1. With parent representation from each grade as well as staff representation;
2. Carried out by the SCC as the elected representatives of the community;
3. Conducting a community and staff survey (questions and method to be determined).

Thank you for taking time to review our request and we look forward to hearing from you.

Sincerely,

A handwritten signature in cursive script that reads "Sandra Catterick".

Sandra Catterick

Chairperson

# AGENDA ITEM

<b>Meeting Date:</b>	January 5, 2016	<b>Agenda Item #:</b>	5.6
<b>Topic:</b>	<b>Monthly Reports</b>		
<b>Intent:</b>	<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 November 20 – December 18, 2015.
  2. Tender Report for the period November 20 – December 18, 2015.
  3. Incidents of Concern

**Current Status:**

**Pros and Cons:**

**Financial Implications:**

**Governance/Policy  
Implications:**

**Legal Implications:**

**Communications:**

<b>Prepared By:</b>	<b>Date:</b>	<b>Attachments:</b>
Ryan Boughen, Ron Purdy, Derrick Huschi	December 17, 2015	<ol style="list-style-type: none"> <li>1. Teacher Absences and Substitute Usage</li> <li>2. Tender Report</li> <li>3. Incidents of Concern</li> </ol>

***Recommendation:***

That the Board accept the monthly reports as presented.

## Teacher Absences & Substitute Usage

**Date Range:** November 20, 2015 - December 18, 2015

Absence Reason	Days	% of Total Absences	Sub Days	% Needed Sub	% of possible days
Compassionate Leave	46.38	4.71%	41.68	89.87%	0.50%
Competition Leave	2	0.20%	2	100.00%	0.02%
Convocation Leave	2.35	0.24%	2.35	100.00%	0.03%
Court/Jury	0	0.00%	0	0.00%	0.00%
Education Leave	0	0.00%	0	0.00%	0.00%
Emergency Leave	0	0.00%	0	0.00%	0.00%
Executive Leave	2.5	0.25%	1.5	60.00%	0.03%
Extra/Co-curr Teach	28	2.84%	25.9	92.50%	0.30%
FACI Meet/PD	0	0.00%	0	0.00%	0.00%
HUMA Meet/PD	67.4	6.84%	51.5	76.41%	0.73%
Illness - Teacher	333.13	33.79%	265.95	79.83%	3.62%
Illness - Long Term	69.96	7.10%	0	0.00%	0.76%
Internship Seminar	0	0.00%	0	0.00%	0.00%
LRNG Meet/PD	42.76	4.34%	40.46	94.62%	0.46%
Medical/Dental Appt	170.07	17.25%	151.2	88.90%	1.85%
Noon Supervision Day	22.3	2.26%	20.9	93.72%	0.24%
Paternity Leave	2	0.20%	2	100.00%	0.02%
PD DEC Teachers	34.66	3.52%	25.28	72.94%	0.38%
PP Teacher	20.96	2.13%	17.45	83.25%	0.23%
Prep Time	50.9	5.16%	50.3	98.82%	0.55%
PSTA	1	0.10%	1	100.00%	0.01%
Rec. Of Service	59.53	6.04%	50.8	85.34%	0.65%
Secondment	2.5	0.25%	2.5	100.00%	0.03%
SOEH Meet/PD	0	0.00%	0	0.00%	0.00%
SONO Meet/PD	6.3	0.64%	5.3	84.13%	0.07%
SOSO Meet/PD	6.89	0.70%	5.39	78.23%	0.07%
STF Business - Invoice	3	0.30%	3	100.00%	0.03%
TRAN Meet/PD	0	0.00%	0	0.00%	0.00%
Leave Without Pay	11.15	1.13%	9.45	84.75%	0.12%
<b>Total Absences</b>	<b>985.74</b>	<b>100.00%</b>	<b>775.91</b>	<b>78.71%</b>	<b>10.71%</b>

Teachers (FTE)  
**438.38**

# of teaching Days  
**21**

Possible Days  
**9205.98**



## **Tender Report for the period November 20, 2015 to December 18, 2015**

### 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 was one competitive bid awarded during this period.
  - A request for proposals was issued for a used cube truck for Maintenance. The competition was awarded to The Driving Force Inc. of Saskatoon for \$31,589.

