

Prairie South Schools
BOARD OF EDUCATION

DATE: April 2, 2019
1:00 p.m. – 4:00 p.m.
Central Office, 1075 9th Avenue NW
Moose Jaw

AGENDA

- 1. Call to Order**
- 2. Adoption of the Agenda**
- 3. Adoption of Minutes**
 - 3.1.** Regular Board Meeting March 12, 2019
- 4. Decision and Discussion Items**
 - 4.1.** BP 16 Revision
 - 4.2.** BP 18 Revision
 - 4.3.** 2nd Quarter Finance Report and Forecast
 - 4.4.** Personnel Matter
 - 4.5. Monthly Reports**
 - 4.5.1.** Teacher Absence and Substitute Usage Report
 - 4.5.2.** CUPE Staff Absence and Substitute Usage Report
 - 4.5.3.** Bus Driver Absence and Substitute Usage Report
 - 4.5.4.** Out of Scope Absence and Substitute Usage Report
 - 4.5.5.** Tender Report
- 5. Delegations and Presentation**
- 6. Information Items**
 - 6.1.** SCC Inservice, May 14
 - 6.2.** Trustee Inquiry-Transportation Cancellations
- 7. Provincial Matters**
- 8. Celebration Items**
- 9. Identification of Items for Next Meeting Agenda**
 - 9.1.** Notice of Motions
 - 9.2.** Inquiries

10. Meeting Review

11. Adjournment

MINUTES OF THE REGULAR BOARD MEETING OF THE PRAIRIE SOUTH SCHOOL DIVISION NO. 210 BOARD OF EDUCATION held at the Central Office, 1075 9th Avenue North West, Moose Jaw, Saskatchewan on March 12, 2019 at 1: p.m.

Attendance:

Mr. R. Bachmann; Dr. S. Davidson; Mr. A. Kessler; Mr. T. McLeod; Ms. D. Pryor; Mr. J. Radwanski; Mr. B. Swanson; Ms. G. Wilson; Mr. L. Young; Ms. M. Jukes; D. Huschi, Superintendent of School Operations; D. Teneycke, Superintendent of School Operations; R. Boughen, Superintendent of School Operations; D. Welter, Manager of Human Resources; T. Baldwin, Director of Education; S. Robitaille, Superintendent of Business and Operations; L. Schlamp, Executive Assistant

Regrets:

L. Meyer, Superintendent of Learning

Delegations:

VTEC Students

Central Collegiate SCC

Motions:

- 03-12-2019 - 3073 That the meeting be called to order at 1:03 p.m.
- McLeod
- 03-12-2019 - 3074 That the Board add: Delegation and Presentation item 5.2 - Carried
VTEC student presentation
AND that the Board adopt the agenda as amended.
- Kessler
- 03-12-2019 - 3075 That the Board adopt the minutes of the February 5, 2019 Board Carried
meeting.
- Young
- 03-12-2019 - 3076 That the Board approve the Peacock Collegiate School Carried
Community Council's request to name the west field at Peacock
Collegiate Jim Arnott Field.
- Young
- 03-12-2019 - 3077 That the Board of Education receive and file the Early Learning Carried
Accountability Report.
- Wilson

- | | | |
|-------------------|---|---------|
| 03-12-2019 - 3078 | That the Board approve Board Policy 15 updated 12 March 2019.
- Jukes | Carried |
| 03-12-2019 - 3079 | That the Board approve Board Policy 13 updated 12 March 2019.
- Pryor | Carried |
| 03-12-2019 - 3080 | That the Board approve the 2019-2020 calendars as presented.
- Davidson | Carried |
| 03-12-2019 - 3081 | That the Board direct administration to complete the application process for emergent funding at Central Butte School related to mold remediation and at Rockglen School related to wing demolition.
- Bachmann | Carried |
| 03-12-2019 - 3082 | That the Board approve Peacock's Grade 9-12 music trip to Edmonton, AB on May 5-8, 2019.
- Kessler | Carried |
| 03-12-2019 - 3083 | That the Board receive and file the monthly reports as presented.
- Wilson | Carried |
| <u>Inquires:</u> | | |
| | Pryor - When there are morning bus cancelations due to weather, and students are able to get to school on their own means, does current practice allow for buses to run in the afternoon to take these students home? If not, could it? | |
| 03-12-2019 - 3084 | That the meeting be adjourned at 2:40 p.m.
- Pryor | Carried |

T. McLeod
Chair

S. Robitaille
Superintendent of Business and Operations

Next Regular Board Meeting:

April 2, 2019
Prairie South School Division Central Office, Moose Jaw

AGENDA ITEM

Meeting Date:	April 2, 2019	Agenda Item #:	04.1
Topic:	BP 16 Revision		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background:	<p>“Policy development is a key responsibility of the Board. Policies constitute the will of the Board in determining how the Division will operate. Policies provide direction and guidelines for the action of the Board, Director of Education, staff, students, electors and other agencies. Policies also serve as sources of information and guidelines to all who may be interested in or connected with the operation of the Division. Adoption of new Board policies or revision of existing policies is solely the responsibility of the Board.</p> <p>The Board shall be guided in its approach to policy making by ensuring adherence to the requirements necessary to provide public education and compliance with the Education Act and provincial as well as federal legislation. Further, the Board believes that the development and review of policies are enhanced when the process allows for the meaningful involvement of staff and other interested groups and persons.</p> <p>Board policies shall provide an appropriate balance between the responsibility of the Board to develop the broad guidelines to guide the Division and the opportunity for the Director of Education to exercise professional judgment in the administration of the Division.” -BP 10</p> <p>Changes to <i>The Education Act, 1995</i> and the establishment of <i>The School Division Administration Regulations, 2017</i> require an update to Board Policy.</p>
Current Status:	The updated BP16, School Community Councils, is attached. Changes to the policy are tracked on the attached document.
Pros and Cons:	
Financial Implications:	
Governance/Policy Implications:	
Legal Implications:	

Communications:	The Director of Education shall arrange for all Board policies and administrative procedures and subsequent revisions to be posted on the Division's website, in a timely manner, for staff and public access.

Prepared By:	Date:	Attachments:
Tony Baldwin	April 2, 2019	<ul style="list-style-type: none"> BP16, 02 April 2019

Recommendation:

That the Board approve Board Policy 16 updated 02 April 2019.

SCHOOL COMMUNITY COUNCILS

This policy consists of three parts; 1: Establishment, 2: Local Budget and 3: Central Budget.

PART 1: ESTABLISHMENT

The Board of Education supports the formation and operation of School Community Councils in all schools of the school division with the exception of Hutterian and associate schools.

