



## 2015-2016 Annual Agenda

August	September	October	November	December
<ul style="list-style-type: none"> <li>• Receive and Review Monthly Financial Report</li> </ul>	<ul style="list-style-type: none"> <li>• Receive and Review Monthly Financial Report</li> <li>• Identify Topics for GSTA Advocacy Session</li> <li>• Develop SSBA Convention Resolutions</li> <li>• Receive and Review School Viability Report</li> <li>• Identify topics for advocacy session with Minister of Education</li> <li>• Identify topics and date for Advocacy session with GSTA Executive</li> <li>• Receive and Review Strategic Priorities Report on Sept. 14 – <b>Student &amp; Family with a focus on Outcome-Based Reporting</b></li> </ul>	<ul style="list-style-type: none"> <li>• Receive and Review Monthly Financial Report</li> <li>• Advocate with GSTA Executive</li> <li>• Host Staff Recognition Evening (October 17)</li> <li>• Receive and Review SSBA Convention Resolutions</li> <li>• Identify topics for advocacy session with area MLA's</li> <li>• Review Draft of Annual Report</li> <li>• Host Regional SCC in 3 locations - North, South, Central</li> <li>• Receive and Review Strategic Priorities Report on Oct. 14 – <b>People Capacity with a focus on the 5 Year PD Continuum</b></li> </ul>	<ul style="list-style-type: none"> <li>• Receive and Review Monthly Financial Report</li> <li>• Conduct Organizational Meeting</li> <li>• Attend SSBA Annual Convention</li> <li>• Receive and Review Audited Financial Report</li> <li>• Approve Annual Report</li> <li>• Receive and Review Strategic Priorities Report on Nov. 19 – <b>Student &amp; Family with a focus on Literacy</b></li> </ul>	<ul style="list-style-type: none"> <li>• Receive and Review Monthly Financial Report</li> <li>• Conduct Board Policy Review</li> <li>• Receive and Review Strategic Priorities Report on Dec. 17 – <b>Financial Stewardship with a focus on the Audit Report and financial data</b></li> </ul>

January	February	March	April	May	June
<ul style="list-style-type: none"> <li>• Receive and Review Monthly Financial Report</li> <li>• Conduct Annual Meeting of Electors</li> <li>• Identify topics for Advocacy session with support staff association(s)</li> <li>• Identify topics for advocacy session with Chief &amp; Council</li> <li>• Receive and Review Strategic Priorities Report on Jan. 21 – <b>Student &amp; Family with a focus on FTV</b></li> </ul>	<ul style="list-style-type: none"> <li>• Host advocacy session with School Administration</li> </ul>	<ul style="list-style-type: none"> <li>• Receive and Review Monthly Financial Report</li> <li>• Host advocacy session with support staff association(s)</li> <li>• Host advocacy session with Chief and Council?</li> <li>• Hold Board/Admin. Retreat to conduct Annual Strategic Plan Review</li> <li>• Identify topics for advocacy session with Parkland College and Christ the Teacher RCSSD</li> <li>• Receive and Review Strategic Priorities</li> <li>• Report on March 17 – <b>Internal Processes with a focus on LEAN/Efficiency Committee Work</b></li> </ul>	<ul style="list-style-type: none"> <li>• Receive and Review Monthly Financial Report</li> <li>• Host advocacy session with Parkland College (Strategic Alliance)</li> <li>• Hold Preliminary Budget Discussions (Sherry)</li> <li>• Host advocacy session with Christ the Teacher RCSSD</li> <li>• Receive and Review Strategic Priorities Report on April ?– <b>Student &amp; Family with a focus on Graduation Rates</b></li> </ul>	<ul style="list-style-type: none"> <li>• Receive and Review Monthly Report</li> <li>• Host Elders Gathering</li> <li>• Receive and Review Preliminary Budget Plan</li> <li>• Receive and Review Strategic Priorities Report on May ? – <b>Financial Stewardship with a focus on Facilities</b></li> </ul>	<ul style="list-style-type: none"> <li>• Receive and Review Monthly Financial Report</li> <li>• Host Retirement Recognition Evening</li> <li>• Approve 2015-2016 Budget</li> <li>• Receive and Review Strategic Priorities Report on June ? – <b>Student &amp; Family with a focus on Early Learning</b></li> </ul>



## 2015-2016 Annual Agenda

August	September	October	November	December
<ul style="list-style-type: none"> <li>• Receive and Review Monthly Financial Report (Sherry)</li> </ul>	<ul style="list-style-type: none"> <li>• Receive and Review Monthly Financial Report (Sherry)</li> <li>• Identify Topics for GSTA Advocacy Session</li> <li>• Develop SSBA Convention Resolutions</li> <li>• Receive and Review School Viability Report (Teresa, Rhae-Ann, Eric, Sup't of Education, &amp; Sherry)</li> <li>• Identify topics for advocacy session with Minister of Education</li> <li>• Identify topics and date for Advocacy session with GSTA Executive</li> <li>• Receive and Review Strategic Priorities Report on Sept. 14 – <b>Student &amp; Family with a focus on Outcome-Based Reporting</b> (Darran &amp; Quintin)</li> </ul>	<ul style="list-style-type: none"> <li>• Receive and Review Monthly Financial Report (Sherry)</li> <li>• Advocate with GSTA Executive</li> <li>• Host Staff Recognition Evening (October 17)</li> <li>• Receive and Review SSBA Convention Resolutions</li> <li>• Identify topics for advocacy session with area MLA's</li> <li>• Review Draft of Annual Report (Lynel &amp; all Admin. Council)</li> <li>• Host Regional SCC in 3 locations - North, South, Central (Rhae-Ann, Quintin, &amp; Sup't of Education)</li> <li>• Receive and Review Strategic Priorities Report on Oct. 14 – <b>People Capacity with a focus on the 5 Year PD Continuum</b> (Quintin)</li> </ul>	<ul style="list-style-type: none"> <li>• Receive and Review Monthly Financial Report (Sherry)</li> <li>• Conduct Organizational Meeting</li> <li>• Attend SSBA Annual Convention</li> <li>• Receive and Review Audited Financial Report (Sherry)</li> <li>• Approve Annual Report (Lynel)</li> <li>• Receive and Review Strategic Priorities Report on Nov. 19 – <b>Student &amp; Family with a focus on Literacy</b> (Quintin)</li> </ul>	<ul style="list-style-type: none"> <li>• Receive and Review Monthly Financial Report (Sherry)</li> <li>• Conduct Board Policy Review</li> <li>• Receive and Review Strategic Priorities Report on Dec. 17 – <b>Financial Stewardship with a focus on the Audit Report and financial data</b> (Sherry)</li> </ul>

January	February	March	April	May	June
<ul style="list-style-type: none"> <li>• Receive and Review Monthly Financial Report (Sherry)</li> <li>• Conduct Annual Meeting of Electors</li> <li>• Identify topics for Advocacy session with support staff association(s)</li> <li>• Identify topics for advocacy session with Chief &amp; Council</li> <li>• Receive and Review Strategic Priorities Report on Jan. 21 – <b>Student &amp; Family with a focus on FTV (Mark)</b></li> </ul>	<ul style="list-style-type: none"> <li>• Host advocacy session with School Administration</li> </ul>	<ul style="list-style-type: none"> <li>• Receive and Review Monthly Financial Report (Sherry)</li> <li>• Host advocacy session with support staff association(s)</li> <li>• Host advocacy session with Chief and Council?</li> <li>• Hold Board/Admin. Retreat to conduct Annual Strategic Plan Review</li> <li>• Identify topics for advocacy session with Parkland College and Christ the Teacher RCSSD</li> <li>• Receive and Review Strategic Priorities</li> <li>• Report on March 17 – <b>Internal Processes with a focus on LEAN/Efficiency Committee Work (Sherry)</b></li> </ul>	<ul style="list-style-type: none"> <li>• Receive and Review Monthly Financial Report (Sherry)</li> <li>• Host advocacy session with Parkland College (Strategic Alliance)</li> <li>• Hold Preliminary Budget Discussions (Sherry)</li> <li>• Host advocacy session with Christ the Teacher RCSSD</li> <li>• Receive and Review Strategic Priorities Report on April ?– <b>Student &amp; Family with a focus on Graduation Rates (Donna)</b></li> </ul>	<ul style="list-style-type: none"> <li>• Receive and Review Monthly Report (Sherry)</li> <li>• Host Elders Gathering</li> <li>• Receive and Review Preliminary Budget Plan (Sherry)</li> <li>• Receive and Review Strategic Priorities Report on May ? – <b>Financial Stewardship with a focus on Facilities (Teresa)</b></li> </ul>	<ul style="list-style-type: none"> <li>• Receive and Review Monthly Financial Report (Sherry)</li> <li>• Host Retirement Recognition Evening</li> <li>• Approve 2015-2016 Budget (Sherry)</li> <li>• Receive and Review Strategic Priorities Report on June ? – <b>Student &amp; Family with a focus on Early Learning (Mark &amp; Tracy)</b></li> </ul>





**Good Spirit School Division No. 204**  
**Regular Meeting Agenda**  
**Thursday, August 20, 2015**



1. Call to Order
2. Approval of Agenda
3. Approval of Minutes
  - 3.1. June 17, 2015 Regular Meeting
  - 3.2. June 18, 2015 Special Meeting
4. Planning and Development
  - 4.1. Strategic Plan
5. Delegations
6. In-Committee Items
7. Action Items
  - 7.1. Items Arising From In-Committee
  - 7.2. Old Business
  - 7.3. New Business
    - 7.3.1. Extra-Curricular Category D Trip – EHS to Florida
8. Director's Report
9. Accountability Reports
10. Committee/Conference Reports
  - 10.1. School Community Council Governance Reports
  - 10.2. Canadian School Boards Convention
11. Future Business
12. Meeting Dates - September, October
13. Notice of Motion
14. Topics for Future Agendas
  - 14.1. Receive and Review Monthly Financial Report
15. Adjourn

**The Board of Education of the  
Good Spirit School Division No. 204 of Saskatchewan**

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**Minutes of the Regular Meeting of the Good Spirit Board of Education  
Thursday, August 20, 2015  
Fairview Education Centre, Yorkton, Saskatchewan**

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**Board Members (P)Present (A)Absent**

P	Chris Balyski
P	Bryan Cottenie
P	Gord Gendur
P	Shannon Leson
P	Florence Stachura
P	Lois Smandych – Chair

P	DJ Cairns – Vice Chair
P	Gilda Dokuchie
P	Rick Haacke
P	Bonnie Rushowick
P	Bob Simpson

**Staff**

Rhae-Ann Holoien – Director of Education  
Quintin Robertson – Deputy Director  
Sherry Todosichuk – Superintendent of Business Administration  
Lynel Martinuk – Communication Coordinator

**15-095**

Smandych:

**Call to order**

That this meeting now come to order at 1:00 p.m.  
**Carried.**

**15-096**

Rushowick:

**Adoption of agenda**

That the agenda be adopted as amended.  
**Carried.**

**15-097**

Dokuchie:

**Approval of regular minutes**

That the minutes of the June 17, 2015 Regular Meeting be adopted as presented.  
**Carried.**

**15-098**

Stachura:

**Approval of special minutes**

That the minutes of the June 18, 2015 Regular Meeting be adopted as presented.  
**Carried.**

**Business arising from the minutes**

None

**Planning and Development**

1. Strategic Plan

**Delegations**

None

### **In-Committee Items**

1. In-Committee Board Session
2. Public Section Litigation Update
3. Superintendent of Human Resources Update

**15-099**

Cottenie:

### **Enter committee of the whole**

That the Board enter committee of the whole.

**Carried.**

**15-100**

Balyski:

### **Exit committee of the whole**

That the Board exit committee of the whole.

**Carried.**

Board member Leson joined the meeting at 1:15 p.m.

### **Action Items**

1. In-committee Items
2. Old Business
3. New Business

There was no media present following the in-committee session.

### **Information Items presented by the Director of Education**

1. Monthly Financial Report
2. Human Resources Report
3. Correspondence
  - a. Provincial Auditor – Political Donations
  - b. SSBA Resolutions
4. Organizational Chart
5. Invitational Shared Services Initiative (ISSI)
6. Canadian Centre for Substance Abuse/Addictions (CCSA) – CSCH Research Project
7. Mosaic Donation
8. Thank You Notes – circulated at Meeting
9. Important Dates

### **Discussion Items presented by the Director of Education**

1. 2014-2015 Annual Agenda

Board member Gendur excused himself from the meeting at 3:30 p.m.

### **Committee / Conference Reports**

1. School Community Council Governance Reports
2. Canadian School Boards Convention
3. Transportation Committee

**Future Business**

1. Meeting dates – September, October
2. Notice of Motion
3. Topics for Future Agendas
  - a. Receive and Review Monthly Financial Report

**15-101**

Simpson:

**September Meeting – Change of Date**

That the Board change the meeting in September to September 14, 2015 at 12:00 p.m.

**Carried.**

**15-102**

Haacke:

**October Meeting – Change of Date**

That the Board change the meeting in October to October 14, 2015 at 12:00 p.m.

**Carried.**

**15-103**

Leson:

**Adjournment**

That we do adjourn at 4:05 p.m.

**Carried.**

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CHAIRMAN - Smandych

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SECRETARY – Todosichuk

**Good Spirit School Division No. 204**  
**Regular Meeting Agenda**  
**Monday, September 14, 2015**



1. Call to Order
2. Approval of Agenda
3. Approval of Minutes
  - 3.1. August 20, 2015 Regular Meeting
4. Planning and Development
5. Delegations
  - 5.1. Public Section – 10:30 a.m.
6. Accountability Reports
  - 6.1. Student and Family – Outcome-Based Reporting
7. In-Committee Items
8. Action Items
  - 8.1. Items Arising From In-Committee
    - 8.1.1. Transportation Committee Report
  - 8.2. Old Business
    - 8.2.1. 2015-2016 Annual Agenda
    - 8.2.2. SSBA Board Resolution Submission
  - 8.3. New Business
    - 8.3.1. Extra-Curricular Category D Trip – EHS to Florida
9. Director's Report
10. Committee/Conference Reports
  - 10.1. School Community Council Governance Reports
  - 10.2. Canadian School Boards Convention
11. Future Business
12. Meeting Dates - October, November
13. Notice of Motion
14. Topics for Future Agendas
  - 14.1. Receive and Review Monthly Financial Report
  - 14.2. Receive and Review SSBA Convention Resolutions
  - 14.3. Review Draft of Annual Report
  - 14.4. Receive and Review Strategic Priorities Report
15. Adjourn

**Good Spirit School Division No. 204**  
**Regular Meeting Agenda**  
**Wednesday, October 14, 2015**



1. Call to Order
2. Approval of Agenda
3. Approval of Minutes
  - 3.1. September 14, 2015 Regular Meeting
4. Planning and Development
  - 4.1. Technology Renewal Project
5. Delegations
  - 5.1. Transportation - Fortune – 1:30 p.m.
6. Accountability Reports
  - 6.1. People Capacity – 5 Yr PD Continuum
7. In-Committee Items
8. Action Items
  - 8.1. Items Arising From In-Committee
    - 8.1.1. Transportation Committee Report
    - 8.1.2. Yard Service Fee
    - 8.1.3. Teacher Termination
    - 8.1.4. School Review
    - 8.1.5. Student Suspension Report
  - 8.2. Old Business
  - 8.3. New Business
    - 8.3.1. SSBA Annual General Meeting – resolutions and voting delegates
    - 8.3.2. CUPE 4784 Memorandum of Understanding
9. Director's Report
10. Committee/Conference Reports
  - 10.1. School Community Council Governance Reports
11. Future Business
12. Meeting Dates - November 4 (organizational), November 26 (regular), December 17
13. Notice of Motion
14. Topics for Future Agendas
  - 14.1. Receive and Review Monthly Financial Report
  - 14.2. Receive and Review Audited Financial Report
  - 14.3. Receive and Review Strategic Priorities Report
15. Adjourn

**The Board of Education of the  
Good Spirit School Division No. 204 of Saskatchewan**

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**Minutes of the Regular Meeting of the Good Spirit Board of Education  
Wednesday, October 14, 2015  
Fairview Education Centre, Yorkton, Saskatchewan**

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**Board Members (P)Present (A)Absent**

P	Chris Balyski
P	Bryan Cottenie
P	Gord Gendur
P	Shannon Leson
P	Florence Stachura
P	Lois Smandych – Chair

P	DJ Cairns – Vice Chair
P	Gilda Dokuchie
P	Rick Haacke
A	Bonnie Rushowick
P	Bob Simpson

**Staff**

Rhae-Ann Holoien – Director of Education  
Quintin Robertson – Deputy Director  
Sherry Todosichuk – Superintendent of Business Administration  
Lynel Martinuk – Communication Coordinator

**15-116**  
Smandych: **Call to order**  
That this meeting now come to order at 1:00 p.m.  
**Carried.**

**15-117**  
Cottenie: **Adoption of agenda**  
That the agenda be adopted as amended.  
**Carried.**

**15-118**  
Dokuchie: **Approval of regular minutes**  
That the minutes of the September 14, 2015 Regular Meeting be adopted as presented.  
**Carried.**

**Business arising from the minutes**  
None

**Planning and Development**  
1. Technology Renewal Project

**Accountability Reports**  
1. People Capacity – 5 Year Professional Development Continuum

**15-119**  
Stachura: **People Capacity Report**  
That the Board accept the People Capacity report as presented.  
**Carried.**

**In-Committee Items**  
1. In-Committee Board Session



2. Transportation Committee Report
3. Teacher Termination Update
4. Staff Member Investigation
5. Gavel Litigation
6. School Review Report
7. Yorkton Minor Football Agreement
8. Public Section Update
9. Student Suspension Report

**Delegations**

1. Fortune – Transportation - 1:30 p.m.

**15-120**

Leson:

**Enter committee of the whole**

That the Board enter committee of the whole.

**Carried.**

**15-121**

Gendur:

**Exit committee of the whole**

That the Board exit committee of the whole.

**Carried.**

**Action Items**

1. In-committee Items
  - a. Transportation Committee Report
  - b. Yard Service Fee
  - c. Teacher Termination
  - d. School Review
  - e. Student Suspension Report
2. Old Business
3. New Business
  - a. SSBA Annual General Meeting – Resolutions and Voting Delegates
  - b. CUPE 4784 Memorandum of Understanding
  - c. PJ Gillen Award of Contract – Gymnasium

There was no media present following the in-committee session.

**15-122**

Balyski:

**Transportation Committee Report**

That the Board accept the recommendations of the Transportation Committee as presented.

**Carried.**

**15-123**

Simpson:

**Yard Service Fee**

That the Board set the yard service fee at \$200.00 per year for pick up between November and March for those requesting in accordance with Administrative Procedure 556 section 3.2.

**Carried.**

**15-124**

Gendur:

**Teacher Termination**

That the Board adopt the recommendation 2(a) in the report provided by the Superintendent of Business Administration to rescind board motion 14-069 (termination of contract) provided that the employee agrees to enter into a mutual termination agreement to be effective the first date the employee is eligible to retire.

**Carried.**

15-125  
Cairns:

### **School Viability – Fort Livingstone School**

That the Board of Education for the Good Spirit School Division No. 204 of Saskatchewan review Fort Livingstone School located at Pelly, Saskatchewan in accordance with the provisions of *The Education Act, 1995* and the Regulations enacted pursuant to that Act, and;

That the review be conducted in accordance with the following criteria previously adopted by the Board:

The Board of Education, in its efforts to provide meaningful learning experiences that reflect what is best for students and to assist students in developing their full potential, recognizes that it needs to maintain viable schools and classrooms. It is the responsibility of the Board of Education, pursuant to *The Education Act, 1995* to make decisions regarding grade discontinuance or school closure.

To that end, the Board believes:

- It is of the utmost importance to maintain the ability to provide for quality educational opportunities for all students in Good Spirit School Division.
- School reviews shall follow a clearly delineated, transparent and fair process.
- Appropriate and meaningful consultation with the community at various stages of the process is vital.

*The Education Act, 1995* requires the Board of Education to adopt criteria for the review of schools where there may be potential closure or discontinuance of grades. The criteria set by the Board are based on essential characteristics of an educational program that would meet educational standards expected by the Board within budgetary considerations.

### **Criteria for Review**

The criteria to be considered by the Board in carrying out the review of a school pursuant to section 87.2 of *The Education Act, 1995* shall consist of the following:

A school shall not be placed in review or considered for grade discontinuance or closure unless it meets all specific criteria established under *The Education Act, 1995* which includes the following:

#### **Enrolment**

If the enrolments fall below the following levels:

For K-4 schools, enrolment falls below 25 students;

For K-5 schools, enrolment falls below 30 students;

For K-6 schools, enrolment falls below 37 students;

For K-7 schools, enrolment falls below 44 students;

For K-8 schools, enrolment falls below 51 students;

For K-9 schools, enrolment falls below 58 students;

For K-12 schools, enrolment falls below 88 students; and

For each grade level from 10-12, the average enrolment falls below 10 students.

#### **Location**

If the school is located within 40 kilometers of another school(s) which could provide appropriate space for all students; and

The receiving school(s) can adequately accommodate the incoming students; and

Students can be transported to the receiving school(s) meeting existing Board transportation policy requirements.

#### **Transportation**

A school will not be placed in review if:

Closure of the school or discontinuance of grades means students would spend more than 75 minutes on the bus one way; and  
It would be fiscally imprudent to deploy sufficient bussing support to meet the required time criteria.

The Board of Education may also consider one or more of the following criteria:

Grade Configuration: If there are projected to be more than three grades in a classroom.

Appropriate Teaching Staff

If the school does not have available sufficiently qualified teachers to fulfill the academic program; or

If a lack of appropriately trained teachers results in or is projected to result in inadequate program offerings or delivery.

Operational Cost: If, in comparison, the average operational cost per student is considerably greater than the division average cost per student (cost per student excludes capital projects, transportation and central office administration).

Facilities: If the school does not meet required standards of safety and health considerations and there are insufficient numbers of students to warrant extensive renovations or capital projects and there is a viable alternative receiving school.

Program Offerings: If the courses and options available to students do not meet minimum Ministry requirements.

Extra-Curricular Activities: Students have access to extra-curricular activities appropriate to their needs.

Number of Reviews Annually: The Board of Education will not undertake more than three (3) reviews in any one school year.

While a school or a classroom may not meet the criteria of a viable school, the school or classroom may be allowed to continue to operate if special circumstances exist, including, but not limited to:

If the situation is temporary; and

The school is designated by the Board as an isolated school due to distance to the next closest school being more than 40 kilometers.

Special Program Schools: Alternate educational programming shall not be included in the school review process and the need for these schools will be reviewed as deemed necessary.

### **Establishing a Process of Review**

The Director or designate shall prepare School Review Procedures in accordance with the requirements of *The Education Act, 1995* and with this policy.

The Director or designate shall ensure that this policy and the School Review Procedures are publicized in accordance with statutory and Board requirements.

Reviews may result in any one of the following:

Continuance.

Grade discontinuance.

Space decommissioning.

School closure.

All school enrolments will be examined annually using the September 30<sup>th</sup> Principal's September Statistical Report.

Reviews will be conducted by the Board of Education sitting as a committee of the whole and its Senior Administrative staff.

**Carried.**

**Recorded Vote:**

For – Haacke, Dokuchie, Stachura, Gendur, Simpson, Cairns, and Smandych  
Against - Cottenie, Leson, and Balyski

**15-126**

Cairns:

**School Review Committee – Fort Livingstone School**

That the Board of Education for the Good Spirit School Division No. 204 of Saskatchewan establish a School Review Committee to review Fort Livingstone School located at Pelly, Saskatchewan, in accordance with *The Education Act, 1995* and Regulations enacted thereunder; and the motion and the criteria adopted by the Board on October 3, 2013, and that the School Review Committee be comprised of:

1. Four (4) members of the school community council for Fort Livingstone School, appointed by the school community council;
2. Two (2) individuals appointed by the council of the Village of Pelly, one of which shall be an elected member of the council and another which is a resident of the Village of Pelly but not an elected member of the council; and
3. Two (2) individuals appointed jointly by the Councils of the Village of Arran, the Rural Municipality of Livingston and the Rural Municipality of St. Philips.
4. One (1) individual appointed by the Keeseekoose First Nation.

**Carried.**

**15-127**

Haacke:

**Student Suspension Report**

That the Board accept the student suspension report as presented.

**Carried.**

**15-128**

Dokuchie:

**Voting Delegates – SSBA 2015 Annual Assembly**

That the Board approves Balyski, Cairns, Cottenie, Dokuchie, Gendur, Haacke, Leson, Rushowick, Simpson, Smandych and Stachura as voting delegates at the Saskatchewan School Board Association general assembly November 8 to 10, 2015. The Board Chair is authorized to pick up and distribute the Board's ballots. The ballots shall be allocated equally amongst the authorized trustees with the balance being allocated to the Board Chair and/or Vice Board Chair.

**Carried.**

**15-129**

Stachura:

**CUPE 4784 Memorandum of Understanding**

That the Board ratify the Memorandum of Understanding with Canadian Union of Public Employees Local 4758 for addition to the contract August 1, 2013 to July 31, 2017.

**Carried.**

**15-130**

Leson:

**PJ Gillen Award of Contract - Gymnasium**

That the Board award the contract for the PJ Gillen gymnasium upgrades to CCR Construction Ltd.

**Carried.**

**Information Items presented by the Director of Education**

1. Monthly Financial Report
2. Human Resources Report
3. Correspondence
  - a. GSSD Application for Premier's Award
  - b. Government of Saskatchewan First Quarter Financial Report
4. School Visits to the Board List
5. Sea Stars
6. Thank You Notes – circulated at meeting
7. Important Dates

**Discussion Items presented by the Director of Education**

1. SSBA Annual Fall Assembly Registration
2. SSBA Members Council
3. GSTA Advocacy

Board member Cottenie excused from the meeting at 4:30 p.m.  
Board member Cairns and Balyski excused from the meeting at 5:00 p.m.

**Committee / Conference Reports**

1. School Community Council Governance Reports

**Future Business**

1. Meeting dates – November, December
2. Notice of Motion
3. Topics for Future Agendas
  - a. Receive and Review Monthly Financial Report
  - b. Receive and Review Audited Financial Report
  - c. Receive and Review Strategic Priorities Report
  - d. Receive and Review Annual Report

15-131  
Stachura:

**Adjournment**  
That we do adjourn at 5:40 p.m.  
**Carried.**

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CHAIRMAN - Smandych

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SECRETARY – Todosichuk

**Good Spirit School Division No. 204  
Organizational Meeting Agenda  
Wednesday, November 4, 2015**



1. Call to Order
2. Approval of Agenda
3. Organizational Items
4. In-Committee Items
5. Action Items
  - 5.1. Items Arising From In-Committee
  - 5.2. Old Business
  - 5.3. New Business
    - 5.3.1. FLS School Review Committee Presentation (Date and Time)
6. Director's Report
  - 6.1. Information Items
  - 6.2. Discussion Items
    - 6.2.1. SSBA Resolutions – Previously Distributed
    - 6.2.2. Board/Staff Christmas Function
    - 6.2.3. GSTA Advocacy November 26 - Topics
7. Adjourn



**Our Motto** Students Come First  
**Our Mission** Building Strong Foundations to Create Bright Futures  
**Our Values** Belonging, Respect, Responsibility, Learning, Nurturing  
**Our Vision** Learning Without Limits...Achievement For All

## ACCOUNTABILITY REPORT

### Board Goal:

- ☑ Student and Family Engagement
- ☑ Internal Process
- ☑ People Capacity

### TOPIC

Student & Family Focus - Literacy

### Prepared By

Quintin Robertson

### Date

Nov. 26, 2015

### Background

The Good Spirit School Division has aligned our beliefs about literacy with the over-arching principles of the Provincial Saskatchewan Reads Document. GSSD believes that:

- All students can learn to read and write
- The teacher is essential in the student's success
- Oral language is the foundation of literacy
- Balance is important in literacy instruction
- Family and community are critical partners in a student's success

GSSD uses many different forms of assessment to monitor student progress and growth. These assessments drive the teachers' instructional practice and often determine the types of interventions students receive. One division-wide reading assessment utilized in grades 1 to 6 is the Fountas and Pinnell Benchmark Assessment System (F & P BAS).

There are three assessment periods during the year in GSSD. Fall, Winter (optional) and Spring. These assessment intervals provide a window of time for teachers to administer the F & P BAS to their students and to enter the data into our data management system (Clevr). The F & P BAS allows teachers to get a detailed picture of students reading behaviours and growth over time.

GSSD teachers also administer the Reading Assessment District (RAD Assessment) to our middle years students. RAD is a whole class assessment that focuses on reading for information. This assessment is intended to help students learn more about themselves as readers and to help teachers plan for systematic comprehension instruction. For the first

time this year, the RAD assessment is an optional. GSSD will continue to support teachers in training and administration of the assessment. However, we will not mandate the all Gr. 6, 7, 8 classrooms complete this assessment. Teachers will be allowed to make the choice if the data gathered from this assessment is educationally relevant to his/her students.

Students who are in need of literacy intervention may be involved in Leveled Literacy Intervention. LLI is a powerful, research-based early intervention program that can prevent literacy difficulties before they turn into long-term challenges. It is an accelerated, small-group, short term intervention program designed for students who struggle with reading and writing. Students receive this support in addition to solid classroom instruction. The goal of this intervention is to return the student to the classroom with competent and confident reading behaviours as soon as possible. To date, there are 202 students receiving LLI support within GSSD. GSSD also utilizes an individualized reading intervention called Seeing Stars. The Seeing Stars: Symbol Imagery for Phonemic Awareness, Sight Words, and Spelling Program successfully develops symbol imagery for reading and spelling. To date, there are 46 students receiving Seeing Stars support in GSSD.

## Pros and Cons

### PRO.

#### **Our approach to literacy instruction aligns with our beliefs about literacy:**

- All students can learn to read and write
- The teacher is essential in the student's success
- Oral language is the foundation of literacy
- Balance is important in literacy instruction
- Family and community are critical partners in a student's success

### PRO.

#### **Our approach to literacy instruction aligns with current research, the Education Sector Strategic Plan (ESSP), and Sask. Reads**

- Janine N. and Lisa W. participated as members of the Provincial Reading Team that developed Sask. Reads and the Admin. Guide to Sask. Reads
- GSSD met the ESSP target last year around Grade 3 literacy rates. Overall we had 74.2% of our students reading at or above grade level by the end of Grade 3.
- Non-FNMI students were at 79.1%

### PRO.

#### **GSSD has a well-established and supported literacy system**

These are the areas and grades that the literacy coaches will be focussing on for the 2015/16.

#### **Grade 1**

- Pinnell & Fountas Word Study

#### **Grade 2**

- Pinnell & Fountas Word Study (pilot)

#### **Grade 1 & 2**

- Independent and Modelled Reading Anchor Day



**Grade 3**

- Independent Reading classroom support

**Grade 6, 7, 8**

- RAD Benchmarking support for new teachers

**Grade 8**

- Dialogical Learning support

**Grade 10**

- iLit Resource utilization

**Grades 1 - 6**

- F&P Benchmark Assessment support (including Clevr)

**PAALS schools support**

- CPS, LHS, HOF, YRHS

**All Grades**

- Literacy Intervention support (including LLI)
- Outcome Based Report Card support
- UbD support
- Balanced Literacy support based on need
- GSSD PD Plan support

**GSSD Literacy Coach Team****Simone Achmus (1.0 FTE)**

- Grade 5 to 12

**Susan Robertson (.50 FTE)**

- Levelled Literacy Intervention

**Nicole Piercey (1.0 FTE)**

- Kindergarten to Grade 5
- Focus on PAALS Schools, Grade 2 Word Study, F & P, Clevr and Grade 3 Literacy Supports

**Kerrilyn Trost (1.0 FTE)**

- Grades 1 to 4
- Focus on Grade 1 Word Study and Grade 3 Literacy Supports

## Charlotte Raine (1.0 FTE)

- Provides support for classroom teachers and library personnel to build a deeper understanding of the role school libraries play in supporting literacy

## CON.

### Continued inconsistency around GSSD Literacy Rates

- Schools ranged from 91% reading at over above grade level to 29%
- Continued need to support teachers from the division level to implement and utilize researched based practice (ie. Balanced Literacy – Modelled Reading, Shared Reading, Guided Reading, Independent Reading)

## Financial Implications

### Salaries of Coaches

- \$430,826.00 (includes their allowance – 7.5%)

### Academic Supplies

- Literacy - \$25,000
- ELA - \$10,200

### Travel

- \$35,000

### Professional Development

- \$10,000

### Total

- \$511,026

## Governance Implications

- Literacy continues to be an ESSP Hoshin

2015-16 Hoshin Plan: Implement a Refined Set of Provincial High Impact Reading, Assessment, Instruction and Intervention Strategies (Saskatchewan Reads)		
Which hoshin does this project plan support? Implement a Refined Set of Provincial High Impact Reading, Assessment, Instruction and Intervention Strategies (Saskatchewan Reads)	Primary Owner: Liam Choo Foo (Chinook) Lead Unit/Branch: Tim Caleval (Ministry) Team Lead(s) and/or Contact Person: Kathy Robson (Chinook)	Secondary Owner: Doug Robertson (Lloydminster Catholic), Gwen Keith (Holy Family) Expert Advisor: Kathy Robson (Chinook) Other Team Members: Sharon Mayall (Chinook), Angie Caron
Date of Original Draft: October 30 <sup>th</sup> , 2014		
Revision Date: February 4, 2015...February 12, 2015... March 24 <sup>th</sup> ...October 21, 2015		

- Literacy continues to be an ESSP Outcome

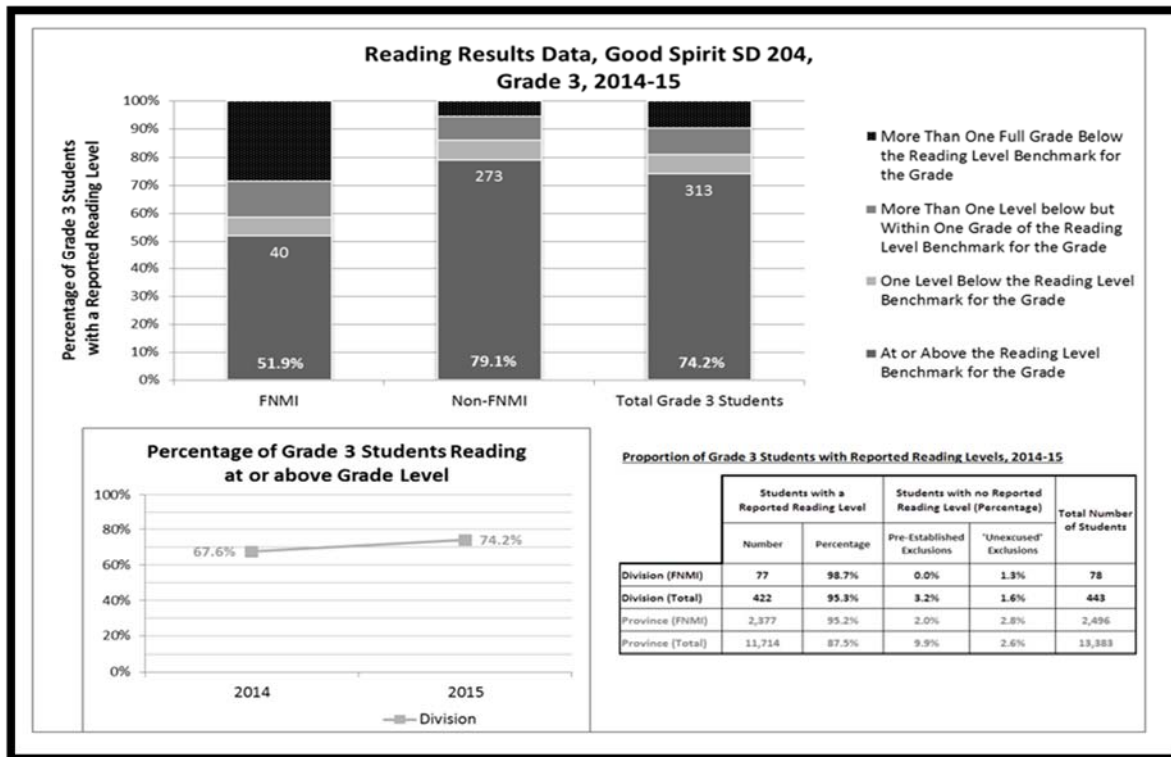
2014-2020 Outcome Plan: At Grade Level in Reading, Writing and Math		
Which outcome does this project plan support?	Primary Owner: Don Rempel	Secondary Owner: Duane Hauk, Rob Currie, Geri Hall, Barb Mackesey, Rhae-Ann Holoien
By June 30, 2020 80% of students will be at or above grade level in reading, writing and math.	Lead Unit/Branch:	Expert Advisor: Kevin Tonita
Date of Original Draft: October 20, 2014	Team Lead(s) and/or Contact Person:	Other Team Members:
Date Last Updated: October 21, 2015		

## Legal Implications

- None

## Communications

### 2014/15 Results for Grade 3 Provided by the Ministry (Spring Assessment Window)

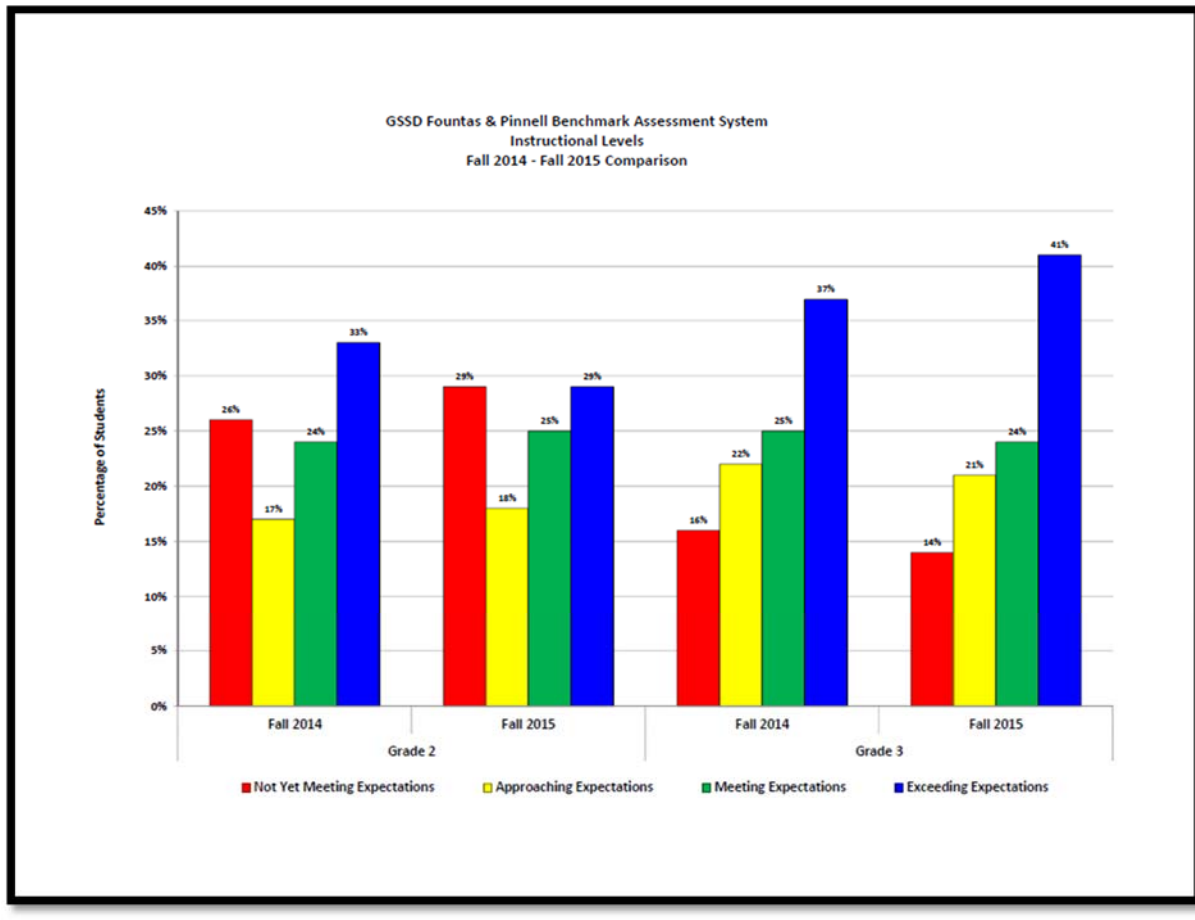


### 2014/15 Assessment Participation Rates

**Proportion of Grade 3 Students with Reported Reading Levels, 2014-15**

	Students with a Reported Reading Level		Students with no Reported Reading Level (Percentage)		Total Number of Students
	Number	Percentage	Pre-Established Exclusions	'Unexcused' Exclusions	
Division (FNMI)	77	98.7%	0.0%	1.3%	78
Division (Total)	422	95.3%	3.2%	1.6%	443
Province (FNMI)	2,377	95.2%	2.0%	2.8%	2,496
Province (Total)	11,714	87.5%	9.9%	2.6%	13,383

## Comparative Results for Grade 2 & 3 (Fall Assessment Window)



### Submitted By

Quintin Robertson

### Attachments

- [Saskatchewan Reads](#)

# EDUCATION SECTOR STRATEGIC PLAN UPDATE

BOARD CHAIR PRESENTATION

NOVEMBER 10, 2015

# OVERALL PLAN - STATUS AND ADJUSTMENTS

- **Measured progress made on outcomes and good action on priorities.**
- **No changes to outcomes, targets or enduring strategies.**
- **Moved to a two-year planning cycle.**
- **Identified priorities for 2016-17.**

# GRADUATION RATES

## OUTCOME:

By June 30, 2020 Saskatchewan will achieve an 85% three-year graduation rate.

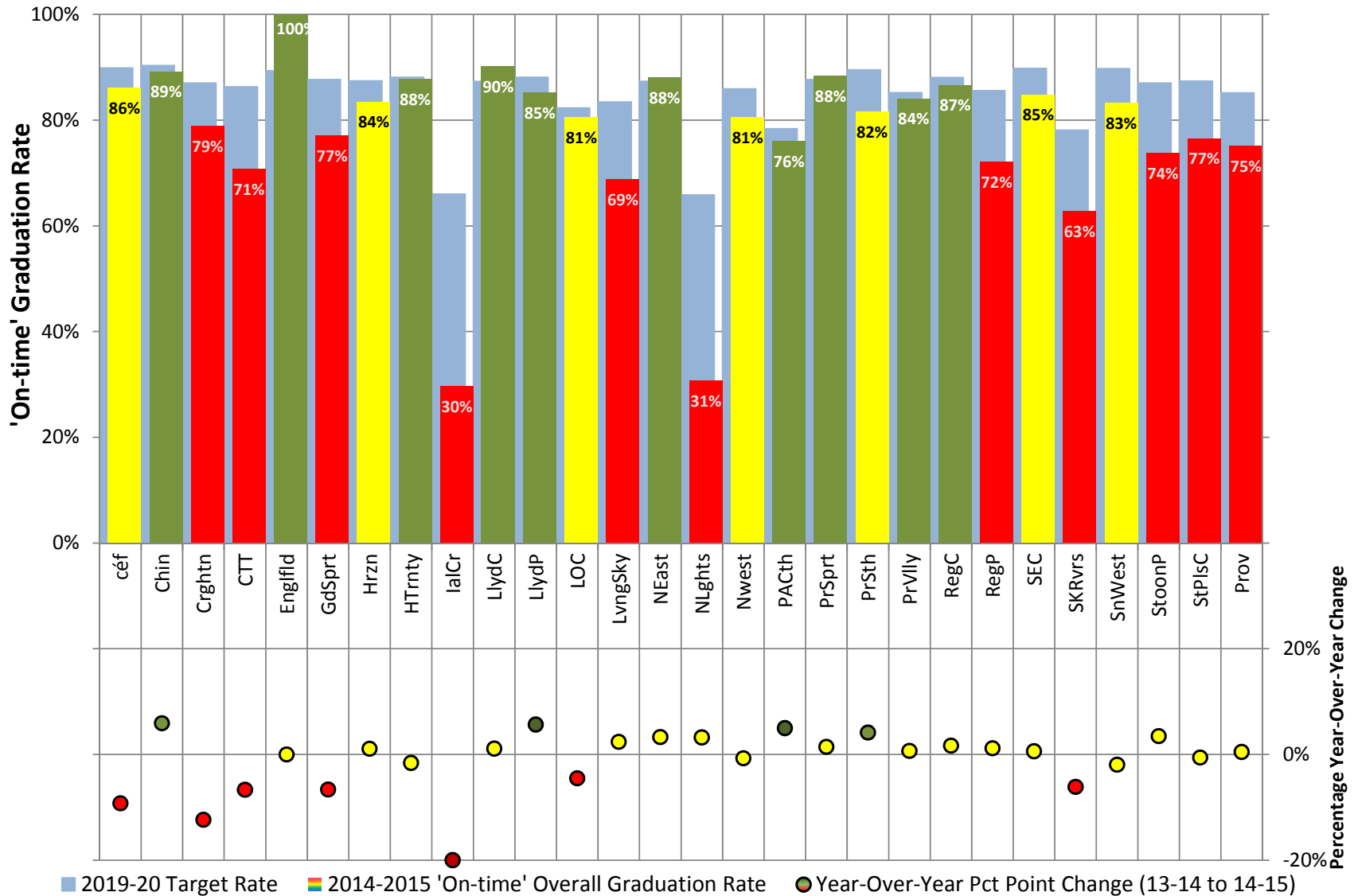
## GRADUATION RATES – 2014/15 ACCOMPLISHMENTS

- ✓ Creation of career development and graduation supports through the development of the **SaskCareers** website, incorporating **MyBlueprint**.
- ✓ Analysis of Grade 7-10 transitions is done regularly, and a move toward consideration of the Grade 9-10 transitions has been made.
- ✓ Monthly attendance reports are provided to school divisions.



