

Prairie South Schools
BOARD OF EDUCATION

September 7, 2021

1:00 p.m.

Central Office, 1075 9th Avenue NW

Moose Jaw

ORGANIZATIONAL MEETING AGENDA

- 1. Opening Remarks**
Director of Education
- 2. Adoption of the Agenda**
- 3. Call for Nomination of Chair**
Director of Education
- 4. Call for Nomination of Vice-Chair**
Chair
- 5. Motion to Destroy Ballots**
- 6. Decision and Discussion Items**
 - 6.1.** Trustee Competencies and Interests Self-Evaluation
 - 6.2.** Board Remuneration Rates – Annual
 - 6.3.** Board Annual Work Plan – Schedule of Meetings
 - 6.4.** Missed Meetings
 - 6.5.** Board Remuneration Rates – Out-of-Division
 - 6.6.** Board Remuneration Rates – Travel Time
 - 6.7.** Annual Governance Professional Development Allotment
 - 6.8.** Board Spokesperson
 - 6.9.** Expense Rates – Mileage
 - 6.10.** Expense Rates – Meal Reimbursement
 - 6.11.** Expense Rates – Parking
 - 6.12.** Expense Rates – Accommodation
 - 6.13.** Cheque Signing Authority
- 7. Information Items**
 - 7.1.** Auditor Appointment
 - 7.2.** Board Solicitor
 - 7.3.** Board Architect
 - 7.4.** Operating Line of Credit
 - 7.5.** Board Committee Appointments
- 8. Adjournment**

AGENDA ITEM

Meeting Date:	September 7, 2021	Agenda Item #:	06.1
Topic:	Trustee Self-Assessment – Governance Competencies		
Intent:	<input type="checkbox"/> Decision	<input checked="" type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background:	In 2015, the Provincial Auditor of Saskatchewan (PAS) recommended that trustees complete an annual self assessment of competencies and interests.
Current Status:	In Prairie South, the annual self-assessment of Governance Skills and Competencies allows the Board Chair to assign trustees to committees of the Board in a purposeful way. In the event that the Board as a whole has limited experience or interest in one or more categories, additional professional development or inservice may be requested by the Board Chair to ensure that all competencies are addressed.
Pros and Cons:	
Financial Implications:	
Governance/Policy Implications:	The Board of Education has determined which competencies are appropriate for the purpose of the self-assessment.
Legal Implications:	
Communications:	

Prepared By:	Date:	Attachments:
Ryan Boughen	September 1, 2021	Self-Assessment Instrument

Recommendation:

That individual trustees complete the self-assessment and provide the results to the Board Chair by September 7, 2021 so that committee representation may be determined.

Board of Education Knowledge and Competencies to Govern Process

1. The Board will review annually the Trustee Knowledge and Competencies Matrix to determine which areas of knowledge and competency continue to be of importance to the Board, and to add and remove items as appropriate.

2. Trustees will self-evaluate their education and experience using the following rubric:

1. <u>Little</u> Interest or Experience	Trustee would prefer to lead in other areas. Trustee has limited educational background <u>and</u> limited board or employment experience in this area
2. <u>Moderate</u> Interest or Experience	Trustee has interest consistent with learning and leading at the Board planning level. Trustee has modest educational experience <u>or</u> board or employment experience
3. <u>Significant</u> Interest or Experience	Trustee has a keen interest in this area, and would like to engage in Committee and other work related to this. Trustee has extensive educational background <u>or</u> board or employment experience

3. The Board Chair will use Trustee self-evaluation information as one component of the process to assign Trustees to Board Committees.
4. Trustees will use self-evaluation data to inform professional development activities during the subsequent year.

	Davidson	Bumbac	Pryor	Bachmann	Wilson	Froese	Hagan	Johnson	Jukes	Young
Administration / Governance										
Teaching										
Labour Relations / Human Resources										
Facilities / Infrastructure										
Financial / Accounting										
Advocacy / Communications										
Information Technology										
Strategic Planning										
Risk Management										

1	<u>Little</u> Interest or Experience	Trustee would prefer to lead in other areas. Trustee has limited educational background <u>and</u> limited board or employment experience in this area
2	<u>Moderate</u> Interest or Experience	Trustee has interest consistent with learning and leading at the Board planning level. Trustee has modest educational experience <u>or</u> board or employment experience
3	<u>Significant</u> Interest or Experience	Trustee has a keen interest in this area, and would like to engage in Committee and other work related to this. Trustee has extensive educational background <u>or</u> board or employment experience