INCIDENTS OF CONCERN TO BOARD							January 5, 2016
Date of Incident	Male	Female	Suspension	Alternative to Suspension	Violent Threat Risk Assessment	# Days	Comments
November 24, 2015		X		X		3	Profanity & Defiance
November 25, 2015	X				X		Physical Threats
November 25, 2015		X		X		3	Physical/Verbal Violence
November 26, 2015	X			X		3	Disruptive and Impulsive Behavior
November 27, 2015	X				X		Stage 1 - Physical altercation
November 30, 2015	X			X		3	Physical altercation with student
November 30, 2015	X			X		2	Misconduct
December 3, 2015	X			X		3	Physical altercation
December 3, 2015	X				X		Level 2 - Threats
December 8, 2015	X			X		5	Substance misuse
December 9, 2015		X		X		5	Absenteeism, substance misuse, disruptive behavior
December 17, 2015			X			3	Overt opposition, profane language

## AGENDA ITEM

<b>Meeting Date:</b>	January 5, 2016	<b>Agenda Item #:</b>	5.7
<b>Topic:</b>	<b>Out of Province Excursion – Kincaid Central School Grades 5-12 Students to Hidden Valley Ski Resort</b>		
<b>Intent:</b>	<input checked="" type="checkbox"/> Decision <input type="checkbox"/> Discussion <input type="checkbox"/> Information		

**Background:** Request from Kincaid Central School for Grades 5-12 students to attend a ski trip to Hidden Valley Ski Resort on January 15, 2016.

**Current Status:**

**Pros and Cons:**

**Financial Implications:**

**Governance/Policy  
Implications:**

**Legal Implications:**

**Communications:**

<b>Prepared By:</b>	<b>Date:</b>	<b>Attachments:</b>
Derrick Huschi	December 18, 2015	Out-of-Province Excursion outline

***Recommendation:***

That the Board approve the out of province excursion for Kincaid Central School grades 5-12 students to attend a ski trip to Hidden Valley Ski Resort on January 15, 2016.

## OVERNIGHT EXCURSIONS / OUTDOOR EDUCATION / HIGH RISK ACTIVITIES APPLICATION FORM

### Division Office Administration Approval Required

<b>A. INFORMATION</b>	
Name of Teacher: Paul Promhouse	School: Kincaid
Type of Activity: <input type="checkbox"/> Curricular <input type="checkbox"/> Extra-Curricular _____ <input checked="" type="checkbox"/> High Risk Activity _____	
Grade Level: 5 – 12	Number of Students: 20 -40
Destination: Hidden Valley Ski Resort	Trip Date: Jan 15/16
Number of School Days (Partial/Full): Non- Instructional Friday	
Transportation: <input type="checkbox"/> Travel by Bus (PSSD No. 210)    or    Other: Chartered Bus <input type="checkbox"/> Travel by Car/Van (List names of drivers):    ____ To be determined _____ _____	
Number of Teachers, Parents, Chaperones: 2 or 3 teachers , 2 or 3 Chaperones	
Qualifications/Certifications of Teachers, Parents, Chaperones: <input type="checkbox"/> First Aid <input type="checkbox"/> Lifeguard <input type="checkbox"/> Canoe Certification <input type="checkbox"/> Other _____	

<b>B. SAFETY GUIDELINES</b>
<ul style="list-style-type: none"> <li>✓ Parent consent forms and medical information including the Health Card Number will be obtained.</li> <li>✓ Evacuation Plan is in place and will be communicated to appropriate individuals.</li> <li>✓ Designated supervisor has access to emergency vehicles at all times.</li> <li>✓ Access to cellular or satellite phone or other communication device.</li> <li>✓ A list of emergency telephone numbers will be formulated.</li> <li>✓ Have reviewed the Physical Activity Safety Guidelines section on Outdoor Education.</li> <li>✓ Appropriate number of supervisors as designated in the Physical Activity Safety Guidelines.</li> <li>✓ Male and Female Chaperones for a co-ed activity.</li> </ul>

<b>C. BUDGET</b>
<ul style="list-style-type: none"> <li>❖ Anticipated Budget _____ \$ 2000.00 _____</li> <li>❖ Description of Funding Sources : Both Student and Decentralized</li> <li>❖ Out of Pocket Cost per Participant : \$ 75.00</li> </ul>

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

**D. LEARNING OBJECTIVES**

See attached

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

a) Pre-Excursion Learning

see attached


b) Excursion Learning


c) Post-Excursion Learning


**F. SCHEDULE OF ACTIVITIES**

See attached

  
Teacher Signature

  
Principal Signature

  
Date

  
Date

\_\_\_\_\_  
Director/Superintendent Signature

☐

Request Approved

☐

Request Denied

## ***E. Learning Activities:***

### **a). Pre-Excursion Learning**

- ski hill safety (ie: identifying symbols which mark the degree of difficulty for each run)
- skier responsibilities (ie: do not stop abruptly in front of another skier)
- appropriate dress for the ski hill (ie: no long scarves or loose clothing items)
- basic instruction for using the various lifts.