Procedures

1. School Community Councils

- 1.1 ~~Subject to Section 140, subsections (2) to (4) of~~ In accordance with *The Education Act, 1995* the Board of Education has established a school community council for each school in the division.
- 1.2 Subject to the regulations and policies of the Board of Education every school community council is to consist of:
 - 1.2.1 No fewer than five and no more than nine elected members to represent parents of students and community members and,
 - 1.2.2 Appointed members.
- 1.3 Each elected member of a school community council will hold office for two years and is eligible for re-election.
- 1.4 In the event of a vacancy in an elected member's position the Board of Education may appoint an individual to that position.
- 1.5 A member of a school community council is required to vacate his/her office if the member:
 - 1.5.1 is convicted of an indictable offence
 - 1.5.2 ceases to be eligible pursuant to the policies of the Board of Education.
- 1.6 Every school community council is expected to:
 - 1.6.1 Facilitate parent and community participation in school planning;
 - 1.6.2 Provide advice to the Board of Education;
 - 1.6.3 Provide advice to the school staff;
 - 1.6.4 Provide advice to other agencies that may be involved in the development and learning of students and,
 - 1.6.5 Comply with the policies of the Board of Education.
 - 1.6.6 Enhance its understanding regarding the:
 - 1.6.6.1 Learning and well-being needs of the students;

- 1.6.6.2 Community's economic, social and health needs;
- 1.6.6.3 Resources and supports available to the school and community.
- 1.6.7 Engage the community in supporting the school's Learning Improvement Plan.
- 1.6.8 Together with the school principal, and in cooperation with the school staff, develop a Learning Improvement Plan that reflects the needs of students and the community.
- 1.6.9 Perform any activities assigned to it in the school's Learning Improvement Plan.
- 1.6.10 Participate in orientation, training, development and networking opportunities in order to enhance its capacity to fulfill its responsibilities.
- 1.6.11 Meet at least five times each year, in addition to an annual general meeting, and any other time at the call of the Chairperson.
- 1.6.12 Maintain a Constitution that will govern the operations of the ~~council~~ SCC. The Constitution must conform to all relevant sections of *The Education Act, 1995* and to the *Duties and Responsibilities of School Community Councils* as determined by the Board of Education. Changes to this document must be submitted to the Board of Education for approval.
- 1.7 Subdivision ~~Board member~~trustees, when directed by the Board are to act as liaison representatives to the councils. The following guidelines concerning meetings between the Subdivision ~~board member~~trustee and SCCs are suggested:
 - 1.7.1 Attendance of the Subdivision ~~board member~~trustee at two or more meetings of each SCC annually.
 - 1.7.2 Attendance of the Subdivision ~~member~~trustee at a minimum of one joint meeting or inservice for SCCs on an annual basis.
 - 1.7.3 Copies of the Minutes of SCC meetings are to be forwarded to the Subdivision trustee as soon as practicable following each meeting.

2. Linkage to Board of Education

- 2.1 School Community Councils are to communicate with the Board of Education through their respective ~~sub~~Sub-division ~~Board member~~trustee(s). Input into the creation of Board of Education policy and school procedures will vary depending on the nature of policy or procedures being developed.
- 2.2 A ~~sub-division~~Subdivision trustee ~~Board member~~ may attend School Community Council meetings held in his or her sub-division.
- 2.3 The principal or designate is to be in attendance at all meetings.
- 2.4 Information regarding curricular, co-curricular and extra-curricular activities is to be shared on an on-going basis.

3. Recommendations to Board of Education

- 3.1 Through collaboration in the Learning Improvement Plan, School Community Councils are to be actively involved in developing the mission and goals for their schools. Specifically they are to:
 - 3.1.1 Review the mission and goals annually.
 - 3.1.2 Ensure that the mission and goals are consistent with those established by the Board for the school division as a whole.
 - 3.1.3 Recommend to the Board of Education approval of the local mission and goals.
- 3.2 School Community Councils may recommend to the Board of Education:
 - 3.2.1 Any religious exercises to be used preceding the regular daily program. Refer to ~~Administrative Procedure~~AP 212—~~Religious Education.~~
 - 3.2.2 Locally determined course options.
 - 3.2.3 Use of school facilities and grounds for other than school activities.
 - 3.2.4 Maintenance, development, and beautification of school facilities and school grounds, including playground equipment.
 - 3.2.5 Any matter considered to be in the interests of learning in the local school, subdivision or school division and,
 - 3.2.6 Innovative projects.
- 3.3 For the purposes of appropriate communication and awareness, School Community Councils are to discuss any proposed recommendations with a ~~sub-division Board member~~Subdivision trustee prior to making submissions to the Board of Education.
- 3.4 Specific requests dealing with finance are to be discussed with the school principal prior to submission. Submissions should be made prior to February 1 for consideration in the budget of the next fiscal year.

4. Review of Finances

- 4.1 For the purposes of information, School Community Councils may review the allocation of funds within the school's decentralized budget. No approval is necessary because allocations are approved by the Board of Education.
- 4.2 The list of school student fees is to be reviewed to ensure that it is in alignment with ~~Administrative Procedure No. 505.~~AP 505.
- 4.3 Fundraising activities as proposed by the school administration or the Student Council are to be reviewed and approved by the School Community Council in September and February of each year. The review of the fundraising plan is to include:
 - 4.3.1 A determination of the activities which financially benefit the school, and those activities which support charitable causes,
 - 4.3.2 A determination of the coordination of efforts among schools, communities, and other organizations and concerns regarding saturation of activities in the community and school,

- 4.3.3 Assurance that legal requirements are met, and contracts approved, including vending machines. Refer to ~~Administrative Procedure 522 (6.2) – Advertising and Corporate Sponsorship~~ AP 522 and,
- 4.3.4 Assurance that provision is made to report fundraising activities in the monthly statement of school accounts.

In unusual circumstances a School Community Council may approve fundraising activities, which are presented to Council at times other than those noted above.

5. Review of School Activities

- 5.1 School activities are to be reviewed by the SCC and approved by the principal. Information on curricular, co-curricular and extracurricular activities is to be shared on an ongoing basis.
- 5.2 Input of the School Community Council is to be sought on specific activities such as graduation, school trips and excursions.

6. Meeting Procedures

- 6.1 Procedures are to be consistent with the requirements of *The Education Act, 1995*, ~~<http://www.qp.gov.sk.ca/index.cfm?fuseaction=publications.details&p=487>~~.
- 6.2 Minutes of annual meetings of School Community Councils are to be forwarded to the Director of Education and Subdivision ~~Trustee~~ trustee(s) as soon as is practicable after the meeting.

7. Self Assessment

-School Community Councils are accountable to the Board. Each School Community Council shall prepare a self-assessment using the Self-Monitoring and Planning for Improvement Summary, and provide this to the Director of Education, parents and community members by April of each year.

PART 2: LOCAL BUDGET

The Board of Education helps to offset expenses of School Community Councils through the provision of an annual grant.

Procedures

1. Allocation of Funds

- 1.1. The Board of Education annually establishes a grant, which provides operational funds for School Community Councils.
- 1.2. The grant is in the form of an established dollar level per School Community Council per year.
- 1.3. Funds are allocated for Council operations only, not for school projects or to enhance the school's decentralized budget.
- 1.4. The School Community Council is to establish an annual local budget based on the funds allocated.