AGENDA ITEM

Meeting Date:	September 7, 2021	Agenda Item #:	06.2
Topic:	Board Remuneration Rates - Annual		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background:	<p>Historical remuneration amounts are:</p> <ul style="list-style-type: none"> • Member: 2016/2017, 2018/2019, 2019/2020 2020/2021: \$1,325 per month; 2017/18: \$1,067 per month. • Vice-Chair: 2016/2017, 2018/2019, 2019/2020 2020/2021: \$1,399 per month; 2017/18: \$1,131 per month. • Chair: 2016/2017, 2018/2019, 2019/2020 2020/2021: \$1,472 per month; 2017/18: \$1,194 per month.
Current Status:	<p>During 2021/2022 budget planning trustee remuneration was budgeted for as follows:</p> <ul style="list-style-type: none"> • Member: \$1,325 per month • Vice-Chair: \$1,399 per month • Chair: \$1,472 per month
Pros and Cons:	
Financial Implications:	The recommended motion will satisfy the needs of the 2021-2022 budget.
Governance/Policy Implications:	<i>The School Division Administration Regulations, 2017</i> describes trustee remuneration in Sections 22, 23 and 25. Trustee remuneration must be set by resolution of the Board of Education
Legal Implications:	
Communications:	

Prepared By:	Date:	Attachments:
Ron Purdy	September 1, 2021	n/a

Recommendation:

That for the 2021/2022 fiscal year, trustee remuneration for attendance at Board Meetings and performance of all duties and activities within the School Division shall be:

- o Member: \$1,349 per month
- o Vice-Chair: \$1,424 per month
- o Chair: \$1,499 per month

AGENDA ITEM

Meeting Date:	September 7, 2021	Agenda Item #:	06.3
Topic:	Board Annual Work Plan – Schedule of Meetings		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background:	On an annual basis, the Board of Education determines a meeting schedule for public meetings and Committee of the Whole Planning and Inservice sessions.
Current Status:	Currently, the Board of Education meets monthly on the first Tuesday and on other days as required.
Pros and Cons:	
Financial Implications:	The recommended schedule of meetings will satisfy the needs of the 2021-2022 budget.
Governance/Policy Implications:	
Legal Implications:	Public meetings are required in accordance with <i>The Education Act, 1995, S80</i> and <i>The School Division Administration Regulations, 2017, S15</i> .
Communications:	

Prepared By:	Date:	Attachments:
Ryan Boughen	September 1, 2021	<ul style="list-style-type: none"> Board of Education Work Plan – Board Meetings and Committee of the Whole Planning Meetings, 2021-2022

Recommendation:

That the Board confirm the schedule of meetings for the remainder of the 2021-2022 school year as presented.

Board of Education Work Plan – Board Meetings and Committee of the Whole Planning Meetings, 2021-2022

September 2021	<ul style="list-style-type: none"> • Committee of the Whole Planning Meeting, 10:00 am – 12:00 pm, September 7 • Organizational Meeting, 1:00 pm – 4:00 pm, September 7 • Regular Meeting, Immediately Following Organizational Meeting, September 7 • Committee of the Whole Planning Meeting, 10:00 am – 4:00 pm, September 28
October 2021	<ul style="list-style-type: none"> • Committee of the Whole Planning Meeting, 10:00 am – 12:00 pm, October 5 • Regular Meeting, 1:00 pm – 4:00 pm, October 5 • Committee of the Whole Planning Meeting, 10:00 am – 4:00 pm, October 26
November 2021	<ul style="list-style-type: none"> • Committee of the Whole Planning Meeting, 10:00 am – 12:00 pm, November 2 • Regular Meeting, 1:00 pm – 4:00 pm, November 2 • Committee of the Whole Planning Meeting, 10:00 am – 12:00 pm, November 23 • Special Meeting, 1:00 pm – 4:00 pm, November 23
December 2021	<ul style="list-style-type: none"> • Committee of the Whole Planning Meeting, 10:00 am – 12:00 pm, December 7 • Regular Meeting, 1:00 pm – 4:00 pm, December 7
January 2022	<ul style="list-style-type: none"> • Committee of the Whole Planning Meeting, 10:00 am – 12:00 pm, January 4 • Regular Meeting, 1:00 pm – 4:00 pm, January 4 • Committee of the Whole Planning Meeting, 10:00 am – 4:00 pm, January 25
February 2022	<ul style="list-style-type: none"> • Committee of the Whole Planning Meeting, 10:00 am – 12:00 pm, February 1 • Regular Meeting, 1:00 pm – 4:00 pm, February 1 • Committee of the Whole Planning Meeting, 10:00 am – 4:00 pm, February 22
March 2022	<ul style="list-style-type: none"> • Committee of the Whole Planning Meeting, 10:00 am – 12:00 pm, March 1 • Regular Meeting, 1:00 pm – 4:00 pm, March 1 • Committee of the Whole Planning Meeting, 10:00 am – 4:00 pm, March 22
April 2022	<ul style="list-style-type: none"> • Committee of the Whole Planning Meeting, 10:00 am – 12:00 pm, April 5 • Regular Meeting, 1:00 pm – 4:00 pm, April 5 • Committee of the Whole Planning Meeting, 10:00 am – 4:00 pm, April 26 • Committee of the Whole Planning Meeting, 10:00 am – 4:00 pm, April 27
May 2022	<ul style="list-style-type: none"> • Committee of the Whole Planning Meeting, 10:00 am – 12:00 pm, May 3 • Regular Meeting, 1:00 pm – 4:00 pm, May 3 • Committee of the Whole Planning Meeting, Director Performance Appraisal / Positive Path Forward, 10:00 am – 4:00 pm, May 24
June 2022	<ul style="list-style-type: none"> • Committee of the Whole Planning Meeting, 10:00 am – 12:00 pm, June 7 • Regular Meeting, 1:00 pm – 4:00 pm, June 7