### **b). Excursion Learning:**

- mandatory lessons conducted by qualified instructors
- safety video and instruction provided by the ski hill
- demonstration and practice using the triple chair and t-bar
- skier's responsibilities on the ski hill

### **c). Post Excursion Learning:**

- discussion of the importance of safety and mandatory lessons
- review of the need for appropriate dress
- reflection of progress made by skiers following a day of skiing

## ***F. Schedule of Activities:***

6:15- Meet at school

6:30- Depart

9:30- Arrive at ski hill

-mandatory lessons

4:30- Ski hill closes

5:30 depart Hill

7:30- Supper at Pizza Hut ( Swift Current)

10:00- Arrive home

## **Kincaid School Ski Trip**

### ***D. Learning Objectives:***

- Students will demonstrate the desire to participate in vigorous physical activities.
- Students will demonstrate an understanding of how one's level of personal fitness is related to their overall well-being.
- Students will display an understanding of the terminology, rules, safety concepts, mechanical principles and current developments that apply to outdoor pursuits.
- Students will display increased self-confidence, self-sufficiency and individual initiative.
- Students will develop an awareness of the potential of the natural environment for worthwhile lifetime outdoor pursuits in all seasons.
- Students will develop an appreciation and respect for the natural environment.
- Students will develop social skills that promote acceptable standards of behaviour and positive relationships with each other and the environment.
- Students will develop the ability to identify and pursue a variety of fitness-related activities that complement selected outdoor pursuits.
- Students will develop an appreciation of the role of outdoor pursuits in the achievement and maintenance of personal fitness.
- Students will identify, assess and respond to physical hazards encountered in the natural environment.
- Students will identify, assess and respond to physiological and psychological factors often associated with outdoor experiences.
- Students will select appropriate personal and group gear for outdoor activities.

## AGENDA ITEM

<b>Meeting Date:</b>	January 5, 2016	<b>Agenda Item #:</b>	5.8
<b>Topic:</b>	<b>Overnight Excursion – Peacock Grade 11 Students to Kananaskis, Alberta</b>		
<b>Intent:</b>	<input checked="" type="checkbox"/> Decision <input type="checkbox"/> Discussion <input type="checkbox"/> Information		

**Background:**

Request from Peacock Collegiate for Grade 11 students to attend a Mountain Biking trip to Kananaskis, Alberta on May 26-30, 2016.

**Current Status:**

**Pros and Cons:**

**Financial Implications:**

**Governance/Policy Implications:**

**Legal Implications:**

**Communications:**

<b>Prepared By:</b>	<b>Date:</b>	<b>Attachments:</b>
Derrick Huschi	December 18, 2015	Overnight Excursion outline

***Recommendation:***

That the Board approve the overnight excursion for Peacock Collegiate grade 11 students to Kananaskis, Alberta for a Mountain Bike Trip from May 26-30, 2016 as per the outline provided.



## OVERNIGHT EXCURSIONS / OUTDOOR EDUCATION / HIGH RISK ACTIVITIES APPLICATION FORM

### Division Office Administration Approval Required

A. INFORMATION	
Name of Teacher: <b>Blake Buettner</b>	School: <b>Peacock</b>
Type of Activity: <input checked="" type="checkbox"/> Curricular <input type="checkbox"/> Extra-Curricular _____ <input checked="" type="checkbox"/> High Risk Activity <u>Mountain Bike Trip to Kananaskis</u>	
Grade Level: <b>11</b>	Number of Students: <b>24</b>
Destination: <b>Kananaskis, Alberta</b>	Trip Date: <b>May 26 – 30, 2016</b>
Number of School Days (Partial/Full): <b>2.5 – Thursday, May 26-p.m., Friday, May 27-Full Day, Monday, May 30-Full Day</b>	
Transportation: <input type="checkbox"/> Travel by Bus (PSSD No. 210)    or <input type="checkbox"/> Other: _____ <input checked="" type="checkbox"/> Travel by Car/Van (List names of drivers): <b>Blake Buettner, Renee Verge, Steve Lys, Dustin Swanson, Matt Froehlich, Jocelyn Froehlich, Jay Fellingner, Regan Silversides</b>	
Number of Teachers, Parents, Chaperones: <b>8</b>	
Qualifications/Certifications of Teachers, Parents, Chaperones: <input checked="" type="checkbox"/> First Aid <input type="checkbox"/> Lifeguard <input type="checkbox"/> Canoe Certification <input checked="" type="checkbox"/> Other CPR Certification__	