2. Purpose of Funds

- 2.1. Member expense related to events and meetings including mileage for out-of-town members and child care. Per diem is not included. Staff appreciation and student recognition. Communication and public relations. SCC events and activities. SCC Learning Improvement Plan initiatives. SCC resources. Memberships in local or provincial organizations.
- 2.2. Meeting supplies.

PART 3: CENTRAL BUDGET

The Board of Education helps to offset expenses of School Community Councils through the provision of special grant.

1. Allocation of Funds

Funds will be available from ~~Central Office~~the school division to cover costs of:

- 1.1 Division-level SCC meetings and inservices.
- 1.2 SCC directed professional development opportunities.

Reference: ~~Sections 140 of~~ *The Education Act, 1995* Section 140
The School Division Administration Regulations, 2017 Section 54

~~June 13~~April 2, 2019, 2017

AGENDA ITEM

Meeting Date:	April 2, 2019	Agenda Item #:	04.2
Topic:	BP 18 Revision		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background:	<p>“Policy development is a key responsibility of the Board. Policies constitute the will of the Board in determining how the Division will operate. Policies provide direction and guidelines for the action of the Board, Director of Education, staff, students, electors and other agencies. Policies also serve as sources of information and guidelines to all who may be interested in or connected with the operation of the Division. Adoption of new Board policies or revision of existing policies is solely the responsibility of the Board.</p> <p>The Board shall be guided in its approach to policy making by ensuring adherence to the requirements necessary to provide public education and compliance with the Education Act and provincial as well as federal legislation. Further, the Board believes that the development and review of policies are enhanced when the process allows for the meaningful involvement of staff and other interested groups and persons.</p> <p>Board policies shall provide an appropriate balance between the responsibility of the Board to develop the broad guidelines to guide the Division and the opportunity for the Director of Education to exercise professional judgment in the administration of the Division.” -BP 10</p> <p>Changes to <i>The Education Act, 1995</i> and the establishment of <i>The School Division Administration Regulations, 2017</i> require an update to Board Policy.</p>
Current Status:	The updated BP18, <i>Respect for Human Diversity</i> , is attached. Changes to the policy are tracked on the attached document.
Pros and Cons:	
Financial Implications:	
Governance/Policy Implications:	
Legal Implications:	

Communications:	The Director of Education shall arrange for all Board policies and administrative procedures and subsequent revisions to be posted on the Division's website, in a timely manner, for staff and public access.

Prepared By:	Date:	Attachments:
Tony Baldwin	April 2, 2019	<ul style="list-style-type: none"> BP18, 02 April 2019

Recommendation:

That the Board approve Board Policy 18 updated 02 April 2019.

Policy 18

Respect for Human Diversity

Background

Human diversity includes all the ways in which human beings are both similar and different. Respect for diversity means accepting, and respecting differences in people and their unique circumstances. Diversity includes, but is not limited to, religion, creed, marital status, sex, sexual orientation, disability, age, color, ancestry, nationality, place of origin, race or perceived race, receipt of public assistance and gender identity. Our understanding of diversity is constantly evolving and an attitude of inclusion should be kept in mind when applying this policy.

Prairie South School Division subscribes to the fundamental principle that all persons are equal in dignity and rights. Acts of discrimination based on these or other differences protected by law shall not be tolerated in Prairie South School Division operated schools, Prairie South School Division sponsored events, learning environments (including extra-curricular and co-curricular environments) or workplaces. The development and implementation of policies, procedures, practices and programs shall reflect and promote everyone's right to equal concern and respect, and provide an environment which promotes and fosters growth, harmony, accessibility and equality of opportunity for all stakeholders. Stakeholders include School Community Councils (SCCs), students and their families, staff, and trustees.~~Board members.~~ As far as possible, stakeholders will encourage community partners and other visitors to adhere to this policy.

Policy

1. Guiding Principles

Prairie South School Division recognizes that the underlying principle of human rights is the recognition of the individual worth and inherent dignity of all members of the human family. The objective of this policy is to ensure that every person is free and equal in dignity and rights and to discourage and eliminate discrimination. The Division is committed to the following guiding principles toward ensuring safe, respectful and inclusive school and work environments.

- a. Communication: Policy and procedure expectations related to human diversity, individual rights, social justice, bullying, harassment and discrimination are clearly and regularly communicated to all stakeholders.
- b. Shared Responsibility: All stakeholders are knowledgeable about the issues surrounding human diversity and are prepared to respond appropriately to questions and incidents.
- c. Positive Relationships: All stakeholders are encouraged to develop positive relationships by respecting the right of all individuals to have their own beliefs, provided their actions do not harm or violate the rights of individuals who may not share those beliefs.
- d. Ongoing Monitoring and Improvement: All policies, procedures, practices and programs related to human diversity are monitored and improved to ensure best practice and compliance.

2. Roles and Responsibilities

All Prairie South School Division Stakeholders are responsible for:

- a. Modelling respect for human diversity.
- b. Understanding that equity and inclusive principles apply to everyone.
- c. Using inclusive and respectful language and approaches in all interactions.
- d. Taking reasonable steps to modify, in respectful ways, behaviors that are inconsistent with equity and inclusive practices. This applies to one's own behaviors and those observed in others.
- e. Reporting matters of harassment and discrimination in compliance with Prairie South School Division's policy and procedures.

3. Education, Training and Professional Development

- a. The Division will strive to ensure that education, training and professional development is provided for employees to develop awareness, knowledge, skills and attitudes necessary to support employees and students on issues regarding human diversity.
- b. The Division will consult with other agencies, associations and community groups that offer consultation or assistance in strengthening the Division's approach to human diversity and access to educational services.
- c. The Division will strive to provide developmentally appropriate materials, resources and activities that represent the diversity, values, backgrounds and experiences of all.
- d. The Division will support stakeholders on issues of human diversity and work with them to help empower them to treat each other with dignity and acceptance.

4. Dealing with Discrimination and Harassment

- a. Discrimination and harassment, or any expression thereof will not be tolerated and any ~~such~~ incident of discrimination or harassment will be dealt with according to processes outlined in applicable policies and procedures.

References: *The Education Act, 1995* Sections 85, 141
The School Division Administration Regulations, 2017 Section 45
The Saskatchewan Human Rights Code
The Saskatchewan Employment Act ~~—Part III~~

April 4, 2017

April 2, 2019

AGENDA ITEM

Meeting Date:	April 2, 2019	Agenda Item #:	04.3
Topic:	2 nd Quarter Finance report and forecast		
Intent:	<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 2nd Quarter Financial Accountability Report. Included as a new feature with the finance report is a 2 nd Quarter forecast that is required by the ministry
Pros and Cons:	
Financial Implications:	
Governance/Policy Implications:	
Legal Implications:	
Communications:	

Prepared By:	Date:	Attachments:
Steve Robitaille	April 2, 2019	<ul style="list-style-type: none"> Finance Accountability Report 2nd Quarter Division Forecast

Recommendation:

That the Board receive and file the attached financial reports.