Note: August Meeting Placeholder - **August 17th** at the call of the Chair

Note: This document was approved by the Board of Education on **XXXXXXXX**

AGENDA ITEM

Meeting Date:	September 7, 2021	Agenda Item #:	06.4
Topic:	Missed Meetings		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background:	All trustees on the Board of Education meet for regularly scheduled public meetings and for regularly scheduled Committee of the Whole Planning and Inservice sessions.
Current Status:	Any trustee may miss up to one regular Board Meeting or Committee of the Whole planning and Inservice Session yearly without adjustment to remuneration. Missed meetings in excess of one day result in a reduction of \$150 for every half day meeting missed thereafter, whether a Board Meeting or a Committee of the Whole Planning and Inservice Session, with the exception of meetings that are rescheduled after Board approval of the yearly continuous agenda.
Pros and Cons:	
Financial Implications:	The recommended motion is consistent with current practice.
Governance/Policy Implications:	<i>The School Division Administration Regulations, 2017</i> describes trustee remuneration in Sections 22, 23 and 25. Trustee remuneration must be set by resolution of the Board of Education.
Legal Implications:	
Communications:	

Prepared By:	Date:	Attachments:
Ron Purdy	September 1, 2021	n/a

Recommendation:

That for the 2021/2022 fiscal year, any trustee may miss up to one regular Board Meeting or Committee of the Whole Planning and Inservice Session yearly without adjustment to remuneration. Missed meetings in excess of one day shall result in a reduction in remuneration of \$150 for every half day meeting missed thereafter, whether a Board Meeting or a Committee of the Whole Planning and Inservice Session, with the exception of meetings that are rescheduled after Board approval of the yearly continuous agenda.

AGENDA ITEM

Meeting Date:	September 7, 2021	Agenda Item #:	06.5
Topic:	Board Remuneration Rates – Out of Division		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background:	Current remuneration amounts are: <ul style="list-style-type: none"> • Member: \$200 per day. • Vice-Chair: \$225 per day. • Chair: \$250 per day.
Current Status:	During 2021/2022 budget planning trustee remuneration was budgeted for as follows: <ul style="list-style-type: none"> • Member: \$200 per day. • Vice-Chair: \$225 per day. • Chair: \$250 per day.
Pros and Cons:	
Financial Implications:	The recommended motion will satisfy the needs of the 2021-2022 budget.
Governance/Policy Implications:	<i>The School Division Administration Regulations, 2017</i> describes trustee remuneration in Sections 22, 23 and 25. Trustee remuneration must be set by resolution of the Board of Education
Legal Implications:	
Communications:	

Prepared By:	Date:	Attachments:
Ron Purdy	September 1, 2021	n/a

Recommendation:

That for the 2021/2022 fiscal year, trustee remuneration for attendance at out-of-division functions, meetings and other activities not directly Prairie South Schools meetings, whether attended in person or virtually, shall be \$30/hour up to a maximum per day rate listed as follows:

- o Member: \$200 per day;
- o Vice-Chair: \$225 per day;
- o Chair: \$250 per day.

