

Minutes of the Regular Meeting of the Board of Education of Prairie Spirit School Division No. 206 held in the Prairie Spirit School Division Office, on Monday, November 20, 2017, commencing at 4:30 p.m.

Present for the meeting were Board Members: Larry Pavloff, Chairperson; Sam Dyck, Vice Chairperson; Dawne Badrock; Ken Crush; Kimberly Greyeyes; Garth Hetterly; Bonnie Hope; Bernie Howe; George Janzen; Trina Miller; and Pam Wieler.

Also in attendance: Lori Jeschke, Director of Education; Lionel Diederichs, Chief Financial Officer; Bob Bayles, Superintendent of Human Resources; Brenda Erickson, Communications Consultant; and Nadine Meister, Assistant to the Director.

Absent: William Badger.

Lori Jeschke called the meeting to order at 4:44 p.m.

1. Lori Jeschke called for nominations for Chairperson. Ken Crush nominated Chairperson
Larry Pavloff. After third call, Bernie Howe moved nominations cease.

Carried.

Board member, Larry Pavloff, was declared elected as Chairperson for the Board of Education. Larry Pavloff has been Board Chair since 2011.

Larry Pavloff assumed the role of Chair.

2. Larry Pavloff called for nominations for Vice Chairperson. Pam Wieler nominated Vice
Sam Dyck. After third call, Ken Crush moved nominations cease. Chairperson

Carried.

Board member, Sam Dyck, was declared elected as Vice Chairperson for the Board of Education. Sam Dyck has been Vice Chairperson 2007.

3. THAT the Board approve the slate of committees for 2017/18 as follows:

Committees
Wieler

BOARD COMMITTEES

Advocacy Committee

Kimberly Greyeyes
Bernie Howe
Trina Miller
Pam Wieler

Board Education Committee

Kimberly Greyeyes
Trina Miller
Bernie Howe
George Janzen

CUPE/Out of Scope Support Staff Agreements Committee

Dawne Badrock
Ken Crush
Larry Pavloff

Discipline Committee

Larry Pavloff
Bernie Howe
Board Trustee from the area involved

Home-Based Educators (HBE) Liaison Committee

George Janzen
Trina Miller
Pam Wieler

Indemnity Review Committee

Dawne Badrock
Ken Crush
Garth Hetterly

Local Implementations Negotiating Committee (LINC)

Dawne Badrock
Ken Crush
George Janzen

Partnership Committee

Kimberly Greyeyes
Trina Miller
Pam Wieler

Policy Review Committee

Sam Dyck
Kimberly Greyeyes
George Janzen
Larry Pavloff

Rosthern Building Project Committee

Trina Miller
Larry Pavloff

Senior Administration Compensation Committee

Sam Dyck
Ken Crush
Larry Pavloff

STAFF COMMITTEES

Administrator Hiring Committee

Sam Dyck
Trina Miller
Pam Wieler

Professional Support (Calendar) Committee

Ken Crush
Bernie Howe
Larry Pavloff

Transportation Review Committee

Dawne Badrock
Garth Hetterly
Bernie Howe

EXTERNAL COMMITTEE INVITATIONS

Saskatoon Regional Growth Committee

Sam Dyck
Garth Hetterly
Bonnie Hope
George Janzen

Central Valley Athletic Conference (CVAC)

Representatives

George Janzen
Pam Wieler

Public Section Representative

Bonnie Hope

PRAIRIE SPIRIT SCHOOLS FOUNDATION

Ken Crush
Sam Dyck
Bonnie Hope

Carried.

4. THAT the Board delegate signing authority as follows:

Signing
Authority
Crush

- a) For all non-employment contracts, agreements and commitments, one of the Chair, Vice Chair or the Director of Education with one of the Chief Financial Officer or Controller;
- b) For all employment contracts, the Director of Education or as delegated by the Director of Education;
- c) For manual payment transactions, one of the Chair, Vice Chair or Director of Education with one of the Chief Financial Officer or Controller; and

- d) For electronic payments or inter-account transfers, a listing of proposed electronic transitions countersigned by the Chief Financial Officer or Controller.