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.

1. Revenue/Expenditure patterns for the 6 month period from September 1, 2018 to February 28th, 2019:

Note: the 2nd Quarter budget is estimated at 50% of the annual budget for operational costs and salary and benefit costs except for instructional and transportation where salary and benefits are estimated at 60% as they are paid over a 10 month period.

Revenue:

Overall our revenues are at 50.17% of budget at the end of the 2nd quarter..

- Revenues are inline with expectations. Other revenue is above plan as interest income on investments is higher than expected.

Expenses:

Our expenses are at 54.72% of budget at the end of the 4th quarter.

- Governance expenses are at 60.67% as SSBA fees overweight the first half of the year. Administration also has software license fees that front load expenses. These will correct themselves by yearend.
- Instruction, Transportation, Complementary and External Expenses have varying percentages of expenses that are “10 month” budget numbers that cause the 2nd Quarter budget to appear high. These expenses are lower in the summer.

Governance Implications

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

	2019 Budget	2019 Actual	2018 Actual
	\$	\$	\$
	(Note 15)		
REVENUES			
Property Taxation	-	-	11,208,887
Grants	77,304,661	38,438,644	27,133,082
Tuition and Related Fees	45,500	58,437	24,344
School Generated Funds	1,430,000	858,000	745,979
Complementary Services (Note 12)	567,148	300,065	298,307
External Services (Note 13)	3,535,659	1,778,158	1,792,275
Other	493,500	395,085	355,450
Total Revenues (Schedule A)	83,376,468	41,828,389	41,558,324
EXPENSES			
Governance	373,280	226,456	208,756
Administration	2,861,951	1,461,796	1,553,855
Instruction	57,547,737	32,650,950	32,009,942
Plant	13,679,150	6,297,055	6,698,987
Transportation	6,705,357	3,571,689	3,761,851
Tuition and Related Fees	-	5,250	3,500
School Generated Funds	1,430,000	866,474	745,282
Complementary Services (Note 12)	1,465,128	785,699	754,405
External Services (Note 13)	3,537,904	2,069,257	1,997,605
Other Expenses	-	4,554	1,681,462
Total Expenses (Schedule B)	87,600,507	47,939,180	49,415,645
Operating Surplus (Deficit) for the Year	(4,224,039)	(6,110,791)	(7,857,321)

Prairie South School Division No. 210
Statement of Financial Position
For the Period Ended February 28, 2019

	2019	2018
	\$	\$
Financial Assets		
Cash and Cash Equivalents	29,006,396	29,219,317
Accounts Receivable	1,763,698	2,180,909
Inventories for Sale	-	-
Portfolio Investments	54,437	38,794
Total Financial Assets	30,824,531	31,439,020
Liabilities		
Bank Indebtedness	-	-
Provincial Grant Overpayment	-	-
Accounts Payable and Accrued Liabilities	6,523,624	4,255,491
Short-Term Loans	-	-
Long-Term Debt	-	205,375
Liability for Employee Future Benefits	2,814,501	2,708,061
Deferred Revenue	360,950	302,400
Total Liabilities	9,699,075	7,471,327
Net Financial Assets (Net Debt)	21,125,456	23,967,693
Non-Financial Assets		
Tangible Capital Assets	51,997,333	53,831,303
Inventory of Supplies for Consumption	10,115	17,309
Prepaid Expenses	107,253	127,501
Total Non-Financial Assets	52,114,701	53,976,113
Accumulated Surplus (Note 14)	73,240,157	77,943,806
Accumulated Surplus is Comprised of:		
Accumulated Surplus from Operations	73,240,157	77,943,806
Accumulated Remeasurement Gains and Losses	-	-
Total Accumulated Surplus (Note 14)	73,240,157	77,943,806

Prairie South School Division No. 210
Forecast - Revenue

			50,000		5.0%							
Function	Object(s)	Sub-Object(s)	Account Description	2019 Budget	2nd Quarter Forecast	3rd Quarter Forecast	4th Quarter Forecast	Budget to Forecast Difference	Variance %	Explanation Required?	Explanation for Difference	
Property Taxation												
01	001, 004, 005, 006	All	Property Tax Levies and Other	-	-	-	-	-	-			
		002	005	Grants In Lieu - Provincial Government	-	-	-	-	-	-		
	006		Grants in Lieu - Federal Government	-	-	-	-	-	-			
	007, 999		Grants in Lieu - Railways and Other	-	-	-	-	-	-			
003	All	Treaty Land Entitlement	-	-	-	-	-	-				
Total Property Taxation Revenue				-	-	-	-	-				
Grants												
02	010	020	Ministry of Education Operating Grant	74,808,360	74,457,422	-	-	(350,938)	0%	Not Required		
		023	Ministry of Education Capital Grants	2,117,509	2,117,510	-	-	1	0%	Not Required		
		999	Other Ministry of Education Grants	10,000	41,096	-	-	31,096	311%	Not Required		
	020	025	Other Provincial Grants - Operating	37,500	-	-	-	(37,500)	-100%	Not Required		
		023	Other Provincial Grants - Capital	-	-	-	-	-	-			
		030	Federal Grants - Operating	-	-	-	-	-	-			
	025	023	Federal Grants - Capital	-	-	-	-	-	-			
		999	Grants from Others - Operating	265,000	349,610	-	-	84,610	32%	Provide explanation	Donations collected for Central Collegiate Gym floor	
		023	Grants from Others - Capital	66,292	47,777	-	-	(18,515)	-28%	Not Required		
Total Grants				77,304,661	77,013,415	-	-	(291,246)				
Tuition & Related Fees												
03	All	All	Tuition and Related Fees Revenue	45,500	98,808	-	-	53,308	117%	Provide explanation	Non PSSD charter rev recorded here budgeted in External	
Total Tuition and Related Fees				45,500	98,808	-	-	53,308				
School Generated Runds												
04	All	All	School Generated Funds Revenue	1,430,000	1,430,000	-	-	-	0%	Not Required		
Total School Generated Funds				1,430,000	1,430,000	-	-	-				
Complementary Services												
07	010	020	Ministry of Education Operating Grant	524,736	524,796	-	-	60	0%	Not Required		
		023	Ministry of Education Capital Grants	-	-	-	-	-	-			
		999	Other Ministry of Education Grants	30,000	30,399	-	-	399	1%	Not Required		
	020	025	Other Provincial Grants - Operating	12,412	12,536	-	-	124	1%	Not Required		
		023	Other Provincial Grants - Capital	-	-	-	-	-	-			
	025	030	Federal Grants - Operating	-	-	-	-	-	-			
		023	Federal Grants - Capital	-	-	-	-	-	-			
	030	999	Grants from Others - Operating	-	2,000	-	-	2,000	100.0%	Not Required		
		023	Grants from Others - Capital	-	-	-	-	-	-			
	040-042	All	Tuition and Related Fees	-	-	-	-	-	-			
090-093	All	Other Complementary Services	-	-	-	-	-	-				
Total Complementary Services Revenue				567,148	569,731	-	-	2,583				
External Services												
08	010	020	Ministry of Education Operating Grant	3,323,496	3,316,036	-	-	(7,460)	0%	Not Required		
		023	Ministry of Education Capital Grants	-	-	-	-	-	-			
		999	Other Ministry of Education Grants	-	-	-	-	-	-			
	020	025	Other Provincial Grants - Operating	-	-	-	-	-	-			
		023	Other Provincial Grants - Capital	-	-	-	-	-	-			
	025	030	Federal Grants - Operating	-	-	-	-	-	-			
		023	Federal Grants - Capital	-	-	-	-	-	-			
	030	999	Grants from Others - Operating	-	-	-	-	-	-			
		023	Grants from Others - Capital	-	-	-	-	-	-			
	040-042	All	Tuition and Related Fees	24,000	-	-	-	(24,000)	-100%	Not Required		
090-093	All	Other External Services	188,163	200,233	-	-	12,070	6%	Not Required			
Total External Services Revenue				3,535,659	3,516,269	-	-	(19,390)				