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

C. BUDGET
<ul style="list-style-type: none"> <li>❖ Anticipated Budget - \$4200 - Vehicle Rental - \$2000.00 , Fuel - \$1000.00, Campsite Rental - \$700.00, Groceries-\$300.00, Miscellaneous Camping Items(Camp Fuel, Tarps, Rope) - \$200.00</li> <li>❖ Description of Funding Sources - Decentralized Budget-Special Programs, Fund Raising(School Bottle Recycling)</li> <li>❖ Out of Pocket Cost Per Participant \$150.00 - Meal Plans, Camping Gear, Bike Maintenance and Tune-up, Class T-Shirt, CPR Certification, Spin Classes, Spending Money, Fast Food Restaurants x 3, Snacks for Trip</li> </ul>

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

**D. LEARNING OBJECTIVES**

- Lifelong participation in recreational activities. Have students appreciate outdoor activities for life.
- Develop positive attitudes towards physical activity, fitness, self concepts, relationships, social behavior, personal and group safety.
- Outdoor pursuits have been a major objective of Outdoor Education 20.

Specifically from the Physical Education 20 Curriculum:

**Foundational Objective:**

Students will develop skills related to the outdoors which will make them more comfortable in an outdoor environment.

**Learning Objectives:**

- Students will display an understanding of terminology, rules, safety concepts, mechanical principles and current developments that apply to outdoor pursuits. (We learn biking, hiking and camping terminology, rules, wildlife and bike safety and current trends in mountain biking.)
- Students will display increased self confidence, self sufficiency and individual initiative. (Students are trained on the hills in Moose Jaw on their bikes and their self confidence grows enormously after a day in the mountains using their bikes. Students will spend time training on their own.)

**Foundational Objective:**

Students will develop skills which promote lifelong outdoor leisure pursuits.

**Learning Objectives:**

- Students will develop the basic movement patterns and performance cues related to outdoor pursuits. (We train on stationary bikes to gain fitness for the trip.)
- Students will develop an awareness of the potential of the natural environment for worthwhile lifetime outdoor pursuits in all seasons. (We discuss wildlife safety and the wilderness area we will be going into.)

**Foundational Objective:**

Students will develop an appreciation of and respect for the outdoor environment.

**Learning Objectives:**

- Students will develop an appreciation and respect for the natural environment. (The campsite is like no other. It is on a plateau half way up a mountain with a stream running through it.)
- Students will develop social skills that promote acceptable standards of behaviour and positive relationships with each other and the environment. (The students develop close relationships with each other through the process of the class.)

**Foundational Objective:**

- Students will develop an appreciation of the contribution outdoor pursuits make to personal fitness.

**Learning Objectives:**

- Students will develop the ability to identify and pursue a variety of fitness-related activities that complement selected outdoor pursuits. (We hike as well as bike on our trip. Camping skills are enhanced through our trips.)
- Students will develop an appreciation of the role of outdoor pursuits in the achievement and maintenance of personal fitness. (Students realize how training and conditioning enhance their experience on the trips.)
- SLO's of communication, critical and creative thinking, independent learning, personal and social values and skills and technology are all incorporated into Outdoor Education 20.
- Use of biking skills, conditioning, map reading, camping, menu planning, computer use, cooking, decision making, cooperation, teamwork and social skills are all incorporated into the class and trips.

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

- a) Pre-Excursion Learning - Bike use and maintenance, safety, CPR certification, spin classes for conditioning, wildlife situations, mountain bike skills practice at the Wakamow, menu planning, map reading, knot tying, survival kit preparation.
- b) Excursion Learning – Mountain training session, trip preparations and packing, independent learning of cooking and cleaning, camping duties, nature center, putting pre-excursion knowledge and conditioning to work, group cooperation, independently challenging yourself.
- c) Post-Excursion Learning – Self and teacher evaluation, trip evaluation, chaperone's evaluation, clean up, maintenance of camping gear, trip reflection.

**F. SCHEDULE OF ACTIVITIES**

- Leave Thursday, May 26 at Noon.
- Stay in Brooks, Alberta.
- Leave on Friday, May 27 for Peter Lougheed Provincial Park in Kananaskis.
- Set up camp at Pocaterra Group Camp at Kananaskis, bike Peter Lougheed trails on Friday, May 27.