Carried.

The Board discussed revisions to sections 8.2.1, 8.2.2. and 8.2.3 of Board Policy No. BO-8 Board and Committee Expenses to clarify amounts to be claimed when completing expense claim forms. This does not reflect an increase.

5. THAT the Board set indemnity rates as per revised Board Policy No. BO-8:

Indemnity
Rates – BO-8
Badrock

8. *Board members shall be reimbursed expenses for all Board and committee meetings attended, as well as any meeting attended at the direction of the Board based on the following guidelines.*

8.1. *Board indemnities shall be reimbursed at the following rates:*

8.1.1. *\$275/Board meeting for Board Chair:*

8.1.2. *\$247.50/Board meeting for Board Vice Chair; and*

8.1.3. *\$220/Board meeting for Board members.*

- 8.2. *Any official Board activity or committee meeting attended by a Board member shall be reimbursed at the following rates:*

8.2.1. *Chairperson*

- *Up to and including 4 hours - \$137.50*
- *Over 4 hours and up to and including 8 hours - \$275*
- *Over 8 hours and up to and including 12 hours - \$412.50*

8.2.2. *Vice Chairperson*

- *Up to and including 4 hours - \$123.75*
- *Over 4 hours and up to and including 8 hours - \$247.50*
- *Over 8 hours and up to and including 12 hours - \$371.25*

8.2.3. *Board Members*

- *Up to and including 4 hours - \$110*
- *Over 4 hours and up to and including 8 hours - \$220*
- *Over 8 hours and up to and including 12 hours - \$330*

8.3. *Expenses shall be reimbursed as follows:*

8.3.1. *Travel allowance shall be paid at a rate of \$0.41 per kilometer. The rate will remain in effect unless the rate is greater than or less than a factor of 5% of the Public Service Commission rates that are published October 1st and April 1st.*

8.3.2. *The Board will review the rate at its next meeting following the publishing of the Public Service Commission rates if the rate differential is greater than 5% of the current fixed rate.*

8.3.3. *Out of pocket expenses must be supported by receipts, unless expense is \$20 or less with reason stated.*

8.4. *Travel time shall be reimbursed at a rate of \$11/hour.*

8.5. *Base meeting preparation allowance for each Board member shall be claimed at a rate of \$100/month.*

8.6. *Base annual allowance of \$5,000 shall be paid to the Board Chair over a ten-month period from September to June.*

8.7. *The Canadian Consumer Price Index will be applied to all indemnity rates (excluding travel allowance) effective February 1 of each year.*

6. THAT the Board affirm the remaining meeting dates for 2017/18 as outlined below:

2017/18
Meetings
Miller

- December 4, 2017
- December 18, 2017
- January 8, 2019
- January 22, 2019
- Strategic Planning Workshop – January 27-29, 2019
- February 12, 2019
- February 26, 2019
- March 5, 2019
- March 19, 2019
- April 9, 2019
- April 23, 2019
- May 7, 2019
- May 22, 2019
- June 4, 2019
- June 18, 2019

7. THAT the agenda be adopted as presented.

Agenda
Crush

Carried.

8. THAT the Minutes of October 2, 2017, be adopted as presented.

Minutes
Wieler

Carried.

Lionel Diederichs presented the Decision Report regarding a tax abatement request from the Village of Perdue.

9. THAT the Board approve the request from the Village of Perdue for a tax abatement on the 2017 municipal taxes totaling \$746.16 as follows:

Perdue Tax
Abatement
Pavloff

- Lots 27-29, Block 2, Plan C716 (Perdue Daycare) - \$368.68
- Lots pt 33 & 34, Block 6, Plan C716 (Perdue & Dist New Horizons - \$378.08

Carried.