Other Revenue											
05	090	All	Miscellaneous Revenue	61,500	73,640	-	-	12,140	20%	Not Required	
	091	All	Sales & Rentals	82,000	106,362	-	-	24,362	30%	Not Required	
	092	All	Investments	350,000	581,472	-	-	231,472	66%	Provide explanation	Interest rates higher than budgeted
	093	All	Gain on Disposal of Capital Assets	-	(1,708)	-	-	(1,708)	-		
Total Other Revenue				493,500	759,766	-	-	266,266			
TOTAL				83,376,468	83,387,989	-	-	11,521			

Prairie South School Division No. 210
Forecast - Expense

Account Description	2019	2nd Quarter	3rd Quarter	4th Quarter	Budget to Forecast	50,000	5.0%	Explanation Required?	Explanation for Difference
	Budget	Forecast	Forecast	Forecast	Difference	Variance %			
Governance Expense									
Board Members Expense	188,480	175,639	-	-	(12,841)	-7%	Not Required		
Professional Development - Board Members	17,500	17,000	-	-	(500)	-3%	Not Required		
School Community Councils	54,000	39,932	-	-	(14,068)	-26%	Not Required		
Elections	-	-	-	-	-	-			
Other Governance Expenses	113,300	110,030	-	-	(3,270)	-3%	Not Required		
Amortization of Tangible Capital Assets	-	-	-	-	-	-			
Total Governance Expense	373,280	342,601	-	-	(30,679)				
Administration Expense									
Salaries & Benefits	2,338,729	2,233,344	-	-	(105,385)	-5%	Not Required		
Supplies & Services	241,864	229,564	-	-	(12,300)	-5%	Not Required		
Non-Capital Furniture & Equipment	11,600	11,072	-	-	(528)	-5%	Not Required		
Building Operating Expenses	32,000	40,609	-	-	8,609	27%	Not Required		
Communications	23,870	22,170	-	-	(1,700)	-7%	Not Required		
Travel	40,300	32,048	-	-	(8,252)	-20%	Not Required		
Professional Development	55,585	42,238	-	-	(13,347)	-24%	Not Required		
Amortization of Tangible Capital Assets	118,003	118,004	-	-	1	0%	Not Required		
Total Administration Expense	2,861,951	2,729,049	-	-	(132,902)				
Instruction Expense									
Instructional (Teacher Contract) Salaries & Benefits	42,454,129	41,968,935	-	-	(485,194)	-1%	Not Required		
Program Support (Non-Teacher Contract) Salaries & Benefits	9,072,022	8,776,418	-	-	(295,604)	-3%	Not Required		
Instructional Aids	1,564,548	1,494,785	-	-	(69,763)	-4%	Not Required		
Supplies & Services	904,347	951,540	-	-	47,193	5%	Not Required		
Non-Capital Furniture & Equipment	977,580	979,358	-	-	1,778	0%	Not Required		
Communications	210,957	184,662	-	-	(26,295)	-12%	Not Required		
Travel	171,010	122,027	-	-	(48,983)	-29%	Not Required		
Professional Development	423,438	385,778	-	-	(37,660)	-9%	Not Required		
Student Related Expense	641,564	593,463	-	-	(48,101)	-7%	Not Required		
Amortization of Tangible Capital Assets	1,128,142	1,128,142	-	-	-	0%	Not Required		
Total Instruction Expense	57,547,737	56,585,108	-	-	(962,629)				
Plant Operation & Maintenance Expense									
Salaries & Benefits	4,216,104	4,259,832	-	-	43,728	1%	Not Required		
Supplies & Services	62,000	45,922	-	-	(16,078)	-26%	Not Required		
Non-Capital Furniture & Equipment	251,200	145,924	-	-	(105,276)	-42%	Provide explanation	Budget error	
Building Operating Expenses	6,370,647	6,603,673	-	-	233,026	4%	Not Required		
Communications	8,500	8,692	-	-	192	2%	Not Required		
Travel	88,500	136,964	-	-	48,464	55%	Not Required		

Professional Development	14,500	18,446	-	-	3,946	27%	Not Required	
Amortization of Tangible Capital Assets	2,667,699	2,667,700	-	-	1	0%	Not Required	
Total Plant Operation & Maintenance Expense	13,679,150	13,887,153	-	-	208,003			
Student Transportation Expense								
Salaries & Benefits	3,529,161	3,509,068	-	-	(20,093)	-1%	Not Required	
Supplies & Services	1,136,268	1,180,901	-	-	44,633	4%	Not Required	
Non-Capital Furniture & Equipment	667,300	646,605	-	-	(20,695)	-3%	Not Required	
Building Operating Expenses	73,600	47,954	-	-	(25,646)	-35%	Not Required	
Communications	26,100	19,680	-	-	(6,420)	-25%	Not Required	
Travel	5,000	3,732	-	-	(1,268)	-25%	Not Required	
Professional Development	15,000	2,274	-	-	(12,726)	-85%	Not Required	
Contracted Transportation	328,805	346,688	-	-	17,883	5%	Not Required	
Amortization of Tangible Capital Assets	924,123	924,124	-	-	1	0%	Not Required	
Total Student Transportation Expense	6,705,357	6,681,026	-	-	(24,331)			
Tuition and Related Fees								
Tuition and Related Fees Expense	-	5,250	-	-	5,250	100.0%	Not Required	
Total Tuition and Related Fees	-	5,250	-	-	5,250			
School Generated Funds								
School Generated Funds Expenses	1,430,000	1,430,000	-	-	-	0%	Not Required	
Total School Generated Funds	1,430,000	1,430,000	-	-	-			
Complementary Services Expense								
Tuition & Other Related Fees	-	-	-	-	-	-		
Administration Salaries & Benefits	-	-	-	-	-	-		
Instructional (Teacher Contract) Salaries & Benefits	905,014	879,214	-	-	(25,801)	-3%	Not Required	
Program Support (Non-Teacher Contract) Salaries & Benefits	326,234	307,820	-	-	(18,414)	-6%	Not Required	
Transportation Salaries & Benefits	-	-	-	-	-	-		
Instructional Aids	-	-	-	-	-	-		
Supplies & Services	141,400	181,292	-	-	39,892	28%	Not Required	
Non-Capital Furniture & Equipment	1,130	-	-	-	(1,130)	-100%	Not Required	
Building Operating Expenses	-	-	-	-	-	-		
Communications	2,400	496	-	-	(1,904)	-79%	Not Required	
Travel	20,000	13,906	-	-	(6,094)	-30%	Not Required	
Professional Development	5,500	5,137	-	-	(363)	-7%	Not Required	
Student Related Expenses	63,450	62,210	-	-	(1,240)	-2%	Not Required	
Contracted Transportation & Allowances	-	-	-	-	-	-		
Amortization of Tangible Capital Assets	-	-	-	-	-	-		
Loss on Disposal of Tangible Capital Assets	-	-	-	-	-	-		
Write-Down of Tangible Capital Assets	-	-	-	-	-	-		
Total Complementary Services Expense	1,465,128	1,450,075	-	-	(15,054)			
External Service Expense								
Grant Transfers	-	-	-	-	-	-		
Tuition & Other Related Fees	881,839	472,718	-	-	(409,121)	-46%	Provide explanation	Associate school staffing such that no payments made to Briercrest Academy