- Bike Terrace trail on Saturday, May 28.
- Bike Lake Minnewanka trail on Sunday, May 29.
- Return to Moose Jaw on Monday, May 30.

*Blake Brulmen*

Teacher Signature

Principal Signature

Director/Superintendent Signature

*December 10/15*

Date

Date

☐

Request Approved

☐

Request Denied

## AGENDA ITEM

<b>Meeting Date:</b>	January 5, 2016	<b>Agenda Item #:</b>	5.9
<b>Topic:</b>	<b>Cargill Recognition</b>		
<b>Intent:</b>	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

### Background:

Through partnerships with Cargill, Prairie South has been able to provide learning opportunities for students outside the classroom like attending STEMfest in Saskatoon and within the classroom by upgrading the science lab at Assiniboia Composite High School.

Part of Cargill Cares grant application is a commitment to acknowledge Cargill's commitment to innovative course delivery using an 8" x 10" plaque describing Cargill's contribution to the Cargill Conference Center in each school. Plaques would be placed inside the rooms where the synchronous broadcast equipment is housed.

### Current Status:

Currently we offer Online courses through our virtual school asynchronously. With the financial support from Cargill, we will be able to offer courses synchronously.

Our desired outcome is to provide a blended interactive learning model to students regardless of geographical location, with the opportunity to take the same courses as offered in large urban centers. Our model would build the capacity of rural teachers to offer online or face to face courses. The recorded modules and teaching resources will be available for all teachers within the division. Finally, our model would provide the opportunity for many classrooms in the division to team up and work on the same project at the same time and share the data.

Cargill financial contribution will cover the cost of the technical infrastructure and the professional development required to operate an interactive course. More globally, these spaces would provide the ability to host meeting, presentations, and training opportunities from one specialized location to many locations. It would provide the flexibility to view the meeting, presentation, or training sessions provincially or worldwide. It would provide a collaboration mechanism to bring farmers, business, communities and government together to discuss issues of importance.

**Pros and Cons:**

**Financial Implications:** Please see proposed budget

**Governance/Policy Implications:** With decreased provincial funds, school divisions across the province will be looking at partnering with industry to continue to provide many innovative learning opportunities for students.

**Legal Implications:**

**Communications:**

<b>Prepared By:</b>	<b>Date:</b>	<b>Attachments:</b>
Derrick Huschi	December 8, 2015	Cargill Cares Grant Application, Budget proposal

***Recommendation:***

That the Cargill Cares Application, including plaques that acknowledge Cargill's contribution be approved.

## Cargill Cares Application Information

### **Prairie South School Division No. 210**

1075 9<sup>th</sup> Ave NW  
Moose Jaw, SK  
S6H 1V7  
Canada

#### **Organization Web site**

<http://www.prairiesouth.ca/>

#### **Organization's Mission and Purpose**

##### *Mission and Vision*

Learning together for our future.

##### *Tagline*

Our tagline or positioning statement is “Learning together.” It is taken directly from our mission-vision statement and is what Prairie South is doing. We are all learning together. Everyone at Prairie South is learning from our students, our communities and from each other. Learning is not limited to classroom hours. It is constant and all around us.

##### *Core Values*

#### **1. High Expectations for Educational Success**

At school students:

- Learn how to learn;
- Achieve at their highest levels;
- Contribute to our school community; and
- Participate in the communities at large.

#### **2. Community Involvement & Engagement**

Community involvement is important because:

- Our schools connect people with learning and community;
- Public participation helps us make better decisions; and
- Diverse perspectives create a better understanding of need.

## **Summary of the main activities of the organization**

Prairie South is committed to quality learning through:

1. Students: the building blocks of our future.

Through our students we are building the future. Preparing them for the future is fundamental to all the work we do. Our decisions and policies reflect their best interest.

2. Classrooms: the environment that engages learning.

In our classrooms, we are creating an environment that encourages critical thinking and 21st-century learning with innovative delivery models, fair assessment and the motivation to improve students' ability to navigate their own learning process.

3. Schools: the hub of our learning community.

The hub of learning and the connection to community, schools play a critical role in creating a culture for learning. Our decisions and policies support the physical and mental well-being of the school.

4. Communities: the bigger picture.

Our communities, their individuals, businesses, partners, public and private agencies share the responsibility for learning. Our citizens have a right, and a responsibility, to be involved in the process of determining needs, identifying resources, and creating solutions for our learning environments. Working together for tomorrow's leaders, today.