# Graduation Rates: Division Rates, Progress Indicator, Year-Over-Year Change, and Targets

**Graduation Rates (2014-2015) and Targets, Overall Province and School Divisions**

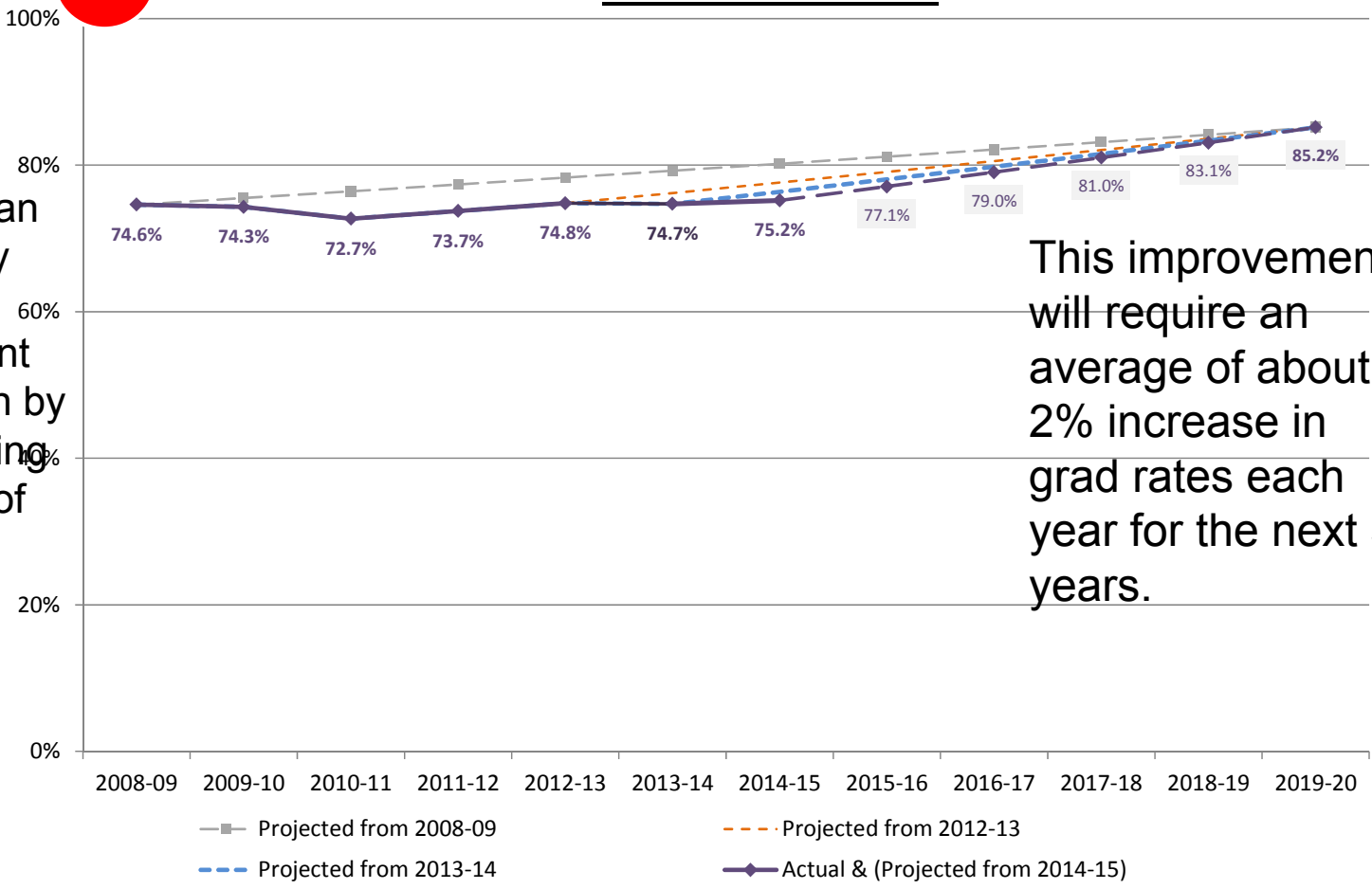


# Required Improvement to Reach 2020 Graduation Rate Target

Percentage of Students Graduating Grade 12 'On-time' (after meeting requirements to be placed in a Grade 10 cohort)

## Overall Province

- Overall flat 'on-time' graduation rate has resulted in an increasingly challenging improvement line (shown by the increasing steepness of the dotted lines).



This improvement will require an average of about 2% increase in grad rates each year for the next 5 years.

# GRADUATION RATES – PLAN GOING FORWARD

- **Develop a set of good practices to be shared with school divisions (Saskatchewan Graduates). Specific actions include:**
  - **Symposium, Moose Jaw – tentatively set for March 2016**
  - **document – *Saskatchewan Graduates***
- **SD to establish plans to specifically address graduation issues including attendance and transitions.**
- **Request a review of high school graduation requirements**

# FIRST NATIONS AND METIS STUDENT ACHIEVEMENT AND FOLLOWING THEIR VOICES

## OUTCOME:

By June 30, 2020, collaboration between First Nations and Métis and non-First Nations and Métis partners will result in significant improvement in First Nations and Métis student engagement and will increase the three-year graduation rate from 35% in June 2012 to at least 65%.

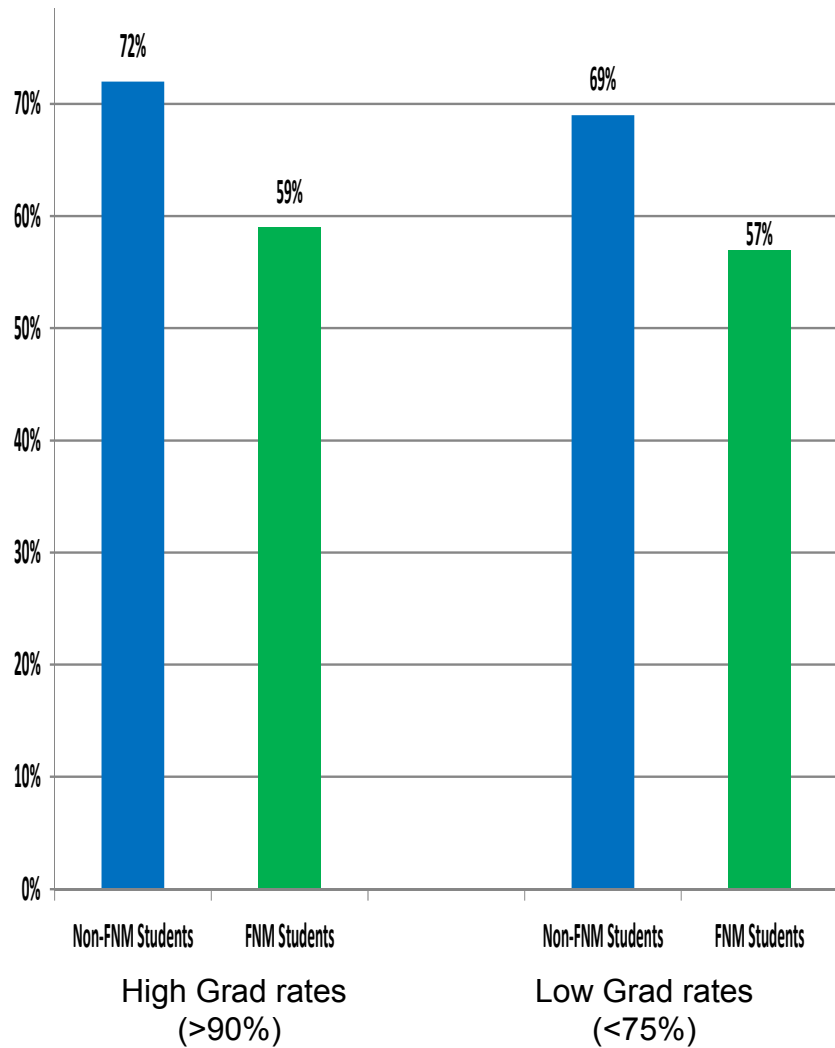
## PRIORITY:

In partnership with FN&M stakeholders develop a First Nations and Metis Student Achievement Initiative – Following Their Voices.

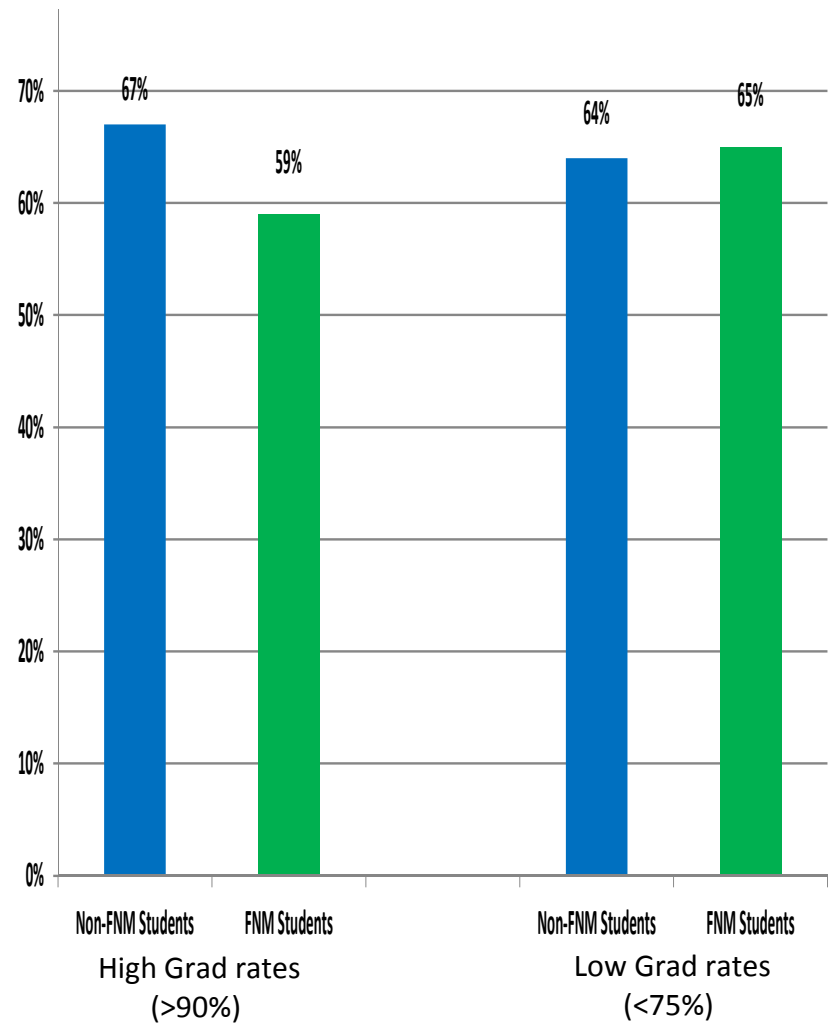
# IMPROVING FNM STUDENT ENGAGEMENT GRADUATION RATES - 2014/15 -ACCOMPLISHMENTS

- ✓ **Continue to implement Help Me Tell My Story and Help Me Talk About Math.**
- ✓ **Enhanced foundational relationships with First Nation and Metis leaders**
- ✓ **Expanded the number of Individual Shared Services Initiative Partnerships.**
- ✓ **Working to achieve parity between First Nations & Métis and non-First Nations & Métis on the Tell Them From Me engagement measure.**
- ✓ **Continued development of Following Their Voices.**

### 2014-15 TTFM: Sense of Belonging



### 2014-15 TTFM: Positive Student-Teacher Relationships



# PLAN GOING FORWARD

- **Further engage First Nations & Métis education leaders.**
- **Create a sector action committee to overcome racism, build relationships, understanding and trust between FNM and non-indigenous peoples.**
- **Incorporate the Truth and Reconciliation report.**
- **Facilitate transition plans and information sharing for students moving through and among systems.**
- **Develop mechanism to share successful processes in relationship building and partnership initiatives through ISSI.**
- **Incorporate First Nations & Métis student achievement and engagement into school division and school strategic plans.**

# PRIORITY – FOLLOWING THEIR VOICES

**In partnership with First Nations and Metis,  
implement the Following Their Voices  
Initiative (Phase 1)**



# FTV- RESULTS



# FTV – 2014/15 ACCOMPLISHMENTS

- ✓ **Seeking their Voices research.**
- ✓ **Developed Critical Learning Cycle.**
- ✓ **Field Test.**
- ✓ **MOU with First Nations education authorities.**
- ✓ **Developed web-based tools and resources.**

# RESULTS ON FTV

- **Identified key levers that will produce increased academic achievement and engagement.**
- **Strengthened partnerships.**
- **Relationship building.**
- **Educational responsiveness to First Nations and Métis students and their families.**
- **Change in teacher practice.**

# PLAN GOING FORWARD

- **Expand implementation: 17 schools - 200 classroom teachers.**
- **Create an operational structure.**
- **Building capacity in current and future schools.**

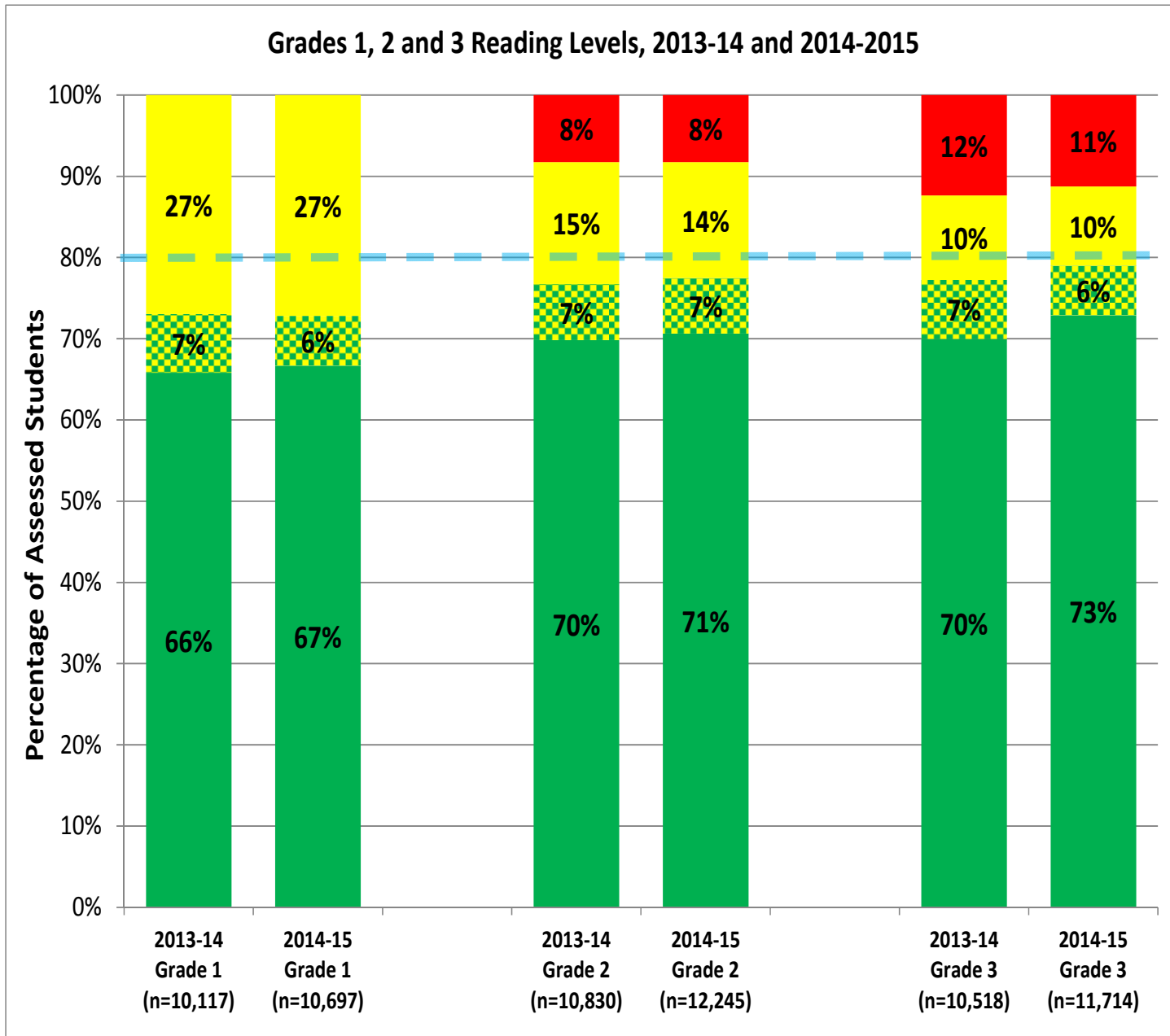
# READING, WRITING MATH AND SASKATCHEWAN READS

## OUTCOME:

By June 30, 2020, 80% of students will be at grade level or above in reading, writing, and math.

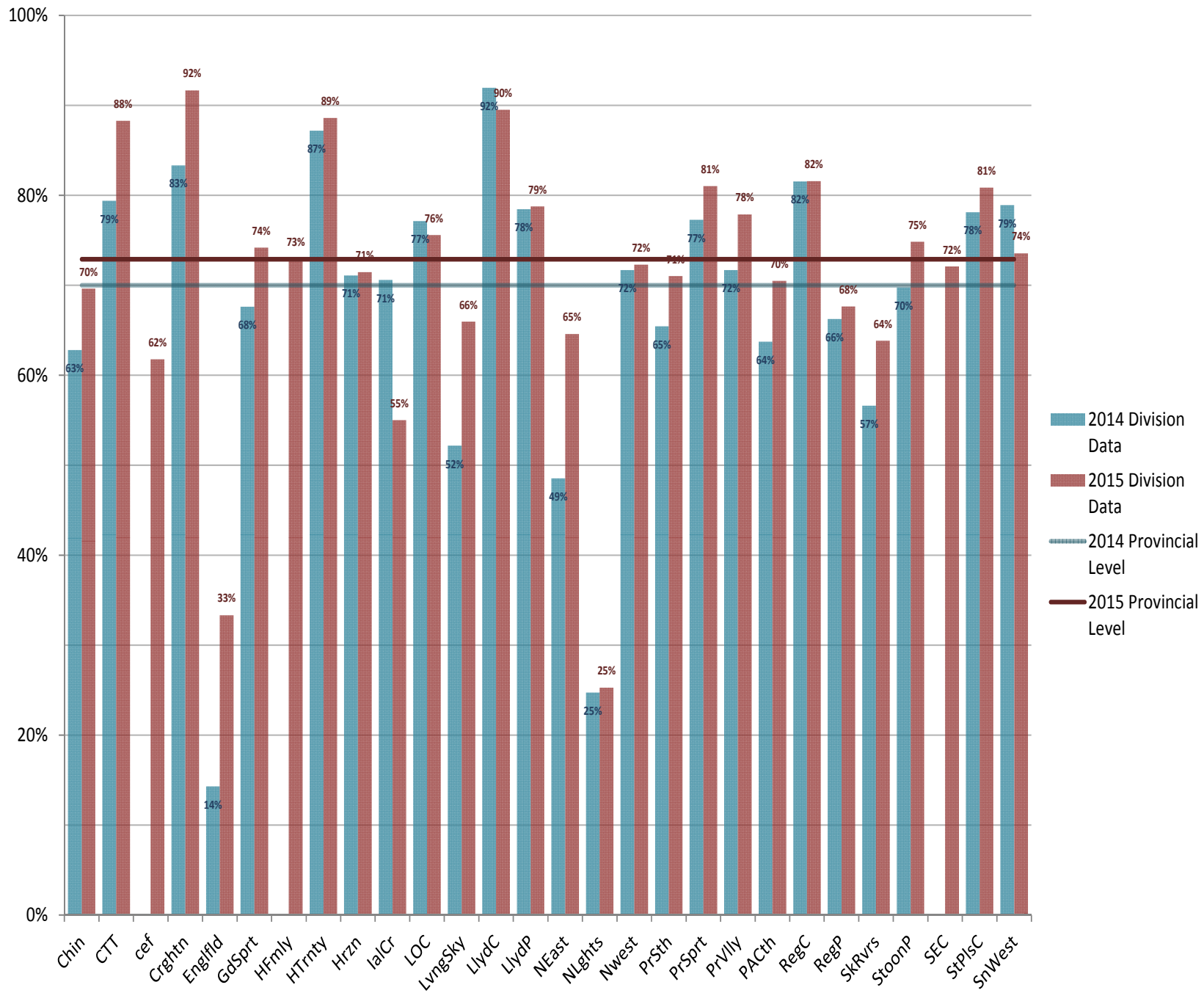
## PRIORITY:

Implement a refined set of provincial high impact reading assessment, instruction and intervention strategies  
(Saskatchewan Reads)



October 20, 2015

# At or Above Grade Level, Grade 3 Students by School Division, Longitudinal Comparison (2014 calculations)



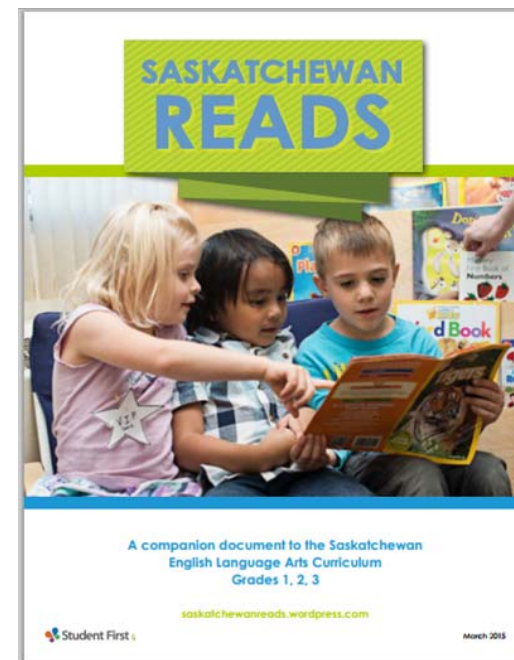
# PLAN GOING FORWARD

- **Pursue a provincial information system.**
- **Establish exemplars and prompts for writing.**
- **Establish a provincial math consultants group.**
- **Establish an assessment plan.**



# PRIORITY – SASKATCHEWAN READS

**Identify and implement  
a unified set of  
provincial high impact  
reading assessment,  
instruction and  
intervention strategies  
in 2014-15.**



# SASKATCHEWAN READS- 2014/15 ACCOMPLISHMENTS

- ✓ **Assessed 97% of eligible Grade 3 students.**
- ✓ **Created Provincial Reading Team.**
- ✓ **Developed Saskatchewan Reads.**
- ✓ **Literacy teams in place in all 28 school divisions.**
- ✓ **Change in Grade 3s at grade level – June 2013 65%...June 2015 73%.**

# PLAN GOING FORWARD

- **Continue to measure Grade 3 reading.**
- **Ongoing maintenance and support of *Saskatchewan Reads* and enriching existing online resources in *Saskatchewan Reads*.**
- ***Saskatchewan Reads for Administrators ...* support and implementation.**
- **Continued connection to the universities.**

# EARLY YEARS

## OUTCOME:

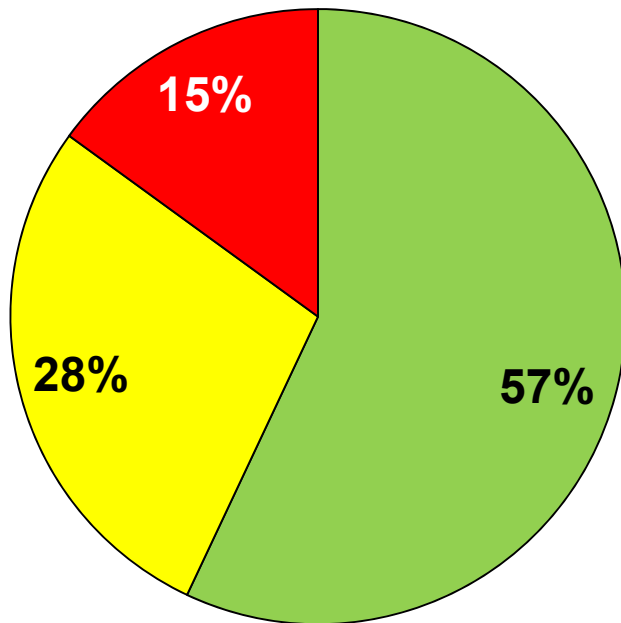
By June 30, 2020, 90% of students exiting Kindergarten are ready for learning in the primary grades.

# EARLY YEARS – 2014/15 ACCOMPLISHMENTS

- ✓ **Project Team Established.**
- ✓ **Working Group to establish screening and assessment tools.**
- ✓ **Working Group established to look at Responsive Tiered Instruction (RTI).**

# 2014-15 EYE-TA RTI RESULTS

## Fall 2014

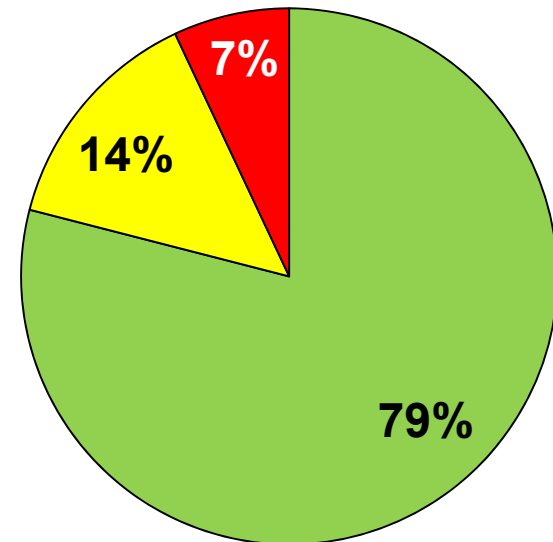


**Green RTI** - Children whose learning and development is typical for children the same age .

**Yellow RTI** - Children are experiencing some difficulty and would benefit from additional opportunities for learning.

**Red RTI** - Children are experiencing significant difficulty and would benefit from additional opportunities and experiences for learning, as well as targeted instruction and programming tailored to their needs.

## Spring 2015



# WHAT DO WE KNOW?

- **43% of our K entrants are not ready.**
- **Our K programs reduce that to 21% in 1 year of a half-time program.**
- **The school readiness gap between FNMI and non-FNMI students is reduced by Kindergarten, but it is not eliminated. The starting lines (i.e. readiness at school entry) are too far apart at entry.**
- **While low socio economic status children and FNMI children are more likely to be vulnerable, the sheer numbers of vulnerable children are non-FNMI and in the middle class.**

# PLAN GOING FORWARD

- **Develop resources to support appropriate response to EYE data.**
- **Create opportunities for learning and sharing.**
- **Enhance family engagement through regional resource gathering forums.**
- **Teacher preparation and training.**
- **External to our sector:**
  - Saskatchewan Child and Family Agenda alignment/data touchpoints.
  - Multi-sectoral early years framework vision



# OPERATIONAL SPENDING

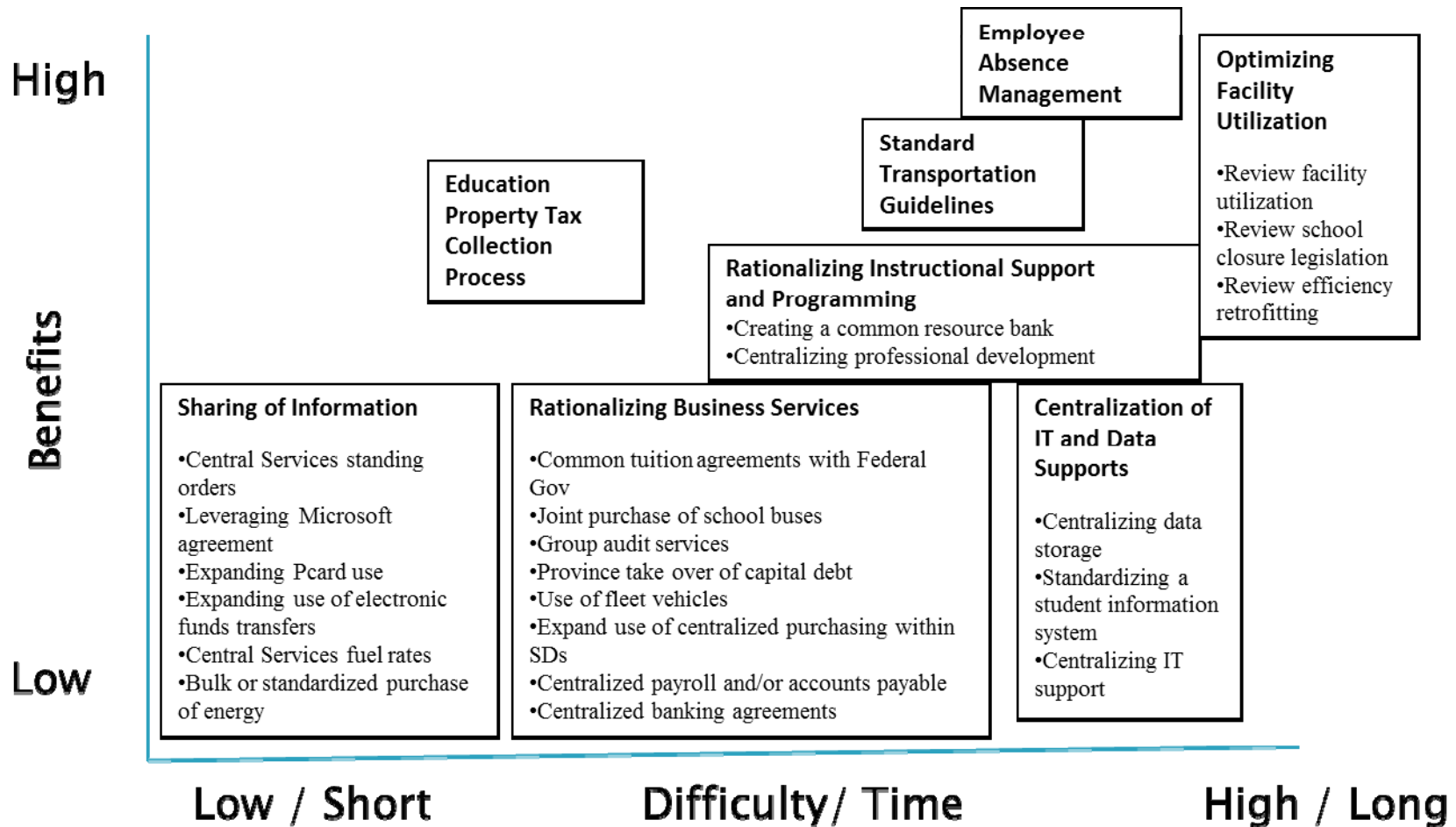
## OUTCOME:

By August 31, 2020, implement a sector wide approach to find efficiencies and increase value add in order for the sector to be responsive to the challenges of student needs.

# OPERATIONAL SPENDING – 2014/15 ACCOMPLISHMENTS

- ✓ **Adjusted outcome.**
- ✓ **Identified long term approach.**
- ✓ **Created business case for quick win projects.**
- ✓ **Collecting baseline data for employee absence management.**
- ✓ **Pursued efficiencies through lean committee.**

# Efficiency Priority Heat Map



# OPERATIONAL SPENDING

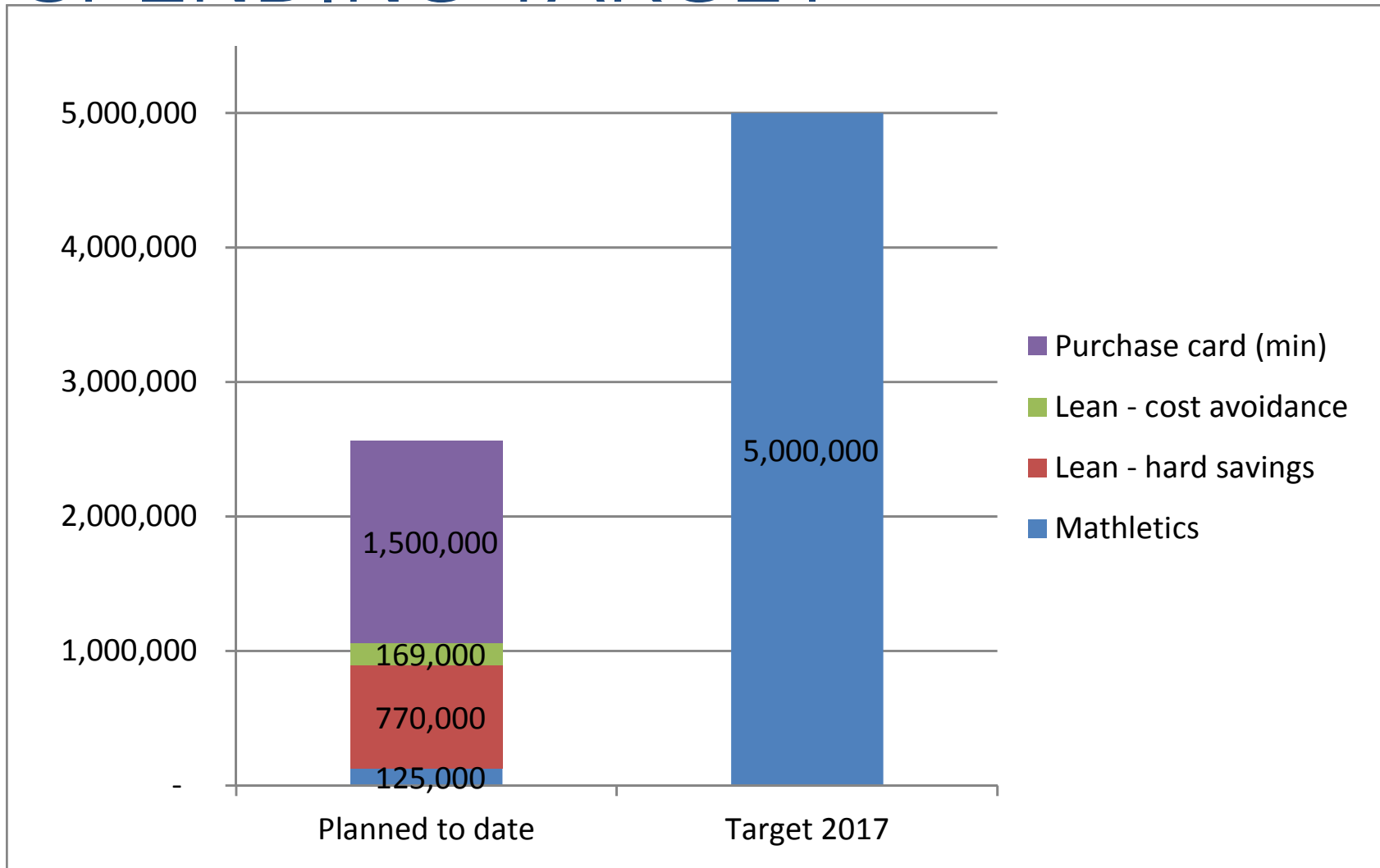
## QUICK WIN PROJECTS

- **Purchasing**
  - Software purchasing
  - Purchase Cards
  - Ministry of Central Services: standing offers and tendering service for joint purchasing other items

## LONG TERM HIGH IMPACT PROJECTS

- **Absence Management**
- **Transportation**
- **Centralized Data**

# OPERATIONAL SPENDING TARGET



# PLAN GOING FORWARD

- **Continue to work on quick wins and develop business cases.**
- **Commitment from school divisions on one high impact efficiency project.**
- **Continue to undertake and support continuous improvement initiatives such as Lean initiatives in school divisions.**

# OVERALL CHANGES AND DIRECTION OF THE ESSP 2015-17

## Three priorities identified:

- **Following Their Voices** (aligned with the First Nations and Metis engagement and graduation rate outcome).
- **Provincial Student Information System** (aligned with Reading/Writing/Math Outcome) .
- **“Saskatchewan Graduates”** (aligned with Grad Rate Outcome) .

# EDUCATION SECTOR STRATEGIC PLAN UPDATE

## **Discussion**



**Good Spirit School Division No. 204**  
**Regular Meeting Agenda**  
**Thursday, November 26, 2015**



1. Call to Order
2. Approval of Agenda
3. Approval of Minutes
  - 3.1. October 14, 2015 Regular Meeting
  - 3.2. November 4, 2015 Organizational Meeting
4. Planning and Development
  - 4.1. Education Sector Strategic Plan (ESSP)
5. Delegations
  - 5.1. Jess Fortune – Transportation Policy Amendment Request Presentation – 2:00 p.m.
6. Accountability Reports
  - 6.1. Student & Family with a focus on Literacy
7. In-Committee Items
8. Action Items
  - 8.1. Items Arising From In-Committee
    - 8.1.1. Transportation Committee Report
    - 8.1.2. Melville School Bus Issue
    - 8.1.3. Suspension Report
  - 8.2. Old Business
  - 8.3. New Business
    - 8.3.1. 2014-2015 Audited Financial Statements and Management Letter
    - 8.3.2. YRHS Extra Curricular Trip Request
9. Director's Report
10. Committee/Conference Reports
  - 10.1. School Community Council Governance Reports
  - 10.2. SSBA AGM
11. Future Business
12. Meeting Dates - December 17, January 21
13. Notice of Motion
14. Topics for Future Agendas
  - 14.1. Receive and Review Monthly Financial Report
  - 14.2. Receive and Review Strategic Priorities Report
15. Adjourn

# GOOD SPIRIT SCHOOL DIVISION

## Our Motto ...

*Students Come First*

## Our Mission ...

*Building Strong  
Foundations to Create  
Bright Futures*

## Our Vision ...

*Learning Without  
Limits ... Achievement  
For All*

## Our Values ...

- ✓ We Belong
- ✓ We Are Responsible
- ✓ We Respect
- ✓ We Learn
- ✓ We Nurture

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63 King Street East  
Yorkton, SK S3N 0T7

Phone: 306.786.5500  
Toll Free Phn: 1.866.390.0773  
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<http://gssd.ca>



## Regular Meeting of the GSSD Board of Education Thursday, November 26, 2015

### Planning and Development Session: Education Sector Strategic Plan (ESSP)

Rhae-Ann Holoien, Director of Education, presented to the Board of Education on the provincial Education Sector Strategic Plan (ESSP).

In April, 2014, the Ministry announced the ESSP as the first ever province-wide plan developed in cooperation with all 28 school divisions. It aligns the province's shared goals while still recognizing local priorities designed to put the student first. The ESSP provides short and long term outcome goals leading up to [Plan for Growth](#) goals in 2020.

Mrs. Holoien shared a presentation that was provided as an update to all Board Chairs on November 10, 2015 including work to date as well as upcoming identified priorities for the 2016/2017 school year; click [here](#) to view the report in its entirety.

One of the main outcomes is that of **Graduation Rates** which reads as, "By June 30, 2020 Saskatchewan will achieve an 85% three-year graduation rate." This past school year, the province developed the [Saskcareers.ca](#) website, a review of transitions and supports needed for students as well as the sharing of monthly attendance reports. Overall, the provincial rate will need to increase by 2% yearly to reach the 2020 target of 85% and plans to do so through the addition of a Saskatchewan Graduates document, addressing attendance and transitions and a review of graduation requirements.

Other outcomes discussed include:

- **The First Nations and Metis Student Achievement and Following Their Voices** - "By June 30, 2020, collaboration between First Nations and Métis and non-First Nations and Métis partners will result in significant improvement in First Nations and Métis student engagement and will increase the three-year graduation rate from 35% in June 2012 to at least 65%."
- **Reading, Writing Math and Saskatchewan Reads** - "By June 30, 2020, 80% of students will be at grade level or above in reading, writing, and math."
- **Early Years** - "By June 30, 2020, 90% of students exiting Kindergarten are ready for learning in the primary grades."; and,
- **Operational Spending** - "By August 31, 2020, implement a sector wide approach to find efficiencies and increase value add in order for the sector to be responsive to the challenges of student needs."

The Provincial Leadership Team (PLT) made up of provincial education Director's, named provincial leaders in the area of Following Their Voices, Saskatchewan Graduates and the newly introduced provincial student information system. The information system priority is being led by Mrs. Holoien.

The GSSD strategic plan was developed in the 2011/2012 school year communicating a focus on our goals and the actions needed to achieve those goals. Our plan has been merged with the ESSP and works to not only reach identified provincial priorities but also local priorities important to our own students, staff and communities. The GSSD strategic plan is updated regularly and can be found on our website at our [Strategic Planning](#) specific webpage. The ESSP can be found online at [Education Sector Strategic Plan](#). As a school division, we are all doing important work towards our ultimate mission of "Building Strong Foundations to Create Bright Futures".

*This is a synopsis of presentations and discussion items at Board of Education meetings. For a complete listing of decision items, visit our website at [www.gssd.ca](http://www.gssd.ca) under Board Minutes.*

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# GOOD SPIRIT SCHOOL DIVISION

## **Strategic Plan Update - “Building Strong Foundations to Create Bright Futures”**

**Accountability Report - Student and Family Focus - Literacy:** Quintin Robertson, Deputy Director of Education, shared information on work being done in the area of literacy. GSSD has aligned our beliefs about literacy with the overarching principles of the provincial [Saskatchewan Reads](#) document (referred to in the [Education Sector Strategic Plan](#)). We believe that all students can learn to read and write, the teacher is essential in the student’s success, oral language is the foundation of literacy, balance is important in literacy instruction and family and community are critical partners in a student’s success.

GSSD administers 2 main assessments through utilizing the Fountas and Pinnell Benchmark Assessment System (F&P BAS) in Grades 1 to 6 and the Reading Assessment District (RAD) for middle years students. Regular assessment is key in order to ensure students are on track to progress and that our teaching practices are obtaining results for our students. If a student is deemed to need additional assistance, they may be involved in Leveled Literacy Intervention (LLI), a program that can prevent literacy difficulties before they turn into long-term challenges or an individualized reading intervention called Seeing Stars. To date, there are 202 student receiving LLI support and 46 students receiving Seeing Stars support.

Almost 100% of students are assessed with data forwarded to the Ministry for provincial reporting as well as utilized locally to deem progress. For a more detailed review of data shared with the board, click [here](#) to view the report or it is available online at [www.gssd.ca](http://www.gssd.ca) under Board of Education, Board Meetings page. Click [Saskatchewan Reads](#) to view the provincial literacy document.

## **International Travel Restrictions**

The Board of Education discussed recent world events and the unrest that is being seen in some countries around the world. As a result, a Board motion was made which states, “That the Board enforce a travel ban for student travel outside of North America for the next 90 days. Further, that this be brought back for review at the January Board meeting.” The number one priority is student safety and, taking into account travel advisories that have been issued in relation to an identified 3-month timeframe, the Board concluded it is in the best interest of staff and students to refrain from international overseas travel. Some of our schools that have plans in place in the upcoming months have been asked to undertake serious conversations with staff, chaperones, parents and students as to the comfort level of travel. It is a sensitive topic and, understanding that world events can and may change, the Board will revisit this important topic again at the January 17, 2016 Board meeting.

## **2014-2015 Audited Financial Statement**

The recently completed results of the yearly audit involving the Audited Financial Statement (AFS) were shared. The AFS reflects the statement of financial position as of the end of August, 2015 and the statements of operations and accumulated surplus, changes in net financial assets and cash flows and a summary of significant accounting policies. With a budget in excess of \$77 million, strict procedures must be in place to ensure that public monies are being handled and accounted for appropriately. Audit results are forwarded from the school division appointed auditor and the Provincial Auditors Office with the unqualified opinion for review. There were no concerns brought forward in the management letter to the Board.

The auditors commented that staff in the Accounting and Payroll Departments were not only responsive to their requests but that they had the majority of the work completed ahead of time making the process run very smoothly. Many board members commented that their work was to be commended now and throughout the year for their daily work to keep management of funds held in the highest esteem.

## **Upcoming Important Dates:**

**Regular Board Meeting:** Thursday, December 17, 2015 at 1:30 pm

**The Board of Education of the  
Good Spirit School Division No. 204 of Saskatchewan**

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**Minutes of the Regular Meeting of the Good Spirit Board of Education  
Thursday, November 26, 2015  
Fairview Education Centre, Yorkton, Saskatchewan**

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**Board Members (P)Present (A)Absent**

P	Chris Balyski
P	Bryan Cottenie
P	Gord Gendur
P	Shannon Leson
P	Florence Stachura
P	Lois Smandych – Chair

P	DJ Cairns – Vice Chair
P	Gilda Dokuchie
P	Rick Haacke
P	Bonnie Rushowick
P	Bob Simpson

**Staff**

Rhae-Ann Holoien – Director of Education  
Quintin Robertson – Deputy Director  
Sherry Todosichuk – Superintendent of Business Administration  
Lynel Martinuk – Communication Coordinator

Media was in attendance.

**15-164**

Smandych:

**Call to order**

That this meeting now come to order at 1:05 p.m.  
**Carried.**

**15-165**

Cottenie:

**Adoption of agenda**

That the agenda be adopted as amended and that, if any board members deem a conflict of interest with any of the items on the agenda, that it be declared at the current time. None presented.  
**Carried.**

**15-166**

Stachura:

**Approval of regular minutes**

That the minutes of the October 14, 2015 Regular Meeting be adopted as presented.  
**Carried.**

**15-167**

Rushowick:

**Approval of organizational meeting minutes**

That the minutes of the November 4, 2015 Organizational Meeting be adopted as presented.  
**Carried.**

**Business arising from the minutes**

None

**Planning and Development**

Education Sector Strategic Plan (ESSP) – Rhae-Ann Holoien

**Accountability Reports**

Student and Family – Focus on Literacy – Quintin Robertson

**15-168**

Cairns:

**Student and Family Report**

That the Board accept the Student and Family report as presented.  
**Carried.**

**Delegation**

Fortune – Transportation Policy Amendment Request – 2:00 p.m.

Rick Haacke joined the meeting, via conference call, at 2:35 p.m.