Lionel Diederichs presented the Decision Report regarding tax abatement requests from the R.M. of Corman Park.

10. THAT the Board approve the request from the Rural Municipality of Corman Park for a tax abatement on a portion of 2017 municipal taxes totaling \$781.11 as follows:

RM of Corman
Park Tax
Abatement
Janzen

- Parcel A, NW 12-37-8 W3M (Roy and Dawn Howell) - \$68.00
- Parcel B, SW 1-36-6 W3M (Margaret Robertson) - \$258.47
- Lot 4, Block 2, SW 31-35-5 W3M (Sharon Hodges) - \$454.64

Carried.

Lionel Diederichs presented the Decision Report requesting approval to review competitive proposals from other banking and financial service providers. The Division has used its current provider for years.

11. THAT the Board approve administration's recommendation that administration investigate potential opportunities for banking and financial services, up to and including inviting proposals for those services, and that administration present a report and recommendation to the Board by March 2018.

Banking &
Financial
Services
Crush

Carried.

Lionel Diederichs presented the Decision Report requesting approval to conduct a Request for Proposal (RFP) for auditing services. The current auditor was appointed for three years and that was extended one year to include the 2016/17 audit.

12. THAT the Board invite proposals for audit services for three years beginning with the 2017/18 fiscal year with an option for the Board to extend the initial engagement for up to two additional years.

Auditor
RFP
Hetterly

Carried.

Lionel Diederichs presented the Decision Report requesting approval for the Relocatable Classroom Program Application that was submitted to the Ministry of Education prior to the deadline of October 31, 2017.

13. THAT the Board approve the submission of the Relocatable Classroom Program Application to the Ministry of Education, dated October 27, 2017, which includes four additional relocatable classrooms for Traditions Elementary School and funding for the move of ten existing relocatable classrooms.

Relocatable
Classrooms
Application
Dyck

Carried.

Lionel Diederichs presented the Decision Report requesting approval of the Draft Financial Statements for the period ended August 31, 2017, highlighting items under Accumulated Surplus.

14. THAT the Board approve the Draft Audited Financial Statements and Notes for the period ended August 31, 2017, including the accumulated surplus allocation as presented.

2016/17
Draft
Financial
Statements
Hetterly

Carried

Lori Jeschke presented the Decision Report seeking approval to update the goals contained in Board Policy SP-4 Strategic Plan.

15. THAT the Board approve the revisions to Board Policy No. SP-4 Strategic Plan to reflect the Division's current strategic goals as per the attached document and as recommended by Administration.

Board
Policy No.
SP-4
Hope

Carried.

The Board reported on activities and meetings attended since the last Board meeting. The Board congratulated Bonnie Hope on being elected Chair of the Public Section.

16. THAT the meeting be adjourned at 6:46 p.m. The next meeting to be held on Monday, December 4, 2017, at 11:00 a.m., at the Prairie Spirit School Division Office, in Warman.

Adjourn
Wieler

Carried.

Chairperson

Secretary to the Board

Policy Name: Key Result Areas

Number: SP-4

Policy Type: Strategic Plan

Date Approved: June 16, 2014

Date Revised: November 20, 2017

General Board Directive: Until further decisions by the Board, the Strategic Plan of the Division will be clearly stated within the Board policies and kept current within these Board documents, monitoring reports and an annual strategic plan review.

4. Our resources will be focused on achieving results in priority areas.

4.1 **High School Completion and Transition to Career**

- Provincial goal/Prairie Spirit goal for three-year graduation rate: the three-year graduation rate will be 85% by 2020.
- Provincial goal/Prairie Spirit goal for extended graduation rate: 90% of student will graduate within five years of entering grade 10.

4.2 **Reading**

- Provincial goal/Prairie Spirit goal: 80% of students will be reading at a grade level or above by the end of grade 3.

4.3 **Early Years Evaluation**

- Provincial goal/Prairie Spirit goal: 90% of students will exit Kindergarten ready to learn in the primary grades.