5. Our People: those who make it happen.

Our people have the power to inspire greatness, through their attitudes, actions, and communications. Prairie South celebrates its people, creating an environment that champions leaders and provides the best possible exposure of our learners to these people.



**The following questions relate directly to the program/project that Cargill is supporting**

**Please attach the Request Letter from the Organization**

**Please attach the Budget for the Program/project**

Attached

**Attach your organization's current year Annual Budget.**

Attached

**Project title and brief description**

***Cargill Conference Centers (Pending Board Approval)***

Provide a sustainable innovative educational delivery approach in response to the needs of Saskatchewan students and communities living in large geographical areas, narrowing the gap in inequities for opportunities. Simply put, creating new ways of educational opportunities to benefit student and adult learners within their home communities.

The financial and technical aid will help deliver long term solutions to benefit local and global communities.

**Further describe the program/project and how it relates to the focus area indicated above?**

We are looking to provide a blended interactive learning model to students regardless of geographical location, with the opportunity to take the same courses as offered in large urban centers. Our model would build the capacity of rural teachers to offer online or face to face courses. The recorded modules and teaching resources will be available for all teachers within the division. Finally, our model would provide the opportunity for many classrooms in the division to team up and work on the same project at the same time and share the data.

**How many years Cargill has been supporting this organization or program?**

Two years. In 2013-14, Cargill supported Assiniboia Composite High School in updating their science lab. In 2014-15, Cargill committed to transporting 375+ Prairie South students in grades 11 and 12 to the national STEM FEST conference in Saskatoon to explore future careers in Science Technology Engineering and Math.

**What are the issues/conditions that are being addressed by this program or project and how you will measure its impact (or success)?**

The key issue of inequity will be addressed by providing students in small rural communities' access to the same courses as their urban counterparts. The size of the school, expertise of the teaching staff, and geographical location then, will not become a hindrance to student learning.

The indicator of success is twofold:

1. The number of students accessing the courses
2. An increase in graduation rates through personalization and opportunity

**Who will be served or will benefit from the program/project? Please include who will benefit, ( i.e. children, families) how many are served AND how it supports local community needs.**

Students will benefit by being exposed to a variety of courses (such as: dual credit, advanced placement, core elective and STEM related credits) that are not previously available. The students would interact with the teacher and other students to totally immerse themselves in the learning experience. At the same time, students will have access to the complete lesson when they are away from the school due to illness, vacation or extra-curricular activities, etc. Teachers will benefit as learning modules and resources would be available to build capacity within their building.

Local School Community Councils, whose role is to support student learning and well-being, would benefit through online interactive professional development opportunities throughout the division.

The Cargill Conference Centers would provide access to out of reach courses and opportunities for community members.

Cargill would have access for the purpose of meeting and training on site.

This project will provide the opportunity for partnerships with business, industry, and education both locally and globally.

**How is this program or project innovative?**

Provides a state of the art information system that connects learners of all ages with relevant learning opportunities regardless of geographical location. This type of delivery model allows for interactive learning opportunities between Saskatchewan residents as well as with other Canadian, North American, and more global partners. This system of information sharing and learning provides a structure for learning networks to develop that might not otherwise exist due to isolation. Local and global network and connectivity is developing as the 21 century way of partnering and benefitting from a greater variety of people with various expertise and knowledge.

**How will the program/project engage Cargill customers or employees?**

The project aligns with Cargill's business objectives to help build sustainable communities. It provides Cargill the opportunity to deliver learning opportunities to address their primary focus of supporting nutrition and health, education, and environment programs and projects. It allows Cargill to play a large role in experimenting with and developing improved methods of networking.

**What unique capabilities do you see Cargill bringing to this program or project?**

Cargill would enhance and extend infrastructure necessary to move the implementation plan forward. Without the support from Cargill, Prairie South would not have the resources available to proceed with the project. Cargill may also share expertise and knowledge related to connecting with partners both locally and globally.

**How will this program or project provide opportunities to collaborate with others?**

The Cargill Conference Centers would provide the ability to host meeting, presentations, and training opportunities from one specialized location to many locations. It would provide the flexibility to view the meeting, presentation, or training sessions provincially or worldwide. It would provide a collaboration mechanism to bring farmers, business, communities and government together to discuss issues of importance.

**Are there any special circumstances the committee should consider when reviewing this grant? E.g., Cargill business changes in the community, recent natural disaster impacting the community?**

This project would improve access to primary and secondary education for rural communities with declining enrolments giving them the same educational opportunities as students in large urban centers. It will also allow small rural schools to remain sustainable as teachers will be able to deliver face to face and synchronized online courses throughout the division and province. From a business perspective, it provides Cargill with the opportunity to give back to their clients and provide them with a business presence in rural communities. On a global level, this project may provide the template to roll out a similar plan provincially or nationally.