**In-Committee Items**

1. In-Committee Board Session
2. Transportation Committee Report
3. Melville Comprehensive School Bus Update
4. Student Suspension Report
5. Langenburg School Update
6. Category D – Extra Curricular Trips
7. Public Section Update
8. Human Resource Report

**15-169**

Rushowick:

**Enter committee of the whole**

That the Board enter committee of the whole.  
**Carried.**

**15-170**

Cottenie:

**Exit committee of the whole**

That the Board exit committee of the whole.  
**Carried.**

**Action Items**

1. In-committee Items
  - a. Transportation Committee Report
  - b. Melville School Bus Issue
  - c. Student Suspension Report
2. Old Business
3. New Business
  - a. 2014-2015 Audited Financial Statements and Management Letter
  - b. YRHS Extra Curricular Trip Request

There was no media present following the in-committee session.

**15-171**

Stachura:

**Transportation Committee Report**

That the Board accept the recommendations of the Transportation Committee as presented with the exception of the Darmochid transportation request due to additional information being presented.  
**Carried.**

**15-172**

Balyski:

**Darmochid Transportation Request**

That the Board approve the transportation request, due to an administrative error, of the Darmochid family to attend Preeceville School. Further, that transportation shall be effective immediately and shall conclude at the end of June, 2016.  
**Carried.**

**15-173**

Simpson:

**Student Suspension Report**

That the Board accept the student suspension report as presented.  
**Carried.**

**15-174**

Simpson:

**Melville Comprehensive School Bus**

That the Board direct the lawyers to proceed as recommended under option # 2 of the report presented.  
**Carried.**

**15-175**

Rushowick:

**International Travel Restrictions**

That the Board enforce a travel ban for student travel outside of North America for the next 90 days. Further, that this be brought back for review at the January Board meeting.  
**Carried.**

**15-176**

Cottenie:

**2014-2015 Audited Financial Statements and Management Letter**

That the Board receives and approves the Audited Financial Statements for the year ending August 31, 2015 and the Management Letter as presented pending final format approval from the Ministry of Education.  
**Carried.**

**15-177**

Haacke:

**YRHS Extra-Curricular Field Trip Request**

That the Board approves the Category D International Field Trip Request for Yorkton Regional High School Jazz Band to attend the University of Mary Jazz Festival in Bismarck, ND on January 28 to 30, 2016.  
**Carried.**

Board Chair Smandych excused herself from the meeting at 4:45 p.m.; Cairns, Vice-Chair, assumed the role of Chair for the remainder of the meeting.

**Information Items presented by the Director of Education**

1. Monthly Financial Report
2. Human Resources Report
3. Correspondence
  - a. Ministry of Education
4. September 30, 2015 Enrolment Numbers
5. School Visit Schedule - revised
6. Thank You Notes – circulated at meeting
7. Important Dates

**Discussion Items presented by the Director of Education**

1. Draft Annual Report
2. GSTA Advocacy Topics
3. January Board Meeting Date and CTTSD Board Supper Invitation

Board member Gendur excused himself from the meeting at 5:15 p.m.

**Committee / Conference Reports**

1. School Community Council Governance Reports
2. SSBA AGM

**Future Business**

1. Meeting dates – December 17, January 21
2. Notice of Motion
3. Topics for Future Agendas
  - a. Receive and Review Monthly Financial Report
  - b. Receive and Review Strategic Priorities Report

**15-178**

Simpson:

**December Board Meeting**

That the Board change the start time of the December 17, 2015 to 1:30 p.m.

**Carried.**

**15-179**

Stachura:

**Adjournment**

That we do adjourn at 5:30 p.m.

**Carried.**

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CHAIRMAN - Smandych

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SECRETARY – Todosichuk

**Accountability Report  
On  
Audited Financial Statement**

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**Statement of Financial Position – Page 3**

1. How much the school division has in financial assets

- Cash – as of August 31<sup>st</sup> the division had \$13.4 million in the bank account.
- Accounts Receivable – increase of \$1.4 (note 8)
  - Taxes receivable increased minimally by \$50,040. There was an adjustment made to the allowance for doubtful collections to increase it by \$59,795 based on a review of all of the statements of education taxes received from the Municipalities. Note – there has been a noticeable improvement in both the number of statements received (reduced requirement to estimate) and the level of completion.
  - Provincial grants receivable - amount due is mostly for capital grants
    - Langenburg School
    - PJ Gillen Mechanical Upgrade
    - Asset Manager (FAME) audits
  - Other receivable decreased by \$14,191. An amount of \$74,362 was also set up as allowance for doubtful in regards to uncollectible repayment of wages and tuition fees
- Portfolio Investments – includes equity shares in Coops.

2. How much the school division owes

- Accounts Payable and Accrued Liabilities (note 9)
  - Employees – accrued salaries and benefits - \$829,535
  - Suppliers – timing of invoices and payments - \$2,733,514
  - Students/Parents – caution fees, correspondence deposits - \$246,798
- Long Term Debt – to financial institutions for long term debts and capital leases (note 10)
  - Norquay project – balance owing \$314,904 – matures August 2019
  - Technology project – balance owing \$4,464,509 – matures July 2020
  - YRHS project – balance owing \$145,659 – matures November 2016
  - Leases – buses are replaced on a planned basis at approximately 10% of fleet per year. Moving forward leases will be replaced with long-term debt financing as this provides more direct control vs leasing. Total balance owing \$2,597,867 – bus leases are set for 4 years with a \$1,000 buyout of each bus.



- Liability for Employee Future Benefits – Estimate is calculated by an actuarial specialist – include accumulating non-vested sick leave. Assumptions include demographics, usage of benefits and experiences observed. Calculated as the present value of expected future benefits
- Deferred Revenue – Include federal capital tuition fees, the proceeds of the sale of the excess FEC property, pre-paid but unearned property taxes, foreign tuition and various third party grants

If we had collected all of our accounts receivable and cashed in our long term investments and paid all of our debts we would have about \$9.26 million – which is our **net financial assets**

3. Non-financial assets are:

- Investments in tangible capital assets - \$53.2 million
- Activity during the year is outlined in Schedule C:
  - Purchase of buses (through lease/loan arrangements) amount is higher than usual due to the timing of purchases. This is for both the 13/14 purchase that was finalized in Oct 2014 and the 14/15 purchase that was finalized in Aug 2015- \$2,242,543
  - Purchase of facility vehicle - \$50,074
  - Purchase of furniture and equipment throughout division - \$969,303
  - Additions to work in progress - \$14,106,766 (Langenburg School)
  - Disposal of tangible capital assets upon completion of useful life TCA policy - \$1,161,328 – Actual disposals of the IC buses and disposition of furniture and equipment and software which are deemed at the end of useful life
  - Amortization of assets expensed in the year-end statements - \$3,786,773
  - Disposal – sale of assets – buses and other vehicles of the accumulated amortization which was previously expensed - \$747,955
- Prepaid expenses - \$804,635
  - Insurance
  - SSBA membership fees
  - Consumable supplies – inventories
  -

**Statement of Operations and Accumulated Surplus – Page 4**

This is what is typically reported to the Board on a regular basis through the year.

It shows what was collected in revenues and expenses on an accrual basis and the impact on the accumulated surplus

### **Statement of Changes in Net Financial Assets – Page 5**

This statement further describes the change in the net financial assets. The budget comparison is useless but the 2015 actual column shows the change – which was a reduction of \$545,032

The main impacts included an investment of \$17.4 million in TCA's, we expensed or amortized \$3.8 million of our TCA's and the trade in of the international buses contributed \$300,338

### **Statement of Cash Flows – Page 6**

This statement breaks down our activities into 4 areas: operating, capital, investing and financing.

Our cash position improved by \$2.09 million and is due to:

- Cash provided from operating activities of \$15,873,191
  - Non-cash items included in Surplus– amortization of tangible capital assets and loss on disposal of TCAs – net \$3.9 million
  - Increases in non-cash operating activities – A/R, prepaid expenses, A/P and accrued liabilities, liabilities for employee future benefits and deferred revenues – resulting in an overall reduction of cash
- Cash used for capital activities of \$17,368,686 – this is the purchase of assets and proceeds on disposal of the buses of \$300,388
- Cash used by investing activities of \$520 – falling interest rates
- Cash provided in financing activities of \$3,288,984 – proceeds from long term debt (our buses and technology) exceeds amount of repayment on all long term debt and leases

### **Schedules A (Revenues) and B (Expenses) – Pages A1 – B4**

These provide information at the functional level of the revenues and expenses for the year.

#### **Schedule A – Details of Revenues**

##### **Property Taxation**

- Actual property tax levy recognized was about \$750,000 (4.14%) higher than what the Ministry estimated.

##### **Grants**

- Operating grants from Ministry of Education and other Ministries
  - Included unbudgeted amounts received for: Bearstream School, additional SFL funding, Teachers collective bargaining agreement and SEB plan which is reduced by claw backs for property taxes adjustments.
    - Budgeted \$51,770,588 – Actual 51,419,776 (additional \$350,812)
  - Budgeted \$225,000 for SGI Driver Education – Actual \$210,517
  - Budgeted \$103,750 for – Actual \$ 266,113 – FNME \$103,747, Secondments \$138,644, EAL Assessment/grants \$16,972 and LEAN event \$6,750
- Capital Grant
  - The majority of capital grant received flows through as a surplus and increases our Investment in Tangible Capital Assets accumulated surplus balance which gets amortized (expensed) over the life of asset or improvement.

Project	Budget	Grant Recognized
LHS Air Quality		49,530
PMR	950,656	1,184,874
Ameresco (audits)		53,039
Langenburg School	5,320,000	9,349,395
PJ Gillen HVAC		800,000
YRHS Change/washroom		318,037
Mosia Donation PJ Gillen		300,000
<b>TOTAL</b>	<b>6,270,656</b>	<b>12,054,875</b>

Tuition and Related Fees

- Over \$30,376 – due to increase in number of federal students net against no tuition paying foreign tuition students.
- Cross Border Students from Manitoba \$24,000
- Federal Students \$2,265,519
- Foreign Students \$5,491

School Generated Funds

- Funds generated at the school level

Complementary Services

- Operating Grants - \$698,561
  - 11 Pre-kindergarten Programs – Canora, Kamsack (3 @ Victoria School) Langenburg, Melville (2), Yorkton (Columbia (2) and Dr. Brass (2))

- Other Grants - \$392,239
  - Treaty 4 Grant – provided to Yorkton Tribal Council
  - Orcadia – Youth in Custody – Justice – final year
  - PEPP – Federal pre-kindergarten program in Esterhazy and area
  - Visions
  - Families First – SHR and Community Initiative Fund
- Other Revenues - \$28,968
  - Dr. Brass Food Sales and Daycare Rentals

#### External Services

- Other Grants \$76,896
  - Kids First
- YRHS Cafeteria \$194,484

#### Other Revenue

- Miscellaneous - \$196,413
  - Administration fees for 3<sup>rd</sup> party programs –Orcadia and Kids First, Hockey Academy
  - Information searches, plug in fees, ABM
  - GST rebates
- Sales & Rentals – of schools - \$191,077
  - Main rentals are Parkland College at YRHS and MCS and the Anne Portnuff Theatre
- Investments – Interest earned on account - \$103,649

### Schedule B – Details of Expenses

#### Governance

- **Under - \$31,520 – 5.74%**
- Indemnity/Prep time – over \$19,000, Supervision – under \$14,536, Committees – under \$7,314, Travel – over \$3,169, Other – under \$8,094
- Conventions – under \$12,030
- SCC PD – under \$2,765
- Public Relations, Advocacy, etc – under \$18,801, memberships – over \$12,256

#### Administration

- **Over - \$85,884 – 3.24%**
  - Salaries and benefits - \$66,491
    - \$66,491– net of executive assistants salaries/benefits moved from instruction against unpaid positions due to vacancies, vacation payouts, WCB penalties
  - Supplies and services - \$9,941 – computer services – Bellamy support and training, professional contract for LEAN VSM event (shared with Ministry)
  - Other expenses - \$9,452 – advertising and recruitment – HR Manager and Director (advertising and contracted services)

#### Instruction

- **Under - \$243,658 – 0.45%**
  - Salaries and benefits (total budget \$47,444,791) – under \$101,784 – 0.21%
  - Other expenses (total budget \$6,052,707) – under \$141,874 – 2.34%

#### Plant

- **Over - \$107,011 – 1.35%**
  - Reductions in salary and benefits - \$120,000 – 3.93% due staff changeover, vacancies and reduced casual staff
  - Increases in building operating costs - \$214,000 – 4.65% due to costs associated with the PJ Gillen project (donation received), higher electrical costs but these were offset by reductions in other utilities and insurance premiums

#### Transportation

- **Under - \$320,488 – 4.51%**
  - Salaries and benefits - \$22,922 – 0.67% - change over in staff (Manager and hiring of Route Advisor)
  - Supplies and services - \$372,899 – 21.48% - change in Route Advisor from contractor to employee, computer supplies, gas and oil, and driver related expenses all came in under budget.
  - Knowing the available dollars available this offset the increase incurred in purchasing fleet of buses although the original plan had been to buy 2 additional units

#### Tuition and Related Fees

- **Over \$165,069 – 21.30%**
  - Increase in tuition fee in the interprovincial agreement by \$1,000 per student and an increase in the number of students going to Manitoba
  - Increase number of Parkland College Adult Basic Education students which was offset by a decreased number of Federal students that tuition fees were paid for

#### School Generated Funds

#### Complementary Services

- **Over \$66,072 – 4.70%**
  - Salaries and benefits – net, over \$9,676 – The budget amounts provided and used from 3<sup>rd</sup> party providers different from actual operations due to changes
  - Other expenses – over \$56,396 – financial partner with Treaty 4 ISSI project for flow through of funds from the Ministry

#### External Services

- **Over \$44,142 – 17.40%**
  - YRHS cafeteria program lost \$14,610 – did not reduce the part time worker position that was cut in the budget
  - Kids First program cost more than budgeted but is offset by the reimbursement received.

#### Other Expenses

- **Over \$107,389 – 54.93%**
  - Less expense in bank charges and interest paid on capital loans and leases than budgeted - \$5,646
  - Recognition of loss on disposal of international buses \$113,035 – difference between proceeds received (\$300,000) and remaining balance to amortize (\$413,035)

**Auditors' Report – Page 2**

This is deliverable provided by the Board appointed auditor. The statements are prepared by management and reviewed and tested by the auditor which enables him to provide a professional opinion on the financial statements.

In reality, the auditor is more involved than simply reviewing and testing – management consults on reporting issues with the goal of reaching a clean audit report.

Achieved our goal of obtaining an unqualified opinion due to the increased comfort level related to procedures in place and trend analysis of school based funds. No changes to SBF's this year.

**The Notes – beginning on Page 7**

The notes provide the added information to assist the reader of the financial statement in assessing the information provided in the various statements. The format of which is prescribed by the Ministry.

**AFS – explanation of surplus**

Surplus	2014	2015	Change
Invested in Tangible Capital Assets	\$35,866,433	\$45,745,989	\$9,879,556
Restricted – TCA	\$120,000	\$120,000	\$0
Restricted – PMR	\$605,651	\$1,531,695	\$926,044
Restricted – Other	\$1,952,482	\$2,010,653	\$58,171
Unrestricted	\$12,147,300	\$13,923,819	\$1,776,519
Total	\$50,691,866	\$63,332,156	\$12,640,290

**Other Restricted Accumulated Surplus:**

- Anne Portnuff Theatre – refurbishing \$47,581
- School Generated Funds – Schools 1,388,732
- YRHS Flood – future expenditures 100,000
- Third Party Programs
  - Kids First 50,290
  - PPEP 37,027
  - Youth in Custody 28,373

Unrestricted Accumulated Surplus Analysis:

Year-end balance	\$13,923,819
Less: amounts recorded as revenue but not yet received	
• Taxes Receivable	8,837,365
• Provincial Grants Receivable	1,806,123
• GST Receivable	392,401
• Other Receivables	838,977
<b>Net</b>	<b>\$ 2,048,953</b>





**Our Motto** Students Come First  
**Our Mission** Building Strong Foundations to Create Bright Futures  
**Our Values** Belonging, Respect, Responsibility, Learning, Nurturing  
**Our Vision** Learning Without Limits...Achievement For All

## ACCOUNTABILITY REPORT

### Board Goal:

- ✓ Internal Process
- ✓ People Capacity
- ✓ Fiscal Responsibility

### TOPIC

Financial Stewardship with a focus on the Audit Report and financial data

### Prepared By

Sherry Todosichuk

### Date

December 17, 2015

### Background

- Management is responsible to maintain a system of accounting and administrative controls to ensure the accurate and reliable preparation of financial statements.
- For the most, fiscal management for the Division is decentralized to the budget managers of the departments, programs and schools. The CFO is responsible for the oversight of these controls and to monitor adherence to the established administrative procedures that guide the fiscal decision making.
- There are a number of administrative procedures that incorporate required practices to direct activities and call for monitoring reports
  - 103 – School Viability
  - 111 – Loans to School Community Councils
  - 121 – Review of Administrative Procedures
  - 185 – Preservation and Disposal of Records
  - 403 – Leaves of absence
  - 405 – Staff redundancy
  - Duties and responsibilities of Principals, Administrative Assistants, Superintendent of Schools, Superintendent of Business Administration, Accounting Manager, Payroll Supervisor, Payroll Assistant, Accounting Assistant
  - 500 – Annual Division budget
  - 501 – School based budgets
  - 505 – Student fees
  - 510 – Financial accounting and auditing
  - 511 – Financial information reporting

- 512 – Carry over of funds
- 513 – Payroll
- 514 – Inventory
- 515 – Purchasing
- 516 – Petty cash funds
- 517 – Reimbursement for expenses
- 519 – Disposal of property
- 520 – Fundraising projects in school
- 530 – Insurance
- 525 – Tangible capital assets
- 556 – Yard service

### Pros and Cons

#### Pros

- Decentralized management of financial decisions allows for decision making closest to the operations impacted
- Shared responsibility at all levels of monitoring and adhering to approved budgets
- More “buy-in” at the local level to purchase based on identified needs and individual facility priorities

#### Cons

- Funds that are not required in one area are not made available to others which may decrease the effective use of resources as a division on the whole
- Decentralized model creates inconsistency of purchasing practices and results in inequities between schools
- Principals are not by training financial managers and some have more skills in this area than others

### Financial Implications

- Incentives at the local level for efficient use of resources
- Carry forward provisions of unspent funds reduces the risk of spending resources inappropriately just to use the money.
- Resources are required to monitor compliance such as staff time and professional development (i.e. HR Coordinator position created to focus on centralized monitoring of all leaves in accordance with employment contracts)
- More training is required for budget managers in performing their financial responsibilities: planning, monitoring and correcting

### Governance Implications

- Minimized decision making regarding capital expenditures due to level of oversight at the Ministry level
- Focus on lobbying efforts to influence political connections
- Legislation restriction impede ability to move forward with efficiencies regarding school closures, grade reductions and building consolidations

### Legal Implications

- Adherence to legislative requirements

**Communications**

- Monthly (or on demand) budget reports to all budget managers (Principals, Managers, Superintendents)
- Monthly financial reports to the Board
- Executive Committee meeting with Board appointed Auditor and Provincial Auditor Office

**Submitted By**

Sherry Todosichuk

**Attachments**

- Detailed review of 2014-2015 Audited Financial Statements ..\Financial Reports\2014-2015 AFS Report to the Board - December 2015.docx

**Good Spirit School Division No. 204**  
**Regular Meeting Agenda**  
**Thursday, December 17, 2015**



1. Call to Order
2. Approval of Agenda
3. Conflict of Interest
4. Approval of Minutes
  - 4.1. November 26, 2015 Regular Meeting
5. Planning and Development
  - 5.1. Audited Financial Statements
6. Delegations
7. Accountability Reports
  - 7.1. Strategic Priorities Report – Financial Stewardship
8. In-Committee Items
9. Action Items
  - 9.1. Items Arising From In-Committee
    - 9.1.1. Transportation Committee Report
    - 9.1.2. Suspension Report
  - 9.2. Old Business
  - 9.3. New Business
    - 9.3.1. Disposal of Property – RM of Clayton
    - 9.3.2. Annual Report Approval
10. Director’s Report
11. Committee/Conference Reports
  - 11.1. School Community Council Governance Reports
12. Future Business
13. Meeting Dates - January 21, March 17
14. Notice of Motion
15. Topics for Future Agendas
  - 15.1. Receive and Review Monthly Financial Report
  - 15.2. Receive and Review Strategic Priorities Report – Student and Family with a Focus on Following Their Voices
16. Adjourn



**Our Motto** Students Come First  
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**Our Vision** Learning Without Limits...Achievement For All

## STRATEGIC PLAN REPORT

Date: Dec. 17, 2015

### Student and Family Engagement

- **SHSAA**

Good Spirit School Division has been busy in the fall hosting provincial championships. Good Spirit in cooperation with Christ the Teacher hosted the Provincial Golf Championships on September 14<sup>th</sup>, at Deer Park Golf Course. Preeceville School with the support of Sturgis Comprehensive hosted the 3A Boys' Provincial Volleyball Championships on November 27<sup>th</sup> and 28<sup>th</sup>. The following communities hosted East Central District Championships this fall with Senior Golf at Deer Park Golf Course, Junior Golf at Crystal Lake Golf Course and Cross Country was hosted at Cherrydale Golf Course. There were ten Sr. Girls' Volleyball teams registered, nine Sr. Boys' Volleyball and five of our high schools ran Football programs in Good Spirit. Dan Alspach from Melville Comprehensive is presently East Central President, Jason Payne from the Yorkton Regional High School is Vice-President and Cary Franklin from Preeceville is Officials Commissioner. Kevin Kitchen from Kamsack Comprehensive presently is in his third year as an SHSAA Executive Member.

- **Christmas Concerts**

The Christmas spirit is alive and well in our schools! All schools of various grade configurations find ways in which to involve students, staff and the community in their celebrations. Christmas concerts occur in many schools like Saltcoats "*The Best Gift Ever*", Davison "*A Swinging Holiday Show*", Melville Comprehensive School "*Christmas Scene Investigators*", Invermay "*I Need a Little Christmas Vacation*", Hoffman "*It's a Magical Time of the Year*", Sturgis Elementary School "*Our Gifts to You*", Miller "*A Penguin Christmas*" and Preeceville School "*Christmas Is*" (a musical written by talented staff). The majority hosting Christmas get-togethers of any kind invite community members to take part and this makes it truly reflective of the giving, caring and sharing spirit of the season (for example, in Grayson, the Mayor looks after all lights and sound for their production). And, as always, you can't have an event without food! A few schools have amazing traditions of sharing a fantastic holiday meal including Victoria School, Canora Composite School, Langenburg High School, Invermay School and Kamsack Comprehensive Institute. Many SCC's play an integral role in their respective schools in either the planning, hosting or fundraising-type events associated with however the school has chosen to celebrate the season. Some schools also take this opportunity to have collections or raffles in order to fundraise for either school-based activities or donating the proceeds to local community charities. In all cases, staff and students take the time and effort to make the season shine!

- **CSCH Projects for 2015-2016**

School	Project Focus
Churchbridge Public	<ul style="list-style-type: none"> <li>• Mental Health, Nutrition, Fitness</li> </ul>
Canora Junior Elementary	<ul style="list-style-type: none"> <li>• Nutrition, School/Community Garden</li> </ul>
Davison Elementary	<ul style="list-style-type: none"> <li>• Fitness, School Climate, Nutrition</li> </ul>
Invermay School	<ul style="list-style-type: none"> <li>• Mental Health</li> </ul>
Kamsack Comprehensive Institute	<ul style="list-style-type: none"> <li>• Nutrition, Fitness, School Climate</li> </ul>
M.C. Knoll	<ul style="list-style-type: none"> <li>• Nutrition, Fitness</li> </ul>
Melville Comprehensive	<ul style="list-style-type: none"> <li>• Nutrition, Fitness</li> </ul>
MacDonald School	<ul style="list-style-type: none"> <li>• Outdoor Classroom, School Climate, Teaching and Learning Supports</li> </ul>
Springside School	<ul style="list-style-type: none"> <li>• Outdoor Classroom, Teaching and Learning Supports</li> </ul>
Victoria School	<ul style="list-style-type: none"> <li>• Nutrition, Fitness, School Climate</li> </ul>
Yorkdale Central School	<ul style="list-style-type: none"> <li>• Community Connections, School Climate</li> </ul>

**Canadian Center for Substance Abuse Project 2015-16**

The Yorkton Regional High School, Melville Comprehensive School, Kamsack Comprehensive Institute, Esterhazy High School, and Churchbridge Public School are all participating in a project which includes a partnership with the University of Regina as well as The Canadian Center for Substance Abuse (Ottawa). Tim Caleval from the Ministry of Education has also been involved in discussions regarding this project as it connects with the Comprehensive School Health Initiative that the Government is currently engaged in.

- **Career Explorations 2015**

On Friday, November 20<sup>th</sup>, the Gallagher Centre was a beehive of activity with over 2,200 students and community members in attendance for the 6<sup>th</sup> Annual Career Explorations event. This day, once again jointly planned with Parkland College and Christ the Teacher Catholic School Division, was a success due to the involvement of our students and staff. There were over 80 display booths providing a vast array of information on everything from post-secondary opportunities to workplace jobs available right in our community. The "Try-A-Trades" area was extremely successful again (in its second year) as a place for students to try their hand in such areas as construction and welding. A variety of half-hour presentations, hosted by exhibitors, were available for anyone to attend to find out more specific information in regards to their specific institution or job opportunities. Kendal Netmaker of Neechie Gear provided two 1-hour presentations on how to start, build and maintain your own business; entrepreneurship is a growing area of interest for students. Administration Office staff volunteered time to help throughout the day which assists greatly in ensuring a smoothly run event. Feedback is collected from students, exhibitors and staff which will be used to fine tune the event for next year. Exhibitors have mentioned to the organizing committee that this is one of the largest and best run career fairs in Western Canada which is excellent for Yorkton and area.

## **Internal Process**

- **AP Review**

As part of the division goal to continue to strive to excel at key processes, a complete review of all Administrative Procedures was identified as a department goal and is part of the work plan of the entire Administrative Council. To date, of the 246 AP's (including job descriptions), 94 have been reviewed that did not require updating, 57 are completed, 136 are in various stages of review and consultation and 23 have yet to be started. 19 new AP's have been suggested and are being developed. 12 AP's have been repealed as they are no longer required. The original target date for completing this project was August 2015 but has been extended to June 2016.

- **Calendar Update**

Discussions are taking place with CTTSD in consultation of preparing a draft calendar for 2016-17.

The first meeting took place on December 11 with senior admin joining the conversation from both divisions to share ideas on the calendar.

After this initial meeting an additional meeting will be held in January and will include a GSTA Liaison to add additional feedback and comments on the draft calendar before it is submitted to administrators and teachers for feedback.

- **CTTSD – Joint Transportation Meeting update**

Senior Leadership of GSSD and CTTSCSSD will be meeting on December 21<sup>st</sup> to review the joint transportation agreement

- **Outcome-based Report Cards**

Curriculum renewal to an outcomes-based approach necessitated a change to properly reflect how we report student progress. In 2014-2015, five elementary schools had agreed to pilot the outcome-based report card - Canora Junior Elementary, Davison (Melville), PJ Gillen (Esterhazy), Columbia (Yorkton) and Yorkdale Central School (Yorkton). In 2015-2016, GSSD has 23 schools utilizing outcome-based report cards in a variety of grade levels from Kdn. to Grade 9.

The following visual illustrates the schools implementing Outcome-based report cards this year and in the 2016/17 school year.

School Name	Kindergarten	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8	Grade 9
PI Gillen										
Canora Jr Elementary										
Davison School										
Yorkdale						Grade 5	Grade 6	Grade 7	Grade 8	
Columbia School						Grade 5	Grade 6	Grade 7	Grade 8	
Hoffman		Grade 1	Grade 2	Grade 3	Grade 4					
Dr. Brass School		Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8	
Norquay		Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8	Grade 9
Victoria School		Grade 1	Grade 2	Grade 3	Grade 4					
Macdonald School		Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8	Grade 9
Saltcoats		Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8	
Preeceville School		Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8	Grade 9
Sturgis Elementary School (K-5)		Grade 1	Grade 2	Grade 3	Grade 4	Grade 5				
Churchbridge Public		Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8	Grade 9
Springside School		Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8	
MCS								Grade 7	Grade 8	Grade 9
Kamsack Comp Institute						Grade 5	Grade 6	Grade 7	Grade 8	Grade 9
M.C. Knoll		Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8	
Canora Composite School						Grade 5	Grade 6	Grade 7	Grade 8	Grade 9
Miller		Grade 1	Grade 2	Grade 3	Grade 4					
Langenburg High						Grade 5	Grade 6	Grade 7	Grade 8	Grade 9
Sturgis Comp (6-8)							Grade 6	Grade 7	Grade 8	Grade 9
Ft Livingstone School		Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8	
Calder School		Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8	
Esterhazy High							Grade 6	Grade 7	Grade 8	
Grayson		Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8	Grade 9
Bear Stream		Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8	Grade 9
YRHS										Grade 9
Invermay School		Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8	Grade 9

2014-15 Implementation  
 2015-16 Implementation  
 2016-17 Implementation

- Human Resources**

Our new HR Manager, Paula Bonham, was hired on a temporary contract November 17/15 to July 31/16. A decision will be made before the end of March regarding the on-going leadership needs for the department. The "must-do's" for the first 90 days include gaining an understanding of the organization and team, development and undertaking of a complete HR audit and development of recommendations to the Superintendent of Business Administration.

In the interest of a proactive approach Human Resources will be conducting an HR Audit in order to analyze the HR function and its alignment with the Strategic Plan. Conducting the audit will involve a review of current practices, policies, and procedures, and may include benchmarking against industry and compliance. The information gathered will allow for the development of a continuous improvement plan to address gaps and improve on efficiencies.

- Transportation**

GSSD provides transportation services to Christ the Teacher Catholic School Division as outlined in our Joint Transportation Agreement. On Monday, December 21, 2015 CTTCSD and GSSD personnel will meet. The agreement speaks to a "Transportation Administration Council" consisting of the Directors or designates from both divisions and the GSSD transportation manager. Meeting in this regard are to occur twice per year (Dec and Apr) or as required.



## **People Capacity**

- **Deputy Director's Professional Development**

Emphasis has been placed on supporting the Deputy Director in running effective professional development sessions and meetings. The Deputy Director has extended an invitation to other central office staff and school based staff to participate in the Art of Facilitation workshop days on February 23 & 24. The Deputy Director has also chosen to work with SDPU to increase his knowledge and understanding of the renewed Science 20 Curriculum.

- **Admin Council Evaluation**

Conversations have begun with Sherri Stephanson to do an evaluation of 2 Superintendents and 2 Managers.

- **Professional Development**

GSSD is currently completing the third year of a 5 year professional Development Continuum. This robust professional development plan is implemented as a direct result of the GSSD Strategic Plan. The PD plan represents a cohesive "big picture" look at how all of the initiatives and work that we are doing for students ties in to complement one another. To date, teachers and administrators have completed the following modules:

- Big Ideas of Response to Intervention
- Establishment of Rtl Teams
- Behaviour Monitoring
- Classroom Environments & Accommodations
- Identifying the Desired Results
- Using Pre-assessment and Formative assessment
- Incorporating Flexible Groupings
- Working on the Big Ideas of Assessment
- Designing Performance Tasks and Planning Evidence of Learning with Differentiation in Mind
- Refinement of UbD Plans
- Giving Descriptive Feedback
- Providing Student Choice in Demonstrating Learning

In preparation for the final two years of the PD Continuum, GSSD will embark on gathering feedback from schools on the effectiveness of the plan to date. We will look at both the positive aspects of the continuum and areas of potential enhancement in preparation for cycle 2 of the PD Continuum set for begin in 2019/20.

In addition to the professional development modules offered as part of the PD Continuum, the following sessions were also provided from August to December:

- CLASS Act In-service – Aug. 25
- Library Tech. In-service – Aug. 26
- F & P BAS In-service – Sept. 9
- Student Support Teacher In-service – Sept. 10
- School Based Tech. Leader In-service – Sept. 10

- Grade One Word Study In-service – Sept. 11
- Internship Seminar – Sept. 14
- LLI Training – Sept. 15
- Grade 8 Perspectives Unit In-service – Sept. 15
- Non-violent Crisis Intervention In-service – Sept. 21 & 22
- NVCI Refresher – Sept. 28
- Grade 11 Science Teacher In-service – Sept. 29
- Teaching Treaties in the Classroom – Oct. 1 & 2
- Power of Ten In-service – Oct. 6 & 7
- CLASS Act In-service – Oct. 8
- Library Tech. In-service – Oct. 13
- NVCI In-service – Oct. 13
- RAD Benchmarking – Oct. 19
- Cognitive Coaching – Oct. 20 & 21
- Pearson Resource In-service – Nov. 5
- Grade 8 Perspective Unit In-service – Nov. 17
- Leadership Project – Nov. 20
- Assess, Respond, Instruct Differentiating Middle Years Math In-service – Nov. 20
- Student Support Teacher PD Continuum In-service – Nov. 23
- Grade 10 iLit. In-service – Nov. 24
- Examining the role of the Teacher Librarian In-service – Nov. 27
- Science Leads In-service – Nov. 30
- Grade 8 Perspectives De-brief – Nov. 30
- Tech. Mentor Workshop – Dec. 3, 4 & 8
- Health Start Training – Dec. 4
- Leadership Project – Dec. 11

In order to prepare for upcoming support staff contract negotiations, Paula attended a 3 day session on union negotiations.

### **PBIS Coaching**

Our behavior coach, one school counsellor, and one psychologist participated in extensive Positive Behavior Support Certification Training in Vancouver this fall. This training was recommended from the Ministry of Education and included six days of training to receive certification in behavior coaching. Those trained will lead a learning session at a spring administrator meeting to support administrators in using R360 data to implement positive behavior supports and interventions so we can support them in providing proactive and responsive behavior interventions for students which addressed the other half of the RTI pyramid (academics/behavior).

### **Student Support Teacher (SST) PD Continuum**

A half day SST PLC was recently held and addressed completing referrals and useful resources to support IIP goal writing as requested by the SSTs. In the spring of 2015, we collected feedback from SSTs regarding where they required more support or education in and this information has been used to plan their PD Continuum days. A full day in January and a half day in March are scheduled to address other areas identified by the SSTs such as RTI school processes,

information sharing from community agencies regarding services, leading effective meetings, distributed learning and credit recovery. The format of these learning meetings is based on a professional learning community (PLC) model as we recognize our SSTs have varied expertise and experience that needs to be shared to build capacity across our division.

### **EA PD Continuum**

Our student services department is in the process of planning a division-wide EA PD day on January 29, 2016 with break-out session of choice for EAs. Sessions will be facilitated by our professional services providers and topics are based on areas that EAs have identified they require further education or support in. EAs will attend morning and afternoon sessions of their choice from the nine sessions offered. Topics include behavior, early language development, enhancing learning through iPad technology, strategies for de-escalation, and strategies to support students with Fetal Alcohol Syndrome.

### **Disability Awareness Fair**

On December 3rd, the International Day for Persons with Disabilities, our school division partnered with various community agencies and Christ the Teacher Catholic Schools to hold a Disability Awareness Fair in Yorkton. Numerous students and their families engaged in this all-day event. Various community agencies communicated the services and supports they offer through information booths. Students had the opportunity to try various Special Olympic activities, and the evening included various information sessions for families along with another opportunity for families to visit the many agency information booths. It was a very successful event that was well attended by students, staff, and parents.

- **PAAL**

Five years ago Good Spirit School Division embarked on a new teacher supervision process to help build capacity and growth mind set with their teachers. The process allows teachers time to work with instructional coaches to build teaching, assessment and technology strategies. Teachers choose a professional goal in one of the previously mentioned areas and work with their assigned instructional coach throughout the year. Superintendents do two formal supervision visits and have discussions with teachers regarding their goal. This year the following schools are designated as PAAL schools. Langenburg High School, Hoffman School, Churchbridge Public School, and some staff from the Yorkton Regional High School. Presently, there are 42 teachers going through the PAAL process.

- **PART**

An essential component to the success of the provincial Reading Priority has been the creation of a Provincial Administrator Reading Team (PART). This experienced group of educators from across the province represented the rich diversity of our population. GSSD's own Lisa Wotherspoon (Principal of Davison School), was named to this team and was a pivotal member of the recent implementation meetings held in Saskatoon and Regina. We look forward to Lisa's continued influence on the Sector and Division Literacy Plans.

## **Financial Stewardship**

- **Risk Management**

- Insurance renewal – the renewal application has been prepared and submitted to Marsh for the 2016-2017 Insurance package.

- Lengthy discussions with Mary Simrose (Marsh) and Dave Jackson (SSBA) regarding high-risk activities and out of country travel
  
- **PJ Gillan Update**  
The mechanical upgrades for PJ Gillen School are almost complete. All of the boilers and ventilation units are installed. The commissioning and balancing of the units will happen at the end of December and hopefully by the time the students return to school in January the new heating system will be up and running. The gymnasium renovation is in full swing – demolition started at the end of November with an expected completion date of the end of January. The library carpet and shelving have all been installed. The facilities team is still working on completing the circulation desk and seating area. The lockers have been installed and are being used.
  
- **2016-2017 Budget**
  - Discussions have begun with Administrative Council regarding budget. A template has been developed to provide consistency of applications for consideration and to ensure a budget requests connect to the goals of the Division.
  - The work is underway to develop a professional staffing formula and a target has been set to increase the PTR from the current 13.75 to 14.5.

**Submitted By:**  
Rhae-Ann Holoien

# GOOD SPIRIT SCHOOL DIVISION

## Our Motto ...

*Students Come First*

## Our Mission ...

*Building Strong  
Foundations to Create  
Bright Futures*

## Our Vision ...

*Learning Without  
Limits ... Achievement  
For All*

## Our Values ...

- ✓ We Belong
- ✓ We Are Responsible
- ✓ We Respect
- ✓ We Learn
- ✓ We Nurture

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<http://gssd.ca>



## Regular Meeting of the GSSD Board of Education Thursday, December 17, 2015

### Planning and Development Session: Audited Financial Statement (AFS)

Sherry Todosichuk, Superintendent of Business Administration, presented to the Board of Education on the [Audited Financial Statement \(AFS\)](#).

In the Notes section, the AFS defines the authority and purpose as follows: The school division operates under the authority of *The Education Act, 1995* of Saskatchewan as a corporation. We are funded mainly by grants from the Government of Saskatchewan and a levy on the property assessment included in the school division's boundaries at mill rates determined by the provincial government.

The school division's management maintains a system of accounting and administrative controls to ensure that accurate and reliable financial statements are prepared. The Board is responsible for ensuring that management fulfills its responsibilities for financial reporting and internal control, and for approving the financial statements.

Mrs. Todosichuk provided an overview of the different components of the AFS for a clear picture of the data that makes up the finalized statement. These included:

- The statement of financial position (how much the school division has in financial assets and how much the school division owes to equal the net financial assets as well as non-financial assets);
- Statement of Operations and Accumulated Surplus (shows what was collected in revenues and expenses on an accrual basis and the impact on the accumulated surplus – reported to the Board on a regular basis through the year);
- Statement of Changes in Net Financial Assets (further describes the change in the net financial assets);
- Statement of Cash Flows (breaks down our activities into operating, capital, investing and financing); and,
- Details of revenues and expenses (provides information at the functional level).
  - Revenues include property taxation, grants (Ministry operating and capital); tuition and related fees, school-generated funds, complementary services (ie PreKindergarten), external services (ie KidsFirst grant) and miscellaneous revenue (investments, rentals, etc).
  - Expenses include governance, administration, instruction, plant, transportation, tuition and related fees, school generated funds, complementary and external services as well as other expenses (ie bank charges).

The division's goal is to have a clear, unqualified opinion on financial records. The Independent Auditors' Report was prepared by Miller Moar Grodecki Kreklewich & Chorney which stated that appropriate controls are in place. For further detailed information, the Notes section covers rules of why and how things are covered in the financial statements.

Overall, the 2014-2015 budget shows a net surplus of \$2,048,953 which is low considering that our entire budget is over \$80 million. A copy of the [Audited Financial Statement](#) as well as the [2014-2015 Annual Report](#), of which the AFS is a part of, are public documents available for viewing on our website at [www.gssd.ca](http://www.gssd.ca) under the [Board Information](#) tab.

*This is a synopsis of presentations and discussion items at Board of Education meetings. For a complete listing of decision items, visit our website at [www.gssd.ca](http://www.gssd.ca) under Board Minutes.*

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# GOOD SPIRIT SCHOOL DIVISION

## **Strategic Plan Update - “Building Strong Foundations to Create Bright Futures”**

**Accountability Report – Financial Stewardship with a focus on the Audit Report and Financial Data:** Sherry Todosichuk, Superintendent of Business Administration, shared information on work being done in the area of monetary management. The [Accountability Report](#) is available for viewing on our website at [www.gssd.ca](http://www.gssd.ca) under the [Board of Education – Board Reports](#) tab.

Management is responsible to maintain a system of accounting and administrative controls to ensure the accurate and reliable preparation of financial statements. For the most part, fiscal management for the division is decentralized to the budget managers of the departments, programs and schools. The CFO, or Chief Financial Officer, is responsible for the oversight of these controls and to monitor adherence to the established administrative procedures that guide the fiscal decision making. There are a number of administrative procedures that incorporate required practices to direct activities and call for monitoring reports.

The pros (or positives) to decentralized management include decision making being made where it impacts operations, the shared responsibility of monitoring and adhering to approved budgets, and increased buy-in at the local level. The cons (or negatives) include the possible decrease in the effective use of resources as a division on the whole and the inconsistency of purchasing practices and resulting inequities.

Mrs. Todosichuk went on to provide an overview in other areas including financial implications (ie incentives at the local level for efficient use of resources), governance implications (minimized decision making regarding capital expenditures due to level of oversight at the Ministry level) and legal implications (adherence to legislative requirements). From a communications perspective, monthly (or on demand reports) are provided to all budget managers with monthly financial reports to the Board.

## **Strategic Plan Report**

As part of the Director’s Report, the Board of Education was presented with a newly instituted [Strategic Plan Report](#). It is an overview of current division-wide activities which support the school division’s strategic plan in 4 main goal areas: student and family engagement, internal process, people capacity and financial stewardship. The report has been instituted as a means in which to share more specific information with the Board. Many times, conversations will occur briefly on a variety of topics and this document now brings together a lot of that information. It is a priority of the Board and administration that all work is focused on our strategic plan and achieving defined outcomes.

Many interesting highlights are shared in this report including an overview of Christmas concerts, the Comprehensive School Community Health projects at various schools and their specific focus, Career Explorations, Administrative Procedures review, 2016-2017 calendar setting update, outcome-based report card implementation schedule, human resources and transportation updates, professional development, disability awareness fair, risk management and the start of 2016-2017 budget discussions.

## **Enrolment Change Analysis**

At the November board meeting, the Board of Education was provided with a comparison of 2014-2015 enrolments and 2015-2016 actual September 30 numbers. There were some larger variances identified, both increases and decreases, in various schools that the Board requested more information on. Specifically, the question was posed in terms of the 11 schools that saw a plus or minus variation of more than 10 students.

Today’s report included brief explanations of each and, in the majority of cases, the increases were due to new families moving into a specific area or families moving out. These are both “unknowns” when determining projected student numbers for budget and staffing purposes; data and local knowledge are both used to best determine enrolments.

## **Upcoming Important Dates:**

**Regular Board Meeting:** Thursday, January 21, 2016 at 1:00 pm

**The Board of Education of the  
Good Spirit School Division No. 204 of Saskatchewan**

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**Minutes of the Regular Meeting of the Good Spirit Board of Education  
Thursday, December 17, 2015  
Fairview Education Centre, Yorkton, Saskatchewan**

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**Board Members (P)Present (A)Absent**

P	Chris Balyski
P	Bryan Cottenie
A	Gord Gendur
P	Shannon Leson
P	Florence Stachura
P	Lois Smandych – Chair

P	DJ Cairns – Vice Chair
P	Gilda Dokuchie
P	Rick Haacke
P	Bonnie Rushowick
P	Bob Simpson

**Staff**

Rhae-Ann Holoien – Director of Education  
Quintin Robertson – Deputy Director  
Sherry Todosichuk – Superintendent of Business Administration  
Lynel Martinuk – Communication Coordinator

Media was in attendance.

**15-180**

Smandych:

**Call to order**

That this meeting now come to order at 1:25 p.m.  
**Carried.**

**15-181**

Stachura:

**Adoption of agenda**

That the agenda be adopted as amended.  
**Carried.**

**Conflict of Interest**

None declared regarding presented agenda items.

**15-182**

Cottenie:

**Approval of regular minutes**

That the minutes of the November 26, 2015 Regular Meeting be adopted as presented.  
**Carried.**

**Business arising from the minutes**

None

Rick Haacke joined the meeting, via conference call, at 1:35 p.m.

**Planning and Development**

Audited Financial Statement – Sherry Todosichuk

**Accountability Reports**

Financial Stewardship with a focus on the Audit Report and Financial Data –  
Sherry Todosichuk

**15-183**  
Rushowick:

**Accountability Report – Financial Stewardship**

That the Board accept the Accountability Report on Financial Stewardship report as presented.  
**Carried.**

**Delegation**

None

**In-Committee Items**

1. In-Committee Board Session
2. Human Resources Report
3. Transportation Committee Report
4. Fortune/Asplund Follow Up
5. Public Section Update
6. Student Suspension Report
7. A3 Level 1 – Unified Student Information System
8. Out of Country Field Trips
9. Fort Livingstone School Review

**15-184**  
Leson:

**Enter committee of the whole**

That the Board enter committee of the whole.  
**Carried.**

**15-185**  
Rushowick:

**Exit committee of the whole**

That the Board exit committee of the whole.  
**Carried.**

**Action Items**

1. In-committee Items
  - a. Transportation Committee Report
  - b. Student Suspension Report
  - c. Fort Livingstone School Review
2. Old Business
3. New Business
  - a. MCS Extra-Curricular Trip Request
  - b. 2014-2015 Annual Report

There was no media present following the in-committee session.