With a minimum charge of one hour for any meeting attended, unless already compensated by another organization.

AGENDA ITEM

Meeting Date:	September 7, 2021	Agenda Item #:	06.6
Topic:	Board Remuneration Rates – Travel Time		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background:	Current remuneration amount is \$.20 per kilometer.
Current Status:	During 2021/2022 budget planning trustee remuneration for travel time was budgeted for as follows: • \$.20 per kilometer
Pros and Cons:	
Financial Implications:	The recommended motion will satisfy the needs of the 2021-2022 budget.
Governance/Policy Implications:	<i>The School Division Administration Regulations, 2017</i> describes trustee remuneration in Sections 22, 23 and 25. Trustee remuneration must be set by resolution of the Board of Education
Legal Implications:	
Communications:	

Prepared By:	Date:	Attachments:
Ron Purdy	September 1, 2021	n/a

Recommendation:

That for the 2021/2022 fiscal year, trustee remuneration for travel time shall be set at \$.20 per kilometer.

AGENDA ITEM

Meeting Date:	September 7, 2021	Agenda Item #:	06.7
Topic:	Annual Governance Professional Development Allotment		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background:	Trustees may choose to attend a variety of professional development opportunities during the year. Some opportunities are entirely at the discretion of the individual trustee, with prior approval from the Board of Education, while others are associated with various committees that trustees may be assigned to from time to time.
Current Status:	The current annual allotment for professional development for the Board of Education is \$17,500. The funds are distributed to cover all trustee professional development activity expenses, as approved by the Board, with the exception of Public Section Executive meetings, Saskatchewan High School Athletic Association (SHSAA) meetings and Board Chairs' Council meetings. Mileage and travel costs are calculated on the assumption that trustees depart from Moose Jaw or nearer.
Pros and Cons:	
Financial Implications:	The recommended motion is consistent with current practice and will satisfy the needs of the 2021-2022 budget.
Governance/Policy Implications:	
Legal Implications:	
Communications:	

Prepared By:	Date:	Attachments:
Ron Purdy	September 1, 2021	n/a

Recommendation:

That an annual allotment for professional development for the Board of Education be provided in the amount of \$17,500. The funds are to be distributed to cover all trustee professional development activity expenses, as approved by the Board, with the exception of Public Section Executive meetings, Saskatchewan High School Athletic Association (SHSAA) meetings and Board Chairs' Council (BCC) meetings. Mileage and travel costs will be calculated on the assumption that trustees depart from Moose Jaw or nearer.

AGENDA ITEM

Meeting Date:	September 7, 2021	Agenda Item #:	06.8
Topic:	Board Spokesperson		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background:	From time to time, the school division requires a spokesperson related to media or other inquiries.
Current Status:	Currently, Board communications are managed as follows: The Board Chair communicates on behalf of the Board with the media and public on governance issues and the Director of Education communicates on behalf of the Board with the media and public on administrative issues.
Pros and Cons:	
Financial Implications:	
Governance/Policy Implications:	
Legal Implications:	
Communications:	

Prepared By:	Date:	Attachments:
Ryan Boughen	September 1, 2021	n/a

Recommendation:

That the Board direct the management of communications as follows: The Board Chair communicates on behalf of the Board with the media and public on governance issues and the Director of Education communicates on behalf of the Board with the media and public on administrative issues.

AGENDA ITEM

Meeting Date:	September 7, 2021	Agenda Item #:	06.9
Topic:	Mileage Expense Rate for 2021-2022		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background:	The mileage expense rate is set annually by the Board of Education. Mileage expense may be claimed by trustees and staff members who use their personal vehicles during the course of their work responsibilities. Current mileage expense rate is \$.44 per kilometer.
Current Status:	During 2020/2021 budget planning, school division mileage was budgeted for as follows: <ul style="list-style-type: none"> • \$.44 per kilometer
Pros and Cons:	
Financial Implications:	The recommended motion will satisfy the needs of the 2021-2022 budget.
Governance/Policy Implications:	
Legal Implications:	
Communications:	

Prepared By:	Date:	Attachments:
Ron Purdy	September 1, 2021	Provincial Rates

Recommendation:

That for the 2021/2022 fiscal year, mileage expense be set at \$.44 per kilometer.