**Please describe the recognition/visibility Cargill will receive because of this contribution. If there is a planned check presentation or recognition event, please include the date and specifics.**

The naming of the Cargill Conference Centers in each community  
Official ribbon cutting ceremony in each community  
Formal partnership acknowledgement and signing  
Recognition in school's newsletters  
Invite local media to partnership signing  
Presentation of Annual Report at the Annual Meeting of Electors

**Are there additional funders for this program/project? If so, please list. If not, is there a plan in place to secure other contributions to sustain the program/project?**

The installation and testing of equipment will be completed by Prairie South IT staff.  
Sustainment of the equipment after the initial phase in period will become the responsibility of Prairie South School Division.

## **SKYPE FOR BUSINESS ROOMS - CARGILL**

<b><u>DESCRIPTION</u></b>	<b><u>COST</u></b>
Intel NUC (miniature computer):	\$ 700.00
Logitech 3000 video/audio system:	\$ 800.00
Logitech wireless keyboard/trackpad:	\$ 50.00
HDMI and other cables:	\$ 100.00
<i>TOTAL:</i>	<i>\$ 1,650.00</i>

### **IF REQUIRED**

Elunevision 106" fixed-frame screen:	\$ 500.00
Data projector:	\$ 1,000.00
Electrician - to mount everything and run cables:	\$ 350.00
<i>TOTAL:</i>	<i>\$ 1,850.00</i>

Total for 23 Sites \$ 80,500.00

Miscellaneous \$ 5,000.00

Professional Development (3 days for 23 schools) \$ 20,700.00

**Total \$ 106,200.00**

### **3 Year Plan**

2015-16

Equipment (7 schools)	\$ 24,500.00
Professional Development	\$ 6,300.00
Miscellaneous	\$ 1,600.00
<i>Total</i>	<i>\$ 32,400.00</i>

2016-17

Equipment (8 school)	\$ 28,000.00
Professional Development	\$ 7,200.00
Miscellaneous	\$ 1,700.00
<i>Total</i>	<i>\$ 36,900.00</i>

2017-18

Equipment (8 schools)	\$ 28,000.00
Professional Development	\$ 7,200.00
Miscellaneous	\$ 1,700.00
<i>Total</i>	<i>\$ 36,900.00</i>

**Total \$ 106,200.00**

# AGENDA ITEM

<b>Meeting Date:</b>	January 5, 2016	<b>Agenda Item #:</b>	5.10
<b>Topic:</b>	<b>Annual Bursary Fund Directorship Appointments</b>		
<b>Intent:</b>	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

## Background:

Directorships for the Moose Jaw School District No. 1 Bursary Fund Inc. are appointed by the Board of Education on an annual basis. The fund is a separate legal entity established by the Moose Jaw School Division No.1 to collect and invest money donated to provide scholarships to deserving students. The Board of Education is the sole member of the fund and as such has the duty to appoint directors. The appointments to the board are done annually and the recommended appointments below would be for the calendar year 2016.

## Current Status:

The following people currently serve as board members: Greg Veillard, Roy Dickenson, John Livingston, Darleen Stewart, George Patterson, Claude Duke, Pam Ludwar, Darrell Crabbe and Ron Purdy.

We have asked that all the non-Prairie South Board members be reappointed.

There should also be one representative from the Prairie South Board on the Bursary Fund Board. The time commitment is not large, typically one meeting per year in the spring where the audited financial statements are presented along with news of new scholarships or other news. The suggested motion says "Prairie South Board member" so the Board can insert its choice for that position. Mr. Crabbe has said he would be willing to let his name stand again if that is acceptable to the board.

## Pros and Cons:

## Financial Implications:

There are no financial implications for the Board.

## Governance/Policy Implications:

## Legal Implications:

## Communications:

Prepared By:	Date:	Attachments:
Ron Purdy	December 17, 2015	

***Recommendation:***

That the Board appoint the following people as directors of the Moose Jaw School District No. 1 Bursary Fund Inc. for the year 2016:

Greg Veillard, Roy Dickenson, Darleen Stewart, John Livingston, George Patterson, Claude Duke, Pam Ludwar, Prairie South Board Member and Ron Purdy.