**15-186**  
Stachura:

**Transportation Committee Report**

That the Board accept the recommendations of the Transportation Committee as presented.  
**Carried.**

**15-187**  
Simpson:

**Student Suspension Report**

That the Board accept the student suspension report as presented.  
**Carried.**



**15-188**

Cottenie:

**Fort Livingstone School Review**

That the Board honour the board motion 14-189 of December 18, 2014 and suspend the review of the Fort Livingstone School because the enrolment as of December 9, 2015 was at 41 students. The motion did not clearly identify the terms of when the enrolment threshold was to be met. Further, to clarify the intent of the enrolment trigger, that the Board shall place the school under review in the event that the enrolment as of September 30<sup>th</sup> in 2016 or subsequent years is at 39 or less students.

**Carried.****15-189**

Simpson:

**Melville Comprehensive School Extra-Curricular Trip Request**

That the Board approve the Category D International Field Trip request from Melville Comprehensive School to Belize, Thursday, March 24 to Saturday, April 2, 2016, inclusive. Further, that administration provide clear direction to all families regarding the administrative procedure regarding cancellations and liabilities.

**Carried.****15-190**

Cottenie:

**2014-2015 Annual Report**

That the Board approves the 2014-2015 Annual Report for submission to the Ministry.

**Carried.****Information Items presented by the Director of Education**

1. Strategic Plan Report
2. Monthly Financial Report
3. Human Resources Report
4. Correspondence
5. Thank You Notes – circulated at meeting
6. Important Dates

Board member Cairns excused herself from the meeting at 4:20 p.m.

Board member Balyski excuse himself from the meeting at 4:40 p.m.

**Discussion Items presented by the Director of Education**

1. 2015 Planning and Development Session
2. Enrolment Change Analysis

**Committee / Conference Reports**

1. School Community Council Governance Reports

Board members Rushowick and Dokuchie excused themselves from the meeting at 5:20 p.m.

**Future Business**

1. Meeting dates – January 21, March 17
2. Notice of Motion
3. Topics for Future Agendas
  - a. Receive and Review Monthly Financial Report
  - b. Receive and Review Strategic Priorities Report – Student and Family with a focus on Following Their Voices

**15-191**  
Leson:

**Adjournment**  
That we do adjourn at 5:25 p.m.  
**Carried.**

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CHAIRMAN - Smandych

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SECRETARY – Todosichuk

**Good Spirit School Division No. 204**  
**Regular Meeting Agenda**  
**Thursday, January 21, 2016**



1. Call to Order
2. Approval of Agenda
3. Conflict of Interest
4. Approval of Minutes
  - 4.1. December 17, 2015 Regular Meeting
5. Planning and Development
  - 5.1. Following Their Voices – Mark Forsythe
6. Delegations
7. Accountability Reports
  - 7.1. Strategic Priorities Report – Student and Family with a focus on Following Their Voices – Mark Forsythe
8. In-Committee Items
9. Action Items
  - 9.1. Items Arising From In-Committee
    - 9.1.1. Transportation Committee Report
    - 9.1.2. Suspension Report
  - 9.2. Old Business
  - 9.3. New Business
10. Director's Report
11. Committee/Conference Reports
  - 11.1. School Community Council Governance Reports
12. Future Business
13. Meeting Dates - March 17
14. Notice of Motion
15. Topics for Future Agendas
  - 15.1. Receive and Review Monthly Financial Report
  - 15.2. Receive and Review Strategic Priorities Report
16. Adjourn

**The Board of Education of the  
Good Spirit School Division No. 204 of Saskatchewan**

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**Minutes of the Regular Meeting of the Good Spirit Board of Education  
Thursday, January 21, 2016  
Fairview Education Centre, Yorkton, Saskatchewan**

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**Board Members (P)Present (A)Absent**

P	Chris Balyski
P	Bryan Cottenie
P	Gord Gendur
P	Shannon Leson
P	Florence Stachura
P	Lois Smandych – Chair

A	DJ Cairns – Vice Chair
P	Gilda Dokuchie
A	Rick Haacke
P	Bonnie Rushowick
P	Bob Simpson

**Staff**

Rhae-Ann Holoien – Director of Education  
Quintin Robertson – Deputy Director  
Sherry Todosichuk – Superintendent of Business Administration  
Lynel Martinuk – Communication Coordinator

Gord Gendur joined the meeting, via FaceTime, at 1:00 p.m.

**16-001**

Smandych:

**Call to order**

That this meeting now come to order at 1:05 p.m.  
**Carried.**

**16-002**

Cottenie:

**Adoption of agenda**

That the agenda be adopted as amended.  
**Carried.**

**Conflict of Interest**

None declared regarding presented agenda items.

**16-003**

Leson:

**Approval of regular minutes**

That the minutes of the December 17, 2015 Regular Meeting be adopted as presented.  
**Carried.**

Chris Balyski joined the meeting at 1:20pm.

**Business arising from the minutes**

None

**Planning and Development**

Following Their Voices – Mark Forsythe

**Accountability Reports**

Student and Family with a focus on Following Their Voices – Mark Forsythe

**16-004**

Stachura:

**Accountability Report – Student and Family**

That the Board accept the Accountability Report on Student and Family report as presented.

**Carried.**

**Delegation**

None

**In-Committee Items**

1. In-Committee Board Session
2. Human Resources Report
3. Transportation Committee Report
4. Student Suspension Report
5. 2016-2017 Budget
6. GSTA Advocacy
7. Statement of Claim
8. Yorkton Minor Football

**16-005**

Leson:

**Enter committee of the whole**

That the Board enter committee of the whole.

**Carried.**

**16-006**

Balyski:

**Exit committee of the whole**

That the Board exit committee of the whole.

**Carried.**

**Action Items**

1. In-committee Items
  - a. Student Suspension Report
  - b. Human Resources Report
2. Old Business
3. New Business
  - a. Board Participation

**16-007**

Rushowick:

**Student Suspension Report**

That the Board accept the student suspension report with recommendations as presented.

**Carried.**

**16-008**

Simpson:

**Human Resources Report**

That the Board remove the vice-principal duties of Garnett Kinney, due to the closure of Langenburg High School and Hoffman School and the opening of Langenburg School for Pre-Kindergarten to Grade 12, effective July 1, 2016.

**Carried.**

### **Information Items presented by the Director of Education**

1. Strategic Plan Report
2. Monthly Financial Report
3. Human Resources Report
4. Correspondence
  - a. Groeneveld Letter
  - b. KCI P.A.R.T.Y. Program
5. September 2016 Enrolment Projections
6. Thank You Notes – circulated at meeting
7. Important Dates

Board member Gendur excused himself from the meeting at 4:40 p.m.

### **Discussion Items presented by the Director of Education**

1. Out of Canada/United States School Trips
2. 2016 Planning and Development Sessions
3. Churchbridge Public School SCC Boundary Review Request
4. Staff Appreciation Week
5. GSSD 10<sup>th</sup> Anniversary
6. Board/Admin Retreat Agenda
7. Annual Meeting Details
8. Student Forum
9. SCC Attendance at Rural Congress
10. GSTA Advocacy Session
11. CUPE Advocacy Session

**16-009**  
Balycki:

#### **Out of Canada/United States School Trips**

That the Board extend the travel ban outside of continental Canada and U.S.A. to the end of June 2016.

**Carried.**

#### **Committee / Conference Reports**

1. School Community Council Governance Reports

#### **Future Business**

1. Meeting dates – March 17, April 21
2. Notice of Motion
3. Topics for Future Agendas
  - a. Receive and Review Monthly Financial Report
  - b. Receive and Review Strategic Priorities Report

**16-010**  
Rushowick:

#### **Adjournment**

That we do adjourn at 5:10 p.m.

**Carried.**

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CHAIRMAN - Smandych

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SECRETARY – Todosichuk



**Our Motto** Students Come First  
**Our Mission** Building Strong Foundations to Create Bright Futures  
**Our Values** Belonging, Respect, Responsibility, Learning, Nurturing  
**Our Vision** Learning Without Limits...Achievement For All

## ACCOUNTABILITY REPORT

### Board Goal:

- ✓ Student and Family Engagement
- ✓ Internal Process
- ✓ People Capacity
- ✓ Fiscal Responsibility

### TOPIC

Following Their Voices (FTV)

### Prepared By

Mark Forsythe

### Date

January 21, 2016

### Background

- Following Their Voices is based on the Tee Ko- Tay- Hit-Anga program in New Zealand. It is a Ministry initiative that has 19 schools in the province both provincially and federally participating. Schools were chosen on size, grade allotments and demographics. GSSD has one school, KCI, involved in the initiative. This initiative is to support the EESP priority of increasing graduation rates for our FNMI students. The mandate of the initiative is to focus on relationships, environment, and interactions between our teachers and our FNMI students. FTV is a three year program which then at that time will be reviewed by the Ministry.
- At the KCI the members involved are comprised of a Strategic Change Leadership Team (Administrators, Lead facilitator teacher, and 1 lead teacher). The SCLT team works with 10 teachers in the building for the first year and then an additional ten in each of the next two years.
- There is a significant amount of Professional Development which is the “Following” of the Their Voices. The voice is the voice of the student in the school. Hearing about what students want and need is crucial to the students’ success in school.
- Following Their Voices focuses on FNMI culture where students have a sense of belonging and are encouraged to bring their culture in the classroom and be proud of where they came from.
- **During the Professional Development sessions the teachers learn:**
  - the background of FNMI culture and the struggles and issues that FNMI people have gone through.
  - ways implement discursive teaching strategies to incorporate the FN perspective into their classroom.

- a variety of strategies that they can use in their classroom to promote positive interactions between them and their students.
- to share the role of “power” that is often evident between the teacher and student.
- to alter the environment in their school and classrooms to support FNMI learning.
- to provide Feedback and Feedforward to accelerate the learning in the classroom
- to co- construct criteria so students can acquire the outcome or learning in a variety of ways.
- to active listen so the students voice is heard in the classroom.
- to know and understand the students in a personal way through conversation and community

### Pros

- The FTV program will increase graduation rates for our FNMI students.
- The program is good for all students in the school.
- Building positive relationships with students means increased engagement for our students which equals better attendance.
- Students provide feedback to their teachers on the lesson and how engaged they were. This feedback promotes self- reflection on the part of the teacher to change their teaching strategies and style.
- Greater discussions between teachers on student learning is evident in the building with the ownership of “these students are all of our students”.
- Teacher team building is evident in the process.
- Teachers are realizing that the FTV process is not an evaluative piece but a supportive piece to increase their skills and knowledge in the classroom.

### Cons

- The FTV program means a large amount of time for teachers to be out of the building involved in Professional Development.
- Regular individual and team meetings need to be scheduled and coordinated often prior to the start of the day or after the school day hours.
- Teachers not in the program, need to be flexible and are often switching preps or giving up preps to allow team meetings to take place which may lead.
- Time during the day needs to be scheduled so the lead facilitator and team teachers can create goals.
- Extra pressure is on the Lead Facilitator as this person is in the classroom with their colleagues supplying them with evidence of what they see and hear but not in an evaluative role.
- The Lead Facilitator is very busy with uploading data and ensuring that goals are being met and addressed that teachers have established.



**Financial Implications**

- Currently the Ministry is funding an itinerant teacher to act as a lead facilitator.
- Additional dollars were also allotted to cover off the training for the teachers that are currently in the program. This training takes place primarily in Regina and Saskatoon.
- After three years additional dollars may be needed to cover off sub costs for new people to the school that may need the training.
- Extra dollars are utilized to have Elders in the building to support the teachers and students.

**Governance Implications**

- None

**Legal Implications**

- None

**Communications**

- Weekly information at the school level is uploaded by the lead facilitator in the school to the Ministry through an I-pad supplied by the Ministry.
- The lead facilitator relays all meetings and correspondence to the school administrator and to the Superintendent of Education.
- The Strategic Change Leadership Team (Administrator, Lead facilitator, Teacher and Superintendent attend Ministry meetings four times per year to discuss progress on the initiative.)

**Submitted By**

Sherry Todosichuk

**Attachments**

Following Their Voices Classroom Walk-through						
Teacher Observed	Facilitator	School				
Date	Period/Subject	Duration of Observation				
<p><b>Purpose:</b> To improve student learning through affirming and enhancing discursive interactions, relationships and secure, well-managed learning environments.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%; background-color: #d9e1f2;">Discursive Interactions</th> <th style="width: 50%; background-color: #d9e1f2;">Evidence</th> </tr> </thead> <tbody> <tr> <td>                     Indicator 4  <input type="checkbox"/> Prior Knowledge  <input type="checkbox"/> Feedback and Feedforward  <input type="checkbox"/> Co-construction  <input type="checkbox"/> Active listening                      Indicator 5  <input type="checkbox"/> Curriculum  <input type="checkbox"/> Instruction  <input type="checkbox"/> Assessment                      Indicator 6  <input type="checkbox"/> Data Collection  <input type="checkbox"/> Critical Reflection  <input type="checkbox"/> Strategic Actions                 </td> <td></td> </tr> </tbody> </table>			Discursive Interactions	Evidence	Indicator 4 <input type="checkbox"/> Prior Knowledge <input type="checkbox"/> Feedback and Feedforward <input type="checkbox"/> Co-construction <input type="checkbox"/> Active listening Indicator 5 <input type="checkbox"/> Curriculum <input type="checkbox"/> Instruction <input type="checkbox"/> Assessment Indicator 6 <input type="checkbox"/> Data Collection <input type="checkbox"/> Critical Reflection <input type="checkbox"/> Strategic Actions	
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Relationships	Evidence
Indicator 1 <input type="checkbox"/> Knowledge and Understanding <input type="checkbox"/> Personal Connections <input type="checkbox"/> Community Indicator 2 <input type="checkbox"/> Behaviour expectations and management <input type="checkbox"/> Academic expectations <input type="checkbox"/> Self-determination	
Secure, Well-Managed Environment	Evidence
Indicator 3 <input type="checkbox"/> Classroom practices <input type="checkbox"/> Learning environment <input type="checkbox"/> Physical environment	

**Teacher Feedback/Feedforward** **Date and Time:** \_\_\_\_\_

**Reflection on Goal Progress**

# Regular Meeting Agenda

**Date:** Thursday, March 17, 2016  
**Location:** Fairview Education Center  
**Time:** **12:00 AM – Lunch**  
**1:00 PM – Meeting**

**\* We will be joined by students and staff from Calder School to give us a brief overview of their school \***

1. Call to Order
2. Approval of Agenda
3. Conflict of Interest
4. Approval of Minutes
  - 4.1. January 21, 2016 Regular Meeting
5. Planning and Development
  - 5.1. Website – Darran Teneycke
6. Delegations 2:00 pm
  - 6.1. Evan Poppleton – Home Schooling
7. Accountability Reports
  - 7.1. Internal Processes with a focus on LEAN/Efficiency Committee Work – Sherry Todosichuk
8. In – Committee Items
9. Action Items
  - 9.1. In-Committee
  - 9.2. Old Business
    - 9.2.1. 2016-2017 School Calendar
  - 9.3. New Business
    - 9.3.1. Anna Ingham Resource Room – re-naming
    - 9.3.2. City of Yorkton tax abatement request
    - 9.3.3. Tenders
      - 9.3.3.1. MCS Roof

- 9.3.3.2. Kamsack Bus Garage Roof
- 9.3.3.3. Restricted Reserve for Kamsack Bus Garage Roof
- 9.3.3.4. Langenburg School Furniture
- 9.3.3.5. P.J. Gillen Windows and Electrical
- 9.3.4. Major Capital Submission to Ministry
- 9.3.5. CPS Millwright Building Lease
- 9.3.6. Category D International Field Trip – KCI amended request
- 9.3.7. SSBA Spring Assembly Voting Delegates
- 9.3.8. 2015-2016 Board Planning and Development Sessions – amended
- 9.3.9. Natural Gas Agreement – Connect Energy

10. Director's Report

11. Committee/Conference Reports

- 11.1. School Community Council

12. Future Business

13. Meeting Dates – Apr. 21, May 19

14. Notice of Motion

15. Topics for Future Agendas

- 15.1. Receive and Review Monthly Financial Report
- 15.2. Host Advocacy Session with Parkland College
- 15.3. Hold Preliminary Budget Discussions
- 15.4. Receive and review Strategic Priorities Report – Financial Stewardship focus on facilities
- 15.5. Board Policies 8 and 9 - Terms of References

16. Adjourn

**The Board of Education of the  
Good Spirit School Division No. 204 of Saskatchewan**

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**Minutes of the Regular Meeting of the Good Spirit Board of Education  
Thursday, March 17, 2016  
Fairview Education Centre, Yorkton, Saskatchewan**

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**Board Members (P)Present (A)Absent**

P	Chris Balyski
P	Bryan Cottenie
P	Gord Gendur
P	Shannon Leson
P	Florence Stachura
P	Lois Smandych – Chair

P	DJ Cairns – Vice Chair
A	Gilda Dokuchie
P	Rick Haacke
P	Bonnie Rushowick
P	Bob Simpson

**Staff**

Quintin Robertson – Deputy Director  
Sherry Todosichuk – Superintendent of Business Administration

**16-011**

Smandych:

**Call to order**

That this meeting now come to order at 1:00 p.m.

**Carried.**

**16-012**

Leson:

**Adoption of agenda**

That the agenda be adopted as amended.

**Carried.**

**Conflict of Interest**

None declared regarding presented agenda items.

**16-013**

Gendur:

**Approval of regular minutes**

That the minutes of the January 21, 2016 Regular Meeting be adopted as presented.

**Carried.**

**Business arising from the minutes**

None

**Planning and Development**

Website – Darran Teneycke and Shawn Kostiuk

**Accountability Reports**

Internal Processes with a focus on LEAN/Efficiency Committee Work – Sherry Todosichuk

**16-014**

Cottenie:

**Accountability Report – Student and Family**

That the Board accept the Accountability Report on LEAN/Efficiency Committee as presented.

**Carried.**

### **Delegation**

Evan Poppleton and Markus Breitzkreuz - Homeschooling

Bonnie Rushowick joined the meeting at 3:00 p.m..

### **In-Committee Items**

1. In-Committee Board Session
2. Human Resources Report
3. Student Suspension Report
4. Public Section Update
5. Churchbridge School Community Council Boundary Review Request
6. Yorkton Minor Football Accounts Receivable
7. Hoffman School and Property Disposal
8. MCS Bus Litigation Update
9. Non-Resident Tuition Students

**16-015**

Balyski:

### **Enter committee of the whole**

That the Board enter committee of the whole.

**Carried.**

**16-016**

Rushowick:

### **Exit committee of the whole**

That the Board exit committee of the whole.

**Carried.**

### **Action Items**

1. In-committee Items
  - a. Student Suspension Report
  - b. Teacher Termination
  - c. Teacher Resignation
  - d. Public Section Support of Litigation
  - e. Churchbridge SCC Boundary Review
  - f. Yorkton Minor Football Account Receivable
2. Old Business
  - a. 2016-2017 School Calendar
3. New Business
  - a. Anna Ingham Resource Room
  - b. City of Yorkton tax abatement request
  - c. Tenders:
    - i. MCS Roof
    - ii. Kamsack Bus Garage Roof
    - iii. Restricted Reserve for Kamsack Bus Garage Roof
    - iv. Langenburg School Furniture
    - v. P.J. Gillen Windows and Electrical
  - d. Major Capital Submission to Ministry
  - e. CPS Millwright Building Lease
  - f. Category D International Field Trip – KCI – Amendment
  - g. SSBA Spring Assembly Voting Delegates
  - h. 2015-2016 Board Planning and Development Sessions – Amended
  - i. Natural Gas Agreement – Connect Energy

**16-017**

Haacke:

### **Student Suspension Report**

That the Board accept the student suspension report with recommendations as presented.

**Carried.**

- 16-018**  
Leson: **Teacher Termination Rescinded**  
That the Board rescind board motion 14-069.  
**Carried.**
- 16-019**  
Gendur: **Teacher Resignation**  
That the Board accept the letter of resignation from Carlene Krepakevich-Dutchak effective November 1, 2016.  
**Carried.**
- 16-020**  
Simpson: **Public Section Litigation Support**  
That the Board approve the payment of an additional \$7 per student for the 2015-2016 fiscal year to support the Public Section Litigation fund.  
**Carried.**
- 16-021**  
Cottenie: **Churchbridge SCC Boundary Review Request**  
That the Board deny the request of the Churchbridge SCC to perform an attendance boundary review at this time.  
**Carried.**
- 16-022**  
Stachura: **Yorkton Minor Football Account Receivable**  
That the Board offer, on a without prejudice basis, to enter into a letter of understanding with Yorkton Minor Football Association regarding the repayment of the amount owing on the project that provides for equal annual payments over a period not to exceed 10 years including interest at the GSSD line of credit rate. Further, that upon acceptance of such letter of agreement, the Board would be prepared to absorb the costs incurred for Division requirements in the amount of \$137,129.62.  
**Carried.**
- 16-023**  
Cairns: **2016-2017 School Year Calendar**  
That the Board approve the submission of the 2016-2017 school year calendar, as presented, for ministerial approval.  
**Carried.**
- 16-024**  
Simpson: **Re-naming of the Anna Ingham Resource Room**  
That the Board approve the request to re-name *The Anna Ingham Resource Room* at Fairview Education Centre to *The Anna Ingham Room*.  
**Carried.**
- 16-025**  
Rushowick: **Name of the Centralized Library**  
That the Board approve the request to name the centralized library at the Yorkton Regional High School to *The Good Spirit Centralized Library*.  
**Carried.**
- 16-026**  
Haacke: **City of Yorkton Tax Exemption Request**  
That the Board approve to abate 100% of the education taxes for 2014 for the Yail Harbor Inc. as requested by the City of Yorkton.  
**Carried.**
- 16-027**  
Leson: **Award of Contract – MCS Roof**  
That the Board award the contract for the Melville Comprehensive School Roof Replacement to Clark Roofing.  
**Carried.**
- 16-028**  
Cottenie: **Award of Contract – Kamsack Bus Garage Roof**  
That the Board award the contract for the Kamsack Bus Garage Roof Replacement to Clark Roofing.  
**Carried.**

- 16-029**  
Gendur: **Application of Restricted Accumulated Surplus**  
That the Board access the restricted accumulated surplus for the cost of the Kamsack Bus Garage Room replacement up to the amount of \$50,000.  
**Carried.**
- 16-030**  
Simpson: **Award of Contracts - Langenburg School Furniture**  
That the Board award the contracts for the Langenburg School furniture purchase to the following vendors: Action Office Interiors, Business Furnishings and HBI.  
**Carried.**
- 16-031**  
Cairns: **Award of Contracts – P.J. Gillen Windows and Electrical**  
That the Board award the contract for the P.J. Gillen window and electrical upgrades to G. Hahn Contracting Ltd.  
**Carried.**
- 16-032**  
Haacke: **Application for Major Capital Project Funding**  
That the Board approve the submission of the application for Major Capital Project Funding for 2017-2018 as presented.  
**Carried.**
- 16-033**  
Cottenie: **Lease Agreement – Churchbridge Millwright Building**  
That the Board enter into an agreement with Bruce and Cindy Basken for the lease of the premises at 324 Rankin Rd, Churchbridge, SK for the period from January 26, 2016 until June 30, 2018 for the purposes of providing the instruction of the Churchbridge Millwright program.  
**Carried.**
- 16-034**  
Stachura: **Category D Field Trip Application – KCI - Amended**  
That the Board defer the decision on the category D Field Trip amended application received from Kamsack Comprehensive Institute until the next board meeting in April.  
**Carried.**
- 16-035**  
Rushowick: **SSBA Spring Assembly Voting Delegates**  
That the Board approves Cottenie, Dokuchie, Gendur, Leson, Simpson, Smandych and Stachura as voting delegates at the Saskatchewan School Board Association Spring assembly April 15, 2016. The Board Chair is authorized to pick up and distribute the Board's ballots. The ballots shall be allocated equally amongst the authorized trustees with the balance being allocated to the Board Chair and/or Vice Board Chair.  
**Carried.**
- 16-036**  
Haacke: **2015-2016 Board Planning and Development Sessions**  
That the Board approves the 2015-2016 Board Planning and Development Sessions as amended.  
**Carried.**
- 16-037**  
Balyski: **Contract – Natural Gas Agreement – Connect Energy**  
That the Board enter into a one year agreement with Connect Energy for the supply of natural gas for November 2016 to October 2017.  
**Carried.**
- 16-038**  
Cairns: **Special Board Meeting**  
That the Board hold a special board meeting on Thursday, March 24, 2016 at 10:00 a.m. at Fairview Education Centre.  
**Carried.**



### **Information Items presented by the Deputy Director of Education**

1. Strategic Plan Report - tabled
2. Monthly Financial Report - tabled
3. Human Resources Report – posted in Resource Centre
4. Correspondence -
  - a. Announcement from Ministry of Education – tabled
  - b. 2016-2017 School Division Budget Submission Process – tabled
  - c. 2016 Municipal EPT Mill Rates – tabled
  - d. Neew Independent School Preeceville
5. GSSD Indoor Track Meet
6. Administrative Council Performance Appraisals
7. Thank You Notes – circulated at meeting
8. Important Dates

### **Discussion Items presented by the Deputy Director of Education**

1. AGM debrief – tabled
2. Board/Admin retreat – tabled
3. Submission of Resolutions for 2016 SSBA Spring Assembly – tabled

### **Committee / Conference Reports**

1. School Community Council Governance Reports - tabled

### **Future Business**

1. Meeting dates – April 21, May 19
2. Notice of Motion
3. Topics for Future Agendas
  - a. Receive and Review Monthly Financial Report
  - b. Host advocacy session with Parkland College
  - c. Hold preliminary budget discussions
  - d. Receive and review Strategic Priorities Report – Financial Stewardship focus on facilities
  - e. Board Policies 8 and 9 – development of Terms of References

**16-039**

Rushowick:

### **Adjournment**

That we do adjourn at 5:00 p.m.

**Carried.**

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CHAIRMAN - Smandych

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SECRETARY – Todosichuk



Our Motto ...

Students Come First

Our Mission ...

Building Strong  
Foundations to Create  
Bright Futures

Our Vision ...

Learning Without  
Limits ... Achievement  
For All

Our Values ...

- ✓ We Belong
- ✓ We Are Responsible
- ✓ We Respect
- ✓ We Learn
- ✓ We Nurture

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http://gssd.ca



## BOARD MEETING SUMMARY

### Regular Meeting of the GSSD Board of Education Thursday, March 17/16

#### Rural Congress



Several capable GSSD staff members shared their knowledge at the 21 Rural Congress in Saskatoon. Thank you for proudly representing our school division.

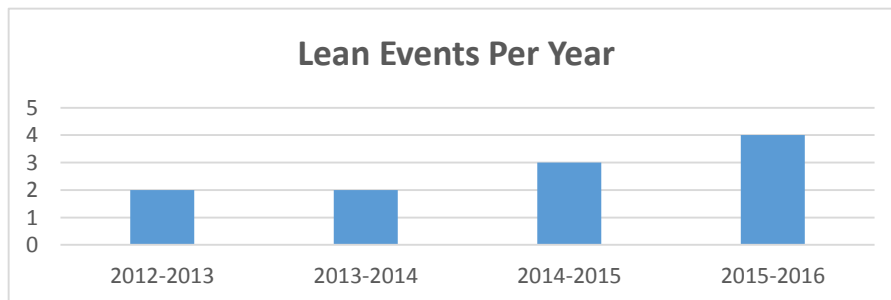
- Jackie Spencer (GSSD Behaviour Support Coach) co-presented with Jean Bacon on Positive Behaviour Interventions and Supports.
- Reg Leidl (Principal Macdonald School) presented along with Melissa Johanson (Macdonald School SST & Kdn. Teacher) and Amanda Kornaga (Churchbridge Public School Vice Principal) on Outdoor Learning Spaces.
- Thad Swidzinski (GSSD Distributed Learning Coach) presented on Distributed Learning.

#### Accountability Report

Sherry Todosichuk, Superintendent of Business Administration, presented to the Board of Education details regarding the efficiency work that has occurred within the division since 2012-2013. The following information represents a summary of the detailed report shared on March 17, 2016.

**Goal:** By June 2020, GSSD will implement division-wide approaches to find efficiencies and increase value-add in order for the division to be responsive to the challenges of student and staff needs

**Measurement:** The school division is required by the Ministry of Education to complete 2 LEAN activities each year.



#### 2012-2013

*This is a synopsis of presentations and discussion items at Board of Education meetings. For a complete listing of decision items, visit our website at [www.gssd.ca](http://www.gssd.ca) under Board Minutes.*

# BOARD MEETING SUMMARY

## Strategic Plan Update

As part of the Director's Report, the Board of Education was presented with an update on the GSSD Strategic Plan by Quintin Robertson, Deputy Director of Education.

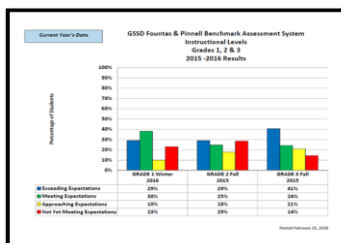
## Student & Family Focus

### School Celebration

#### Columbia School: One School, One Book

- This year marked our third year of One School, One Book. The title we chose as our book was *The One and Only Ivan* by Katherine Applegate, a book about a gorilla locked in a cage at a mall who is determined to save his friend, a baby elephant from the same fate.

### Grade 1 to 3 Literacy Rates



#### Grade 1

- **14% increase** in meeting &/or exceeding grade level expectations year over year.

#### Grade 2

- **3% decrease** in meeting &/or exceeding grade level expectations year over year.

#### Grade 3

- **4% increase** in meeting &/or exceeding grade level expectations year over year.

## Internal Process Focus

### Human Resources

- The Human Resources Manager, Paula Bonham, has completed her "First 90 Days" and has used part of that time to perform an HR audit of our organization. Moving forward we will be using the results of the HR audit to address gaps in our systems, improve efficiencies and find cost savings processes while aligning all HR initiatives to the overall division goals as outlined in our strategic plan.

### Annual General Meeting Update

- The AGM was held on February 2<sup>nd</sup> at the YRHS Cafeteria. We over 60 people in attendance. Dr. Brass Pow Wow Dance Group entertained the audience with a great performance prior to the meeting. The Governance Report was given by Lois Smandych, Board Chair. Other reports for the evening included: Rhae-Ann Holoien, Director, who gave an overview of the Division and Strategic Plan; Quintin Robertson, Deputy Director, gave the Learning Report; and Sherry Todosichuk, Superintendent of Business, reported on the Division's financial information.

Additional details contained in the Strategic Plan Update can be found at [GSSD Website](#).



**Our Motto** Students Come First  
**Our Mission** Building Strong Foundations to Create Bright Futures  
**Our Values** Belonging, Respect, Responsibility, Learning, Nurturing  
**Our Vision** Learning Without Limits...Achievement For All

## Strategic Plan Report

**Date of Submission to the Board of Education:** March 17, 2016

**Submitted By:** Rhae-Ann Holoiien – Director of Education

### STUDENT AND FAMILY FOCUS

#### SHSAA and ECDA A Report

**Junior Boys' and Girls' District Curling** **Location:** Kamsack  
**Teams involved:** KCI, Sturgis, Preeceville, YRHS, Melville Comp. Esterhazy, Churchbridge, Stockholm, and Saltcoats

**Boys' Results**

Saltcoats  
 Preeceville  
 Yorkton Regional

**Girls' Results**

Yorkton Regional  
 Saltcoats  
 Sacred Heart

**ECDA A Jr. Mixed Curling** **Location:** Sturgis  
**Teams involved:** Saltcoats, Esterhazy, Springside, Preeceville, Sturgis, Canora and Norquay

**Results**

Canora Composite  
 Sturgis Composite  
 Esterhazy High

**Senior Curling** **Location:** Yorkton  
**Teams involved:** Yorkton Regional, Melville Comp, Sacred Heart, Esterhazy, Invermay, KCI, Norquay, Churchbridge, Sturgis, and Canora

**Boys' Results**

Sacred Heart  
 Yorkton Regional  
 Melville Comp.

**Girls' Results**

Yorkton Regional (1)  
 Yorkton Regional (2)  
 Sacred Heart

**Mixed Results**

Churchbridge  
 Kamsack Comp.  
 Melville Comp.

**ECDA A Jr. Girls' District Basketball** **Location:** Sturgis Composite High School on February 26 & 27, 2016

**Schools also in attendance:** Yorkdale, Kamsack Comprehensive, Langenburg, Norquay, and Sturgis

**Results**

**Gold medal winners** – Canora Cougars  
**Silver medal winners** – YRHS Raiders  
**Bronze medal winners** – Melville Cobras

**ECDA A Jr. Boys' District Basketball** **Location:** Sacred Heart on February 26 & 27, 2016

**Schools also in attendance:** Canora, Sacred Heart, St. Henry's, Preeceville, and Invermay

**Results**

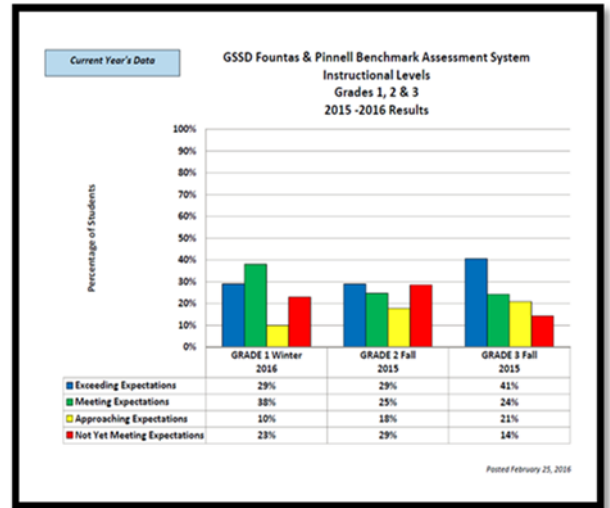
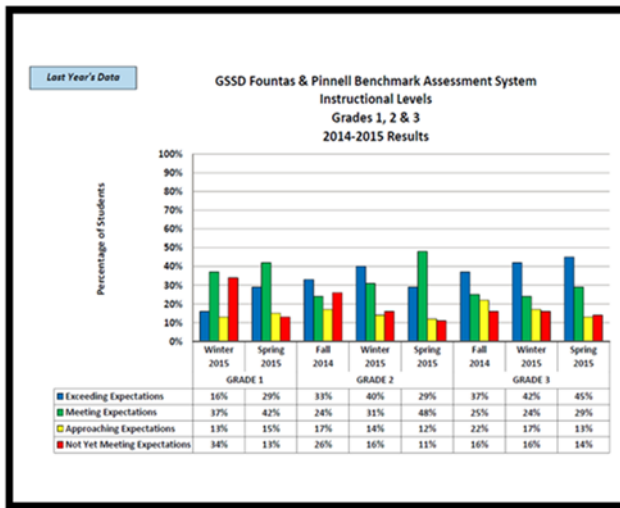
**Gold medal** - Yorkton Regional  
**Silver medal** - Norquay  
**Bronze medal** - Melville Comprehensive

STUDENT & FAMILY | INTERNAL PROCESSES | PEOPLE CAPACITY | FINANCIAL STEWARDSHIP

School Celebration

Columbia School: One School, One Book

- This year marked our third year of One School, One Book. The title we chose as our book was The One and Only Ivan by Katherine Applegate, a book about a gorilla locked in a cage at a mall who is determined to save his friend, a baby elephant from the same fate.
- With the support of our Columbia School SCC and SIGA, we were able to purchase enough books for every family in our school. Over the course of one month, families shared this book by reading pre-assigned pages together and then listened attentively each morning for the trivia question over the announcements. As a grand finale of finishing the book, the literacy committee planned a “One and Only Ivan Party” for the afternoon of February 12. Our afternoon was filled various activities; The Monkey Challenge in the Music Room, an iPad safari in the Library, the Jungle Obstacle Course in the Gym, the Green Screen Picture Booth and Bookmark station, Fingerpainting for K-3 and Plasticene creations for 4-6, and of course, a Banana Split making station! A special thank you to the Yorkton Co-op for donating all the bananas!
- The school was alive with excitement, and it was a great energy and experience for sharing the love of literature in our school.



Grade 1 to 3 Literacy Rates

Grade 1

- **14% increase** in **meeting &/or exceeding** grade level expectations year over year. (winter to winter)

Grade 2

- **3% decrease** in **meeting &/or exceeding** grade level expectations year over year. (fall to fall)

Grade 3

- **4% increase** in **meeting &/or exceeding** grade level expectations year over year. (winter to winter)

## INTERNAL PROCESS FOCUS

### Human Resources

- The Human Resources Manager, Paula Bonham, has completed her “First 90 Days” and has used part of that time to perform an HR audit of our organization. Moving forward we will be using the results of the HR audit to address gaps in our systems, improve efficiencies and find cost savings processes while aligning all HR initiatives to the overall division goals as outlined in our strategic plan.
- A review of the current lean events for HR/Payroll workflow, leaves of absence and hiring processes are in the final stages to begin implementation of continuous improvement.

### Annual General Meeting Update

- The AGM was held on February 2<sup>nd</sup> at the YRHS Cafeteria. We over 60 people in attendance. Dr. Brass Pow Wow Dance Group entertained the audience with a great performance prior to the meeting. The Governance Report was given by Lois Smandych, Board Chair. Other reports for the evening included: Rhae-Ann Holoien, Director, who gave an overview of the Division and Strategic Plan; Quintin Robertson, Deputy Director, gave the Learning Report; and Sherry Todosichuk, Superintendent of Business, reported on the Division’s financial information.

### Joint Transportation Committee with CTSD

- We met on Monday, January 24<sup>th</sup>, 2016. The second meeting will be held in the spring. Christ the Teacher Director mentioned that any concerns that have been brought forward are addressed quickly and efficiently.

### High School Science

- The province has fully implemented the new curriculum at the grade 11 or 20 level. The new approaches to science instruction have required that we build our internal capacity to think and teach differently. As a result, GSSD has partnered with SPDU or the Saskatchewan Professional Development Unit and FLINN Scientific to invest in our science facilities and science teachers. One such investment has come in the way of in-service. Below are posters calling teachers to participate in division sponsored professional development events planned and facilitated by SPDU and our own science teachers. GSSD will also be working with FLINN Scientific to complete safety and equipment gap analysis for the secondary schools in the division between Feb. 29 & March 4. GSSD will receive a complete inspection report including documentation and images from each school and a priority listing to be addressed immediately, and on a reasonable timetable. FLINN Scientific has also agreed to partner with GSSD to further enhance our online portal.



Environmental Science Workshop



Physical Science Workshop



### CUPE Labour Management Meeting

Rhae-Ann, Paula, and Sherry met with CUPE President, Karla Sastaunik, on Jan. 12/16 to discuss Leave of Absences in the CUPE contract.

### Transportation

Reg Fogg has been riding bus routes. Rhae-Ann and Reg toured the bus garages in Melville on January 28<sup>th</sup> and Sturgis on January 29<sup>th</sup>.

### Centralized Library

GSSD will be adjusting the direction and location of our Centralized Library. Currently, there is a small collection of materials housed out of the Anna Ingham Room at FEC. The project we are embarking on would see this collection moving to the YRHS lower library. There would be a significant expansion of the collection over the next 3 to 5 years to allow maximization of division resources. This move would also allow for increased efficiency in resource cataloguing, distribution of resources and security of resources.




Representation of the GSSD Professional Library at YRHS

### Draft Calendar

- A committee between Good Spirit School Division and Christ the Teacher was organized in early December to begin consultation on a draft school calendar. An initial meeting included Senior Admin members and then a second meeting involved representatives from the Teachers Associations of Good Spirit School Division and Christ the Teacher to ensure that there was teacher voice in further discussions. An administrator from GSSD was also invited for conversation and feedback.
- Discussions included best practices to align the calendar to support teachers and students in terms of possible days, instructional time and periods between breaks. With Labour Day being so late this year, the Saskatchewan Government amended legislation to have a school start date of September 1<sup>st</sup>. This start date would allow school divisions to have relatively the same breaks as in the past. Our draft calendar also included the mandated 12 non-numbered days and 185 instructional days throughout the year.
- A report on teacher workload was to be ready for review January 31 and this report may mean some minor changes to the calendar in the near future. The teacher workload report was not yet available to the committee so it was agreed that the draft calendar would be sent out to school staffs with feedback requested by February 29<sup>th</sup>. The committee will then meet again to finalize the 2016-17 calendar and then it will be forwarded to the board for approval.

Literacy Corrective Action Plan



Corrective Action Plan

<p><b>Focus Area:</b> Student &amp; Family Focus <b>Date:</b> Feb. 2, 2016</p> <p style="text-align: center;"><u>Current Problem / Reason for Action</u></p> <p><i>Current problem should be stated very simply, clearly and succinctly.</i></p> <ul style="list-style-type: none"> <li>• [Redacted] has historically under achieved in their literacy results despite high levels of support (low PTR [Redacted], Community School Funding, etc.)</li> </ul> <p><i>What is the gap between actual and target for this reporting period?</i></p> <ul style="list-style-type: none"> <li>• Gr. 2 – 35% at grade level</li> <li>• Gr. 3 – 47% at grade level</li> <li>• Gr. 4 – 32% at grade level</li> <li>• Gr. 5 – 57% at grade level</li> <li>• At this time of the year, our target is at least 65% at or above grade level. This target was selected given the aggressive fall targets and the growth typically experience from fall to spring. Spring target is 80% at or above grade level.</li> </ul>	<p><b>Goal:</b> Lay the foundation for future continued growth in literacy at [Redacted] School. Support the full implementation of the research based literacy strategies outline in Sask. Reads.</p> <p style="text-align: center;"><u>Proposed Actions</u></p> <p><i>What are the actions you will take to return to GREEN performance? This should be a summary of the actions to cement in leadership's minds what you are going to do. Can include things like education, audits, adding huddles.</i></p> <ul style="list-style-type: none"> <li>• The literacy team will be embedding themselves in [Redacted] for a total of 9 days to support the continued implementation of Balanced Literacy at [Redacted]             <ul style="list-style-type: none"> <li>o Day 1 relationship building with students and staff, observation, reflection</li> <li>o Day 2 Compare observations to data (2 rotating subs)</li> <li>o Day 3 co-planning lesson/ Meet with coaches and admin. at the end of the day.</li> <li>o Block 1 - February 29, March 1, &amp; 2; Block 2 - April 4, 5, &amp; 6; Block 3 - May 2, 3, &amp; 4</li> </ul> </li> </ul> <p><i>This section should give your audience a sound bite of corrective actions that they can walk away with.</i></p> <ul style="list-style-type: none"> <li>• [Redacted] staff along with the GSSD literacy team and senior administration will embark on a pilot project in a collaborative effort to lay a foundation of effective structures, supports, and instructional practices for future continued literacy growth at [Redacted]</li> </ul>																		
<p style="text-align: center;"><u>Root Cause Analysis</u></p> <p><i>What were the causes for not meeting the target?</i></p> <ul style="list-style-type: none"> <li>• The literacy team will attempt to determine the cause of the under achievement. Attendance has been tracked since fall and this would not appear to be a limiting factor.</li> <li>• The [Redacted] catchment area would experience significant socio economic barriers, however, other schools in the division with similar barriers are achieving at higher levels.</li> <li>• The literacy team will utilize the Sask. Reads Document and the GSSD Self Reflection Templates as a measure to ensure Balanced Literacy is occurring with fidelity in [Redacted]</li> </ul> <p><i>What analysis determined the cause(s)?</i></p> <ul style="list-style-type: none"> <li>• Barager Data</li> <li>• F &amp; P Data from Fall for Grades 2, 3, 4, 5</li> <li>• Winter F &amp; P Data for Kdn.</li> <li>• Fall EYE Data for Kdn.</li> </ul>	<p style="text-align: center;"><u>Implementation Plan</u></p> <p>• This section is a more detailed implementation plan.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">What Specific Actions Will be Taken?</th> <th style="text-align: left;">Who is Responsible?</th> <th style="text-align: left;">Completion Date?</th> </tr> </thead> <tbody> <tr> <td>Grades Pre-K, K, 1</td> <td>[Redacted]</td> <td>Block 1, 2, 3</td> </tr> <tr> <td>LLI/Library team</td> <td>[Redacted]</td> <td>Block 1, 2, 3</td> </tr> <tr> <td>Grades 2, 3, 4</td> <td>[Redacted]</td> <td>Block 1, 2, 3</td> </tr> <tr> <td>Grades 5, 6, 7</td> <td>[Redacted]</td> <td>Block 1, 2, 3</td> </tr> <tr> <td>Principal/VP</td> <td>[Redacted]</td> <td>Block 1, 2, 3</td> </tr> </tbody> </table>	What Specific Actions Will be Taken?	Who is Responsible?	Completion Date?	Grades Pre-K, K, 1	[Redacted]	Block 1, 2, 3	LLI/Library team	[Redacted]	Block 1, 2, 3	Grades 2, 3, 4	[Redacted]	Block 1, 2, 3	Grades 5, 6, 7	[Redacted]	Block 1, 2, 3	Principal/VP	[Redacted]	Block 1, 2, 3
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Principal/VP	[Redacted]	Block 1, 2, 3																	

- School staff along with the GSSD literacy team and senior administration will embark on a pilot project in a collaborative effort to lay a foundation of effective structures, supports, and instructional practices for future continued literacy growth.
- The literacy team will be embedding themselves in the selected school for a total of 9 days to support the continued implementation of Balanced Literacy.