Section: PS 601-A

Travel Allowance – Appendix A

Last Revised: March 2020
Last Reviewed: March 2020
Next Review: October 2021

APPROVED TRAVEL AND MEAL RATES

The below rates are applicable to employees covered by the Saskatchewan Government and General Employee's Union (SGEU) collective bargaining agreement, the Canadian Union of Public Employees (CUPE) Local 600 collective bargaining agreement, and to all out-of-scope employees unless otherwise noted.

Private Vehicle Usage – Rates Effective April 1, 2021

Kilometre Rate

Ordinary	47.36¢/km
North of the 54 th Parallel	50.99¢/km

Incidental Use for Private Vehicles

Car	47.36¢/km
Truck used for hauling	50.29¢/km

Meal Rates – Rates Effective February 1, 2020

<u>In Province</u>	<u>Approved Meal Rate</u>
Per Diem	\$51.00 per day
Breakfast	\$10.00
Dinner	\$18.00
Supper	\$23.00

<u>Out of Province</u>	<u>Approved Meal Rates</u>
Per Diem	\$61.00 per day
Breakfast	\$13.00
Dinner	\$20.00
Supper	\$28.00

Note: The meal rates include reimbursement for GST, gratuities and the overnight allowance.

Out of Country Meal Rates - Employees on government business outside of Canada are reimbursed in accordance with the Federal Government meal rates and meal gratuities (referred to as incidentals in [Federal Government's Appendix C – USA rates](#) and [Federal Government's Appendix D – all other countries](#)) for in and out-of-scope employees travelling out of country.

AGENDA ITEM

Meeting Date:	September 7, 2021	Agenda Item #:	06.10
Topic:	Meal Reimbursement Expense Rate for 2020-2021		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background:	<p>The meal reimbursement expense rate is set annually by the Board of Education. Meal reimbursement expenses may be claimed by trustees and staff members when meal purchase is required and not otherwise covered. Current meal reimbursement expense rates are:</p> <ul style="list-style-type: none"> • Breakfast: \$10 • Lunch: \$15 • Supper: \$20
Current Status:	<p>During 2021/2022 budget planning, school division meal reimbursement rates were budgeted for as follows:</p> <ul style="list-style-type: none"> • Breakfast: \$10 • Lunch: \$15 • Supper: \$20
Pros and Cons:	
Financial Implications:	The recommended motion will satisfy the needs of the 2021-2022 budget.
Governance/Policy Implications:	
Legal Implications:	
Communications:	

Prepared By:	Date:	Attachments:
Ron Purdy	September 1, 2021	Provincial Rates

Recommendation:

That for the 2021/2022 fiscal year, meal reimbursement expense rates be set at:

- Breakfast: \$10
- Lunch: \$15
- Supper: \$20

Section: PS 601-A

Travel Allowance – Appendix A

Last Revised: March 2020
Last Reviewed: March 2020
Next Review: October 2021

APPROVED TRAVEL AND MEAL RATES

The below rates are applicable to employees covered by the Saskatchewan Government and General Employee's Union (SGEU) collective bargaining agreement, the Canadian Union of Public Employees (CUPE) Local 600 collective bargaining agreement, and to all out-of-scope employees unless otherwise noted.

Private Vehicle Usage – Rates Effective April 1, 2021

Kilometre Rate

Ordinary	47.36¢/km
North of the 54 th Parallel	50.99¢/km

Incidental Use for Private Vehicles

Car	47.36¢/km
Truck used for hauling	50.29¢/km

Meal Rates – Rates Effective February 1, 2020

<u>In Province</u>	<u>Approved Meal Rate</u>
Per Diem	\$51.00 per day
Breakfast	\$10.00
Dinner	\$18.00
Supper	\$23.00

<u>Out of Province</u>	<u>Approved Meal Rates</u>
Per Diem	\$61.00 per day
Breakfast	\$13.00
Dinner	\$20.00
Supper	\$28.00

Note: The meal rates include reimbursement for GST, gratuities and the overnight allowance.

Out of Country Meal Rates - Employees on government business outside of Canada are reimbursed in accordance with the Federal Government meal rates and meal gratuities (referred to as incidentals in [Federal Government's Appendix C – USA rates](#) and [Federal Government's Appendix D – all other countries](#)) for in and out-of-scope employees travelling out of country.