Administration Salaries & Benefits	146,660	146,660	-	-	-	0%	Not Required	
Instructional (Teacher Contract) Salaries & Benefits	2,268,076	2,692,798	-	-	424,722	19%	Provide explanation	Associate school staffing higher than budgeted
Program Support (Non-Teacher Contract) Salaries & Benefits	132,243	120,598	-	-	(11,645)	-9%	Not Required	
Plant Operation & Maintenance Salaries & Benefits	-	-	-	-	-	-		
Transportation Salaries & Benefits	-	-	-	-	-	-		
Instructional Aids	-	-	-	-	-	-		
Supplies & Services	-	7,793	-	-	7,793	100.0%	Not Required	
Non-Capital Furniture & Equipment	-	-	-	-	-	-		
Building Operating Expenses	1,000	1,006	-	-	6	1%	Not Required	
Communications	-	-	-	-	-	-		
Travel	1,350	1,062	-	-	(288)	-21%	Not Required	
Professional Development	3,500	-	-	-	(3,500)	-100%	Not Required	
Student Related Expenses	102,960	109,678	-	-	6,718	7%	Not Required	
Contracted Transportation & Allowances	-	-	-	-	-	-		
Amortization of Tangible Capital Assets	276	276	-	-	-	0%	Not Required	
Loss on Disposal of Tangible Capital Assets	-	-	-	-	-	-		
Write-Down of Tangible Capital Assets	-	-	-	-	-	-		

Total External Services Expense	3,537,904	3,552,590	-	-	14,686		
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Other Expense

Current Interest and Bank Charges	-	21	-	-	21	100.0%	Not Required	
Interest on Debentures	-	-	-	-	-	-		
Interest on Capital Loans	-	-	-	-	-	-		
Interest on Other Long-Term Debt	-	-	-	-	-	-		
Contaminated Sites	-	-	-	-	-	-		
Loss on Disposal of Tangible Capital Assets	-	-	-	-	-	-		
Write-Down of Tangible Capital Assets	-	-	-	-	-	-		
Provision for Uncollectable Accounts	-	4,533	-	-	4,533	100.0%	Not Required	

Total Other Expense	-	4,554	-	-	4,554		
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TOTAL	87,600,507	86,667,405	-	-	(933,102)		
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Prairie South School Division No. 210
Forecast - Tangible Capital Assets

						50,000	5.0%	
	2019 Budget	2nd Quarter Forecast	3rd Quarter Forecast	4th Quarter Forecast	Budget to Forecast Difference	Variance %	Explanation Required?	Explanation for Difference
Purchases (include only current year purchases, not transfers from one category to another):								
Land	-	-	-	-	-	-		
Land Improvements	-	-	-	-	-	-		
Buildings	-	-	-	-	-	-		
Short Term Buildings	-	-	-	-	-	-		
School Buses	1,375,000	1,281,412	-	-	(93,588)	-7%	Provide explanation	price paid better than budget plan
Other Vehicles	40,000	35,000	-	-	(5,000)	-13%	Not Required	
Furniture and Equipment	320,752	182,176	-	-	(138,576)	-43%	Provide explanation	rules for capital assets changed
Computer Hardware & Audio Equipment	415,700	400,000	-	-	(15,700)	-4%	Not Required	
Computer Software	9,000	4,066	-	-	(4,934)	-55%	Not Required	
Assets Under Construction	-	-	-	-	-	-		
TOTAL	2,160,452	1,902,654	-	-	(257,798)			

AGENDA ITEM

Meeting Date:	April 2, 2019	Agenda Item #:	04.5
Topic:	Monthly Reports		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background:	The Board has requested monthly updates regarding staff absences and tenders awarded.
Current Status:	Current Information is attached.
Pros and Cons:	
Financial Implications:	
Governance/Policy Implications:	
Legal Implications:	
Communications:	

Prepared By:	Date:	Attachments:
Tony Baldwin	April 2, 2019	<ul style="list-style-type: none"> • Staff Absence Summaries • Tender Summary

Recommendation:

That the Board receive and file the monthly reports as presented.

Teacher Absences & Substitute Usage

Date Range:

March 1 - 25, 2019

Absence Reason	Days	% of Total Absences	Sub Days	% Needed Sub	% of possible days
LINC Agreement					
Compassionate Leave	25.25	2.91%	18.81	74.50%	0.34%
Competition Leave	0	0.00%	0	0.00%	0.00%
Convocation Leave	0	0.00%	0	0.00%	0.00%
Earned Day Off	46.42	5.36%	33.28	71.69%	0.63%
Education Leave	0	0.00%	0	0.00%	0.00%
Emergency Leave	0	0.00%	0	0.00%	0.00%
Executive Leave	5.24	0.60%	3.6	68.70%	0.07%
Prep Time	213.09	24.60%	207.9	97.56%	2.89%
Pressing Leave	30.87	3.56%	24.6	79.69%	0.42%
PSTA	4.67	0.54%	4.67	100.00%	0.06%
Leave Without Pay	25.82	2.98%	7.38	28.58%	0.35%
SUB TOTAL	351.36	40.56%	300.24	85.45%	4.76%
Provincial Agreement/ Education Act/ Employment Act					
Court/Jury	0	0.00%	0	0.00%	0.00%
Illness - Teacher	171.72	19.82%	139.92	81.48%	2.33%
Illness - Long Term	103.04	11.89%	0	0.00%	1.40%
Medical/Dental Appt	83.32	9.62%	70.42	84.52%	1.13%
Paternity/Adoption Leave	4.24	0.49%	3	70.75%	0.06%
Secondment	4.16	0.48%	3	72.12%	0.06%
STF Business - Invoice	3.16	0.36%	2.8	88.61%	0.04%
Unpaid Sick Leave	0	0.00%	0	0.00%	0.00%
SUB TOTAL	369.64	42.67%	219.14	59.28%	5.01%
Prairie South					
Extra/Co-curr Teach	36.3	4.19%	25.32	69.75%	0.49%
FACI Meet/PD	0	0.00%	0	0.00%	0.00%
HUMA Meet/PD	2.5	0.29%	2.5	100.00%	0.03%
Internship Seminar	0	0.00%	0	0.00%	0.00%
IT Meet/PD	0	0.00%	0	0.00%	0.00%
LRNG Meet/PD	55.33	6.39%	51.15	92.45%	0.75%
PD DEC Teachers	44.05	5.09%	40.44	91.80%	0.60%
School Operations Meet/PD	7.08	0.82%	6	84.75%	0.10%
TRAN Meet/PD	0	0.00%	0	0.00%	0.00%
SUB TOTAL	145.26	16.77%	125.41	86.33%	1.97%
Total Absences	866.26	100.00%	644.79	74.43%	11.74%