**Block 1**

- ◇ Day 1 - Relationship building with students and staff, guided conversation & reflection
- ◇ Day 2 – Team meeting
- ◇ Day 3 - Classroom observations, co-planning, etc.
- ◇ **Block 1** - February 29, March 1, & 2; **Block 2** - April 4, 5, & 6; **Block 3** - May 2, 3, & 4



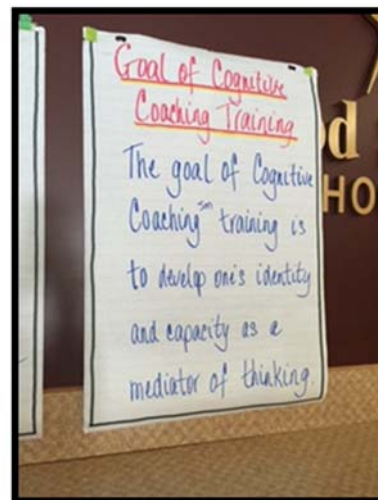
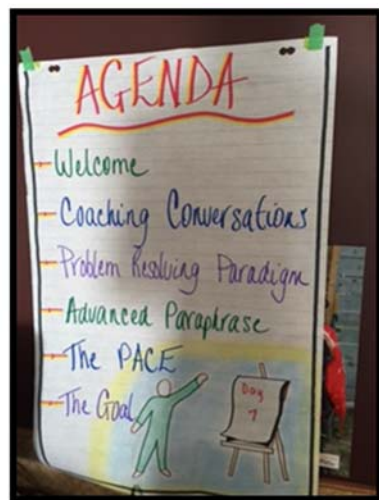
### Administrator's Meetings

Administrator Meeting Topics and Schedule 2015/16				
Face to Face Admin. Meeting Feb. 9/16	Teleconference March 22/16	Face to Face Admin. Meeting April 26/16	Teleconference May 10/16	Face to Face Admin. Meeting June 7/16
<ul style="list-style-type: none"> <li>- Review Norms (Rhae-Ann)</li> <li>- Admin. Procedures (Rhae-Ann)</li> <li>- Outcome-Based Report Update (Quintin)</li> <li>- Compelling Why &amp; Shared Belief Module for Sask. Reads (Lisa W.)</li> <li>- Leadership Project Activity (Quintin)</li> <li>- GSSD Initiatives Listing (Quintin)</li> <li>- SSBA Legal Services Presentations on Investigations                             <ul style="list-style-type: none"> <li>• Introduction to Legal Principles</li> <li>• Investigations                                     <ul style="list-style-type: none"> <li>○ Police in Schools</li> <li>○ Conducting an Investigation</li> <li>○ Search and Seizure</li> </ul> </li> <li>• Custody and Access</li> <li>• Social Media</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>- Review Norms (Rhae-Ann)</li> <li>- Math Updates (Cindy)</li> <li>- FTV (Mark)</li> <li>- CUPE Provisions (Paula)</li> <li>- CSCH (Donna)</li> <li>- Cultivating a Culture for Sask. Reads (Lisa W.)</li> <li>- Leadership Project Update (Quintin)</li> <li>- GSSD Initiatives Listing (Quintin)</li> <li>- Fish Phil. Follow-up Survey Questions (Rhae-Ann)</li> <li>- Communication with bus drivers by Administrator, etc. (Teresa &amp; Tracy)</li> <li>- Data Wall Discussions in June (Rhae-Ann)</li> </ul>	<ul style="list-style-type: none"> <li>- Review Norms (Rhae-Ann)</li> <li>- School Locator &amp; Class Configuration on Barager (Quintin)</li> <li>- Data Warehouse (Quintin)</li> <li>- High School Assessment Handbook (Donna)</li> <li>- PBIS &amp; Review 360 (1:00pm presentation - Tracy)</li> <li>- Admin. Procedure Updates – 505 &amp; 261 (Darran)</li> <li>- Leading a Sask. Reads School (Lisa W.)</li> <li>- Leadership Project Activity (Quintin)</li> <li>- Diversity Factor (Quintin)</li> <li>- GSSD Initiative Listing (Quintin)</li> </ul>	<ul style="list-style-type: none"> <li>- Review Norms (Rhae-Ann)</li> <li>- Leading a Sask. Reads School (Lisa W.)</li> <li>- Leadership Project Update (Quintin)</li> <li>- Literacy Look Fors (Quintin)</li> <li>- Establish plan for 2016/17 Admin. Meeting (Rhae-Ann)</li> </ul>	<ul style="list-style-type: none"> <li>- Review Norms (Rhae-Ann)</li> <li>- LIPS (Rhae-Ann)</li> <li>- Provincial Budget (Sherry)</li> <li>- Managing a Sask. Reads School Module (Lisa W.)</li> <li>- Leadership Project Activity (Quintin)</li> </ul>

- The third administrators' teleconference meeting was held on Tuesday, January 25<sup>th</sup> (8 - 9 am). The teleconference meetings are intended to be short and focused on information items. Additional teleconferences will occur on March 22 and May 10.
- The third face to face administrators' meeting was held on Tuesday, February 9<sup>th</sup> (9:00am – 3:00pm). The morning session contained several focused discussions about assessment, administrative procedures, literacy, etc. The afternoon focused on a legal session with SSBA lawyer Geraldine Knudson. The senior administrative team and in-school administrators from Christ the Teacher SD joined GSSD to learn more about legal issues in the school such as, custody, searches, etc.

### Division Professional Development

#### Cognitive Coaching Days 7 & 8



- GSSD recently had a number of coaches and coordinators complete the final stages of Cognitive Coaching. The training was facilitated by SPDU and will increase the participants' ability to work effectively with adult learners within the division.

PEOPLE CAPACITY FOCUS continued

PD Event	Date	Topic / Outcome
Physical Science 20 Workshop	Feb. 8, 2016	Participants attending the workshop will discuss choices that work in their reality for year plans and units, key labs and activities.
Environmental Science 20 Workshop	Feb. 8, 2016	This workshop is designed to enhance your Environmental Science 20 instruction. The dedicated Science Leaders, Tara Haugen and Rob McLean, will take you through the new curriculum and allow you to experience some hands-on activities that you can use in your classroom. Participants will be given a chance to share ideas, resources, labs, activities, lessons, units and assessments.
Leadership Project Meeting	Feb. 12, 2016	The focus of this meeting will be on: Considering results from Principals' meeting (Big Ideas). Leadership beyond education.
Health Science 20 Workshop	Feb. 23, 2016	This of workshop explores the Health Science 20 course. Teachers will be sharing resources, activities, lessons, unit plans, and assessments they are using in this new course.
Supporting Science Curriculum Renewal Workshop	Feb. 23, 2016	This workshop is for teachers of renewed science curriculum, and will deal with cultural perspectives in science, inquiry and independent learning, and some discussion of assessing outcomes.
Art of Facilitation Workshop	Feb. 23 & 24, 2016	In this workshop participants will: Develop an understanding of learning theory and learning styles. Explore and use a toolkit of strategies to engage and connect with a range of audiences; convert negative energy; and Communicate effectively in a variety of work related situations. Transfer knowledge and skills learned into work settings including meetings, workshops and consultations.
Cognitive Coaching Days 7 & 8 Workshop	Feb. 25 & 26, 2016	In this workshop participants will: Fluency with the tool cluster of pacing to support problem resolving conversations Enhanced personal acuity, ways of attending, listening, and responding Refined coaching skills in crafting meditative questions Internalized Problem-Resolving Map Fluency with the tool cluster of leading to support problem resolving Integrated maps and tools of Cognitive Coaching Days 5-8 of the Cognitive Coaching is open to any coaches, PSPs and SSCs that have completed Days 1-4.

## PEOPLE CAPACITY FOCUS continued

PD Event	Date	Topic/Outcome
Comprehensive School Community Health Workshop	March 11, 2016	The purpose of this workshop is to roll out the Substance Abuse/Mental Health toolkit. The workshop is open to Administrators, Health Education Teacher and School Counsellor from CPS, EHS, KCI, MAC, MCS and YRHS .
Non-Violent Crisis Intervention Refresher Workshop	March 11, 2016	In this workshop, participants will review strategies for safely defusing anxious, hostile, or violent behavior at the earliest possible stage. If participants have received NVCI 2-day training within the last two years, this course may be used for re-certification.
Leadership Project Meeting	March 18, 2016	The focus of this meeting will be on: Putting together the Big Ideas (the framework of leadership practices valued by the Good Spirit School Division) Consult the Matrix for powerful practices
Grade 7 Dialogical Learning	March 21, 2016	

## FINANCIAL STEWARDSHIP FOCUS

### Budget Forecasting/PD Planning

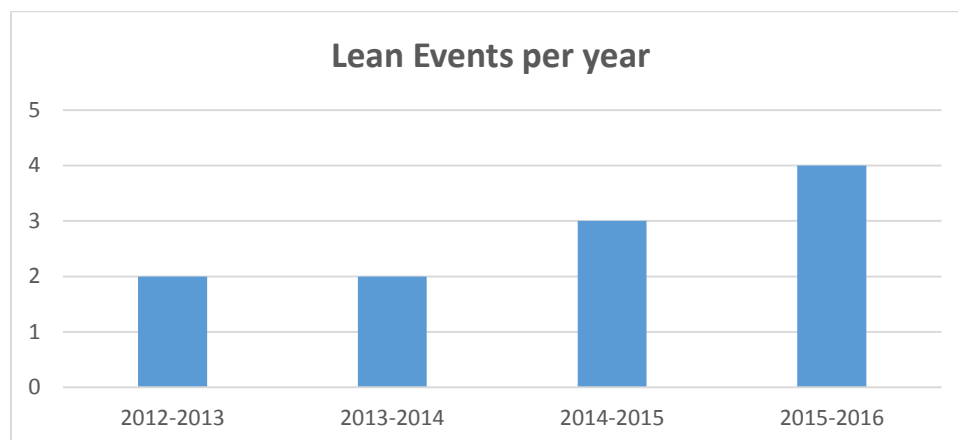
- On a monthly basis, Admin Council reviews current and forecasted plans in terms of the budget allocations. As plans are implemented and completed or changed, resources available or flagged. In the initial presentation and discussion an amount of \$124,000 was made available. As other needs arise we have developed a “pot of funds” available to redirect to new or changing priorities.
- The process of planning for Professional Development (Centralized) for the next budget year has been enhanced to ensure transparency of resources. A template has been developed where in all activities are to be recorded and costed out for budgeting purposes. This will allow a global perspective and the ability to identify areas of concern (ie. Cost/benefit analysis, review of attendees to ensure an individual employee is not taken out of the classroom continually). As well, as the events happen during the year, the costing will be updated and resources monitored for possible redirection.

### Grants

- The reconciliation of the 2015 education taxes has been completed. The estimated impact for the grant will be a decrease of approximately \$218,356.
- No information has been provided nor anticipated to be provided before the election on April 4<sup>th</sup>. The Ministry has been continuing on with the review of the grant formula and there are a number of possibilities such as funding at current year enrolments again, however at this point it is still unknown.

**Goal:** *By June 2020, GSSD will implement division-wide approaches to find efficiencies and increase value-add in order for the division to be responsive to the challenges of student and staff needs*

**Measurement:** The school division is required by the Ministry of Education to complete 2 LEAN activities each year.



#### **2012-2013**

- ✓ Mar 2013 Value Stream Mapping Event  
Hiring of teachers process
- ✓ Aug 2013 Kaizen  
Leaves of absence with payroll and human resources staff

#### **2013-2014**

- ✓ Dec 2014 Value Stream Mapping Event  
Student referral process
- ✓ Aug 2014 Value Stream Mapping Event  
Role of the Coaches (Math, Literacy, Digital Learning, Library)

#### **2014-2015**

- ✓ Sept 2014 Efficiency  
Implementation of Employee Self Service and electronic payments
- ✓ Mar 2015 Value Stream Mapping Event  
New Hire process
- ✓ Mar 2015 Value Stream Mapping Event (Partial)  
Leaves of Absence process

#### **2015-2016**

- ✓ Sept 2015 Efficiency  
Review of central office support positions
- ✓ Nov 2015 Efficiency  
Review of budget monitoring and reporting
- ✓ Feb 2016 5 S  
Human Resource Department
- ✓ Feb 2016 5 S  
Transportation Department

# Special Meeting Agenda

**Date:** Thursday, March 24, 2016  
**Location:** Fairview Education Center  
**Time:** **10:00AM – Meeting**

1. Call to Order
2. Approval of Agenda
3. In – Committee Items
  - 3.1. In- Committee Board Session
4. Action Items
  - 4.1. Items Arising From In – Committee
  - 4.2. Old Business
    - 4.2.1. 2016-2017 School Year Calendar - Final
  - 4.3. New Business
5. Director’s Report
  - 5.1. Information Items – tabled from March 17<sup>th</sup> meeting:
    - 5.1.1. Strategic Plan Report
    - 5.1.2. Correspondence
      - 5.1.2.1. 2016-2017 School Division Budget Submission Process
      - 5.1.2.2. 2016 Municipal EPT Mill Rates
    - 5.1.3. GSSD Indoor Track Meet – follow up
  - 5.2. Discussion Items – tabled from March 17<sup>th</sup> meeting:
    - 5.2.1. AGM Debrief
    - 5.2.2. Board/Admin Retreat Debrief
    - 5.2.3. Resolutions for 2016 Spring Assembly (new)
6. Committee/Conference Reports
  - 6.1. School Community Council Governance Reports
7. Future Business
8. Meeting Dates – April 21, May 19
9. Notice of Motion
10. Topics for Future Agendas
  - 10.1. Receive and Review Monthly Financial Report
  - 10.2. Host advocacy session with Parkland College
  - 10.3. Hold preliminary budget discussions
  - 10.4. Receive and review Strategic Priorities Report – Financial Stewardship focus on facilities
  - 10.5. Board Policies 8 and 9 – Terms of References – *Florence and DJ volunteered to draft – anyone else?*
11. Adjourn

**The Board of Education of the  
Good Spirit School Division No. 204 of Saskatchewan**

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**Minutes of the  
Special Meeting of the Good Spirit Board of Education  
Thursday, March 24, 2016  
Fairview Education Centre, Yorkton, Saskatchewan**

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**Board Members (P)Present (A)Absent**

P	Chris Balyski
P	Bryan Cottenie
P	Gord Gendur
P	Shannon Leson
P	Florence Stachura
P	Lois Smandych – Chair

P	DJ Cairns – Vice Chair
P	Gilda Dokuchie
P	Rick Haacke
A	Bonnie Rushowick
P	Bob Simpson

**Staff**

Quintin Robertson – Deputy Director  
Sherry Todosichuk – Superintendent of Business Administration  
Paula Bonham – Human Resource Manager

**16-040**

Smandych:

**Call to order**

That this meeting now come to order at 10:00 a.m.  
**Carried.**

**16-041**

Cottenie:

**Adoption of agenda**

That the agenda be adopted as presented.  
**Carried.**

**Conflict of Interest**

None declared regarding presented agenda items.

**In-Committee Items**

1. In-Committee Board Session
2. Non-Resident Tuition Students Update

**16-042**

Leson:

**Enter committee of the whole**

That the Board enter committee of the whole.  
**Carried.**

**16-043**

Stachura:

**Exit committee of the whole**

That the Board exit committee of the whole.  
**Carried.**

**Break**

**16-044**

Haacke:

**Enter committee of the whole**

That the Board enter committee of the whole.  
**Carried.**

**16-045**  
Balyski:

**Exit committee of the whole**  
That the Board exit committee of the whole.  
**Carried.**

**Break**

**16-046**  
Stachura:

**Enter committee of the whole**  
That the Board enter committee of the whole.  
**Carried.**

**16-047**  
Simpson:

**Exit committee of the whole**  
That the Board exit committee of the whole.  
**Carried.**

Board Member Cottenie excused himself from the meeting at 12:00 p.m.

**Action Items**

1. In-committee Items
2. Old Business
  - a. 2016-2017 School Calendar
3. New Business

**16-048**  
Balyski:

**2016-2017 School Calendar**  
That the Board approve the final 2016-2017 School Year Calendar as presented.  
**Carried.**

**Information Items presented by the Deputy Director of Education**

1. Strategic Plan Report
2. Correspondence
  - a. 2016-2017 School Division Budget Submission Process
  - b. 2016 Municipal EPT Mill Rates
3. GSSD Indoor Track Meet

**Discussion Items presented by the Deputy Director of Education**

1. AGM debrief – tabled
2. Board/Admin retreat – tabled
3. Submission of Resolutions for 2016 SSBA Spring Assembly
4. Out of school division boundary transportation
5. Board Finance Committee

**Committee / Conference Reports**

1. School Community Council Governance Reports

**Future Business**

1. Meeting dates – April 21, May 19

2. Notice of Motion
3. Topics for Future Agendas
  - a. Receive and Review Monthly Financial Report
  - b. Host advocacy session with Parkland College
  - c. Hold preliminary budget discussions
  - d. Receive and review Strategic Priorities Report – Financial Stewardship focus on facilities
  - e. Board Policies 8 and 9 – development of Terms of References

**16-049**  
Balyski:

**Adjournment**  
That we do adjourn at 2:50 p.m.  
**Carried.**

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CHAIRMAN - Smandych

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SECRETARY – Todosichuk



# Special Meeting Agenda – Conference Call

**Date:** Tuesday, May 3, 2016  
**Location:** Conference Call  
**Time:** **1:00 p.m – Meeting**

1. Call to Order
2. Approval of Agenda
3. In – Committee Items
  - 3.1. Organizational Structure Presentation – Quintin Robertson
  - 3.2. Student Suspension Report
4. Action Items
  - 4.1. Items Arising From In – Committee
    - 4.1.1. Organizational Structure
    - 4.1.2. Student Suspension Report
  - 4.2. Old Business
  - 4.3. New Business
    - 4.3.1. May 19, 2016 meeting start time
    - 4.3.2. Delegations to the Board
5. Adjourn

# Regular Meeting Agenda

**Date:** Thursday, April 21, 2016  
**Location:** Fairview Education Center  
**Time:** **12:00 AM – Lunch**  
**1:00 PM – Meeting**

**\* We will be joined by students and staff from Churchbridge Public School to give us a brief overview of their school \***

1. Call to Order
2. Approval of Agenda
3. Conflict of Interest
4. Approval of Minutes
  - 4.1. March 17, 2016 Regular Meeting
  - 4.2. March 24, 2016 Special Meeting
5. Planning and Development – Credit Recovery Process – Thad Swidzinski and Donna Kriger
6. Delegations
7. Accountability Reports – Financial Stewardship with a focus on Facilities – Teresa Korol
8. In – Committee Items
  - 8.1. In- Committee Board Session
  - 8.2. Human Resources Report
    - 8.2.1. Professional Staffing Summary
  - 8.3. Suspension Report
  - 8.4. Yorkton Regional High School Major Capital Project Update – Teresa Korol
  - 8.5. Public Section Litigation Update
  - 8.6. MCS Bus Update
  - 8.7. Non-Resident Student Update
  - 8.8. Advocacy Session Summaries
  - 8.9. Teacher Task Force Report
9. Action Items
  - 9.1. In-Committee
    - 9.1.1. Suspension Report

9.2. Old Business

9.2.1. International Student Travel

- KCI
- Future

9.3. New Business

9.3.1. Driver Education Service Tenders

9.3.2. Langenburg School Name

10. Director's Report

11. Committee/Conference Reports

11.1. School Community Council

12. Future Business

13. Meeting Dates – May 19, June 16, Budget Meeting

14. Notice of Motion

15. Topics for Future Agendas

15.1. Receive and Review Monthly Financial Report

15.2. Receive and Review Preliminary Budget Plan

15.3. Receive and Review Strategic Priorities Report – Student and Family

16. Adjourn

**The Board of Education of the  
Good Spirit School Division No. 204 of Saskatchewan**

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**Minutes of the Regular Meeting of the Good Spirit Board of Education  
Thursday, April 21, 2016  
Fairview Education Centre, Yorkton, Saskatchewan**

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**Board Members (P)Present (A)Absent**

P	Chris Balyski
P	Bryan Cottenie
P	Gord Gendur
P	Shannon Leson
P	Florence Stachura
P	Lois Smandych – Chair

P	DJ Cairns – Vice Chair
P	Gilda Dokuchie
P	Rick Haacke
A	Bonnie Rushowick
P	Bob Simpson

**Staff**

Quintin Robertson – Deputy Director

Sherry Todosichuk – Superintendent of Business Administration

Media and a member of the public were in attendance.

**16-050**

Smandych:

**Call to order**

That this meeting now come to order at 1:00 p.m.

**Carried.**

**16-051**

Cottenie:

**Adoption of agenda**

That the agenda be adopted as amended.

**Carried.**

**Conflict of Interest**

None declared regarding presented agenda items.

**16-052**

Cairns:

**Approval of regular minutes**

That the minutes of the March 17, 2016 Regular Meeting be adopted as amended.

**Carried.**

**16-053**

Simpson:

**Approval of special minutes**

That the minutes of the March 24, 2016 Regular Meeting be adopted as presented.

**Carried.**

**Business arising from the minutes**

None

**Planning and Development**

Credit Recovery Process – Thad Swidzinski and Donna Kriger

**Accountability Reports**

Financial Stewardship with a focus on facilities – Teresa Korol

**16-054**

Leson:

**Accountability Report – Financial Stewardship**

That the Board accept the Accountability Report on Financial Stewardship – facilities as presented.

**Carried.**

**Delegation**

None

**In-Committee Items**

1. In-Committee Board Session
2. Human Resources Report
3. Student Suspension Report
4. Yorkton Regional High School Major Capital Project Update
5. Public Section Litigation Update
6. MCS Bus Litigation Update
7. Non-Resident Students Update
8. Advocacy Session Summaries
9. Teacher Task Force Report
10. Yorkton Minor Football Correspondence

**16-055**

Stachura:

**Enter committee of the whole**

That the Board enter committee of the whole.

**Carried.**

**16-056**

Balyski:

**Exit committee of the whole**

That the Board exit committee of the whole.

**Carried.**

**Action Items**

1. In-committee Items
  - a. Student Suspensions
  - b. MCS Buses
2. Old Business
  - a. International Student Travel
3. New Business
  - a. Driver Education Services Tenders
  - b. Langenburg School Name

**16-057**

Haacke:

**Student Suspension Report**

That the Board accept the student suspension report with recommendations as presented.

**Carried.**

**16-058**

Leson:

**Melville Comprehensive School Buses**

That the Board accept the offer of \$20,000 provided by Walter Ursuliak to settle the Meville Comprehensive School bus purchase.

**Carried.**

**16-059**

Cottenie

**Kamsack Comprehensive Institute – Out of Country Travel**

That the Board approve the amended Category D out of country travel request from Kamsack Comprehensive Institute as presented.

**Carried.**

**16-060**  
Cairns: **Enter committee of the whole**  
That the Board enter committee of the whole.  
**Carried.**

**16-061**  
Cottenie: **Exit committee of the whole**  
That the Board exit committee of the whole.  
**Carried.**

**16-062**  
Gendur: **Acting Director of Education Appointment**  
That the Board appoint Quintin Robertson as Acting Director of Education effective immediately until December 31, 2016.  
**Carried.**

**16-063**  
Cottenie: **Director of Education Contract**  
That the Board terminate the contract of employment of Rhae-Ann Holoien effective immediately in accordance with section 13(d) of the contract of employment dated March 30, 2015.  
**Carried.**

**16-064**  
Balyski: **Driver Education Services Tenders**  
That the Board award the following contracts for Driver Education Services for 2016-17 to 2018-19 based on the results of the tenders received: L.M. Driving School – Melville Comprehensive and Yorkton Regional High Schools; and GO Behind the Wheel Driving School – Canora Comprehensive, Invermay, Norquay, Preeceville and Sturgis Composite Schools.  
**Carried.**

**16-065**  
Haacke: **Langenburg School Name**  
That the Board accept the name, Langenburg Central School for the new school scheduled to open in Langenburg for the fall of 2016-2017.  
**Carried.**

#### **Information Items presented by the Deputy Director of Education**

1. Strategic Plan Report
2. Monthly Financial Report
3. Human Resources Report – posted in Resource Centre
4. Correspondence
  - a. SSBA Letter to Boards for Insurance Renewal
5. SSBA Workplan Progress Report
6. GSSD Indoor Track Meet
7. 2016-2017 Calendar Explanation
8. Elders and the Visions Project Update
9. September New School Grand Opening
10. Thank You Notes – circulated at meeting
11. Important Dates

#### **Discussion Items presented by the Deputy Director of Education**

1. 10<sup>th</sup> Year Anniversary Project
2. AGM debrief – tabled
3. Board/Admin retreat – tabled
4. Advocacy Session with Parkland College - tabled

#### **Committee / Conference Reports**

1. School Community Council Governance Reports

**Future Business**

1. Meeting dates – May 19, June 16, Budget Meeting
2. Notice of Motion
3. Topics for Future Agendas
  - a. Receive and Review Monthly Financial Report
  - b. Receive and Review Preliminary Budget Plan
  - c. Receive and review Strategic Priorities Report – Student and Family

**16-066**

Cairns:

**Special Board Meeting**

That the Board hold a special board meeting on Monday, June 27, 2016 at 1:00 p.m. at Fairview Education Centre.

**Carried.**

**16-067**

Leson:

**Adjournment**

That we do adjourn at 5:20 p.m.

**Carried.**

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CHAIRMAN - Smandych

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SECRETARY – Todosichuk



Distributed Learning Update

Thursday April 21st

GSSD Board of Education

Donna Kriger and Thad Swidzinski

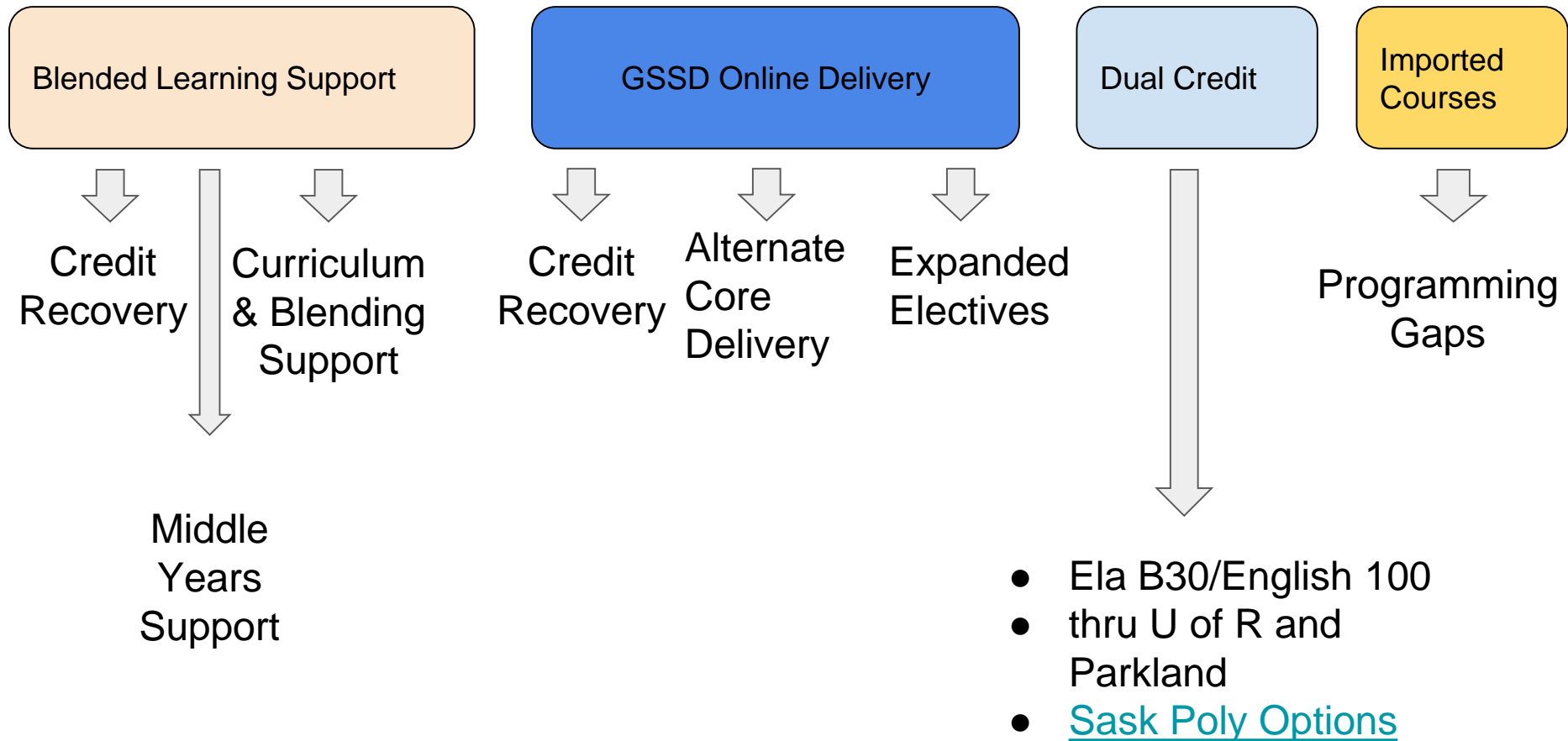
Presentation Link

<https://goo.gl/iSG5B1>





# GSSD Distributed Learning Map



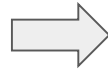
# Course Offerings - 2016 - 2017

10 Level	20 Level	30 Level
<b>Core</b>	<b>Core</b>	<b>Core</b>
ELA A10, B10	ELA 20	Math W & A 30
Science 10	Math W & A 20	History 30
Math W & A 10	Math Foundations 20	<i>ELA A30 (Following Year)</i>
Math Foundations and Pre Calc 10	Math Pre Calc 20	<i>ELA B30 (Following Year)</i>
History 10	Health Science 20	
	Environmental Science 20	
	Computer Science 20 (gaming slant)	
	Forensic Science 20	
<b>Electives</b>	<b>Electives</b>	<b>Electives</b>
Visual Art 10	Photography 20	Psychology 30
<i>Wellness 10 (Following Year)</i>	Communications Media 20	Personal Finance 30
	Accounting 20	Visual Art 30
	Visual Art 20	Life Transitions 30,
		Interior Design 30

# Staffing Allotment

Teacher	School	Courses	Time
Lisa Katchin	LHS	Science 10, Environmental Science 20, Forensic Science 20, Health Science 20	.4
Joel Blair	CPS	Math W & A 10, 20, 30	.2
Lynette Kaminski	CPS	ELA A10, B10, 20	.2
Shayna Zubko	EHS	History 10, History 30	.2
Jeannine LeSann	EHS	Life Transitions 30	.1
Kevin Kitchen	KCI	Personal Finance 30 (2) Photography 20, Comm Media 20, Psych 30	.45
Kelsey Seerey	SCS	Foundations 20, Calculus 30	.2
Tom Schlamp	MCS	Foundations & PreCalc 10, Precalc 20	.3
Don Coleman	MCS	Computer Science 20 (Gaming Aspect)	.2
Melissa Grona	INV	Visual Art 10,20,30 , Interior Design 30	.2
Val Gendreau	YRHS	Accounting 10, Accounting 20	.2
Jean Knoll	YRHS	ELA B30/English 100 Dual Credit Support	.1
Michael Chapman	YRHS	Science Development	.2
		<b>Total Distributed Learning Time</b>	<b>2.95</b>

# Partnerships Update



Copying Courses for Online Delivery and Blended Learning Support



Access to all online courses

Exploring co-development of Middle Years Math and Science

Teacher Accounts and Workspace

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*Light of Christ  
Catholic Schools*



**Our Motto** Students Come First  
**Our Mission** Building Strong Foundations to Create Bright Futures  
**Our Values** Belonging, Respect, Responsibility, Learning, Nurturing  
**Our Vision** Learning Without Limits...Achievement For All

## ACCOUNTABILITY REPORT

### Board Goal:

- Student and Family Engagement
- Internal Process
- People Capacity
- Financial Stewardship

<b>Topic</b>
Sustainable Infrastructure - Facilities: Preventative Maintenance And Renewal Funding
<b>Date</b>
April, 21, 2016

<b>Background</b>
<p>Preventative Maintenance and Renewal Funding (PMR) was the ministry's answer to providing school divisions with a lump sum amount of annual funding for smaller capital projects and allowing the school division the discretionary ability to determine what projects they wish to apply the funding towards. Prior to PMR divisions were required to apply annually for block projects of less than a million dollars and wait for an annual announcement to determine if their project would qualify in any one year. PMR is allocated annually based on square footage and split equitably based on this ratio to all divisions in the province.</p> <p>PMR funding was first provided in the spring of 2013. The first installment was \$744,716. This money was available to use immediately but was to be for projects in the 2013-14 school year. In the spring of 2014 GSSD received and additional \$950,656 for the 2014-15 school year. In 2015 we received \$1,184,874. The next annual installment will be provided with the 2016 Provincial Budget announcement.</p> <p>The division is required to annually prepare a three year plan identifying the projects that the division would like to apply the PMR funding towards. This plan is prepared for and approved by the Board of Education and submitted to the Ministry of Education by June 30 in any given year. The plan typically includes more projects than the likely PMR funding provided but does identify the needs of the division to the ministry and allows the division the ability to choose their priorities in any given year of the plan.</p> <p>The PMR funding also allows the division to respond to unplanned occurrences that may require PMR funding by allowing amendments to the plan to be approved by the board and submitted at a future date. This allows the division to provide PMR funding to a project that may become a higher priority</p>

than originally planned, such as a roof failure sooner than expected, or for a new project that has recently arisen, such as an accessibility project for a new high needs student.

Projects funded by PMR include:

2013	Esterhazy High School Boiler replacement	\$ 115,612
	Yorkdale School Fire Alarm Upgrade	\$ 86,543
	Yorkton Regional High School Courtyard Upgrades	\$ 341,789
	Yorkton Regional High School Library Roof	\$ 200,772
2014	Esterhazy High School Fire Alarm Upgrade	\$ 102,680
	Preeceville School Gymnasium renovations	\$ 89,352
	Saltcoats School Window Replacement	\$ 47,839
	Yorkton Regional High School Track Resurfacing	\$ 105,136
2015	Davison School Roof Replacement	\$ 452,980 ( YTD – not yet complete)
	Yorkdale School Parking Lot	\$ 87,504
	Preeceville Gym Floor and Backstops	\$138,944
2016	PJ Gillen Gymnasium Renovation Project	\$199,197.87 ( Division share YTD)
	PJ Gillen Window, Lighting and Fire Alarm Upgrades	\$ 432,187 ( project not yet started)
	MCS Roof Replacement	\$ 589,086 (project not yet started)
	Kamsack Bus Garage Roof Replacement	\$ 67,435 ( remainder from reserves)

Pros	Cons
<ul style="list-style-type: none"> <li>• Allows the Division to set their own priorities and apply the funding to best fit the need in any given year.</li> <li>• Annual funding as opposed to block funding allows for advanced planning.</li> <li>• Security of knowing that PMR, regardless of amount, will be available in any year.</li> </ul>	<ul style="list-style-type: none"> <li>• The three year plan always over estimates the number of potential projects in any given year in order to magnify the financial need to the ministry.</li> <li>• This results in a plan that can never be accurately followed as there is no real ability to act out on the plan in any given year.</li> <li>• The plan must constantly be changed.</li> <li>• Funding never meets the need.</li> <li>• Cumbersome reporting process to the Ministry</li> </ul>

### Financial Implications

- PMR expenditures must be tracked and submitted annually to the Ministry for accountability.
- Any project expenditures that exceed the limit of the PMR funding must be funded by the division operating budget.
- **Risk:** committing to projects before PMR Funding has been announced or overcommitting to projects exceeding existing PMR balances. If PMR funding does not materialize then the division is left funding projects out of the operating budget.  
**Mitigation Strategy:** This risk is managed through careful planning. Currently, with approved and committed PMR projects the division is estimated to spend \$333,693 in excess of existing PMR. Prior to making these commitments the Facilities Managers sought assurances from the Ministry of Education that PMR funding would continue for 2016 and funding would be forthcoming. Based on current funding levels, the average annual PMR funding is \$959,333. Assuming PMR funding matches existing levels the division can expect to receive

approximately \$1 Million in funding for the 2016-17 budget. By only committing 1/3 of the new PMR budget the division has allowed projects to proceed in a timely manner without exposing the board to the risk of projects exceeding funding.

### **Governance Implications**

- PMR plan and annual amendments must be approved by the board and submitted annually to the Ministry of Education.

### **Legal Implications**

None

### **Communications**

N/A

### **Attachments**

**Submitted By: Teresa Korol, Facilities Manager**



Celebrating 10 Years of Education

**Our Motto**

Students Come First

**Our Mission**

Building Strong Foundations to Create Bright Futures

**Our Values**

Belonging, Respect, Responsibility, Learning, Nurturing

**Our Vision**

Learning Without Limits...Achievement For All

## Strategic Plan Report

**Date of Submission to the Board of Education:** April 21, 2016

**Submitted By:** Quintin Robertson, Deputy Director of Education

### STUDENT AND FAMILY FOCUS

#### ECDAA Report

**High School Basketball Regional Qualifiers:** Though there were no teams from Good Spirit School Division advance to Hoopla this year a number of teams advanced to the Regional Playoffs. The following teams qualified on the girls' side: Canora, Esterhazy, Kamsack and the Yorkton Regional. The boys' side had the following teams qualify for Regionals: Norquay and the Yorkton Regional.

**High School Badminton Districts** will be hosted in Yorkton at Sacred Heart and the Regional High School on April 26<sup>th</sup>.

**Junior Badminton Districts** will be hosted in Yorkton at Sacred Heart and the Regional High School on May 3<sup>rd</sup>.

**GSSD Track and Field Showcase Meet:** On April 4, 2016 representatives from 17 GSSD schools gathered to discuss having either a one day indoor showcase meet, or a one day outdoor showcase meet. In the end, the group determined a GSSD meet was not viable for this year. The group felt that there was not enough time left to organize a meet, and presently most of the GSSD schools run some sort of grades 3-5 outdoor track and field meet. The hope is that all schools will look at running some sort of meet this year for their grade 3-5 students and that students in grade 6-8 will have an opportunity to participate in East Central Track. Five individuals did commit to sitting on an elementary track and field committee to plan next year's event. The organizing of this meet will begin in the fall to allow enough time to plan a successful event. A call will go out in the fall asking for anyone else who may wish to sit on the committee in September.

#### Victoria School Reading Celebration

At the beginning of the 2015-2016 school year Victoria School was facing a reading challenge throughout the entire school. Using the spring 2015 Fountas & Pinnell data they discovered that 55% of their students were reading at or above grade level, 17% were approaching grade level, and 28% were below grade level.

Looking at the students going into Grade 2 they discovered that 24 out of 31 students were not yet reading at grade level and that they needed to do something different. They began by creating three Grade 2 classrooms. Two of the classes had 12 students in each with the students all being at the approaching and below grade levels. They also set up 3 groups of LLI with 4 students in each. As well as they had 3 students receive the Seeing Stars program. In the afternoon for a one hour block, the grade 2 students who needed additional support for reading went to RTI, and the remaining students received science and social curriculum. Every Monday, Wednesday and Friday morning the students read to a parent volunteer. On Fridays, students are pulled out for 10 minute interventions. The teacher provides good tier one instruction during the reading pods that occur every day. Now at the winter interval of the current school year the data is showing that out of the 44 students in grade 2, 8 are approaching or below grade level. Therefore the Victoria School Grade 2 students jumped from 78% approaching or below grade level to 18%. Yahoo!!

There were many great gains in the other grades as well with the staff putting emphasis on Reading. RTI interventions, LLI, Seeing Stars and daily reading pods are an enormous contribution to the success.

The staff is looking forward to seeing the 2016 spring data so that they can begin making plans for the upcoming school year and continue to teach the students to be successful lifelong readers.

FINANCIAL STEWARDSHIP

PEOPLE CAPACITY

INTERNAL PROCESSES

STUDENT & FAMILY



### Following Their Voices Success Story

**Background:** Kamsack Comprehensive Institute in Kamsack, Saskatchewan is one of 17 Following Their Voices (FTV) schools in the province, and 2015-2016 is their first year of implementation. Good Spirit School Division utilizes a program called 'Review 360' to track behavior incidents in all of their schools.

At the Professional Learning and Development session in March 2016, Mark Forsythe, Superintendent of Schools in Good Spirit School Division, indicated that behavior incidents have been reduced significantly at Kamsack Comprehensive Institute (KCI).

Ryan Gareau, Vice Principal at KCI, and Wendy Shabatoski, FTV School facilitator, shared this information:

"We have had 1065 incidents to date in 2015-2016 compared with 1871 incidents in the same time frame last year (2014-2015), so we have basically seen the number of incidents drop by half."

"In one example, 258 incidents submitted by one teacher were reduced to 28 this fall (258 from Fall 2014, to 28 in the Fall of 2015). The teacher explained the difference by saying it was their own mindset. They came into the year with a different mindset about the students.

Many of the challenges the students faced were beyond the school's control, the teacher recognized. Through the staff FTV goal at the beginning of the year, the teacher consciously worked toward knowing their students better. And it changed everything."

"There were 3 behaviour categories in particular that were noteworthy and have involved a different mindset from teachers that could be attributed in part to FTV. Disobedience incidents went down from 379 to 47, Disrespect to Staff went down from 206 to 37, and Persistent Rule Violations went from 115 to 28. This was in the timeframe of start of the school year to March 30<sup>th</sup> in both school years."

### Macdonald School Celebration

Madison Langford, the Grade 1/2 teacher, and Melissa Johanson, the Kindergarten and Student Support Teacher, have worked together to create a positive and responsive literacy learning environment at Macdonald School. Fountas and Pinnell data indicated a significant increase in reading skills for many of Madison's 27 students.

As part of the school's RTI process, their team brainstormed ways to meet the needs of their beginning struggling readers to give them a solid foundation. Melissa, the SST, noted she could have pulled these students out of class to provide an intervention, but Madison, their classroom teacher wanted to take ownership and requested that she be the one to provide the intervention since she knew them well as their classroom teacher, she knew the specific literacy skills she really wanted to target with them, and she wanted to ensure their intervention connected to what they were doing in the classroom.

Madison and Melissa structured some common time together in the school day where the students could flow between their classes which allowed extra guided reading/writing time for students who needed it as part of Tier 1 programming. Macdonald School is thrilled to report this arrangement has supported students in making significant gains in their reading and writing skills, and that these children feel very proud of their accomplishments. Many of these students who previously would have been reluctant to read in front of the class now are proud to do so!

A critical part of this recipe for success is the strong positive relationships these students have with their teachers. Although the Grade 1/2 class is large, Madison finds the time to really connect with and get to know her students. She also ensures that even small successes are celebrated which motivate the students, build their confidence, and foster a love for learning.

Thank you to Madison and Melissa for working together to build strong foundations for the students at Macdonald School!

### Education Extravaganza

- The 3rd annual Education Extravaganza between Grayson School and North Valley Elementary School in Neudorf ran on Thursday March 10th. The day involved students in grades 3-6 from each school. Students were divided into interschool and grade alike groups of 14-18 students. These groups rotated through 4 one hour sessions in the areas Art, Science, Physical Education and First Nations.
- Each of these sessions were well planned, extremely educational and fun - a fair amount of PD was presented for teachers as well.

### INTERNAL PROCESS FOCUS

#### Calendar Update

The [2016-2017 GSSD School Calendar](#) was developed collaboratively by representatives from Christ the Teacher School Division, Good Spirit School Division, and our local teachers' associations. As of March 24, 2016, the calendar met both Board of Education and Ministry of Education requirements. Key items to notice are the number of student contact days (185) and the teacher days (197). It should be noted that the Calendar Committee was very aware of the information contained within the Final Report of the Task Force on Teacher Time.

The Good Spirit School Division Board of Education, Senior Leadership and Teachers' Association have always enjoyed a collaborative and respectful relationship. Jointly we have always been able to adhere to our Vision – Learning Without Limits...Achievement for All.

Good Spirit School Division  
2016 - 2017 School Calendar

The calendar grid shows months from August to June. It includes a legend for various school events and holidays. Key events include:
 

- First day of classes for students (green)
- Christmas for students (orange)
- Professional Learning (no school for students) (purple)
- Holidays (red)
- Days off for students (yellow)
- School Admin Days (no school for students) (blue)
- Good Friday (no school for students) (light blue)
- Spring Break (no school for students) (light green)
- Summer break (no school for students) (light yellow)

#### Student-Led Conferences

Communication with our educational stakeholders (ie. parents, guardians, etc.) is extremely important. One key strategy that GSSD has employed has been student-led conferences. Recently many of our parents and students engaged in this process. GSSD is working towards greater consistency in this area. The division has developed (with school involvement) some underlying beliefs about this process.

- Student-led conferences are an important aspect of outcome-based education. In a student-led conference, students, parents, and teachers come together to discuss, plan, and celebrate student learning. As a team, students, parents, and teachers develop plans for continuous learning and student growth. This may also be time when teachers support students and families to connect to school, division, and community level supports.
- These conferences provide the opportunity for students to be actively engaged in the learning process. Students present work samples to their parents and explain their level of achievement on these assignments.
- During the conferences, parents develop a better understanding of what their children are learning and how they are being educated. Teachers gain valuable insights into their students by listening to and participating in the conversations of the conferences.
- Student-led conferences are appropriate for students from Kindergarten to Grade 12. The level of teacher involvement changes as students' progress through the grades. Teachers begin as a guide and support students during the student-led conference process.
- As students are able to take control of this process, teachers step back and move to the role of facilitator. They encourage students to lead the conferences and only step in and provide support when needed.
- It is important to note that for some students, a traditional parent-teacher interview may still be required beyond (or in replacement of) the student-led conference. If teachers or parents have a need to meet outside the student-led conference to discuss academic or behavioural concerns, arrangements should be made for these interviews.