AGENDA ITEM

Meeting Date:	November 17, 2020	Agenda Item #:	06.11
Topic:	Parking Expense Rate for 2021-2022		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background:	The parking expense rate is set annually by the Board of Education. Parking expenses may be claimed by trustees and staff members when parking is required and not otherwise covered. Current parking expense rates are: <ul style="list-style-type: none"> Daily: \$5 without receipt or actual reasonable costs with receipt
Current Status:	During 2021/2022 budget planning, school division parking reimbursement rate was budgeted for as follows: <ul style="list-style-type: none"> Daily: \$5 without receipt or actual reasonable costs with receipt
Pros and Cons:	
Financial Implications:	The recommended motion will satisfy the needs of the 2021-2022 budget.
Governance/Policy Implications:	
Legal Implications:	
Communications:	

Prepared By:	Date:	Attachments:
Ron Purdy	September 1, 2021	n/a

Recommendation:

That for the 2021/2022 fiscal year, the parking expense rate be set at:

- Daily: \$5 without receipt or actual reasonable costs with receipt

AGENDA ITEM

Meeting Date:	September 7, 2021	Agenda Item #:	06.12
Topic:	Accommodation Expense Rate for 2021-2022		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background:	<p>The accommodation expense rate is set annually by the Board of Education. Accommodation expenses may be claimed by trustees and staff members when accommodation is required and not otherwise covered. Current accommodation expense rate is:</p> <ul style="list-style-type: none"> Actual reasonable costs supported by receipts or \$35 per night in a private residence outside of home location (no receipt required).
Current Status:	<p>During 2021/2022 budget planning, school division accommodation reimbursement rates were budgeted for as follows:</p> <ul style="list-style-type: none"> Actual reasonable costs supported by receipts or \$35 per night in a private residence outside of home location (no receipt required).
Pros and Cons:	
Financial Implications:	The recommended motion will satisfy the needs of the 2021-2022 budget.
Governance/Policy Implications:	
Legal Implications:	
Communications:	

Prepared By:	Date:	Attachments:
Ron Purdy	September 1, 2021	n/a

Recommendation:

That for the 2021/2022 fiscal year, the accommodation expense rate be set at:

- Actual reasonable costs supported by receipts or \$35 per night in a private residence outside of home location (no receipt required).

AGENDA ITEM

Meeting Date:	September 7, 2021	Agenda Item #:	6.13
Topic:	Cheque Signing Authority		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background:	The school division is required to name cheque signing authorities annually.
Current Status:	Current signing authorities for the Board of Education are one of the Board Chair or the Board Vice-Chair and one of the Superintendent of Business or the Director of Education.
Pros and Cons:	
Financial Implications:	
Governance/Policy Implications:	
Legal Implications:	
Communications:	

Prepared By:	Date:	Attachments:
Ron Purdy	September 1, 2021	n/a

Recommendation:

That for the 2021/2022 school year the cheque signing authorities for the Board of Education be one of the Board Chair or Board Vice-Chair and one of the Superintendent of Business or the Director of Education.

AGENDA ITEM

Meeting Date:	September 7, 2021	Agenda Item #:	07.1
Topic:	Auditor Appointment		
Intent:	<input type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input checked="" type="checkbox"/> Information

Background:	From time to time, the school division tenders auditing services so that the yearly audit can be conducted smoothly.
Current Status:	At the May 5, 2020 meeting of the Board of Education, the Board accepted a proposal from Deloitte LLP for auditing services through the 2023-24 fiscal year.
Pros and Cons:	
Financial Implications:	
Governance/Policy Implications:	
Legal Implications:	
Communications:	

Prepared By:	Date:	Attachments:
Ron Purdy	September 1, 2021	

Recommendation:

That the Board review the information provided.

AGENDA ITEM

Meeting Date:	September 7, 2021	Agenda Item #:	07.2
Topic:	Board Solicitor		
Intent:	<input type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input checked="" type="checkbox"/> Information

Background:	From time to time, the school division requires legal services beyond what is available through the Saskatchewan Schools Boards' Association.
Current Status:	The legal firm of record for Prairie South is McKercher LLP. No motion is required unless the Board wishes to change solicitors.
Pros and Cons:	
Financial Implications:	
Governance/Policy Implications:	
Legal Implications:	
Communications:	

Prepared By:	Date:	Attachments:
Ron Purdy	September 1, 2021	

Recommendation:

That the Board review the information provided.

AGENDA ITEM

Meeting Date:	September 7, 2021	Agenda Item #:	07.3
Topic:	Board Architect		
Intent:	<input type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input checked="" type="checkbox"/> Information

Background:	From time to time, the school division requires architectural services.
Current Status:	The architect of record for Prairie South is 1080 Architecture, Planning and Interiors. No motion is required unless the Board wishes to change architects.
Pros and Cons:	
Financial Implications:	
Governance/Policy Implications:	
Legal Implications:	
Communications:	

Prepared By:	Date:	Attachments:
Ron Purdy	September 1, 2021	

Recommendation:

That the Board review the information provided.