Teachers (FTE)

434.03

of teaching Days

17

Possible Days

7378.51

Long Term Illness: When a temporary contract is issued for an illness leave of 20+ days.

CUPE Staff Absences & Casual Usage 2018 - 2019

Date: March 1, 2019 - March 24, 2019

Absence Reason	Days	% of Total Absences	Sub Days	% Received Sub	% of possible days
CUPE Agreement					
Act of God	2.47	0.52%	1	0.00%	0.06%
Bereavement Leave	10.6	2.22%	8.75	0.00%	0.27%
Community Service	0	0.00%	0	0.00%	0.00%
Compassionate Care	4	0.84%	3	0.00%	0.10%
Competition Leave	0	0.00%	0	0.00%	0.00%
Convocation Leave	0.53	0.11%	0.53	0.00%	0.01%
CUPE Business - Invo	32.83	6.87%	32.33	0.00%	0.00%
Earned Day Off	6.29	1.32%	6.36	0.00%	0.16%
Executive Position	0	0.00%	0	0.00%	0.00%
Family Responsibilities	20.33	4.25%	18.33	0.00%	0.52%
Illness - Support	203.55	42.58%	125.9	61.85%	5.17%
Med/Den Appt Support	27.54	5.76%	17.68	64.20%	0.70%
Noon Supervision	8.33	1.74%	6.36	0.00%	0.21%
Parenting/Caregiver	30.49	6.38%	24.07	78.94%	0.77%
Pressing Leave	17.64	3.69%	9.99	0.00%	0.45%
Rec. of Service	0	0.00%	0	0.00%	0.00%
TIL Support	7.56	1.58%	0	0.00%	0.19%
Without Pay Support	32.18	6.73%	24.89	0.00%	0.82%
SUB TOTAL	404.34	84.57%	279.19	69.05%	10.27%
Employment Act					
Court/Jury Duty	0	0.00%	0	0.00%	0.00%
Paternity Leave	0	0.00%	0	0.00%	0.00%
Vacation Support	43.06	9.01%	27.94	64.89%	1.09%
Workers Compensation	1	0.21%	1	0.00%	0.03%
SUB TOTAL	44.06	9.22%	28.94	65.68%	1.12%
Prairie South					
ACCT Meet/PD	0	0.00%	0	0.00%	0.00%
BUSI Meet/PD	0	0.00%	0	0.00%	0.00%
Extra/Co-curr Sup	3.5	0.73%	3.5	0.00%	0.09%
FACI Meet/PD	0	0.00%	0	0.00%	0.00%
HUMA Meet/PD	1	0.21%	1	0.00%	0.03%
LRNG Meet/PD	1	0.21%	0	0.00%	0.03%
PD DEC In Province Support Staff	12.2	2.55%	11.2	0.00%	0.31%
PD Out of Province Support Staff	0	0.00%	0	0.00%	0.00%
SCHOOL OPERATIONS MEET/PD	11.99	2.51%	11.17	0.00%	0.30%
TRAN Meet/PD	0	0.00%	0	0.00%	0.00%
SUB TOTAL	29.69	6.21%	26.87	0.00%	0.75%
Total Absences	478.09	100.00%	335	70.07%	12.14%

Possible Days

March 1, 2019 - March 24, 2019

Days

15.00

FTE

262.47

Total Days

3937.05

** WCB absences are adjusted after they occur as they are not entered as such until WCB accepts and pays the claim.

Bus Driver Staff Absences & Casual Usage 2018 - 2019

Date: March 1, 2019 - March 24, 2019

Absence Reason	Days	% of Total Absences	Sub Days	% Received Sub	% of possible days
Conditions of Employment					
Act of God	0.00	0.00%	0.00	0.00%	0.00%
Bereavement Leave	5.00	3.31%	4.00	0.00%	0.32%
Community Service	0.00	0.00%	0.00	0.00%	0.00%
Compassionate Care	6.00	3.97%	6.00	0.00%	0.38%
Competition Leave	0.00	0.00%	0.00	0.00%	0.00%
Convocation Leave	0.00	0.00%	0.00	0.00%	0.00%
Family Responsibilities	1.50	0.99%	1.00	0.00%	0.10%
Illness - Support	45.50	30.13%	30.50	0.00%	2.89%
Med/Den Appt Support	15.50	10.26%	13.00	0.00%	0.98%
Parenting/Caregiver	1.00	0.66%	1.00	0.00%	0.06%
Pressing Leave	5.00	3.31%	5.00	0.00%	0.32%
Without Pay Support	71.50	47.35%	71.50	0.00%	4.54%
SUB TOTAL	151.00	100.00%	132.00	87.42%	9.59%
Employment Act					
Court/Jury Duty	0.00	0.00%	0.00	0.00%	0.00%
Paternity Leave	0.00	0.00%	0.00	0.00%	0.00%
Vacation Support	0.00	0.00%	0.00	0.00%	0.00%
Workers Compensation	0.00	0.00%	0.00	0.00%	0.00%
SUB TOTAL	0.00	0.00%	0.00	0.00%	0.00%
Prairie South					
ACCT Meet/PD	0.00	0.00%	0.00	0.00%	0.00%
BUSI Meet/PD	0.00	0.00%	0.00	0.00%	0.00%
Extra/Co-Curricular	0.00	0.00%	0.00	0.00%	0.00%
FACI Meet/PD	0.00	0.00%	0.00	0.00%	0.00%
HUMA Meet/PD	0.00	0.00%	0.00	0.00%	0.00%
LRNG Meet/PD	0.00	0.00%	0.00	0.00%	0.00%
SCHOOL OPERATIONS MEET/PD	0.00	0.00%	0.00	0.00%	0.00%
TRAN Meet/PD	0.00	0.00%	0.00	0.00%	0.00%
SUB TOTAL	0.00	0.00%	0.00	0.00%	0.00%
Total Absences	151.00	100.00%	132.00	87.42%	9.59%