### Student Services Referral Process

To date the North Cluster have a total of 111 referrals, of these referrals 88 are locked and 23 are in progress. To stream line our referral process we ask our Professional Service Providers (PSPs) to let their Student Services Coordinator (SSC) know which referrals are ready to be locked before the meeting. Of these 111 referrals 49 were for Speech Language Pathologist (SLP); 22 for Educational Psychologist; 15 for Occupational Therapist (OT); 56 for School Counsellor (SC) and 4 for Behavior Support Coach (BSC). Several required services of more than one PSP.

Student Services is constantly working at refining how they respond to referrals and the format of their referral meetings. As a result, they have more time to focus on in-depth discussions regarding students with the most complex needs and to ensure there is awareness of any students that need monitoring. The CLEVR data management and tracking system has supported them in being able to focus on the students who have been referred, the services they are requiring, and the actions the team has taken to respond to referrals in progress. Their refined process and CLEVR data system allows them time and energy to focus on interdisciplinary collaboration to ensure they have an in-depth understanding of each student's needs and how the team will work together to support the student.

### PEOPLE CAPACITY FOCUS

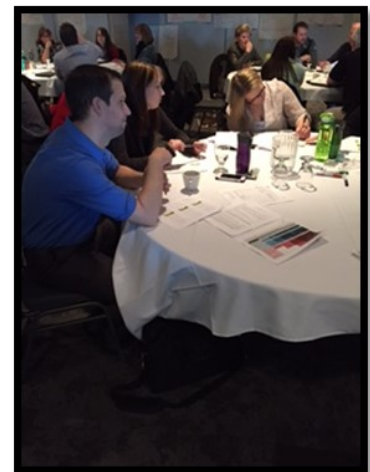
#### 5 Year PD Continuum Highlights

On Friday, April 8 GSSD conducted the 8<sup>th</sup> & 9<sup>th</sup> modules of the PD Continuum. Ninety participants listened to facilitator, Cheryl Erlandson, discuss how each of the modules are leading to responsive teaching practice. Cheryl also described how GSSD is leading the province with their comprehensive approach to teaching and learning. To date GSSD has trained over 900 participants in the 5 initiative areas of Response to Intervention, Assessment, Curriculum, Instruction and Supports.



**Module 8 Topics** - Creating Outcome-Based Anchor Activities That Target Student Needs Anchor activities are more than giving students “busy-work.” They should be tailored to the individual needs of students. This module looks at different ways of creating anchor activities for students in a classroom. Discussion of the concept of “bump-it-up walls” within the classroom.

**Module 9 Topics** - Planning Tiered Instruction Tiered instruction is a natural practice when teaching from a differentiated philosophy. It focuses on the learning needs and preferences of students. In this module, teachers focus on creating tiered activities and/or tiered assignments for their students.



Images of Admin. and Lead Teachers collaborating and learning about differentiated instruction

### Leadership Project

GSSD formed a committee of Administrators early in October 2015 to work with Jim Jutras, retired Director of Education from Saskatoon Public and several GSSD Senior Administrators to explore leadership that is valued in the division. The work included an analysis of the research that:

- Identify successful leadership models that supports growth in GSSD leaders;
- Connects leadership actions to students’ learning success;
- Considers the role of leadership in successful Division learning improvement efforts; and
- Considers the wider research on leadership beyond education.



Leadership Committee participants developing the leadership framework

In addition to the research, the committee also:

- Engaged in reflection of their leadership as a means of determining the attributes of successful leadership.
- Seek the input of all educational leaders in GSSD as well as others who have pertinent ideas to contribute to this process (e.g. elders).
- Develop a leadership for learning paper, framework, etc.

### Spotlight on our Professional Service Providers

Congratulations to Sharon Michalishen, Speech and Language Pathologist (SLP) with GSSD, for her work on a document that outlines revised scope of practice across Canada for SLPs. Sharon represented the prairie provinces as part of a national committee over the last year which updated a previous document from 2007. The five other members were from BC and Ontario, so Sharon was the voice of the prairie provinces. This committee created a concise and informative document that reveals current trends and best practices within the SLP profession. The updated document can be found on the Speech-Language and Audiology website @ <http://sac-oac.ca/>.

A note of acknowledgement to the school counsellors in GSSD for the excellent work they do to support students in GSSD. A recent email from a parent acknowledging the outstanding work that Bob Buhler has done to help his child reinforces to us the important work our counsellors do. This parent indicated, *“I just want to recognize Bob for the outstanding work that he does. He has been nothing short of amazing in helping my child....GSSD is extremely fortunate to have such a caring and compassionate counselor.”* Thank you to Bob and to all of our school counsellors for the positive difference you make in the lives of our students!

### Professional Development

PD Event	Date	Topic / Outcome
Modules 8 & 9 of the PD Continuum	April 8, 2016	Module 8—Creating outcome-based anchor activities that target student needs. Module 9—Planning tier instruction.
Leadership Project Meeting	April 11, 2016	The focus of this meeting will be on developing and refining the GSSD Leadership Matrix
Student Support Teacher PLC Meeting	April 12, 2016	Topics will focus on running effective meetings, transition planning, spring/fall IIP process, Miscue Analysis in reading instruction, etc.
RAD Benchmarking for New Teachers	April 18, 2016	This optional event will focus on RAD Benchmarking for teachers from Grades 6, 7, 8 that are new to the assessment.
EAL Assessment Toolkit Training	April 25, 2016	GSSD will be utilizing an assessment toolkit first developed by Southeast Cornerstone School Division. The session participants will be learning how to use this useful resource to support EAL Learners.
PAA PLC Meeting	April 25, 2016	The focus on this session will be reviewing current and upcoming budgets. The session participants will also learn more about the GSSD PAA Safety Audit and recommendations for implementation.



### Budget Update

- Based on the remarks of Premier Wall on the evening of April 4<sup>th</sup> when the Saskatchewan Party formed a majority government, the Provincial budget is expected to be communicated toward the end of May or beginning of June. The budget is usually announced around the 3<sup>rd</sup> week of March. As such, this is causing a delay in the budget process.
- Currently, the focus is on 2 main areas: professional staff allocations to the schools using a new formula and coordination of a school division professional development plan.

All budget requests from budget managers have been requested to be submitted to the Superintendent of Business Administration and will be included in budget deliberations with the Administrative Council in the coming weeks with the goal of a tentative budget being ready to present to the Board at the May board meeting.

### Langenburg School Update

- The project continues to be on target for a fall school start. Significant portions of the building are in the finishing stages. Painting and flooring in many areas is already completed. The hardwood gym floor will begin installation next week. The next site meeting is April 25, 2016.
- The Facilities Department continues to plan for the coordination of the move from the existing schools to the new building and salvage from the old high school before demolition in July.
- The furniture tender was awarded and the furniture has been ordered with an expected delivery of June.
- The community fundraising group has exceeded their goal for fundraising and have over \$1.4 M raised. Their commitment to GSSD for the building components is \$356,000. An additional \$300,000 has been set aside for playground equipment. A significant amount of the remaining funds will be spent on other outdoor spaces such as completion of the track and ball diamond, pavement for the student parking lot, and fencing for a portion of the perimeter.
- Professional staffing will see little to no change for the 2016-17 school year.
- After consultation with both LHS and Hoffman staff, SCC members, and the community fundraising committee, a name has been proposed for the new school.
- As of April 5<sup>th</sup>, Administrator, Mick Parmar, has been relieved of his teaching duties to allow the flexibility for him to focus on timely issues that will need his attention regarding the new school.



**The Board of Education of the  
Good Spirit School Division No. 204 of Saskatchewan**

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**Minutes of the  
Special Meeting of the Good Spirit Board of Education  
Tuesday, May 3, 2016  
Fairview Education Centre, Yorkton, Saskatchewan**

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**Board Members (P)Present (A)Absent**

P	Chris Balyski
P	Bryan Cottenie
A	Gord Gendur
P	Shannon Leson
P	Florence Stachura
P	Lois Smandych – Chair

P	DJ Cairns – Vice Chair
P	Gilda Dokuchie
P	Rick Haacke
P	Bonnie Rushowick
P	Bob Simpson

**Staff**

Quintin Robertson – Acting Director  
Sherry Todosichuk – Superintendent of Business Administration

Board meeting held via conference call

**16-068**  
Smandych: **Call to order**  
That this meeting now come to order at 1:00 a.m.  
**Carried.**

**16-069**  
Cottenie: **Adoption of agenda**  
That the agenda be adopted as presented.  
**Carried.**

**In-Committee Items**

1. Organizational Structure
2. Student Suspension Report

**16-070**  
Haacke: **Enter committee of the whole**  
That the Board enter committee of the whole.  
**Carried.**

**16-071**  
Stachura: **Exit committee of the whole**  
That the Board exit committee of the whole.  
**Carried.**

**Action Items**

1. In-committee Items
  - a. Organizational Structure
  - b. Student Suspension
2. Old Business

3. New Business
  - a. May 19<sup>th</sup> Board meeting start time
  - b. Delegations to the Board

**16-072**

Simpson:

**Organizational Structure**

That the Board accept the Organizational Structure recommendation as presented by the Acting Director of Education.

**Carried.**

**16-073**

Haacke:

**Student Suspension**

That the Board approve the Student Suspension report as presented.

**Carried.**

**16-074**

Balyski:

**May 19, 2016 Board Meeting**

That the Board convene the May 19, 2016 at 10:00 a.m.

**Carried.**

**16-075**

Stachura:

**Adjournment**

That we do adjourn at 2:10 p.m.

**Carried.**

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CHAIRMAN - Smandych

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SECRETARY – Todosichuk

# Regular Meeting Agenda

**Date:** Thursday, May 19, 2016  
**Location:** Fairview Education Center  
**Time:** **10:00 AM – Meeting**  
**12:00 PM – Lunch**

**\* We will be joined by students and staff from Saltcoats School to give us a brief overview of their school \***

1. Call to Order
2. Approval of Agenda
3. Conflict of Interest
4. Approval of Minutes
  - 4.1. April 21, 2016 Regular Meeting
  - 4.2. May 3, 2016 Special Meeting
5. Planning and Development – Fountas & Pinnell Assessment – Nicole Piercey and Kerrilyn Trost, Literacy Coaches
6. Delegations
7. Accountability Reports – Student & Family with a focus on Graduation Rates – Donna Kriger
8. In – Committee Items
  - 8.1. In- Committee Board Session
  - 8.2. Human Resources Report
  - 8.3. Suspension Report
  - 8.4. Yorkton Minor Football
  - 8.5. Preliminary Budget
  - 8.6. Sturgis Schools
  - 8.7. Transportation Committee Report
  - 8.8. MCS Bus Update
  - 8.9. Mental Health Update
  - 8.10. Student Out of Country Travel
9. Action Items
  - 9.1. In-Committee
    - 9.1.1. Suspension Report



- 9.1.2. Student Out of Country Travel
- 9.2. Old Business
  - 9.2.1. Driver Education Tenders
- 9.3. New Business
  - 9.3.1. Disposal of School Sites
    - i) Lone Spruce
    - ii) Wisnia
    - iii) RM Wallace
  - 9.3.2. Chemical Removal Contract
  - 9.3.3. Langenburg Central School – PAA Area Naming
- 10. Director’s Report
- 11. Committee/Conference Reports
  - 11.1. School Community Council
- 12. Future Business
- 13. Meeting Dates – June 16, Budget Meeting
- 14. Notice of Motion
- 15. Topics for Future Agendas
  - 15.1. Receive and Review Monthly Financial Report
  - 15.2. Host Retirement Recognition Evening
  - 15.3. Approve 2016-2017 Budget
  - 15.4. Receive and Review Strategic Priorities Report – Student and Family with a focus on Early Learning
- 16. Adjourn

**The Board of Education of the  
Good Spirit School Division No. 204 of Saskatchewan**

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**Minutes of the Regular Meeting of the Good Spirit Board of Education  
Thursday, May 19, 2016  
Fairview Education Centre, Yorkton, Saskatchewan**

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**Board Members (P)Present (A)Absent**

P	Chris Balyski
A	Bryan Cottenie
P	Gord Gendur
P	Shannon Leson
P	Florence Stachura
P	Lois Smandych – Chair

P	DJ Cairns – Vice Chair
P	Gilda Dokuchie
P	Rick Haacke
P	Bonnie Rushowick
P	Bob Simpson

**Staff**

Quintin Robertson – Acting Director  
Sherry Todosichuk – Deputy Director Corporate Services

**16-076**

Smandych:

**Call to order**

That this meeting now come to order at 10:00 a.m.  
**Carried.**

**16-077**

Rushowick:

**Adoption of agenda**

That the agenda be adopted as presented.  
**Carried.**

**Conflict of Interest**

None declared regarding presented agenda items.

**16-078**

Gendur:

**Approval of regular minutes**

That the minutes of the April 21, 2016 Regular Meeting be adopted as amended.  
**Carried.**

**16-079**

Haacke:

**Approval of special minutes**

That the minutes of the May 3, 2016 Regular Meeting be adopted as presented.  
**Carried.**

**Business arising from the minutes**

None

**Planning and Development**

Fountas & Pinnell Assessment – Nicole Piercey and Kerrilyn Trost, Literacy Coaches

**Accountability Reports**

Student & Family – Graduation Rates – Donna Kriger

**16-080**  
Dokochie:

**Accountability Report – Student and Family**

That the Board accept the Accountability Report on Student and Family – graduation rates as presented.

**Carried.**

**Delegation**

None

**In-Committee Items**

1. In-Committee Board Session
2. Human Resources Report
3. Student Suspension Report
4. Yorkton Minor Football Response
5. Preliminary Budget
6. Sturgis Schools
7. Transportation Committee Report
8. MCS Bus Update
9. Mental Health Update
10. Student Out of Country Travel

**16-081**  
Simpson:

**Enter committee of the whole**

That the Board enter committee of the whole.

**Carried.**

**16-082**  
Gendur:

**Exit committee of the whole**

That the Board exit committee of the whole.

**Carried.**

**Action Items**

1. In-committee Items
  - a. Student Suspensions
2. Old Business
  - a. Driver Education Services Tenders – none received
3. New Business
  - a. Disposal of School Sites
    - i. Lone Spruce
    - ii. Wisnia
    - iii. RM Wallace
  - b. Chemical Removal Contract
  - c. Langenburg Central School – PAA Area Naming Request

**16-083**  
Balyski:

**Student Suspension Report**

That the Board accept the student suspension report with recommendations as presented.

**Carried.**

**16-084**  
Cairns:

**Out of Scope Salary Review**

That the Board appoint Haacke, Rushowick and Smandach as members of the Ad Hoc Committee to review and report back on the Out of Scope Salary Review.

**Carried.**

- 16-085**  
Rushowick: **School Site Disposal – Lone Spruce**  
That the Board agree to transfer title for the road allowance for the former Lone Spruce School site back to the adjoining property owner, and that the cost of title transfer be the responsibility of the new property owner.  
**Carried.**
- 16-086**  
Leson: **School Site Disposal – Wisnia**  
That the Board agree to transfer title for the road allowance for the former Wisnia School site back to the adjoining property owner, and that the cost of title transfer be the responsibility of the new property owner.  
**Carried.**
- 16-087**  
Haacke: **School Site Disposal – RM of Wallace Parcel No. 151535471**  
That the Board agree to transfer title for the road allowance for the former School site located in the RM of Wallace Parcel No. 151535471 back to the adjoining property owner, and that the cost of title transfer be the responsibility of the new property owner.  
**Carried.**
- 16-088**  
Simpson: **Chemical Disposal Services Agreement - Envirotec**  
That the Board accept the proposal fro Envirotec for disposal of science lab chemicals at Langenburg, Churchbridge, Sturgis, Inveramy and Canora schools.  
**Carried.**
- 16-089**  
Dokuchie: **Langenburg Central School – PAA Area Naming**  
That the Board approve the name “Mosaic practical and Applied Arts Centre” for the PAA area of the Langenburg Central School.  
**Carried.**

**Information Items presented by the Acting Director of Education**

1. Strategic Plan Report
2. Monthly Financial Report
3. Human Resources Report – posted in Resource Centre
4. Correspondence
  - a. SPEA
  - b. RM of Good Lake / Town of Springside / New Horizon Centre
  - c. Volunteer Recognition – Skills Canada – Kevin Chiasson
  - d. Government of Saskatchewan – Student Award
  - e. LEADS Position – Task Force on Teacher Time
  - f. Syrian Refugees
5. Thank You Notes

**Discussion Items presented by the Acting Director of Education**

1. Important Dates
  - a. Graduation Dates
  - b. June Board Meeting Date Change
  - c. Superintendent Interviews
  - d. Public Section General Meeting
  - e. YRHS Capital Project – Meeting with MLA
2. SSBA Position Statements
3. 2014-2015 School Division Spending Analysis
4. Finance Committee – Terms of Reference
5. Board Student Discipline Committee – Terms of Reference
6. Draft Communication Request for Proposal

7. Anne Portnuff Theatre Fundraising
8. Draft Plaque for Langenburg Central School

**Committee / Conference Reports**

1. School Community Council Governance Reports

**Future Business**

1. Meeting dates – May 19, June 16, Budget Meeting
2. Notice of Motion
3. Topics for Future Agendas
  - a. Receive and Review Monthly Financial Report
  - b. Receive and Review Preliminary Budget Plan
  - c. Receive and review Strategic Priorities Report – Student and Family

**16-090**

Stachura:

**June Board Meeting**

That the Board change the June Board meeting to Tuesday, June 21, 2016 at 10:00 a.m. due to a conflicting meeting of the SSBA and Ministry requiring the presence of Board Chairs, Directors and CFO's on June 16 and 17 in Saskatoon.

**Carried.**

**16-091**

Rushowick:

**Adjournment**

That we do adjourn at 5:40 p.m.

**Carried.**

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CHAIRMAN - Smandych

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SECRETARY – Todosichuk



Celebrating 10 Years of Education

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**Graduation Rates**  
**Board of Education Presentation**  
**May 19th, 2016**



# Education Sector Strategic Plan (ESSP 2014 – 2020)

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## Long-Term Outcomes

**Saskatchewan's  
Graduation Rate will be  
85% by 2020.**



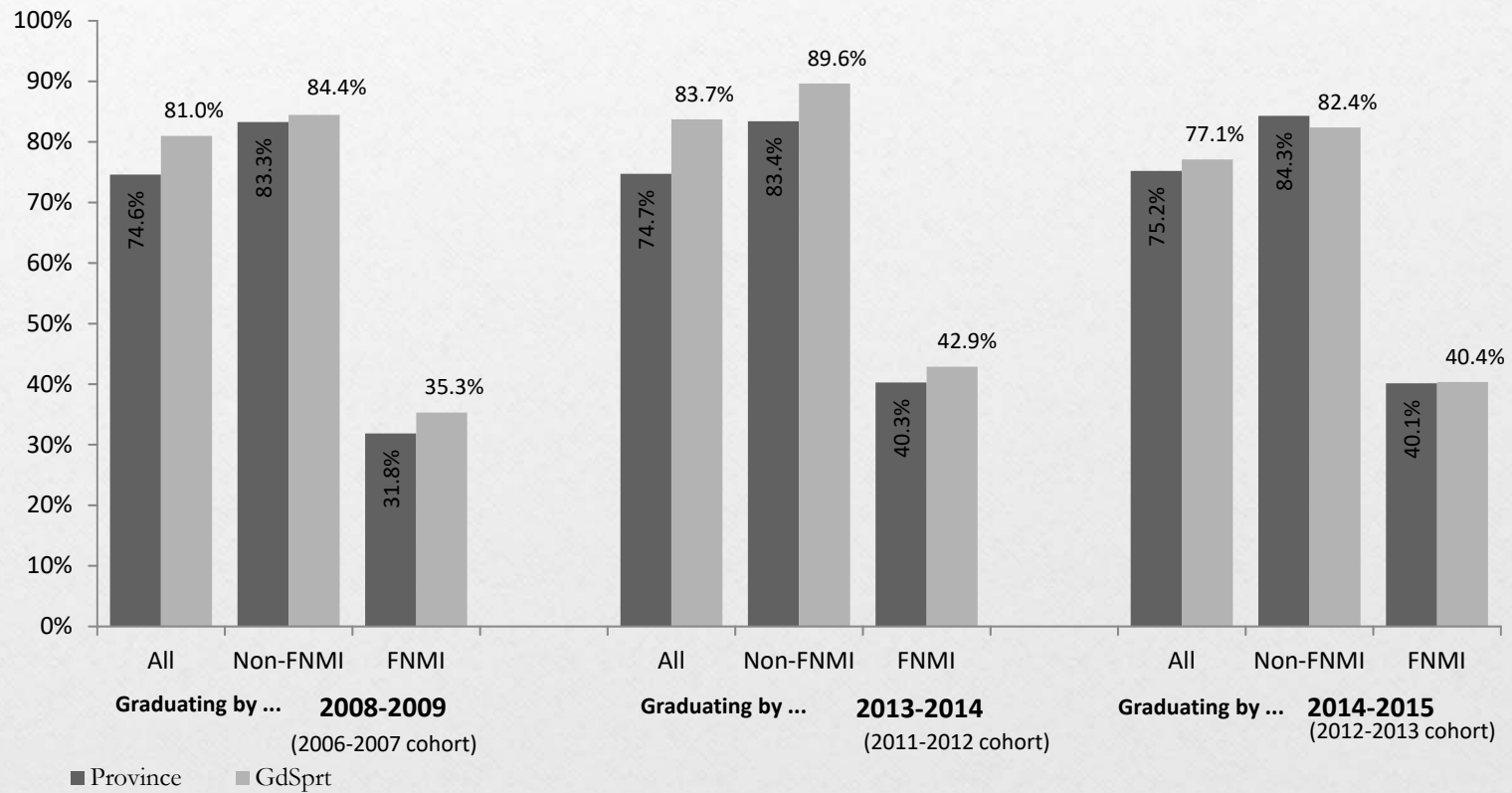
## Improvement Targets

**Achieve a 3% total  
increase in the provincial  
graduation rate per year.**

**By June 2020, all students  
report high levels of  
engagement as reported  
in TTFM.**

# Graduation Rates

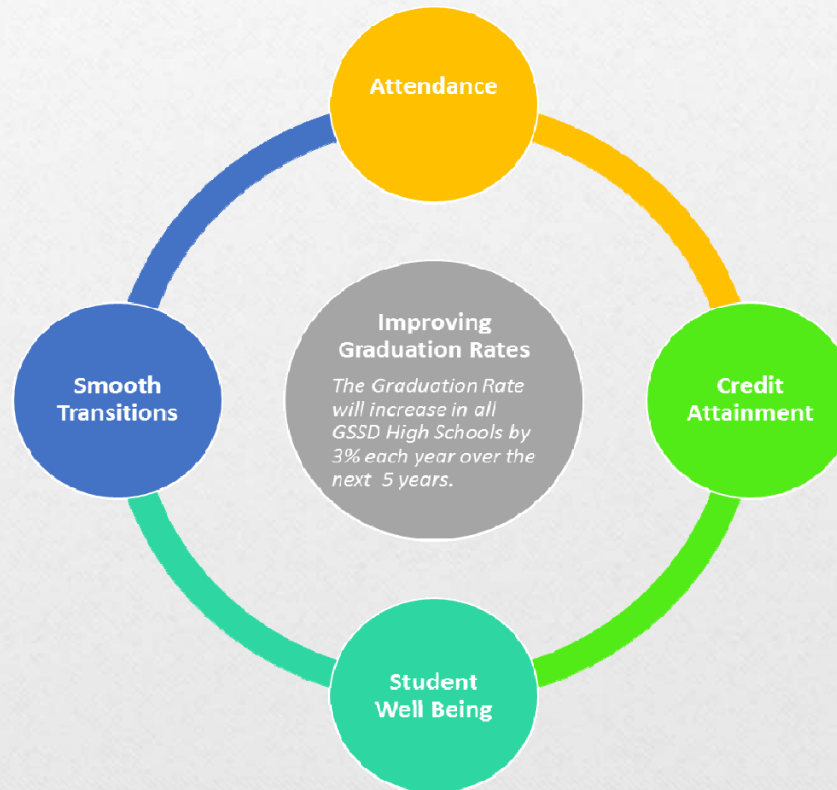
## On-Time Graduation Rates Students Completing Grade 12 Within 3 Years of 'starting' Grade 10





# GSSD Focus Areas 2015-16

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# GSSD Attendance

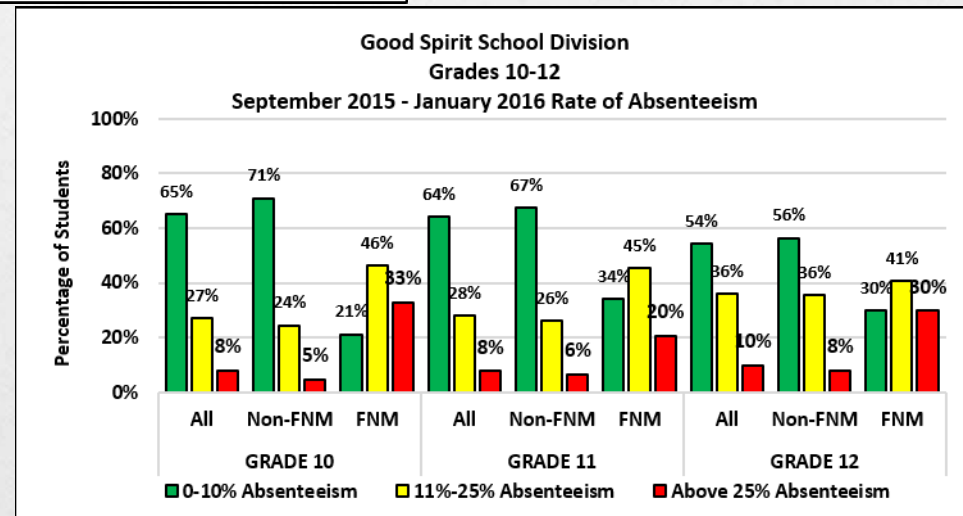
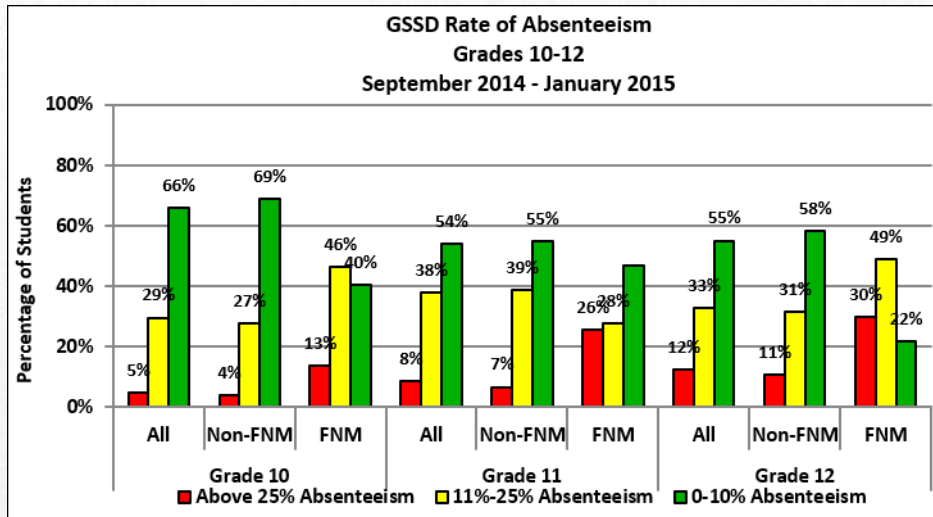
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## **Our Current Practice:**

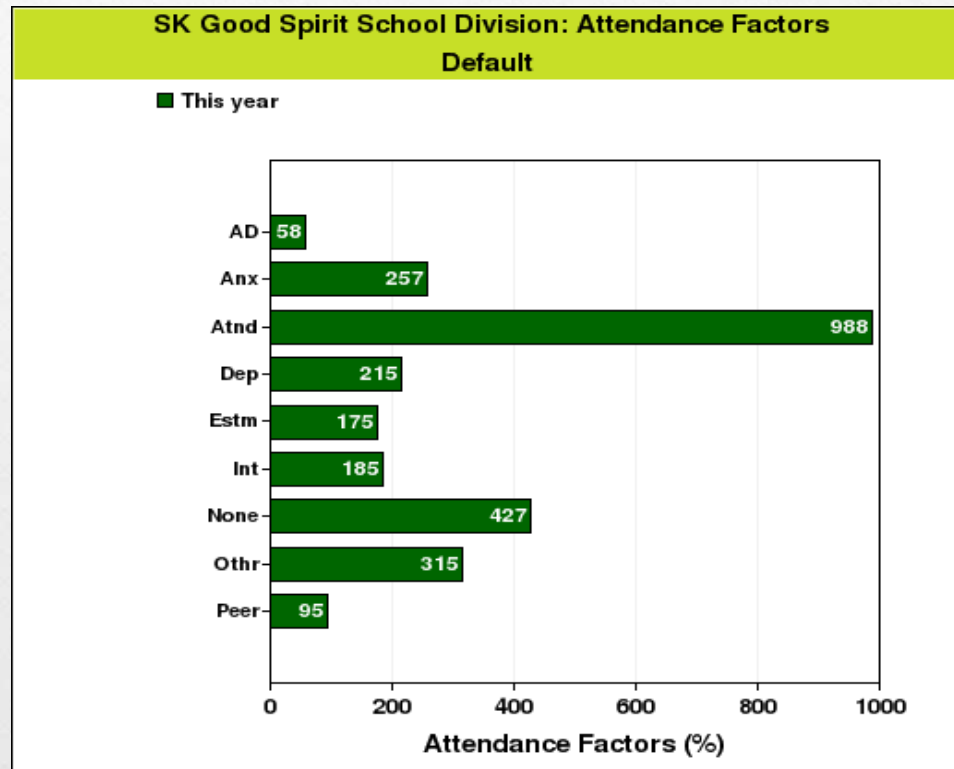
- **Biweekly Data posted in the Data Warehouse (portal) – detailed and school summary**
- **Attendance messaging on Facebook/Twitter**
- **Strategies/communication from Attendanceworks shared with Admin**



# Comparative Data



# Attendance Factors





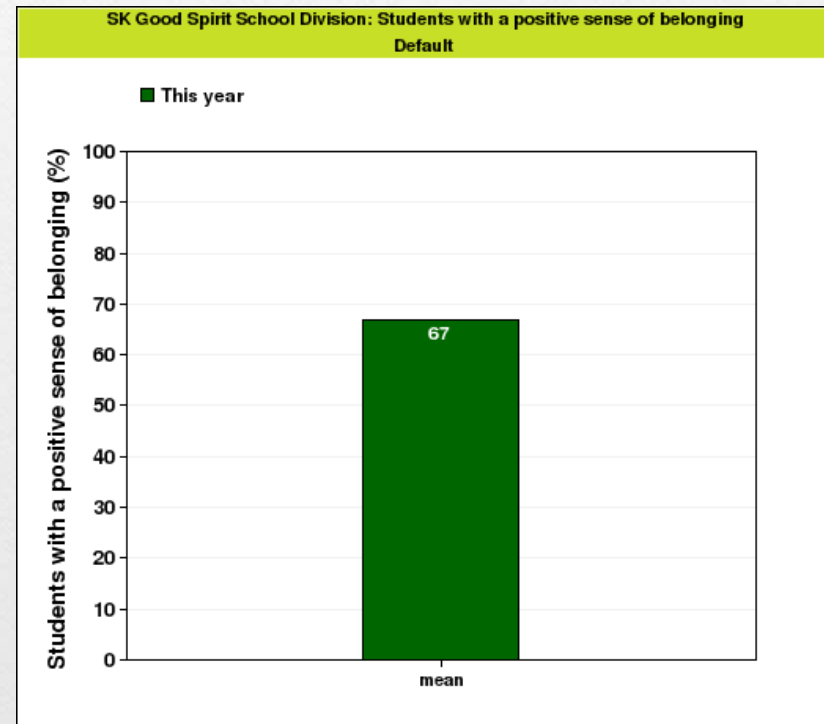
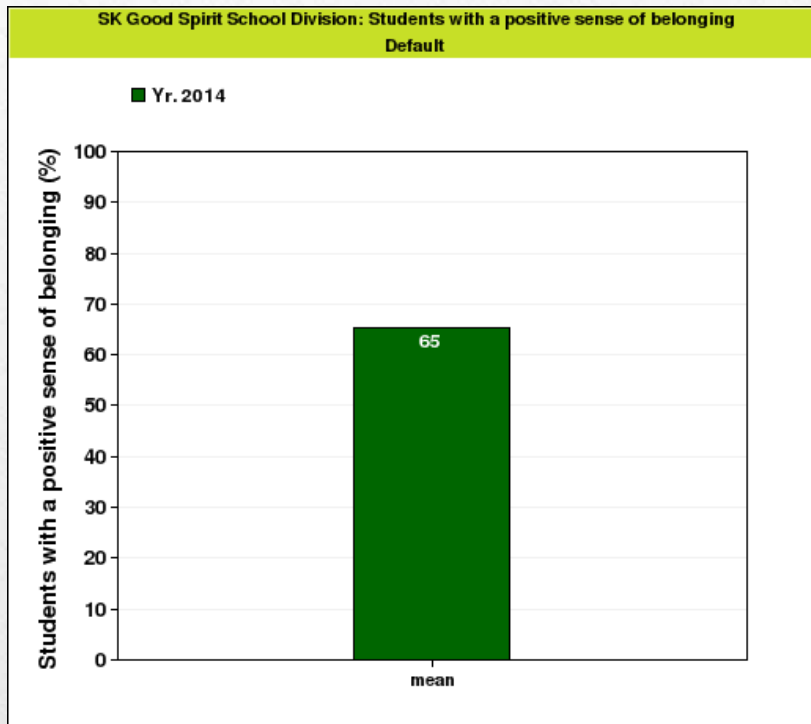
# Improvement Strategies

- Target "at risk" students in yellow (11-25% absenteeism)
- Ensure "meaningful and relevant" instruction
- Employ Responsive Teaching Strategies (Differentiate Instruction, timely feedback, multiple ways to demonstrate learning, Delivery Options, etc.)
- Increase Student Engagement Opportunities
- Continue & Improve Data Collection/Timely response to Data
- Improved School ↔ Home Communication
- Possible Incentive linked to Final Assessments (ie. RPSD)

# Tell Them From Me Survey Data

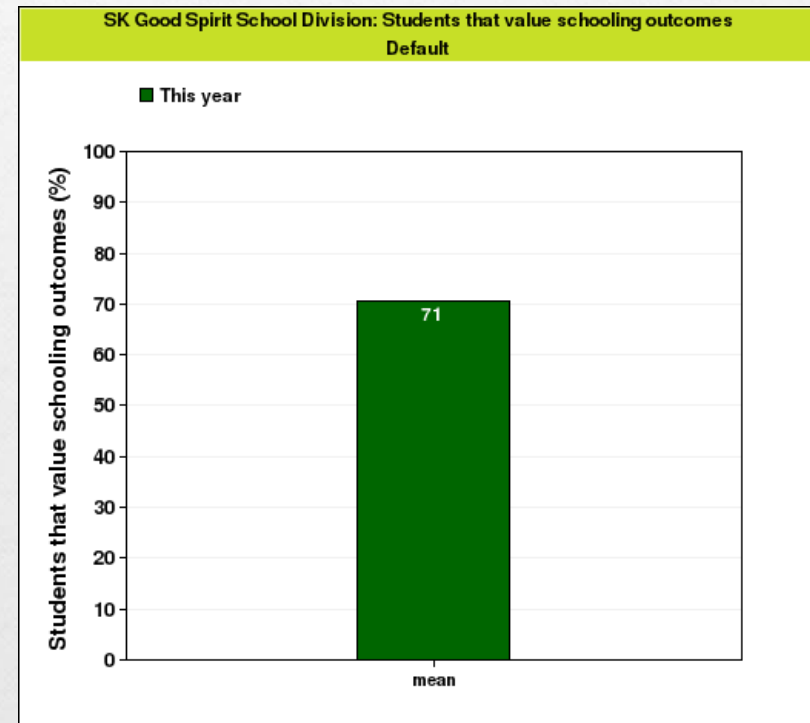
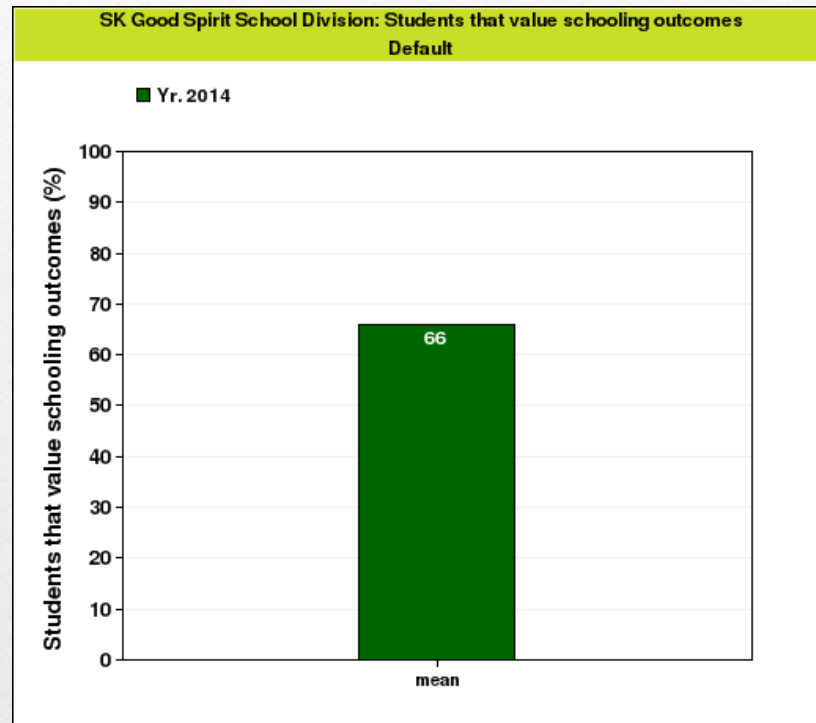
<b>Social Engagement</b> <i>Student is involved in the social life of the school</i>	<b>Institutional Engagement</b> <i>Student values and strives to meet the formal requirements for school success</i>	<b>Intellectual Engagement</b> <i>Student makes an emotional and psychological investment in learning</i>
Sense of Belonging at School	Values Schooling Outcomes	Interest and Motivation
Participation in Sports and Clubs	Attendance	Effort
	Positive Behaviour	
Positive Friendships at School	Homework and Study Habits	Appropriately Challenged

# Sense of Belonging





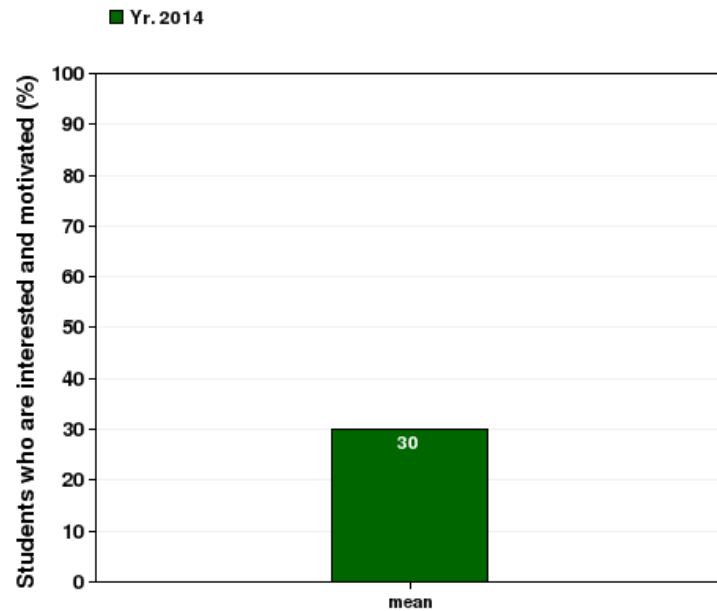
# Valuing School Outcomes



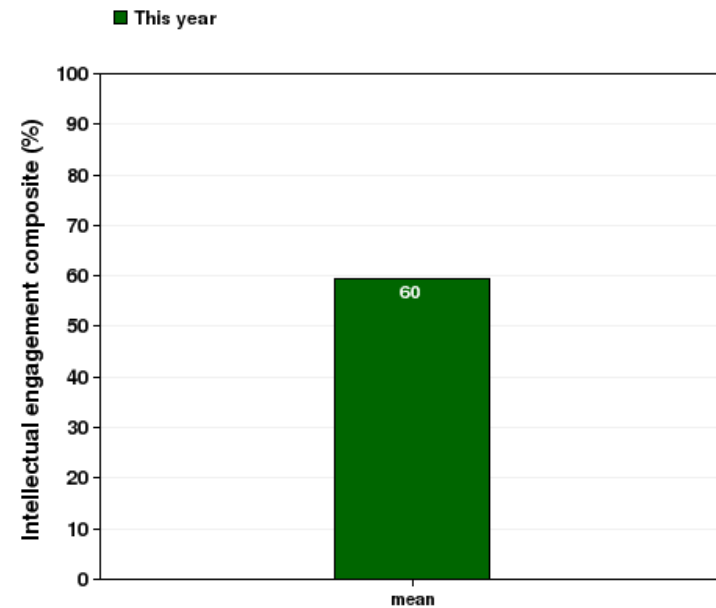


# Intellectual Engagement

SK Good Spirit School Division: Students who are interested and motivated  
Default

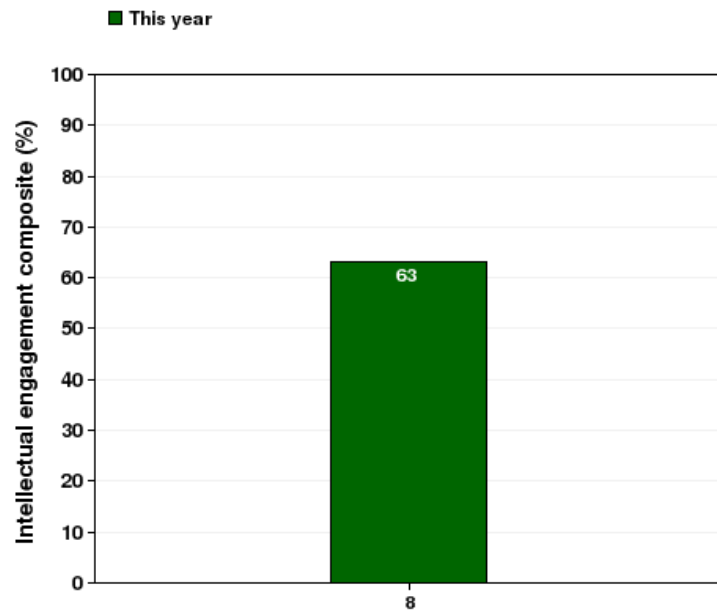


SK Good Spirit School Division: Intellectual engagement composite  
Default

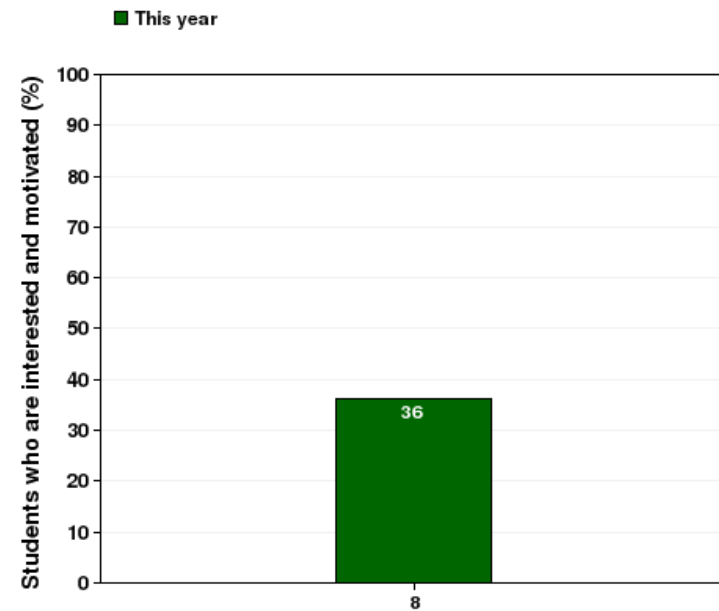


# 2020 Grads (Students currently in Gr.8)

SK Good Spirit School Division: Intellectual engagement composite  
Default

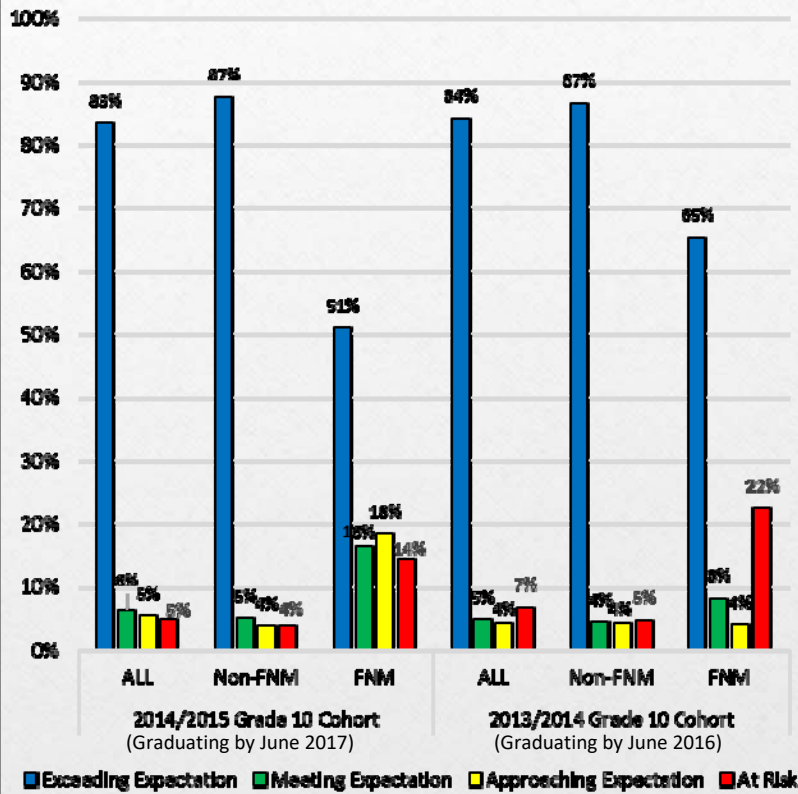


SK Good Spirit School Division: Students who are interested and motivated  
Default