AGENDA ITEM

Meeting Date:	September 7, 2021	Agenda Item #:	07.4
Topic:	Borrowing Resolution - Operating Line of Credit		
Intent:	<input type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input checked="" type="checkbox"/> Information

Background:	The school division maintains an operating line of credit in the event that a disruption of revenue requires funds to be allocated from a different source.
Current Status:	The current operating line of credit is \$15,000,000 through Scotiabank. The current agreement expires December 31, 2021.
Pros and Cons:	
Financial Implications:	
Governance/Policy Implications:	Maintaining an operating line of credit is a risk management strategy. While the operating line of credit has not been accessed for several years, having it in place ensures the smooth operation of the school division in the event for a disruption in revenue.
Legal Implications:	Authority for a borrowing resolution on the part of the Board of Education flows from <i>The Education Act, 1995</i> , Section 319.
Communications:	

Prepared By:	Date:	Attachments:
Ron Purdy	September 1, 2021	<ul style="list-style-type: none"> Borrowing Resolution, Scotiabank

Recommendation:

That the Board review the information provided.

BORROWING RESOLUTION SCHOOL BOARDS

COPY OF RESOLUTION PASSED AT A MEETING OF THE School Board
(SCHOOL BOARD)
of BOE of the Prairie South School Division No.210 of SK
(NAME OF SCHOOL DISTRICT, ETC.)

RESOLVED:

(INSERT TITLES
RATHER
THAN NAMES)

1. That the * Any one of Board Chair / Vice Chair and one of CFO / Director is/are hereby authorized to borrow on behalf of BOE of the Prairie South School Division No.210 of SK (the "Corporation") from THE BANK OF NOVA SCOTIA (the "Bank") from time to time by way of promissory note or bankers' acceptance a sum or sums not exceeding at any one time Fifteen Million dollars (\$ 15,000,000.00) to meet, until the current revenue has been received, current expenditures of the Corporation for the year 2020.

2. That the * Any one of Board Chair / Vice Chair and one of CFO / Director is/are hereby authorized to sign, make or draw on behalf of the Corporation and to furnish to the Bank from time to time promissory notes or bankers' acceptances sealed with the corporate seal for the sum or sums so borrowed with interest or any other charges at such rate as the Bank may from time to time determine.

3. That the * Any one of Board Chair / Vice Chair and one of CFO / Director is/are hereby authorized and directed to furnish to the Bank at the time of each borrowing and at such other times as the Bank may from time to time request, a statement showing the nature and amount of the estimated revenues of the current year not yet collected or where the estimates for the year have not been adopted, a statement showing the nature and amount of the estimated revenues of the Corporation as set forth in the estimates adopted for the next preceding year and also showing the total of any amounts borrowed in the current year and in any preceding year that have not been repaid.

4. That the * Any one of Board Chair / Vice Chair and one of CFO / Director is/are hereby authorized and directed to apply in payment of all sums borrowed from the Bank, and of any interest thereon and any other charges in connection therewith, all of the moneys hereafter collected or received on account or realized in respect of the taxes levied for the current year and for any preceding years and all of the moneys collected or received from any other source.

CERTIFICATE

I hereby certify that the foregoing is a true copy of a Resolution of the Corporation of the BOE of the Prairie South School Division No.210 of SK in the province of Saskatchewan duly passed at a meeting of the Council of the said Corporation duly held on the 8th day of December at Moose Jaw signed by its proper officers as required by law and that the said Resolution is in full force and effect.

DATED at Moose Jaw this 15th day of December, 2020

(CORPORATE SEAL)

By: Sign _____
Title _____

By: Sign _____
Title _____

DATE RECEIVED
RECORDED
APPROVED
E.O.
AUDITOR

AGENDA ITEM

Meeting Date:	September 7, 2021	Agenda Item #:	07.5
Topic:	Board Committee Appointments		
Intent:	<input type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input checked="" type="checkbox"/> Information

Background:	The Board Chair assigns trustees to committees on an annual basis.
Current Status:	A list of Board Committees for 2021-2022 is attached.
Pros and Cons:	
Financial Implications:	
Governance/Policy Implications:	
Legal Implications:	
Communications:	Notification of committee appointments will be made once those appointments are completed.