Possible Days

March 1, 2019 - March 24, 2019

Days

15.00

Staff

105.00

Total Days

1575.00

** Data includes data from 3 CUPE bus drivers

*** WCB absences are adjusted after they occur as they are not entered as such until WCB accepts and pays the claim.

Out of Scope Staff Absences & Casual Usage 2018 - 2019

Date: March 1, 2019 - March 24, 2019

Absence Reason	Days	% of Total Absences	Sub Days	% Received Sub	% of possible days
Conditions of Employment					
Act of God	0	0.00%	0	0	0.00%
Bereavement Leave	0	0.00%	0	0	0.00%
Community Service	0	0.00%	0	0	0.00%
Compassionate Care	0	0.00%	0	0	0.00%
Competition Leave	0	0.00%	0	0	0.00%
Convocation Leave	0	0.00%	0	0	0.00%
Family Responsibilities	0	0.00%	0	0	0.00%
Illness - Support	21.82	38.96%	0	0	3.05%
Med/Den Appt Support	4.82	8.61%	0	0	0.67%
Parenting/Caregiver	0	0.00%	0	0	0.00%
Pressing Leave	1.68	3.00%	0	0	0.24%
Without Pay Support	0	0.00%	0	0	0.00%
SUB TOTAL	28.32	50.56%	0	0.00%	3.96%
Employment Act					
Court/Jury Duty	0	0.00%	0	0	0.00%
Paternity Leave	0	0.00%	0	0	0.00%
Vacation Support	23.69	42.30%	0	0	3.32%
Workers Compensation	0	0.00%	0	0	0.00%
SUB TOTAL	23.69	42.30%	0	0.00%	3.32%
Prairie South					
ACCT Meet/PD	0	0.00%	0	0	0.00%
BUSI Meet/PD	0	0.00%	0	0	0.00%
FACI Meet/PD	0	0.00%	0	0	0.00%
HUMA Meet/PD	4	7.14%	0	0	0.56%
LRNG Meet/PD	0	0.00%	0	0	0.00%
SCHOOL OPERATIONS MEET/PD	0	0.00%	0	0	0.00%
TRAN Meet/PD	0	0.00%	0	0	0.00%
PD Out of Province	0	0.00%	0	0	0.00%
SUB TOTAL	4	7.14%	0	0	0.56%
Total Absences	56.01	100.00%	0	0.00%	7.84%

Possible Days

March 1, 2019 - March 24, 2019

Days

16.00

FTE

44.662

Total Days

714.59

** WCB absences are adjusted after they occur as they are not entered as such until WCB accepts and pays the claim.

Tender Report for the period February 26, 2019 to March 25, 2019

Background:

- Board has requested a monthly report of tenders awarded.
- 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 are the following tenders to report for this period. Bids do not include sales taxes.

- A tender was issued to upgrade the lighting at Assiniboia Elementary School. The tender was awarded to First Light Electric and Solar for a cost of \$44,547 including the Sask Power rebate.

AGENDA ITEM

Meeting Date:	April 2, 2019	Agenda Item #:	06.1
Topic:	SCC Inservice, May 14th		
Intent:	<input type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input checked="" type="checkbox"/> Information

Background:	Prairie South sponsors an annual inservice event for School Community Council members in May after the coming year's membership is determined at annual meetings of SCCs in April.
Current Status:	For the 2018-2019 school year, the school division has partnered with the SCC from Central Collegiate to bring Dr. Jody Carrington to Moose Jaw for an inservice session on May 14 th .
Pros and Cons:	
Financial Implications:	All costs associated with the SCC inservice are covered by the centralized SCC professional development budget.
Governance/Policy Implications:	
Legal Implications:	
Communications:	Electronic registration for SCCs, staff members, and interested parents is done through individual SCCs. Trustees who are interested in attending can register directly with the Director of Education.

Prepared By:	Date:	Attachments:
Tony Baldwin	April 2, 2019	<ul style="list-style-type: none"> • SCC Inservice Information Poster

Recommendation:

That the Board review the materials provided.

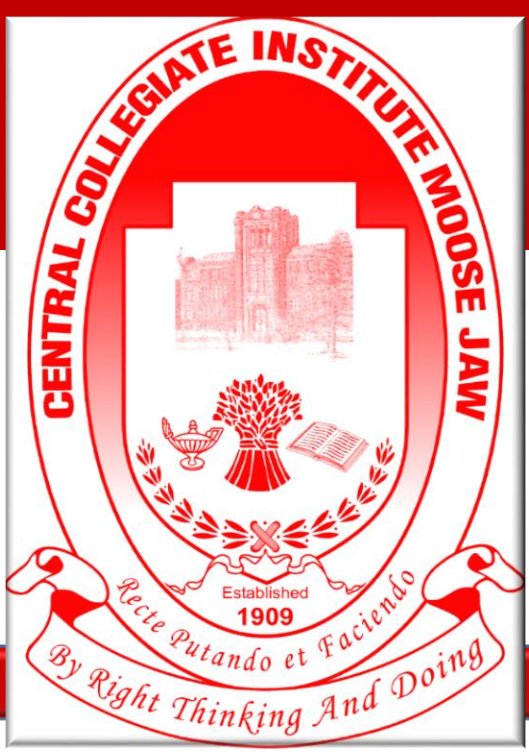
We are wired to do hard things. We are wired for connection.

Prairie South Schools and the Central Collegiate School Community Council invite you for supper and an amazing learning session...



Dr. Jody Carrington
Central Collegiate, Moose Jaw
May 14th, 2019
Session One – Relationships
4:00 - 5:30 pm
Supper – 5:30 pm
Session Two – Parent Superpowers!
6:30 - 8:00 pm

Registration available through your School Community Council



AGENDA ITEM

Meeting Date:	April 2, 2019	Agenda Item #:	06.2
Topic:	Trustee Inquiry-Transportation Cancellations		
Intent:	<input type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input checked="" type="checkbox"/> Information

Background:	Trustee Pryor made the following inquiry during the March Meeting – “When there are morning bus cancelations due to weather, and students are able to get to school on their own means, does current practice allow for buses to run in the afternoon to take these students home? If not, could it?”
Current Status:	Current practice is to cancel the afternoon runs if the morning runs are canceled. Buses do not run in the afternoon if they were cancelled in the morning. It is possible to run buses in the afternoon when they have been cancelled in the morning. It is, however, not recommended for safety and efficiency reasons to do so.
Pros and Cons:	
Financial Implications:	
Governance/Policy Implications:	
Legal Implications:	
Communications:	

Prepared By:	Date:	Attachments:
Steve Robitaille Barry Stewart	April 2, 2019	<ul style="list-style-type: none"> • none

Recommendation:

That the board review the information provided.