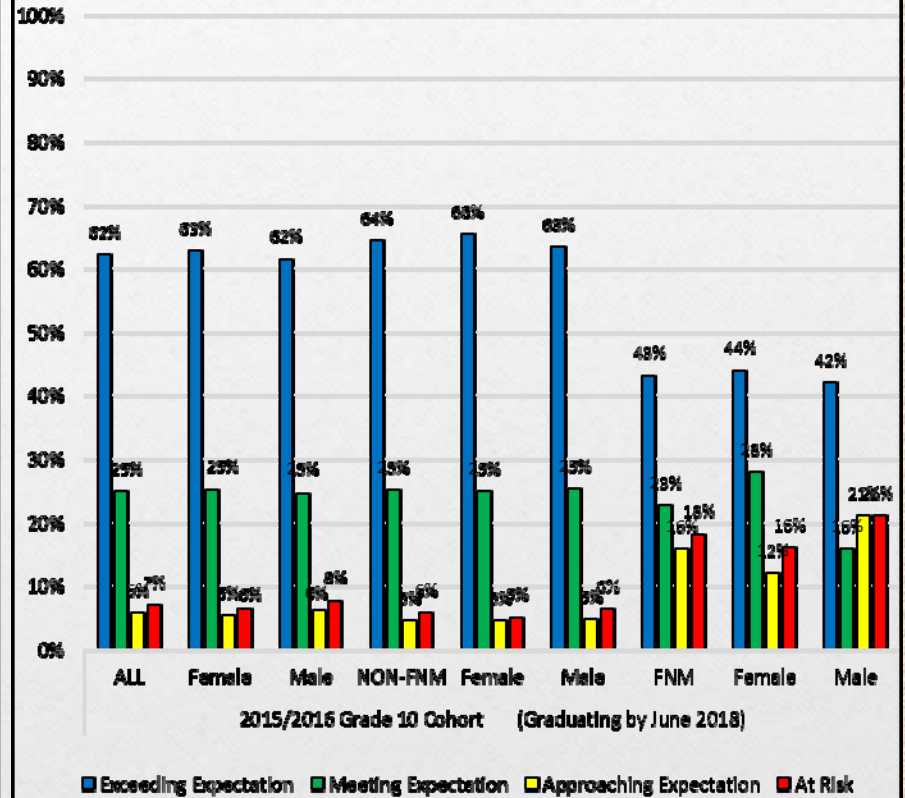


# Credit Attainment

GSSD Credit Attainment Information as of June 2015



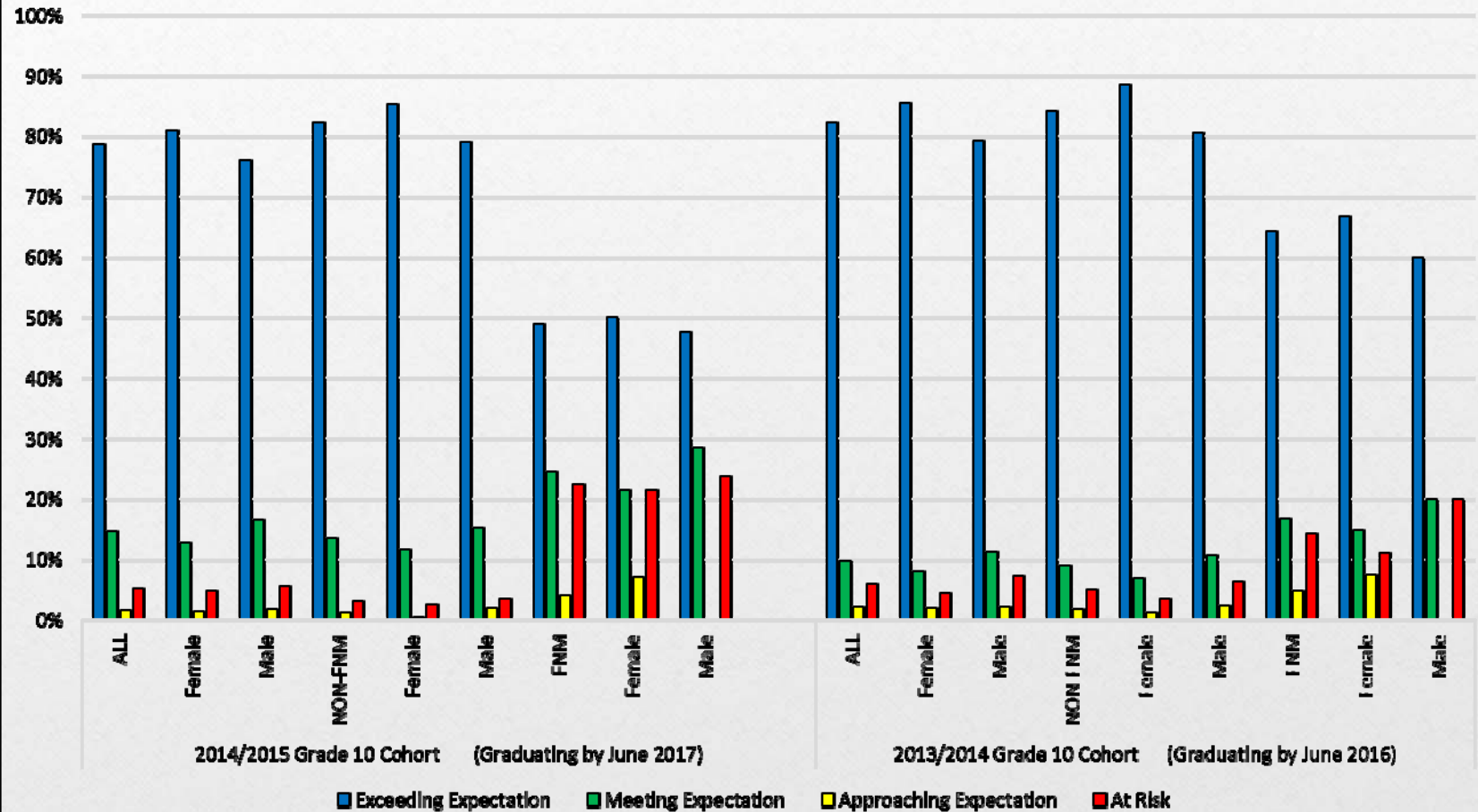
GSSD Credit Attainment Information as of January 2016





# Credit Attainment

GSSD Credit Attainment Information as of January 2016



# Improvement Strategies

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- **Development of Alternate Course Delivery Options**
- **Exploration of Course Delivery Schedules**
- **Explore and Develop Dual Credit Opportunities**
- **Explore Centers of Excellence (Hubs of Learning)**
- **Increase Youth Apprenticeship Opportunities**
- **Career Education/Digital Portfolio Development**
- **Credit Recovery Opportunities**

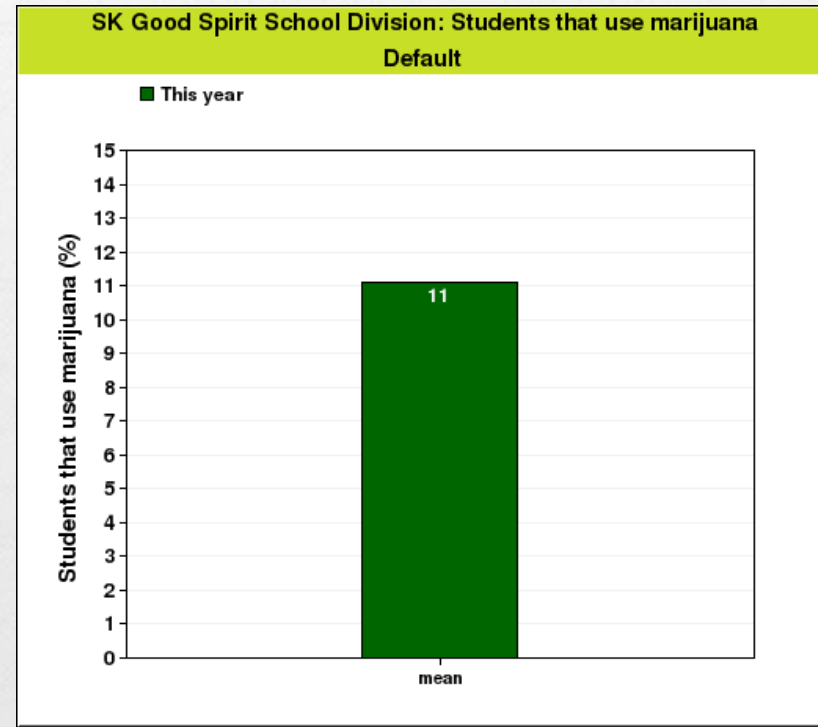
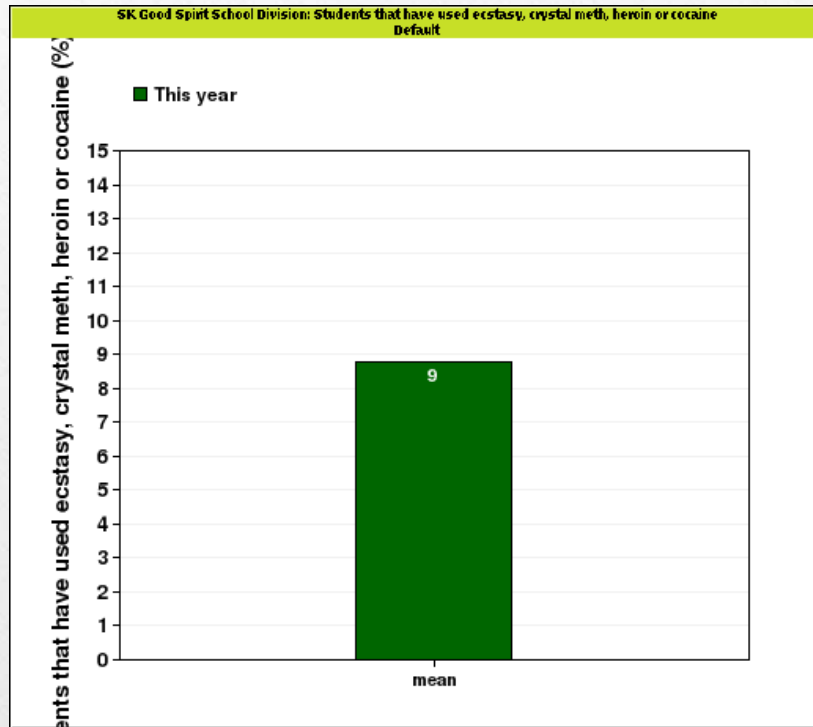




# Student Well-being

- **20% of our students report high levels of anxiety and depression (remains static from last year)**
- **Substance abuse and addictions continue to interfere with student learning**
- **Mental health and Addictions continue to be significant factors in regular school attendance**

# Tell Them From Me Data



# Improvement Strategies

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- **Expansion of CSCH within GSSD Schools**
- **Survey Development for "At Risk" Students**
- **Student Voice Committees (GSA, etc.)**
- **Mental Health/Substance Abuse Education & Support**
- **Drug/Alcohol AP**
- **Improved School ↔ Home Communication**





# Smooth Transitions Current Practice

- **Consistent transition plans for Early Learning → Elementary School → Middle Years → High School**
- **Improved Communication between Sending and Receiving Schools (report cards, attendance, CLEVR)**
- **Career Fair Opportunities – Post secondary opportunities, workforce options**
- **Consistent Credit Tracking**

# Improvement Strategies

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- **Common template for credit tracking (CLEVR)**
- **Career Counselor In-servicing/Year @ a Glance for Guidance Counselors**
- **Portal development for Scholarships/Entrance Deadlines, etc.**
- **Coordination of Youth Apprenticeship opportunities**



# Questions

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Celebrating 10 Years of Education

**Our Motto**  
**Our Mission**  
**Our Values**  
**Our Vision**

Students Come First  
 Building Strong Foundations to Create Bright Futures  
 Belonging, Respect, Responsibility, Learning, Nurturing  
 Learning Without Limits...Achievement For All

## Strategic Plan Report

**Date of Submission to the Board of Education:** May 19, 2016


**Submitted By:** Quintin Robertson, Acting Director of Education

### STUDENT AND FAMILY FOCUS

#### Reading Assessment

Schools are hard at work assessing their students' literacy growth. The interval for the Fountas & Pinnell (F & P) assessment is open for Grades 1 to 5. Once the data has been reviewed and verified, school based teams will be using this information, along with conversations, observations and products to guide their future literacy instruction.

STUDENT & FAMILY INTERNAL PROCESSES PEOPLE CAPACITY FINANCIAL STEWARDSHIP



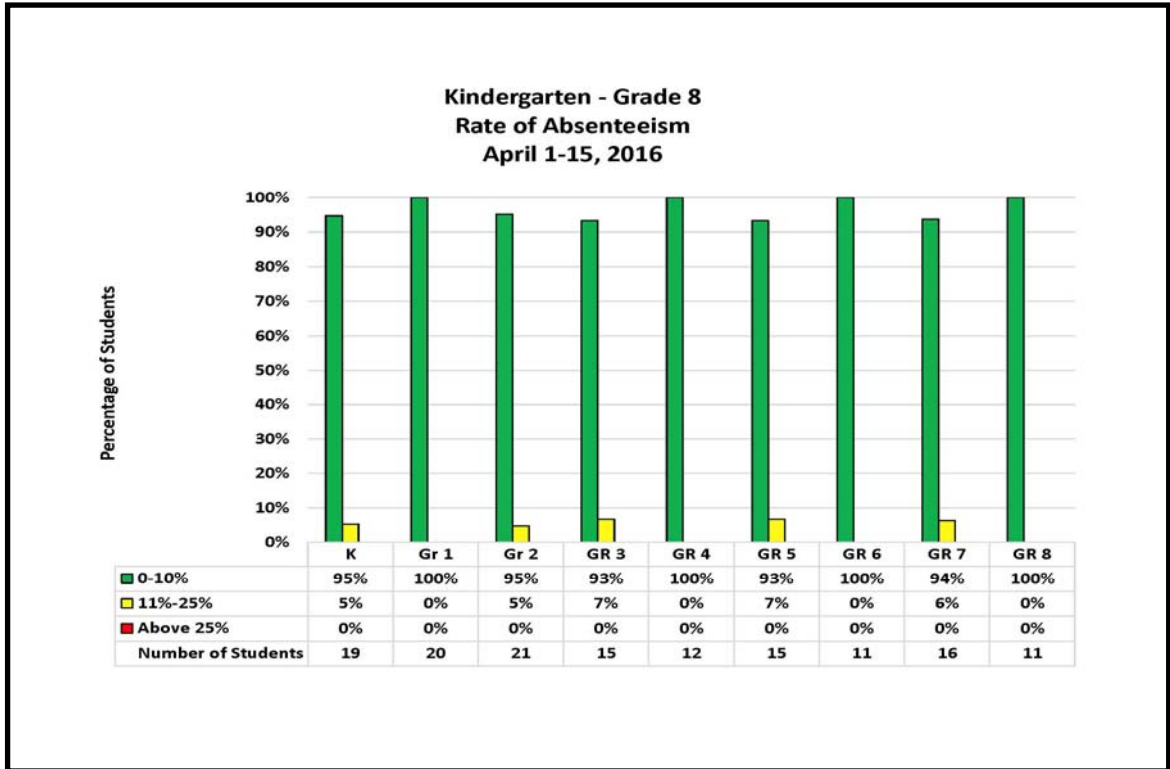
### GSSD's Guide to Fountas & Pinnell's Benchmark Assessment System

If you have any questions, please contact your Literacy Coach.

<b>WHY?</b>	<ul style="list-style-type: none"> <li>to guide instruction</li> <li>to group students</li> <li>to identify students for intervention</li> <li>to provide an overall picture of our students' growth division wide</li> </ul>
<b>WHO?</b>	<ul style="list-style-type: none"> <li>classroom teachers assess their own students</li> <li>Grades 1-5</li> <li>Grade 6 (assess red and yellow zone students as per GSSD gradient)</li> <li>record student information and comments in Clevr for students who are not ready to complete the assessment</li> <li>avoid testing EAL students during the "silent period" (EAL Handbook, p. 7)</li> </ul>
<b>WHEN?</b>	<ul style="list-style-type: none"> <li>during the required GSSD Assessment Intervals (Fall &amp; Spring)</li> <li>3rd <b>optional</b> assessment targeting students not yet meeting or approaching grade level expectations (Winter)</li> <li>as needed for LLI</li> <li>outside of these assessment intervals, use a <b>running record</b> to document student growth and inform instruction</li> </ul>
<b>WHERE?</b>	<ul style="list-style-type: none"> <li>quiet location</li> <li>few distractions</li> <li>teacher coverage if possible</li> </ul>
<b>WHAT</b> about Benchmark Criteria?	<ul style="list-style-type: none"> <li>accuracy and comprehension are both used to determine whether a text is independent, instructional or hard</li> <li>always consult your F&amp;P Benchmark Criteria Chart</li> </ul>
<b>HOW</b> do I know when the assessment is completed?	<ul style="list-style-type: none"> <li>continue to test instructional levels until you reach the student's hard level</li> <li>the goal is to determine the student's highest <b>instructional level</b></li> <li>may be helpful to use the Assessment Summary Form to organize multiple tests</li> </ul>

### Student Attendance

GSSD knows the importance of student attendance. As part of our goal to improve student learning and well-being we are closely monitoring attendance. Schools are provided a detail listing of their attendance patterns every two weeks. This data allows school teams to make data based decisions to support those students who are showing patterns of chronic absenteeism. Below is the April 1 to 15 chart for a GSSD school. The data shows perfect attendance in Grades 1, 4, 6, & 8.



### Professional Service Provider

Our GSSD Professional Service Providers operate in Professional Learning Communities (PLCs) to communicate, collaborate, and build the capacity of others. One excellent product of this team work is a recent newsletter from our Psychologist PLC which offers timely information and strategies regarding supporting children and youth experiencing anxiety and depression. This newsletter offers ideas for talking to children and teens to help them deal with anxiety and stress, along with tips for building resilience in students and positive classroom environments. These newsletters have been posted to the portal (insert link below) and circulated to schools so please take a few moments to read this critical information. Thank you to our psychologist PLC for sharing this relevant information that can help us support our students to build strong mental health foundations for bright futures.



### Drama

The **Yorkdale Central School** drama club recently put on three performances at the Anne Portnuff Theatre. This was recently shared in the Yorkton paper. The group also went to Regina last week for the Saskatchewan Middle Years Drama Festival and received very good reviews.

### We Act

The **Yorkdale Central School** We Act Club has been very active this year in Yorkton and around Manitoba and Saskatchewan. The efforts of students have been so outstanding this year that Yorkdale Central had three students invited for special presentations at We Day Saskatchewan. Yorkdale Central received three of ten awards. No other school had more than one. Royal's Amber Smith, Bailey Hubic & Tyler Bueneke were among only 10 students in Saskatchewan who received The Governor General's Caring Canadian Award recently. This award is given to Canadian volunteers for their time and energy in service of others. This honour was presented by Craig Kielburger on March 1, 2016 in Saskatchewan at the pre-We Day event on behalf of the Governor General His Excellency the Right Honourable David Johnston. The award highlights youth that have made a significant, sustained, unpaid contribution to their community, in Canada or abroad.

In addition, Maisy Wheeler, another one of YCS We Day students, received word that she will be going to Kenya this summer as part of Free the Children's international efforts to improve the world. She is just one of twenty sponsored students by PotashCorp. Our group set a goal of sending someone to a workshop with Craig Kielberger in September at Moosomin.

### Archery

#### Saltcoats School

Coaches, Dale Sidoryk and Steve Farquharson's archery team recently competed in Weyburn for Provincials. The Elementary team placed first at the Southern Tourney & finished second in the Province. The Middle Years team won first at the Southern Tourney & second in the Province. The school also had 2 individual Provincial winners (Teagan Bolton-Zerebeski in elementary and Jessica Farquharson in middle years). Saltcoats also had a Middle Years Provincial silver medalist (Mya Lauer) along with many more medalists at the Southern level.



#### Yorkdale Central School

Abby Lees, a Grade 8 student at Yorkdale Central, received 3rd place at the NASP National Archery Championships in Edmonton. We recently presented her with her bronze medallion. Being a national competition, we are very proud of her and the credit she brought to our building.



## Skills Canada

### Invermay School

Invermay School proudly hung a Provincial Skills Canada banner earned by Orrie Babichuk on Friday, April 22nd in Regina. Orrie won gold in the Outdoor Power and Recreational Equipment category which has earned him the opportunity to go to National Skills Canada competition in Moncton, New Brunswick. Orrie and Mr. Machnee will travel to Moncton during the first week of June. Invermay School staff hosted a home-made soup, sandwich and dessert sale on May 17th. All proceeds from the fundraiser will be used to help with travel expenses. GSSD will provide some financial support towards Orrie's expenses also. Congratulations on your high level achievement Orrie!



### Melville Comprehensive High School

Congratulations to all of our Skills Canada Provincial Competitors for representing Melville Comprehensive School so well at the skills competition on April 21 & 22 in Regina. MCS was well represented by 7 students in 5 categories, returning home with 3 medals.

Competitors and results were as follows:

WELDING: Dallas Schutz (GOLD); OUTDOOR POWER & EQUIPMENT: Jenner Tangjerd (SILVER) & Kevin Campbell (BRONZE); CABINET MAKING: Kalyb Boychuk (Top 10 Finish – actual results not yet available); CARPENTRY: Tyler Kraushaar (Top 10 Finish – actual results not yet available); PHOTOGRAPHY: Madison Schick (6<sup>th</sup>) and Morgan Schick (5<sup>th</sup>).

The teachers were impressed by the level of discipline and dedication of the students and their many extra hours spent preparing and practicing for the competition. Many thanks to our teachers for supervising and playing a significant role in the success of the students. Dennis Muzyka and Michael Wilk were delegate advisors for the competition. Stuart Wilson was the head judge for the Outdoor Power Equipment competition. Don Coleman was a member of the organizing committee and one of the competition judges.



### Yorkton Regional High School

The YRHS arrived in Regina with high expectations and did not disappoint. The team of 22 competitors came home with 15 medals. Bronze medalists include Jed Stachura (Precision Machining), Mya Desmarais (Public Speaking) and the Robotics team consisting of Shane Toma, Christian Hansen & Dakota Haberman. The lone silver medalist was Briana Wosminity (Creative Braiding). The following students are PROVINCIAL CHAMPIONS: Carter Park (Electrical Wiring), Aaron Leegwater (Auto Service), Karysma Schneider (Aesthetics), Cassie Jones (Photography), Briana Wosminity (Bridal Hairstyling), and the Robotics team consisting of Brock Chiasson, Brett Guenther, James Theissen & Sean Furber.



This is likely the best achievement that YRHS has ever had. The high achievement is a reflection of the expertise, hard work and time of the teachers involved (Carmella, Don, Eugene, Terry, Chad, Sarah "The Rookie", and Kevin). Medalists and non-medalists all represented the Land of Orange well in and out of competition.

Good luck in training to the following people who qualified for Team Saskatchewan and travel to Moncton, New Brunswick in

June to compete at Nationals...Carter Park (Electrical Wiring - Chiasson), Cassie Jones (Photography - McDowell), Aaron Leegwater (Auto Service - Tkachuk) and Brock Chiasson/ James Theissen/ Sean Furber/ Brett Guenther (Robotics - Chiasson).

### Family Institute

It was encouraging to see the positive response to the **Davison School** Family Institute that was held on April 6. Sponsored by the SCC, the topic for the evening was *'Helping Kids Cope with Stress & Anxiety'*. The evening began with an informal supper in the gym where fellowship and good food was enjoyed by all. The evening continued with Britton Houdek, a registered yoga teacher, holding a kids yoga session while the adults attended a session with the Sunrise Mental Health clinical staff. Family activities included family yoga and a session with KidsFirst. A lot of beneficial information was shared and a take home package full of resources was given out to those in attendance.

### Agriculture in the Classroom

Congratulations to Ms. Grywacheski and her class as they were selected to participate in the Yorkton Pizza Farm this year. Ms. Grywacheski applied for admission last month and recently learned that her students will indeed have this great opportunity to learn. How it works is:

The Saskatchewan Food Farms offer students an opportunity to learn about where their food comes from through actively participating in growing ingredients and preparing a meal. Students are invited to the garden site in the spring to plant the ingredients needed for a favourite food and to learn about the role of Agriculture in our province.

**Invermay School** students will plant their pizza ingredients at the Food Farm near Yorkton on June 2<sup>nd</sup> & 3<sup>rd</sup>. They will return in the fall to harvest the ingredients that have grown during the summer. The interactive sessions are led by passionate agriculturalists from the local community.



### ECDAA Report

Senior Boys' and Girls' badminton was held in Yorkton on April 26 at Sacred Heart High School and the Yorkton Regional High School. The following are the results of the evening:

Sr. Boys' Singles	Sr. Girls' Singles	Boys' Doubles	Mixed Doubles
1 <sup>st</sup> Jihwan Shin Yorkton Regional	1 <sup>st</sup> Claritze Perpetua Melville Comp	1 <sup>st</sup> Ben Fetsch Austin Thomas Sacred Heart	1 <sup>st</sup> Taylor Elmy Alexis Frick Melville Comp
2 <sup>nd</sup> Kade Johnson Sacred Heart	2 <sup>nd</sup> Julia Halcrow Melville Comp	2 <sup>nd</sup> Michael Chan Henry Thomas Kamsack Comp	2 <sup>nd</sup> Jesse Rathgeber Sam Rotenburg Melville Comp
	3 <sup>rd</sup> Emma Teneycke Yorkton Regional	3 <sup>rd</sup> Dakota Berezowski Carson Miller Yorkton Regional	
		<b>Girls' Doubles</b>	
		1 <sup>st</sup> Darian Desjarlais Daryn Nevil Melville Comp	
		2 <sup>nd</sup> Monica Reetz Bailey Munson Chrchbridge	

ECDAA Track and Field will be held May 25th & 26th at Century Field at the Yorkton Regional High School.



### Learn Ag Project

Currently at **Churchbridge School**, the staff, students, and community members are working together to provide educational opportunities that engage youth with their environment and create ties between skills learned in the classroom and the agriculture industry. With the help of Sharpes Soil Services, Sorgaard Seeds, Rathgeber Seeds, Fraser Farms, and Warren Kaeding we have secured 35 acres of land to be used for educational purposes. Each grade has begun to learn about a facet of agriculture that pertains to their curriculum. On May 27th each student will spend half a day on the land to partake in an interactive field day. Thanks to the help of schools such as Langenburg High School, Hoffman, and Macdonald, which have organized similar projects we have had a very positive response from supporters.

The outdoor classroom at our school also plays a critical role in this initiative. By planting the same strain of wheat that will be seeded in our school field in two of our garden plots within the outdoor classroom we will have the opportunity to observe, analyze, and experiment with the different factors that affect the crop and how it can be utilized on a daily basis. Similar to this year, we will harvest our small plots of wheat to make flour for baking in the fall. The other garden beds will consist of root vegetables that will be used along with fruit from our trees in our PAA classes in the fall.

A new addition to the outdoor classroom this year is a chicken coop, which was built by a group of young men for their PAA 8/9 project. Recently, these three students also acquired 80 fertilized eggs that are currently incubating in different parts of our school. The Grade 7 class has also taken on a leadership role by creating presentations and workbooks that they go through with the Kindergarten class to teach them about the life-cycle of a chicken and their daily needs. After the chicks become large enough a few of the strongest chicks will move from the K room to their new home in the outdoor classroom. The remaining chickens will go back to their home on the farm. In the fall we hope to get two laying hens back so we can learn about the needs of mature chicken and incorporate them into the entrepreneurial section of PAA.

### Extreme School Makeover Challenge Recipient

Together with the Saskatchewan School Boards Association and Breakfast For Learning, Mosaic launched the Extreme School Makeover Challenge in 2006. The Mosaic Extreme School Makeover Challenge is open to all schools in Saskatchewan. Participating schools receive a certificate of recognition acknowledging their efforts to create healthier school nutrition environments. Entries are judged on quality of nutritional programming and potential benefits to the school community.

**Preeceville School** is excited to announce that their Breakfast Café project, first launched a little over two years ago, is one of the recipients of the Mosaic Extreme School Makeover Challenge. They will receive \$10,000 dollars for their Breakfast Café Program.

The Breakfast Café provides a free breakfast to all of their students every school day.

A big thank you to Sarah DeRuiter for applying to the Mosaic School Makeover Challenge. We must also recognize the hard work of Sarah, Heidi Paterson, and Bonnie Lisitza who have been the driving force of the program. Thank you also to all the volunteers from Preeceville School staff, the community of Preeceville, and SCC who have helped to keep this program running.

### INTERNAL PROCESS FOCUS

#### Electronic Funds Transfer

As part of the division's commitment to continuous improvement, the Accounting Department has moved to Electronic Funds Transfer for the payment of employees and vendors. To date, this action has resulted in increased efficiency for both the division and the client. Calculations on the estimated cost savings since we moved to EFT payment for employees and vendors are as follows:

#### Current Year (Sept. 15/15 to April 30/16)

- Estimated savings of \$ 3,036.30

#### Overall Savings (less implementation costs since inception)

- \$7,425

## PEOPLE CAPACITY FOCUS

### Professional Development

PD Event	Date	Topic / Outcome
EAL Assessment Toolkit Training	April 25, 2016	GSSD will be utilizing an assessment toolkit first developed by Southeast Cornerstone School Division. The session participants will be learning how to use this useful resource to support EAL Learners.
PAA PLC Meeting	April 25, 2016	The focus on this session was reviewing current and upcoming budgets. The session participants also learned more about the GSSD PAA Safety Audit and recommendations for implementation.
Grade 1 Anchor Day	May 6, 2016	Independent reading, GSSD's co-constructed criteria documents, Saskatchewan READ, and Word Study check-in were the focus areas for this session.
Leadership Project Meeting	May 9, 2016	The focus of this meeting was on the draft framework development.
Grade 1 Anchor Day	May 11, 2016	Independent reading, GSSD's co-constructed criteria documents, Saskatchewan READ, and Word Study check-in are the focus areas for this session.
Grade 8 Dialogical Learning Session	May 18, 2016	The session is a way to support the whole teacher learning process. It is a way to ensure that our resources are being used and that teachers can articulate the shift in learning engagement with their students.

### Math Intervention Process Workshop



On May 10<sup>th</sup>, Math Coach, Cindy Smith, and a group of teachers and administrators worked together to develop GSSD's math intervention process.



## FINANCIAL STEWARDSHIP FOCUS

### 2015/16 Budget Forecasting Process and Re-allocation of Funds

On a monthly basis, all budget managers are required to review their budget allocations, expenditures to date and plans through to the end of the fiscal year. Reports are provided to the Superintendent of Business Administration that indicate resources that are available to be re-allocated. At the same time, needs that were unknown at the time of budgeting or increased cost pressures are identified and cost estimates are prepared. These needs are reviewed by Administrative Council and as a team decisions are made on which ones are approved.

- Resources available as of May 11<sup>th</sup> for re-allocation \$145,000
- Approved projects/needs:
  - ◊ Release time for the Administration at LHS and Hoffman Schools to plan for the new Langenburg Central School
  - ◊ Good Spirit Centralized Library Project
  - ◊ Additional Educational Assistant and Student Counselling time
  - ◊ Removal and disposal of chemicals from schools
  - ◊ 5 Year PD Continuum Project
  - ◊ Training and Support for the Strategic Plan

# Regular Meeting Agenda

**Date:** Tuesday, June 21, 2016  
**Location:** Fairview Education Center  
**Time:** **10:00 AM – Meeting**  
**12:00 – 12:30 PM – Lunch**

1. Call to Order
2. Approval of Agenda
3. Conflict of Interest
4. Approval of Minutes
  - 4.1. May 19, 2016 Regular Meeting
5. Planning and Development – Interventions from Student Services – Tracy Huckell
6. Delegations
7. Accountability Reports – Student and Family with a focus on Early Learning – Tracy Huckell
8. In – Committee Items
  - 8.1. Funding Meeting Update – June 16 & 17
  - 8.2. 2016-2017 Budget
  - 8.3. In- Committee Board Session
  - 8.4. Human Resources Report
    - 8.4.1. Out of Scope Salary Review Committee Report
    - 8.4.2. Negotiations Update
    - 8.4.3. LINC Agreement
  - 8.5. Suspension Report
  - 8.6. Yorkton Minor Football
  - 8.7. Public Section – 2016-2017 Operational Budget
  - 8.8. Transportation Committee Report
  - 8.9. Sturgis Schools and Sturgis Meeting Update
  - 8.10. Out of Attendance Area Requests
9. Action Items
  - 9.1. In-Committee
    - 9.1.1. Suspension Report
    - 9.1.2. LINC Agreement

- 9.1.3. Out of Scope Salary Recommendation
- 9.2. Old Business
  - 9.2.1. Tax exemption/cancellation requests
  - 9.2.2. Terms of Reference – Finance Committee
  - 9.2.3. Terms of Reference - Student Discipline Committee
  - 9.2.4. Out of Country Travel
  - 9.2.5. Driver Education
  - 9.2.6. Langenburg Services Community Agreement
  - 9.2.7. PMR Submission
- 9.3. New Business
  - 9.3.1. Election Returning Officer
  - 9.3.2. Langenburg Central School – Space naming
  - 9.3.3. Property disposal
  - 9.3.4. Langenburg Central School - Plaque
- 10. Director’s Report
- 11. Committee/Conference Reports
  - 11.1. School Community Council
- 12. Future Business
- 13. Meeting Dates – Special Board Meeting – June 27, August 18, 2016
- 14. Notice of Motion
- 15. Topics for Future Agendas
- 16. Adjourn

The Board of Education of the  
Good Spirit School Division No. 204 of Saskatchewan

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Minutes of the Regular Meeting of the Good Spirit Board of Education  
Tuesday, June 21, 2016  
Fairview Education Centre, Yorkton, Saskatchewan

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**Board Members (P)Present (A)Absent**

P	Chris Balyski
P	Bryan Cottenie
P	Gord Gendur
P	Shannon Leson
P	Florence Stachura
P	Lois Smandych – Chair

A	DJ Cairns – Vice Chair
P	Gilda Dokuchie
P	Rick Haacke
A	Bonnie Rushowick
P	Bob Simpson

**Staff**

Quintin Robertson – Acting Director  
Sherry Todosichuk – Deputy Director Corporate Services

**16-092**

Smandych:

**Call to order**

That this meeting now come to order at 10:00 a.m.  
**Carried.**

**16-093**

Cottenie:

**Adoption of agenda**

That the agenda be adopted as presented.  
**Carried.**

**Conflict of Interest**

None declared regarding presented agenda items.

**16-094**

Stachura:

**Approval of regular minutes**

That the minutes of the May 19, 2016 Regular Meeting be adopted as presented.  
**Carried.**

**Business arising from the minutes**

None

**Planning and Development**

Interventions from Student Services – Tracy Huckell

**Accountability Reports**

Student and Family with a focus on Early Learning – Tracy Huckell

**16-095**

Simpson:

**Accountability Report – Student and Family**

That the Board accept the Accountability Report on Student and Family – Early Learning as presented.  
**Carried.**

**Delegation**

None

**In-Committee Items**

1. Funding Meeting Update – June 16 and 17, 2016
2. 2016-2017 Draft Budget
3. In-Committee Board Session
4. Human Resources Report
  - a. Out of Scope Salary Review Committee Report
  - b. Negotiations Update
  - c. LINC Agreement
5. Suspension Report
6. Yorkton Minor Football
7. Public Section – 2016-2017 Operational Budget
8. Transportation Committee Report
9. Sturgis Schools and Sturgis Meeting Update
10. Out of Attendance Area Requests

**16-096**

Balyski:

**Enter committee of the whole**

That the Board enter committee of the whole.

**Carried.**

**16-097**

Haacke:

**Exit committee of the whole**

That the Board exit committee of the whole.

**Carried.**

**Action Items**

1. In-committee Items
  - a. Student Suspensions
  - b. LINC Agreement
2. Old Business
  - a. Tax Exemption/ Cancellation Requests
  - b. Terms of Reference – Finance Committee
  - c. Terms of Reference – Student Discipline Committee
  - d. Out of Country Travel
  - e. Driver Education – tabled to June 27
  - f. Langenburg School Services Community Agreement
  - g. Preventative Maintenance and Renewal – tabled to June 27
3. New Business
  - a. Election Returning Officer
  - b. Langenburg Central School – Space Naming
  - c. Property Disposal
  - d. Langenburg Central School – Plaque

**16-098**

Cottenie:

**Student Suspension Report**

That the Board accept the student suspension report with recommendations as presented.

**Carried.**

**16-099**

Balyski:

**LINC Agreement**

That the Board ratifies the memoranda of agreement with Good Spirit Teachers Association LINC for the contract July 1, 2016 to June 30, 2018.

**Carried.**

- 16-100**  
Gendur: **Tax Exemption/Cancellation Requests**  
That the Board approve all property tax exemption or cancellation requests received from Municipalities. Further, that at such time as the Ministry of Education changes its policy which would result in a negative financial impact for the school division, this decision will be reviewed.  
**Carried.**
- 16-101**  
Simpson: **Finance Committee of the Board - establishment**  
That the Board establish a Finance Committee of the Board and approve the terms of reference as presented.  
**Carried.**
- 16-102**  
Cottenie: **Finance Committee of the Board - representation**  
That the Board appoint Balyski, C. and Stachura, F. to sit as representatives on the Finance Committee with the Board Chair or Board Vice-Chair.  
**Carried.**
- 16-103**  
Gendur: **Student Discipline Committee of the Board - establishment**  
That the Board establish a Student Discipline Committee of the Board and approved the terms of reference as presented.  
**Carried.**
- 16-104**  
Stachura: **Out of Country Travel**  
That the Board limit field trip/excursion travel for all GSSD student related activities to within Canada and the continental U.S.  
**Carried.**
- 16-105**  
Haacke: **Langenburg School Services Community Agreement**  
That the Board enters into a long term agreement with the Town of Langenburg for grass cutting and lawn maintenance services at Langenburg Central School in exchange for the operating costs of the additional community funded space in the new school.  
**Carried.**
- 16-106**  
Simpson: **Election Returning Officer**  
That the Board appoint Dianne Kresak as the returning officer for the school board elections to be held on October 24, 2016.  
**Carried.**
- 16-107**  
Stachura: **Langenburg Central School – Naming of Space**  
That the Board approve the naming of seating space in the commons of Langenburg Central School to be **Jackie's Reading Corner** in memory of Jackie Adam (a former employee of GSSD and long serving SCC Chairperson of LHS)  
**Carried.**
- 16-108**  
Haacke: **Disposal of Property – RM of Clayton**  
That the Board accepts the offer from the Rural Municipality of Clayton to purchase the former school yard located at NE 16 36 3 W2 Blk A Plan 101693819 Ex 19, Parcel # 152069889 and Title# 124386330 for \$100. Title transfer cost to be borne by RM of Clayton.  
**Carried.**
- 16-109**  
Balyski: **Langenburg Central School – Recognition Plaque**  
That the Board approves the Langenburg Central School Official Opening Plaque."  
**Carried.**

**Information Items presented by the Acting Director of Education**

1. Strategic Plan Report
2. Monthly Financial Report
3. Human Resources Report – posted in Resource Centre
4. Correspondence
5. Thank You Notes

**Discussion Items presented by the Acting Director of Education**

1. Important Dates
  - a. Bus Garage BBQs
  - b. Public Section – 2016-2017 Calendar
  - c. Board Meetings – July 21 and August 18
2. Langenburg Central School Grand Opening
3. Professional Leadership Team (PLT) Update

**Committee / Conference Reports**

1. School Community Council Governance Reports

**Future Business**

1. Meeting dates – Special Board Meeting June 27, August 18
2. Notice of Motion
3. Topics for Future Agendas

**16-110**  
Gendur:

**July Board Meeting**

That the Board cancel the July Board Meeting.  
**Carried.**

**16-111**  
Cottenie:

**August Board Meeting**

That the Board change the start time of the August 18, 2016 regular board meeting from 1:00 p.m. to 10:00 a.m.  
**Carried.**

**16-112**  
Dokuchie:

**Adjournment**

That we do adjourn at 6:30 p.m.  
**Carried.**

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CHAIRMAN - Smandych

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SECRETARY – Todosichuk





## Strategic Plan Report

**Date of Submission to the Board of Education:** June 21, 2016

**Submitted By:** Quintin Robertson, Acting Director of Education

### STUDENT AND FAMILY FOCUS

#### ECDA A Report

**Provincial Badminton results:** Clarizze Perpetua won a gold medal in girls' singles for Melville Comprehensive School.

**Good Spirit School Division Provincial Track and Field results:**

Gold Medal Recipients		
T.J. McBride	Yorkton Regional High School	3000 M
Gavin Oystrick	Yorkton Regional High School	4 x 100 M
Kelvin Harris	Yorkton Regional High School	4 x 100 M
Sean Paligan	Preeceville School	4 x 100 M
Drew Kirk	Langenburg High School	4 x 100 M
Silver Medal Recipients		
Drew Kirk	Langenburg High School	Long Jump
Drew Kirk	Langenburg High School	200 M
T.J. McBride	Yorkton Regional High School	1500 M
Bronze Medal Recipients		
Brittany Varga	Esterhazy High School	800 M
Caleb Bymak	Yorkton Regional High School	Quadathalon
Kelvin Harris	Yorkton Regional High School	Pole Vault
Gavin Oystrick	Yorkton Regional High School	Triple Jump
Kelsey Haczkewicz	Yorkton Regional High School	400 M
Kelsey Hackewicz	Yorkton Regional High School	4 x 400 M Relay
Kellie Onda-Inglis	Yorkton Regional High School	4 x 400 M Relay

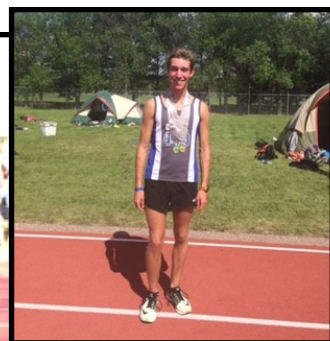
STUDENT & FAMILY INTERNAL PROCESSES PEOPLE CAPACITY FINANCIAL STEWARDSHIP



Gold medal winners—4 x 100 m relay

From left to right:  
Dami Ogunbiyi (Sacred Heart HS), Sean Peligan (Preeceville), Gavin Oystrick (YRHS), Drew Kirk (LHS), missing Kelvin Harris (YRHS)

**This Midget Relay Team ran an incredible 46.58!**



3000 M Gold medal winner  
TJ McBride (YRHS)



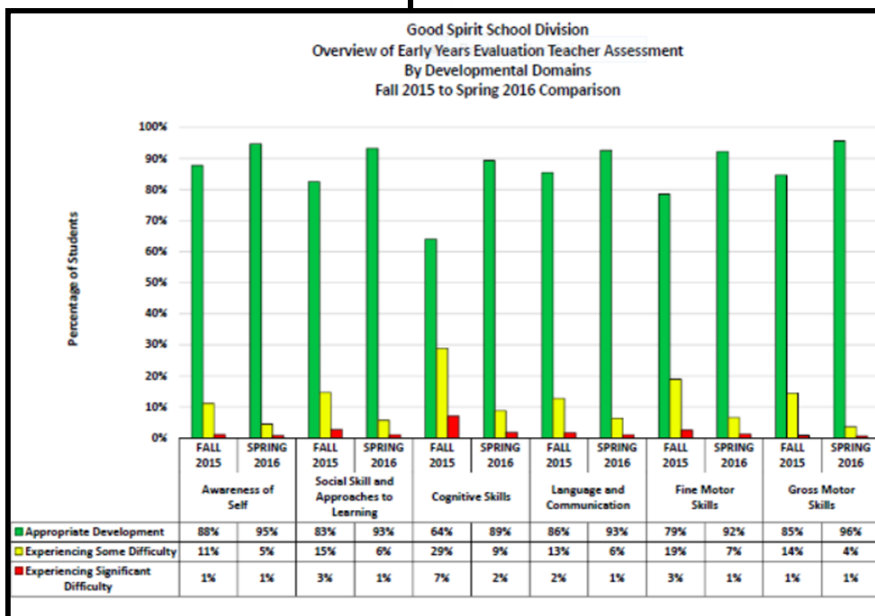
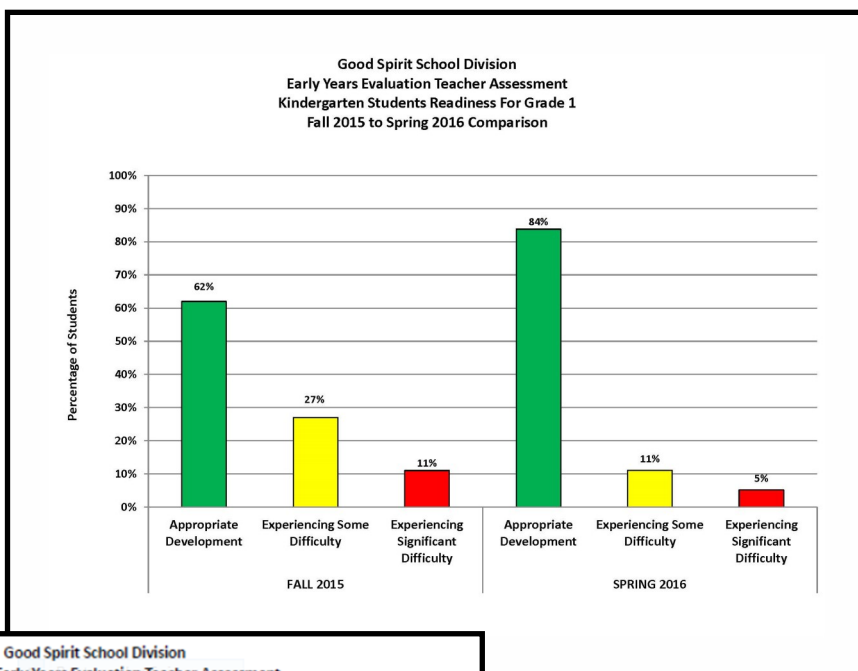
Long Jump & 200 M Silver medals winner  
Drew Kirk (LHS)

### GSSD Early Years Evaluation (EYE)

The Ministry of Education’s early years strategic plan goal indicates that by June 30, 2020, 90% of children exiting Kindergarten will be ready for learning in the primary grades. School divisions are to measure this goal using the Early Years Evaluation (EYE) which is a research-based assessment used widely across Canada.