Prepared By:	Date:	Attachments:
Ryan Boughen	September 1, 2021	<ul style="list-style-type: none"> 2021-2022 Board Committees

Recommendation:

That the Board review the information provided.

21/22 Committee	Mandate, Accountability Reports, Members, and Staff Support
Business, Infrastructure and Governance	<p>Mandate: To examine issues related to business, public accountability, stewardship, the advancement of public education including effective utilization of human resources, finance, transportation, and facilities.</p> <p>Annual Project: Future Opportunities for the Prairie South Virtual School.</p> <p>AR: Facilities (December), 1st Quarter Business (January), Transportation (February), 2nd Quarter Business (April), 3rd Quarter Business (June)</p> <p>Trustees: TBD; Staff: Ryan, Ron, Sr. Admin Team as Required</p>
Student Outcomes	<p>Mandate: To examine issues related to increasing student literacy and achievement, promoting academic achievement for all students while closing achievement gaps and enhancing student outcomes.</p> <p>Annual Project: Prekindergarten; The Prairie South Classroom Composition Committee.</p> <p>AR: Student Achievement I (October), School and Division Improvement (November), Early Learning (March), Student Achievement II (June)</p> <p>Trustees: TBD; Staff: Ryan, Derrick, Amanda, Sr. Admin Team as Required</p>
Human Resources	<p>Mandate: To examine issues related to innovative practices and environments to allow students to maximize their potential regardless of socioeconomic status, gender, cultural or linguistic background, geographic location, personal circumstances or ability.</p> <p>Annual Project: Oversight and Participation in Innovation Projects Approved in Spring, 2020.</p> <p>AR: n/a</p> <p>Trustees: TBD; Staff: Ryan, Amy, Sr. Admin Team as Required</p>
Partnerships and Teambuilding	<p>Mandate: To examine issues related to advocacy and networking and enhanced relationships with all stakeholders.</p> <p>Annual Project: Staff Satisfaction and Engagement; Renewal of Advocacy Activities</p> <p>AR: Human Resources (January)</p> <p>Trustees: TBD; Staff: Ryan, Amy, Sr. Admin Team as Required</p>
Transportation Committees	<p>Mandate: BP 17 Issues (ad hoc)</p> <p>Trustees: 5 Rural or 5 Urban; Staff: Ryan, Ron, Lonny</p>
Communications Committee	<p>Mandate: BP 17 Issues (ad hoc)</p> <p>Trustees: TBD; Staff: Ryan, Dustin, Heather</p>
Committee of the Whole	<p>Mandate: To provide a forum for trustees to engage in planning sessions related to issues such as, but not restricted to, finance, facilities, special projects and the Provincial Education Plan (PEP).</p> <p>Trustees: All Trustees; Staff: Ryan, Sr. Admin Team as Required</p>
Executive Committee	<p>Mandate: As assigned by the Board of Education</p> <p>Trustees: Chair and Vice-Chair; Staff: Ryan; Sr. Admin Team as Required</p>

Additional Committees with Governance Membership

Saskatchewan High Schools Athletic Association (1 trustee):

Public Section (1 trustee):

Board Chairs' Council (1 trustee):

School Community Councils – Board Reps from 2020-2021

Bengough: Giselle Wilson

Coronach: Giselle Wilson

Rockglen: Giselle Wilson

Glentworth: Shawn Davidson

Gravelbourg: Shawn Davidson

Kincaid: Shawn Davidson

Lafleche: Shawn Davidson

Mankota: Shawn Davidson

Central Butte: Darcy Pryor

Chaplin: Darcy Pryor

Craik: Darcy Pryor

Eyeblow: Darcy Pryor

Mortlach: Darcy Pryor

Avonlea: Robert Bachmann

Caronport: Robert Bachmann

Lindale: Robert Bachmann

Rouleau: Robert Bachmann

Assiniboia 7th Ave: John Bumbac

Assiniboia Elementary: John Bumbac

Assiniboia Composite High: John Bumbac

Mossbank: John Bumbac

Central Collegiate: Brett Hagan, Lew Young

Peacock Collegiate: Todd Johnson, Mary Jukes

Riverview Collegiate: Crystal Froese, Lew Young

Empire: Crystal Froese, Mary Jukes

King George: Crystal Froese, Brett Hagan

Palliser Heights: Todd Johnson, Lew Young

Prince Arthur: Brett Hagan, Todd Johnson

Sunningdale: Brett Hagan, Mary Jukes

Westmount: Mary Jukes, Lew Young

William Grayson: Crystal Froese, Todd Johnson