**Dusti Hennenfent**

PO Box 114 • Caronport, SK S0H 0S0  
Phone: 306-690-9186 • E-Mail: dustib@gmail.com

October 27, 2015

Heather Gobbett  
Principal  
Lindale School  
1322 11<sup>th</sup> Ave NW  
Moose Jaw, SK S6H 4L9  
306-692-4926

Dear Principal Gobbett,

I have two children who currently attend Lindale School. Let me begin by saying Lindale School is a wonderful school and we have tremendous respect for the teachers and staff. I am pleased with so many aspects that Lindale School offers my children and family. However, I have become aware of one school practice that causes me great concern. That practice is the school wide daily broadcast of a Christian-specific prayer (The Lord's Prayer) following the morning announcements. I have to ask myself: Is it the intention of Prairie South School Division to encourage its students to specifically embrace the Christian religion? Or is it the assumption all students in Prairie South School Division are members of the Christian religion? Regardless of the answers to these questions I find the daily broadcast of a Christian-specific religious prayer at a public school a violation of each student's fundamental right of "freedom of conscience and religion" as stated in Section 2(a) of the Canadian Charter of Rights and Freedoms.

I recently made a phone call to you, Principal Gobbett, inquiring why a public school would take time out of each school day to practice religious worship. I was advised this is a long-standing tradition at Lindale School that continues to be revisited and supported by the Parent Council. I was also informed that students are not required to say The Lord's Prayer and they also have the option to step out of the classroom into the school hallway while it is being broadcast to all students over the school PA system.

I must admit my disappointment that a public school in this day and age would continue to find daily school sponsored religious worship appropriate. Families who value Christian worship have ample time outside of the school day for prayer. Also, Moose Jaw is very fortunate to have a variety of options available to those families that value religion as part of a school program. However, I disagree with the forced exposure to religious worship in our public schools.

Furthermore, I feel subjecting all students to a Christian-specific prayer demonstrates a lack of respect for student diversity and independent student values. The option of students physically leaving the classroom in order to avoid participation in a religious act seems very exclusionary to any non-Christian students and requires them to publicly declare themselves as such on a daily basis. Also, for the record, I asked my own children as well as a handful of students in other classes at Lindale School if they were even aware it was their choice to leave the classroom during The Lord's Prayer. Not one student I asked told me they were aware they could leave the classroom. Though, at a time when peer acceptance is of

the utmost priority I personally would be surprised any student would choose to purposefully segregate him/herself.

I am requesting Lindale School discontinue the daily practice of broadcasting The Lord's Prayer. If Lindale School wants to provide an opportunity each morning for students to pray privately may I suggest a moment of silence/reflection in place of The Lord's Prayer.

Thank you for hearing my concerns.

Sincerely,

Dusti Hennenfent

CC: Don Morgan, Saskatchewan Minister of Education

Julie MacRae, Saskatchewan Deputy Minister of Education

Tony Baldwin, Director of Education, Prairie South School Division



## AGENDA ITEM

<b>Meeting Date:</b>	January 5, 2016	<b>Agenda Item #:</b>	8.1
<b>Topic:</b>	<b>City of Moose Jaw Tax Exemption</b>		
<b>Intent:</b>	<input type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input checked="" type="checkbox"/> Information

**Background:**

Municipalities have the authority to exempt properties from property tax for a period of up to five years for economic development purposes. If they inform school divisions by February 1 of the tax year they do not need the division's approval to apply the exemption to the school tax portion. If the notice is received after that date, the municipality needs the approval of the school division before it can grant the exemption for the school tax portion.

The City of Moose Jaw submitted a request for approval of an exemption for economic development purposes for the old Ross School site. The request was received December 3, 10 months after the deadline for not needing approval and with only 28 days left in the tax year. The exemption value for 2015 would be \$27,422. The City asked for a response by December 15.

**Current Status:**

We have told the City the exemption was received too late and that we could not approve it. The tax year is virtually over and at this late date it would have made far more sense for the exemption to have started in 2016.

We have already recognized 2/3 of the revenue in our audited financial statements which were reviewed by the ministry of education and the ministry of finance, audited by our auditor, our auditor audited by the provincial auditor, the statements approved by the Board and the Ministry of Education and submitted to the Ministry of Education for the November 30 deadline.

We have also asked the City to let us know if this property has been granted an exemption for economic development purposes already.

**Pros and Cons:**

**Financial  
Implications:**

**Governance/Policy  
Implications:**

**Legal Implications:**

**Communications:**

<b>Prepared By:</b>	<b>Date:</b>	<b>Attachments:</b>
Ron Purdy	December 21, 2015	

***Recommendation:***

Information only.