GSSD’s 2015/16 pre and post assessment EYE data can be viewed below. According to the EYE assessment, 84% of GSSD Kindergarten students are ready to learn in Grade 1; which is an increase of 22% from the fall pre-assessment data. The second chart below indicates 89 – 96% of GSSD Kindergarten students have developed the necessary skills in each particular domain. This is certainly a celebration as it indicates that many of our Kindergarten students are very close to being ready to learn in Grade 1 and likely only have one or two domains requiring targeted intervention to support them in being ready to learn in Grade 1.

Thank you to our Kindergarten teachers and Professional Services Providers (SLPs, Counsellors, Psychologists, and OTs) for collaborating to provide responsive teaching in the classroom; your efforts and commitment have certainly supported strong learning foundations for our Kindergarten children.



Fountas & Pinnell Benchmark Assessment System

Grade 3 Year to Year Data Comparison

- Chart 1 compares the data on our students in Grade 3 in June 2015 vs. Grade 3 in June 2016
- 2016 data saw an increase in exceeding grade level reading expectations of 7% (52% in 2016 vs. 45% in 2015)
- Overall increase of meeting or exceeding grade level reading of 5% (79% in 2016 vs. 74% in 2015)
- Decrease of students approaching and not yet meeting expectations in 2016 vs. 2015

Grade 2 vs Grade 3 Data Comparison

- Chart 2 compares the assessment results for students in Grade 2 in June 2015 and the same students in Grade 3 in June 2016
- The 2016 data illustrates an increase in exceeding grade level reading expectations of 22%
- Overall increase of meeting or exceeding grade level expectations has increased by 2% (79% in Grade 3 vs. 77% in Grade 2)

STUDENT & FAMILY INTERNAL PROCESSES PEOPLE CAPACITY FINANCIAL STEWARDSHIP

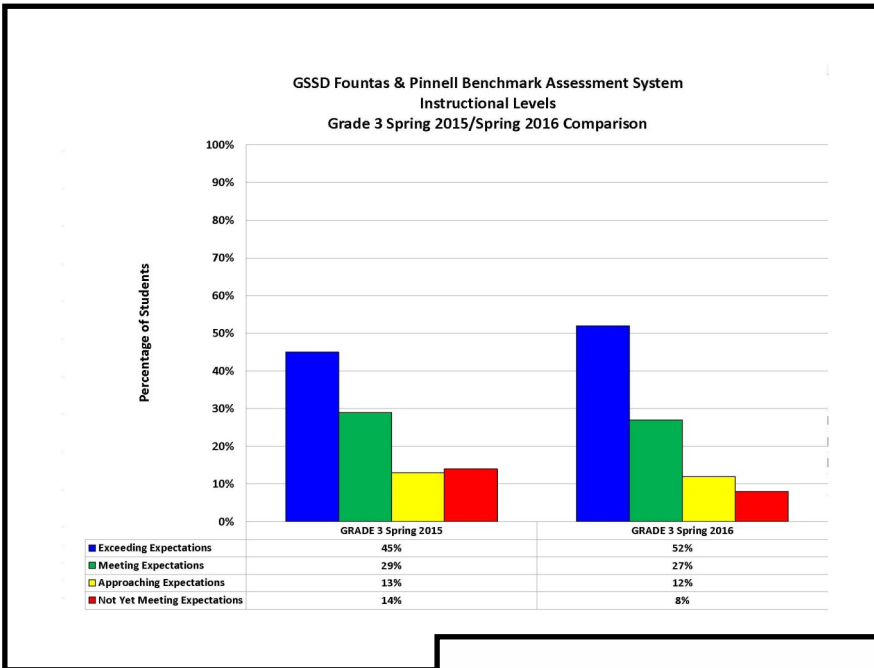


Chart 1:  
Grade 3 Year to Year Data Comparison

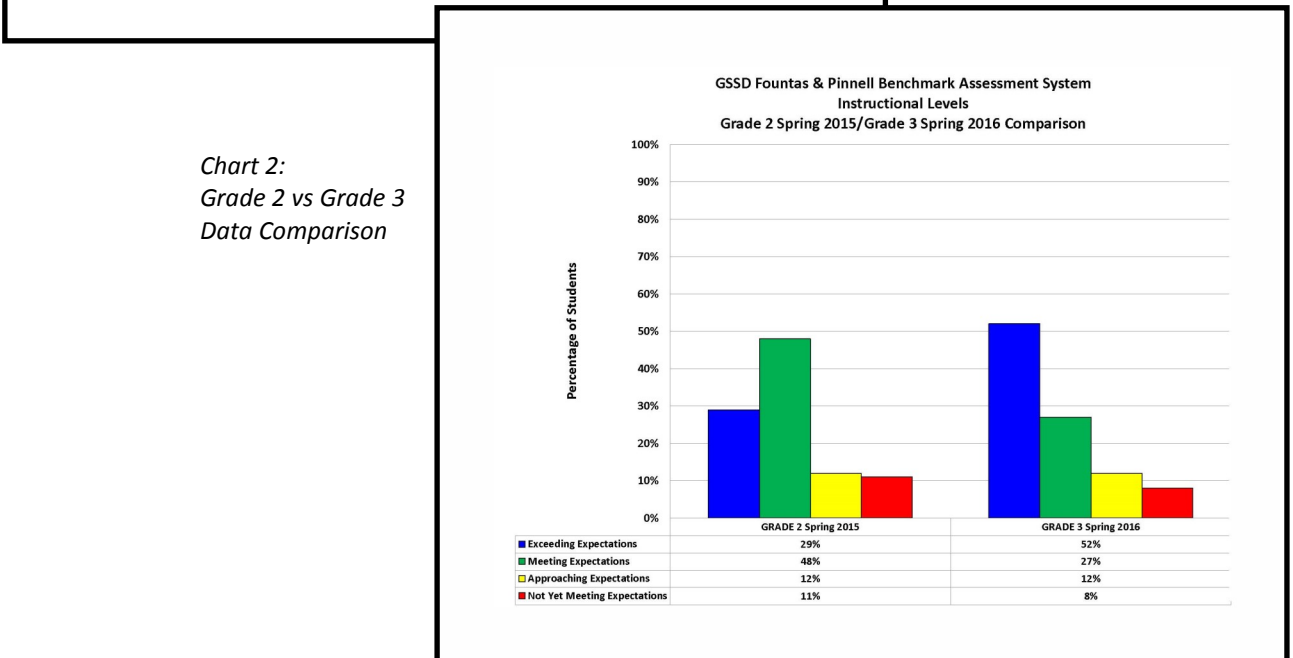


Chart 2:  
Grade 2 vs Grade 3 Data Comparison

### Inclusive School of the Year Award

The Saskatchewan Association for Community Living awarded Kamsack Comprehensive School the Inclusive School of the Year Award. The school was nominated by SCC chairperson - Amanda Burback, with support letters from Professional Service Providers, school staff, and parents. "The honour recognizes schools that have successfully developed and implemented school-wide inclusion strategies. Award winners will have demonstrated leadership in modeling inclusion best practices in all aspects of the community life of the school".



### Inquiry Based Learning

This year at Grayson School we wanted to implement some element of inquiry based learning. We felt our Arts Education Program would lend itself to this. Throughout the year, students were asked to respond to curricular outcomes in a safe, risk free environment. By far, this is the most engaging year of Arts Education we have had.

### Tell Your Story—Miller School Artist in Residence Project 2016

As the Melville community grows and becomes more diverse, Lisa Lenkart, Principal of Miller School, wanted to create future leaders, who embrace this diversity and see it as a rich opportunity. At the Kindergarten - Grade 4 level this begins with being able to tell your own story and express who you are. As our children progress through these grades, they begin to look at diversity in a broader context and to gain a greater appreciation for the history that has shaped our province.

With a grant in hand and a life altering book titled "Culturally Relevant Arts Education for Social Justice: A Way Out of No Way" we were on our way.

The highlight of this project was the level of student engagement. Our students were excited about the art gallery and museum and were proud to be working alongside an artist to create a school quilt that would be displayed at the very gallery they visited during student art month in March. As the students returned to the classroom and spent two weeks working with the artist a real excitement began to build in our school community. Students brought their cultural history from home by bringing items and photos for their quilt squares, they researched the countries of origin of their ancestors, they wrote autobiographies and they heard and discussed over and over again about diversity and why it enriches our school, community, province and country.

Some things are hard to describe in words, but the project was shaping the way students looked at and considered and then expressed their interpretations of what their lived experience was. The students were excited to share their success and to celebrate together with their families through performing their dances, sharing traditional dishes from home and assembling the quilt which came together to show a representation of our school building.





### Preeceville SCC School Garden Project

There is a growing interest around the world for using school gardens to support student learning and the School Community Council (SCC) garden committee members want to join in this movement that provides many benefits for student learning. Gardens provide many benefits to students with hands-on learning opportunities that can be integrated throughout many subject areas and meet curriculum goals for all grade levels.



Several raised beds are constructed in the yard at the front of the school, with several feet between the raised beds and the sidewalk for space for students to walk between. We will have a small “learning center” with table and benches which will be created behind the Preeceville School sign where teachers can gather students to give instruction.

Compost/soil will be used to fill the raised beds. Wood chips will be used to provide thick mulch around the plants which will prevent the need for weeding and watering the garden. School garden committee members will commit to coming one day per week in July and August to check on the garden and complete any weeding, watering or other maintenance. Flower and food items planted in the garden beds should be planned so harvesting will take place in September or October. Food can be harvested by the

classrooms and garden committee members and can be used to either provide serverly lunches, be used by students in cooking classes or in a harvest supper fundraiser put on by interested participants.

Goals of school community garden:

1. To build community relationships with interested parents, teachers and students.
2. To support student learning, provide hands-on learning opportunities, to increase student engagement, and to help meet curriculum expectations.
3. Increase school and community/parent partnership by providing an opportunity to work together on a common goal.

### Family Picnic

Columbia School is proud to work with our SCC to connect families with the school. This year, in our 3rd annual Family Picnic, we had over 90% of our families attend. This annual picnic brings parents, students and staff together to enjoy each other company during the lunch hour. Then play together and celebrate our larger School family. This is our largest turnout yet.



### Invermay School Highlights

Academic, athletic, and club successes were celebrated at Invermay School's Awards Night on June 9<sup>th</sup>. Recent school highlights were Orrie Babichuk's 4<sup>th</sup> place finish at National Skills Canada Competition held in Moncton last week; and the 7 athletes who qualified for provincial Track and Field in Regina. The community is justifiably pleased with the number of students who earned Honor Roll status and with the Learning Improvement Plan results that indicate 84% of students in Grades 1-7 are reading at level or higher. The Senior Girls Volleyball Silver medal finish at provincials last fall were recognized at Awards Night as well. Upcoming events include Kindergrad, Final Exam Week, SRC Spirit Wrap-ups, and Graduation.



*Orrie Babichuk, Grade 11 student at Invermay School, competing at Skills Canada competitions in Moncton, NB, last week. Orrie placed 4<sup>th</sup> in the country in the Outdoor Recreation Power Mechanics*

### Tell Them From Me Survey Data

GSSD students, once again participated in the Tell Them From Me Survey. The data which has been collected suggests some areas of celebration as well as some areas of concern. Our students are reporting:

- Increased Teacher – Student Relationships
- Doubled Intellectual Engagement in the courses they are enrolled in.
- An increase in valuing school outcomes.
- An increase in the number of students who aspire to continue at a Post-Secondary Institution.
- High numbers of students aspiring to complete High School.
- Increased levels of relevance to courses being taken.
- Reduction in bullying.

The areas which continue to cause us concern according to our student reporting are:

- Increased anxiety and depression particularly among our female students.
- Increased anxiety among elementary students.
- Increases in the use of alcohol and other drugs.

It is evident that our teachers are working at making more meaningful relationships with their students. Our students are reporting that they feel more support from the teachers in their schools.

It is also very clear that our schools are being diligent in working on instructional strategies. Higher reports of relevance and intellectual engagement support the work which has been done with the PD Continuum particularly in the area of responsive teaching practices.

### Tim Hortons Summer Camp

A student at PJ Gillen School, has been selected to attend the Tim Hortons Summer Camp in July. The student was nominated by PJ Gillen School and sponsored by Moosomin Tim Horton's. The Foundation covers all costs for the 10-day camp session in Ontario including transportation, equipment for camp programs, food and lodging.

PEOPLE CAPACITY FOCUS

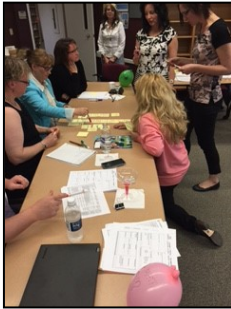
Professional Development

PD Event	Date	Topic / Outcome
Fish Philosophy	May 24, 2016	Presenter Dean Biesenthal shared how the Fish Philosophy can be used to create a positive culture at work and in schools through choosing our attitude, having fun at work, making someone's day and being fully present.
GSTA PD	May 24, 2016	Dr. Kathey Nunley presented "The Layered Curriculum"
Tech Mentor Days	May 25, 2016 (K-Gr 3 Teachers)	The pedagogical shift required to design a learning environment in the 21st century is immense. This environment promotes ongoing assessment practices, feedback, differentiated instruction and a space that facilitates your learning as well as others. Technology is no longer an add-on, but is designed in the learning environment to improve student outcomes. The day was spent investigating how mobile technology can be used in our own practice and review ways to help support the teachers at our schools.
	May 26, 2016 (Gr 4-8 Teachers)	
	May 30, 2016 (Gr 9-12 Teachers)	
Science Planning	May 30, 2016	Budget and resource planning day for Grade 9-12 Science teachers
Grade 2 Pinnell & Fountas Word Study	May 30, 2016	The PD day introduces Grade 2 teachers to the Pinnell and Fountas Word Study resource. There was time to explore the different components and start planning for next year.
Grade 7 Dialogical Learning Debrief	May 31, 2016	The session is a way to support the whole teacher learning process. It is a way to ensure that our resources are being used and that teachers can articulate the shift in learning engagement with their students.
Leadership Project	June 2, 2016	The group focused on finalizing the leadership matrix, support paper and implementation recommendations.
Grade 2 Pinnell & Fountas Word Study	June 2, 2016	The PD day introduces Grade 2 teachers to the Pinnell and Fountas Word Study resource. There was time to explore the different components and start planning for next year.
Examining the Past—Charting the Future	June 9, 2016	The group will review the professional development continuum from 2014-2016 and continue to develop and refine the continuum for the 2016-17 school year and beyond.
Teacher-Librarian PD	June 14, 2016	The Teacher-Librarian group toured the new centralized library at YRHS and discussed the long range plan of providing more centralized services from this professional library. The other focuses of the day included examining the role of school library program in a Sask Reads school, reviewing the current state of library policies in the division, and investigating the role of teacher-librarians/library literacy teachers. The day concluded with updates on digital resources and the latest apps for school library programs.

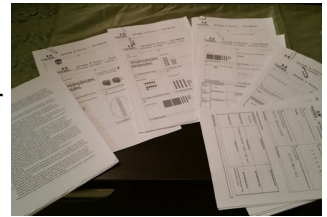
STUDENT & FAMILY INTERNAL PROCESSES PEOPLE CAPACITY FINANCIAL STEWARDSHIP



**GSSD Math Supports 2015-2016**

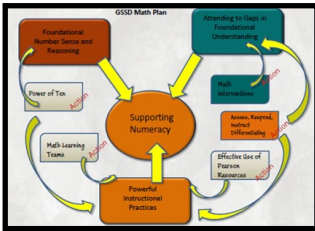


The math intervention team was created to explore and develop intervention framework for GSSD. The team identified screeners as a starting place, so we worked to develop those for grades 3-8. This work was done by Cindy Smith, Math Coach, in collaboration with teachers who are experts in certain grade areas.

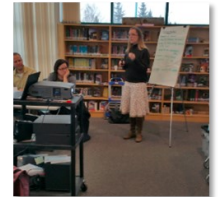


*We have group MySites on the portal where we share resources and expertise.*

Supporting excellent instruction at elementary and middle years.



*Trevor Calkins Power of Ten*



*Michelle Naidu Assess/Respond/Instruct*

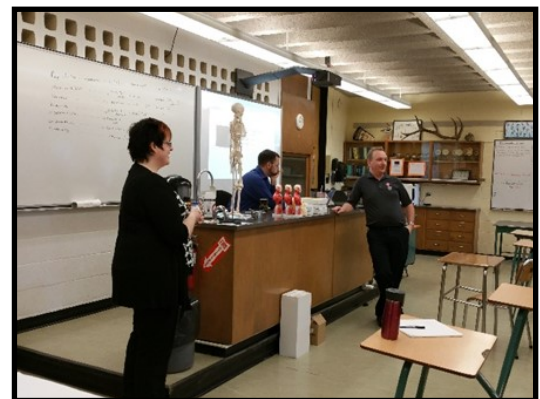
Math coach continues to meet with teachers. Common areas of support are:

- Small group instruction (guided math)
- Formative Assessment
- Assessment
- Instruction
- Resources
- Content Support
- Intervention Strategies
- Curriculum mapping and vertical school

**Science Supports 2015-2016**

Science 20 Curriculum Renewal:

We organized and supported 3 half day workshops around Environmental Science 20, Physical Science 20 and Health Science 20. We used the capacity within our division to facilitate, and feedback on these days was very positive.



We also had Terry Johanson facilitate 2 days of learning around science curriculum and assessment. We have developed a strong group of science lead teachers, some of whom were curriculum writers, pilots, and support team members. By accessing the expertise that exists within the division we have built capacity and increased collaboration. The work of this group will continue, and we have outlined a plan for next year to support new 30 level curricula.

We have a group MySite on the portal where we share resources and expertise.

**Digital Learning Mentor Program and Technology Feedback**

**Digital Learning Mentors**

Professional Development Days were provided to help teacher mentors understand the role that mobile technology can play in student learning and how they can help support other teachers at the schools.

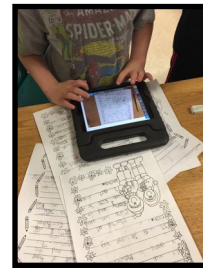
Mentor Feedback:

“The workshops have given me the opportunity to explore and share ideas with colleagues. I have been more confident to try new apps and programs in the classroom.”

“I have learned a number of new things. Particularly in the realm of formative assessment.”

“It was an AWESOME day!! I totally enjoy attending these days, however, my brain is pretty fuzzy at the end of the session! Looking forward to using some of the new ideas I came upon today and hoping I remember how to do things. Certainly hoping these tech days continue...very valuable and highly important in today’s ever changing technological world!!”

Gr.2's using #[explaineverything](#) app to read and Share Winter stories #self-assessment



**Mobile Technology & Read&Write**

Teacher Feedback:

"The Chromebook has been awesome and Read&Write has been a life saver. The student is working completely independently, he has been converting documents on his own, it's been great to see his independence rise even higher" (Grade 4 student)

"I have been using read and write for Google in my classroom. It has been a great tool not only for my IIP students but also my whole class. It has allowed for my students who are not reading at grade level to have access to help with reading content material. The highlight tool has been useful for my students for research. My students have the option, for good copy of their writing assignment, of typing or voice input. I have students who prefer to use the voice input. My students have appreciated having the dictionary tool at their fingertips. I am passionate about the tool and the unlimited uses for our students and teachers."

**FINANCIAL STEWARDSHIP FOCUS**

**Facilities Summer Work Plan**

- Churchbridge School change room renovation
- Sturgis Composite High School front lobby renovation and change room showers upgrade
- Canora Composite School new phone system
- Canora Junior Elementary School replace cement pad and sidewalk at front entrance
- Esterhazy High School gym floor refinish and painting of gymnasium walls
- Kamsack Comprehensive Institute track upgrades and camera installation
- Langenburg salvage of old school and moving
- Macdonald School cement work for new storage facility
- Melville Comprehensive School gym door repairs and replacements, HVAC repairs, gym floor refinish
- PJ Gillen School new heating system for the gym also window and lighting upgrades
- Saltcoats, Miller, Churchbridge and Esterhazy High Schools – whiteboard installations
- Yorkdale Central School gym score board renovation
- Yorkton Regional High School camera system upgrades, parking lot repairs, gym floor refinish

# Special Meeting Agenda

**Date:** Monday, June 27, 2016  
**Location:** Fairview Education Center Board Room  
**Time:** **1:00 p.m.**

1. Call to Order
2. Approval of Agenda
3. In – Committee Items
  - 3.1. Budget
  - 3.2. Out of Scope Salary Review
  - 3.3. Student Suspension
  - 3.4. Out of Attendance Area
4. Action Items
  - 4.1. Items Arising From In – Committee
    - 4.1.1. Budget
    - 4.1.2. Out of Scope Salary Review
  - 4.2. Old Business
    - 4.2.1. PMR Submission
    - 4.2.2. Driver Education
  - 4.3. New Business
    - 4.3.1. 2015-2016 Purchase of Buses
    - 4.3.2. Langenburg Central School Fitness Equipment Purchase
5. Adjourn

**The Board of Education of the  
Good Spirit School Division No. 204 of Saskatchewan**

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**Minutes of the Special Meeting of the Good Spirit Board of Education  
Monday, June 27, 2016  
Fairview Education Centre, Yorkton, Saskatchewan**

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**Board Members (P)Present (A)Absent**

P	Chris Balycki
P	Bryan Cottenie
P	Gord Gendur
A	Shannon Leson
P	Florence Stachura
P	Lois Smandych – Chair

P	DJ Cairns – Vice Chair
P	Gilda Dokuchie
P	Rick Haacke
P	Bonnie Rushowick
P	Bob Simpson

**Staff**

Quintin Robertson – Acting Director  
Sherry Todosichuk – Deputy Director Corporate Services

**16-113**  
Smandych:

**Call to order**  
That this meeting now come to order at 1:00 p.m.  
**Carried.**

**16-114**  
Balycki:

**Adoption of agenda**  
That the agenda be adopted as presented.  
**Carried.**

**Conflict of Interest**  
None declared regarding presented agenda items.

- In-Committee Items**
1. Budget
  2. Out of Scope Salary Review
  3. Student Suspension
  4. Out of Attendance Area
  5. Non-Resident Student Update

**16-115**  
Simpson:

**Enter committee of the whole**  
That the Board enter committee of the whole.  
**Carried.**

**16-116**  
Gendur:

**Exit committee of the whole**  
That the Board exit committee of the whole.  
**Carried.**

- Action Items**
1. In-committee Items
    - a. 2016-2017 Budget
    - b. Out of Scope Salary Review
    - c. Acting Director of Education Contract

2. Old Business
  - a. PMR Submission
  - b. Driver Education
3. New Business
  - a. 2015-2016 Purchase of Buses
  - b. Langenburg Central School Fitness Equipment Purchase

16-117  
Stachura:

**2016-2017 Budget**

That the Board approve the 2016-2017 budget as presented.  
**Carried.**

16-118  
Cottenie:

**Out of Scope Salary Review**

That the Board approve the 2016 Out of Scope Salary Review and the implementation of the recommended changes to payment grids as presented.  
**Carried.**

16-119  
Dokuchie:

**Acting Director of Education Contract**

That the Board approve the contract of employment terms and conditions for Quintin Robertson, Acting Director of Education as presented effective March 14, 2016.  
**Carried.**

16-120  
Balyski:

**PMR Submission**

That the Board approves the 2016 Three Year Preventative Maintenance and Renewal Plan and amendment form for submission to the Ministry.  
**Carried.**

16-121  
Cairns:

**Driver Education Contract**

That the Board award the contract to Marvin Sanderson to provide 2016-2017 driver education services for Kamsack Comprehensive Institute, Esterhazy High School, Churchbridge Public School, Langenburg Central School and Macdonald School.  
**Carried.**

16-122  
Cottenie:

**2015-2016 Bus Purchase**

That the Board award the tender for the purchase of 10 school buses to Warner Industries.  
**Carried.**

16-123  
Haacke:

**Langenburg Central School Fitness Equipment Purchase**

That the Board award the tender for the Langenburg Central School fitness equipment to the Western Fitness Equipment Ltd.  
**Carried.**

16-124  
Cairns:

**Adjournment**

That we do adjourn at 4:30 p.m.  
**Carried.**

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CHAIRMAN - Smandych

---

SECRETARY – Todosichuk

# Fountas and Pinnell Benchmark Assessment System



# What is the Fountas and Pinnell Benchmark Assessment System?

It is a one-on-one reading assessment that determines a student's reading level. It places the student on a text gradient levels A-Z.

# Grade 3

	Fall	Winter (optional)	Spring
Level	Grade 3	Grade 3	Grade 3
A	Not Yet Meeting Expectations	Not Yet Meeting Expectations	Not Yet Meeting Expectations
B	Not Yet Meeting Expectations	Not Yet Meeting Expectations	Not Yet Meeting Expectations
C	Not Yet Meeting Expectations	Not Yet Meeting Expectations	Not Yet Meeting Expectations
D	Not Yet Meeting Expectations	Not Yet Meeting Expectations	Not Yet Meeting Expectations
E	Not Yet Meeting Expectations	Not Yet Meeting Expectations	Not Yet Meeting Expectations
F	Not Yet Meeting Expectations	Not Yet Meeting Expectations	Not Yet Meeting Expectations
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H	Not Yet Meeting Expectations	Not Yet Meeting Expectations	Not Yet Meeting Expectations
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K	Approaching Expectations	Not Yet Meeting Expectations	Not Yet Meeting Expectations
L	Approaching Expectations	Approaching Expectations	Not Yet Meeting Expectations
M	Meeting Expectations	Approaching Expectations	Approaching Expectations
N	Meeting Expectations	Meeting Expectations	Approaching Expectations
O	Exceeding Expectations	Exceeding Expectations	Meeting Expectations
P	Exceeding Expectations	Exceeding Expectations	Meeting Expectations
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V	Exceeding Expectations	Exceeding Expectations	Exceeding Expectations
W	Exceeding Expectations	Exceeding Expectations	Exceeding Expectations
X	Exceeding Expectations	Exceeding Expectations	Exceeding Expectations
Y	Exceeding Expectations	Exceeding Expectations	Exceeding Expectations
Z	Exceeding Expectations	Exceeding Expectations	Exceeding Expectations

Not Yet Meeting Expectations  
Approaching Expectations  
Meeting Expectations  
Exceeding Expectations

Effective  
Sep-13

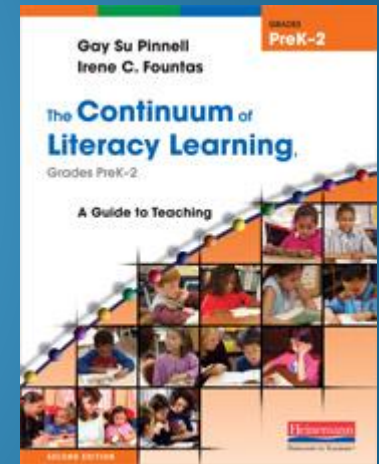
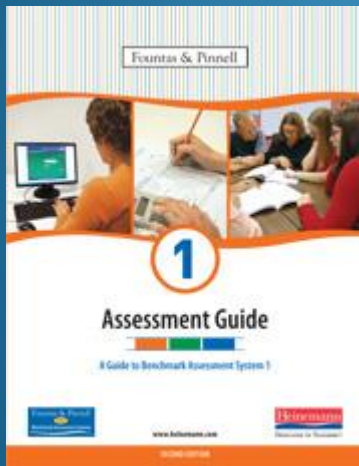


# Purpose of F&P BAS?

- **inform instruction**
- **document student progress**
- **group** students
- **select texts**
- identify students who need **intervention** and extra help
- assess the **outcomes** of teaching
- Gather **data**

# Fountas & Pinnell

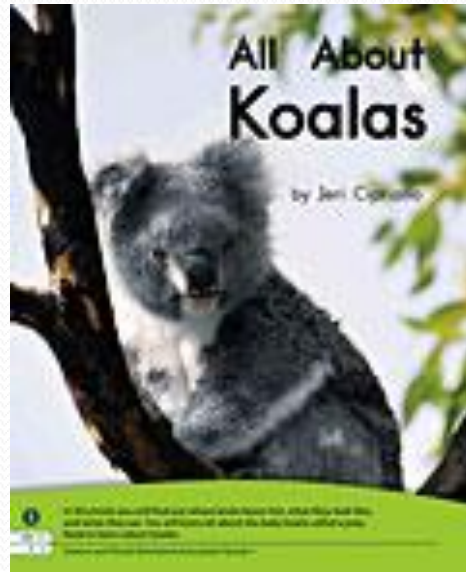
## Benchmark Assessment System 1



System 1 Levels A-N  
System 2 Levels L-Z

# Reading Record Form

- All About Koalas (Level I)



# Reading Level

- The purpose of the F&P BAS assessment is to determine a student's highest instructional level using accuracy and comprehension scores.

Independent Reading Level

Instructional Reading Level

Hard Reading Level

# Clevr

clevr™ x all about koalas fountas a...

https://leadership.maplewood.com/tpm/player.aspx?contextId=4500

Apps ★ Bookmarks clevr™ x,x ASCD Bi-Weekly Bulletin Coaches' Professional Educational Leadersh Edutopia SK Reads RPS F&P Word Study Other bookmarks

Nicole Piercey All Locations

Home Admin Analysis Help Bulk

[Add name] [Fall Summary] [Winter Summary] [Spring Summary] [Fall Gradient] [Winter Gradient] [Spring Gradient]

## Fountas and Pinnell

Active ▾ Fountas and Pinnell ▾ Last name ▾ Search Add Clear

Add Copy Save

First Previous 1 2 3 4 5 Next Last

Action	Name	Number	Grade Level
✖	Adolph, Tucker	118-428-423	4
✖	Allary, Hannah	117-579-465	7
✖	Allary, Maddison	119-045-481	2
✖	Anhalt, Andrew	116-449-066	5
✖	Anhalt, Jessie	117-400-845	3
✖	Anhalt, Tanner	118-148-559	2
✖	Appleton, Thomas	116-279-521	5
✖	Asplund, Greysin	117-224-559	9
✖	Assman-Shewchuk, Taylen	118-528-479	5
✖	Atkins, Aidan	118-877-520	4
✖	Bailey, Hudson	118-396-273	6
✖	Bangs, Kayne	118-945-913	4
✖	Baron, Alden	117-898-725	7
✖	Barr, Austin	118-855-419	3
✖	Barr, Branden	118-040-764	7

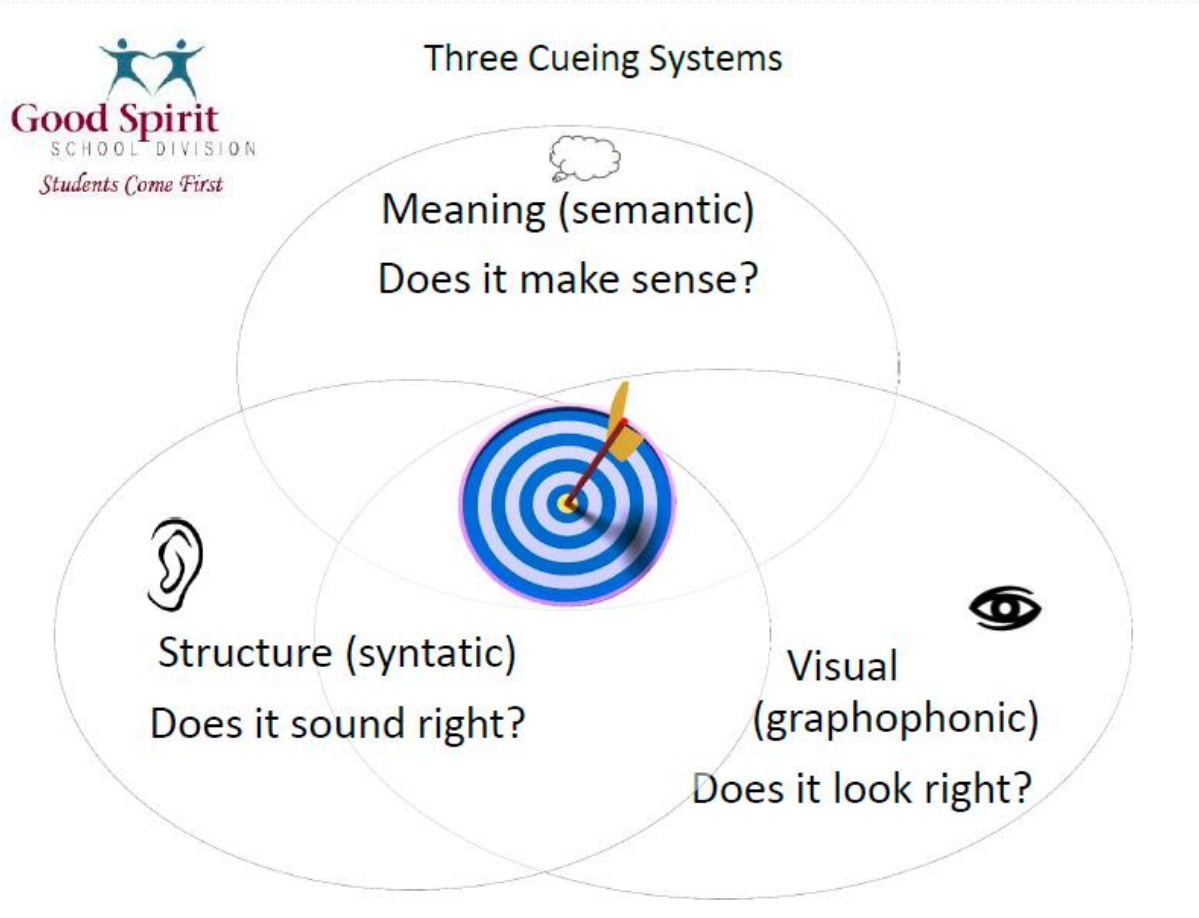
Windows Chrome Outlook File Explorer Edge PowerPoint

11:54 AM 5/13/2016

# Results

Grade	SST	Diag. or IIP	LLI	EAL	FN	SS	Testing Date	Instr. Level	Accuracy	Fluency	Comp. Within Text	Comp. Beyond Text	Comp. About Text	Comp.	Comp. Total	Gender
1							2016-05-09	C	90	1	3	2	N/A	Satisfactory	5	M
1							2016-05-09	E	94	1	2	3	N/A	Satisfactory	5	M
1							2016-05-09	F	90	1	2	3	N/A	Satisfactory	5	M
1							2016-05-10	F	90	1	3	2	N/A	Satisfactory	5	F
1							2016-05-10	G	94	1	2	3	N/A	Excellent	6	M
1							2016-05-10	H	95	1	2	2	N/A	Limited	4	M
1							2016-05-12	K	90	2	3	2	N/A	Satisfactory	5	F
1							2016-05-10	K	93	1	2	3	N/A	Satisfactory	5	M
1							2016-05-13	L	99	1	2	1	2	Limited	5	M
1							2016-05-13	L	95	1	2	3	2	Satisfactory	7	F
1							2016-05-10	M	97	3	3	2	2	Satisfactory	7	M
1							2016-05-12	Q	96	2	3	3	1	Satisfactory	7	F
2							2016-05-02	K	98	2	2	2	N/A	Limited	4	F
2							2016-05-02	L	98	2	2	2	3	Satisfactory	7	M
2							2016-05-03	L	98	3	2	2	2	Limited	6	M
2							2016-05-04	N	98	2	3	2	2	Satisfactory	7	M
2							2016-05-04	Q	96	2	3	2	2	Satisfactory	7	M
2							2016-05-04	T	97	3	2	3	2	Satisfactory	7	F
2							2016-05-02	U	98	3	2	3	1	Limited	6	F

# Meaning – Structure - Visual



# MSV Analysis

Page	Text	The Loose Tooth Level E, RW: 198							
		E	SC	E			SC		
				M	S	V	M	S	V
2	<p><u>Kasey</u> <u>h.RV</u> ✓ ✓ ✓            Kate had a loose tooth.</p> <p>Her tooth was very loose.</p> <p><u>k.kath</u> ✓ ✓ ✓            Kate played with her tooth.</p> <p>But it did not come out.</p>	1		Ⓜ	Ⓢ	Ⓥ			
4	<p><u>Did/sc</u> ✓            "Don't play            with your tooth,"            said <u>Kasey's</u> ✓            Kate's mom.</p> <p>"Eat your breakfast."</p>	1	Ⓜ	Ⓢ	Ⓥ	Ⓜ	Ⓢ	Ⓥ	

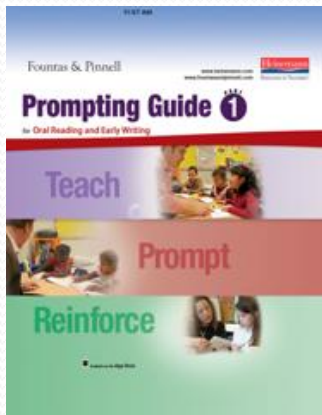


# Prompting Guide

## Searching for and Using Information

Observe closely which source(s) of information the reader is already using, and then prompt for the student to use the source of information that will help him solve the problem quickly.

### Meaning



#### Teach (<-->)

The picture will help you think about this part of the story.

You can think about the story.

You can think about the story when you look at the pictures.

You said \_\_\_\_\_. That doesn't make sense.

You said \_\_\_\_\_. That doesn't make sense in the story.

You said \_\_\_\_\_. That doesn't go with this part of the story.

#### Prompt (<-->)

Can the picture help you think about this part of the story?

Think about what would make sense.

Try that again and think of what would make sense.

Try \_\_\_\_ (insert correct response). Would that make sense?

Are you thinking about what will happen next?

Are you thinking about the story?

Think about the story.

Think about what you know about this character (this story, this subject)

#### Reinforce (<-->)

That makes sense.

That makes sense in (or goes with) this part of the story.

You were thinking about the story.

You were thinking about who was talking.

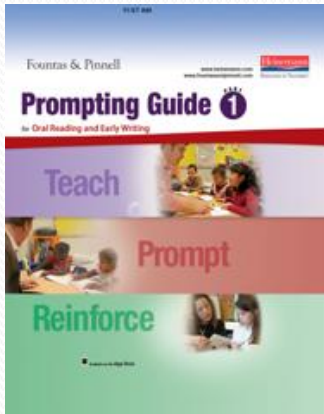
You were thinking about what would make sense.

You were thinking about what you know.

# Prompting Guide

## Searching for and Using Information

Your goal is to help readers use all sources of information together as they read text. These prompts will support their integration of all kinds of information.



### Multiple Sources of Information

#### Teach (<-->)

It has to make sense and sound right.

It has to make sense and look right.

It has to sound right and look right.

It has to look right and make sense.

Listen, . . . (say whole sentence). It makes sense and looks right.

Listen, . . . (say whole sentence). It makes sense and sounds right.

Listen, . . . (say whole sentence). It makes sense, sounds right, and looks right.

It has to make sense, sound right, and look right.

#### Prompt (<-->)

Do you know a word that would make sense and look like (start like, end like) \_\_\_\_\_?

Think of what would make sense and check with the letters.

Does that make sense and look right?

Does that make sense and sound right?

Does that sound right and look right?

Does that sound right and make sense?

Does that look right and sound right?

#### Reinforce (<-->)

You made it look right and sound right.

You made it make sense and look right.

You made it make sense and sound right.

You made it make sense, look right, and sound right.

Now it all fits together.

You made it all fit together.

# F&P Flow Chart



## GSSD's Guide to Fountas & Pinnell's Benchmark Assessment System

### WHY?

- to guide instruction
- to group students
- to identify students for intervention
- to provide an overall picture of our students' growth division wide

### WHO?

- classroom teachers assess their own students
- Grades 1-5
- Grade 6 (optional)
- record student information and comments in Clevr for students who are not ready to complete the assessment
- avoid testing EAL students during the "silent period" (EAL Handbook, p. 7)

### WHEN?

- during the required GSSD Assessment Intervals (Fall & Spring)
- 3rd **optional** assessment targeting students not yet meeting or approaching grade level expectations (Winter)
- as needed for LLI
- outside of these assessment intervals, use a **running record** to document student growth and inform instruction

ons, please contact your Literacy Coach.

# Fountas and Pinnell Benchmark Assessment System





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U	Exceeding Expectations	Exceeding Expectations	Exceeding Expectations
V	Exceeding Expectations	Exceeding Expectations	Exceeding Expectations
W	Exceeding Expectations	Exceeding Expectations	Exceeding Expectations
X	Exceeding Expectations	Exceeding Expectations	Exceeding Expectations
Y	Exceeding Expectations	Exceeding Expectations	Exceeding Expectations
Z	Exceeding Expectations	Exceeding Expectations	Exceeding Expectations

Not Yet Meeting Expectations
Approaching Expectations
Meeting Expectations
Exceeding Expectations

Effective  
Sep-13

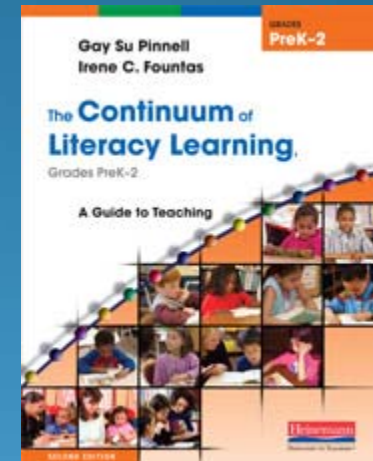
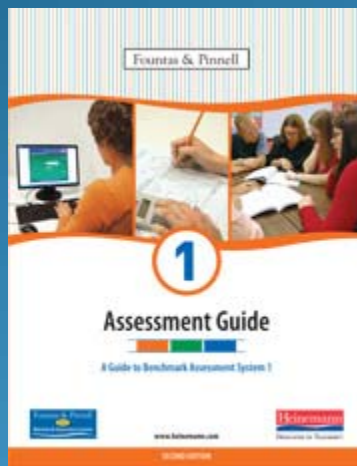




# Purpose of F&P BAS?

- **inform instruction**
- **document student progress**
- **group** students
- **select texts**
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- assess the **outcomes** of teaching
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# Fountas & Pinnell Benchmark Assessment System 1

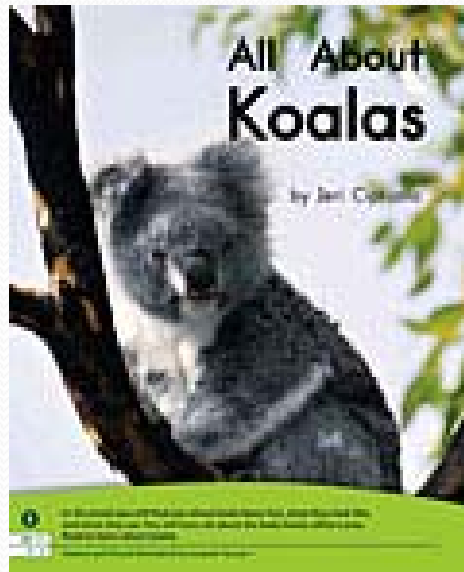


System 1 Levels A-N  
System 2 Levels L-Z



# Reading Record Form

- [All About Koalas \(Level I\)](#)





# Reading Level

- The purpose of the F&P BAS assessment is to determine a student's highest instructional level using accuracy and comprehension scores.

Independent Reading Level

Instructional Reading Level

Hard Reading Level

# Clevr

The screenshot shows a web browser window with the URL <https://leadership.maplewood.com/tpm/player.aspx?contextId=4500>. The user is logged in as Nicole Piercey. The application interface includes a navigation menu with options like Home, Admin, Analysis, Help, and Bulk. Below the navigation, there are tabs for different time periods: [Add name], [Fall Summary], [Winter Summary], [Spring Summary], [Fall Gradient], [Winter Gradient], and [Spring Gradient]. The main section is titled "Fountas and Pinnell" and contains a search bar with filters for "Active", "Fountas and Pinnell", and "Last name". There are also buttons for "Add", "Copy", "Save", "First", "Previous", "Next", and "Last".

Action	Name	Number	Grade Level
	Adolph, Tucker	118-428-423	4
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	Allary, Maddison	119-045-481	2
	Anhalt, Andrew	116-449-066	5
	Anhalt, Jessie	117-400-845	3
	Anhalt, Tanner	118-148-559	2
	Appleton, Thomas	116-279-521	5
	Asplund, Greysin	117-224-559	9
	Assman-Shewchuk, Taylen	118-528-479	5
	Atkins, Aidan	118-877-520	4
	Bailey, Hudson	118-396-273	6
	Bangs, Kayne	118-945-913	4
	Baron, Alden	117-898-725	7
	Barr, Austin	118-855-419	3
	Barr, Branden	118-040-764	7

The Windows taskbar at the bottom shows the system time as 11:54 AM on 5/13/2016. Open applications include Chrome, Outlook, File Explorer, and PowerPoint.



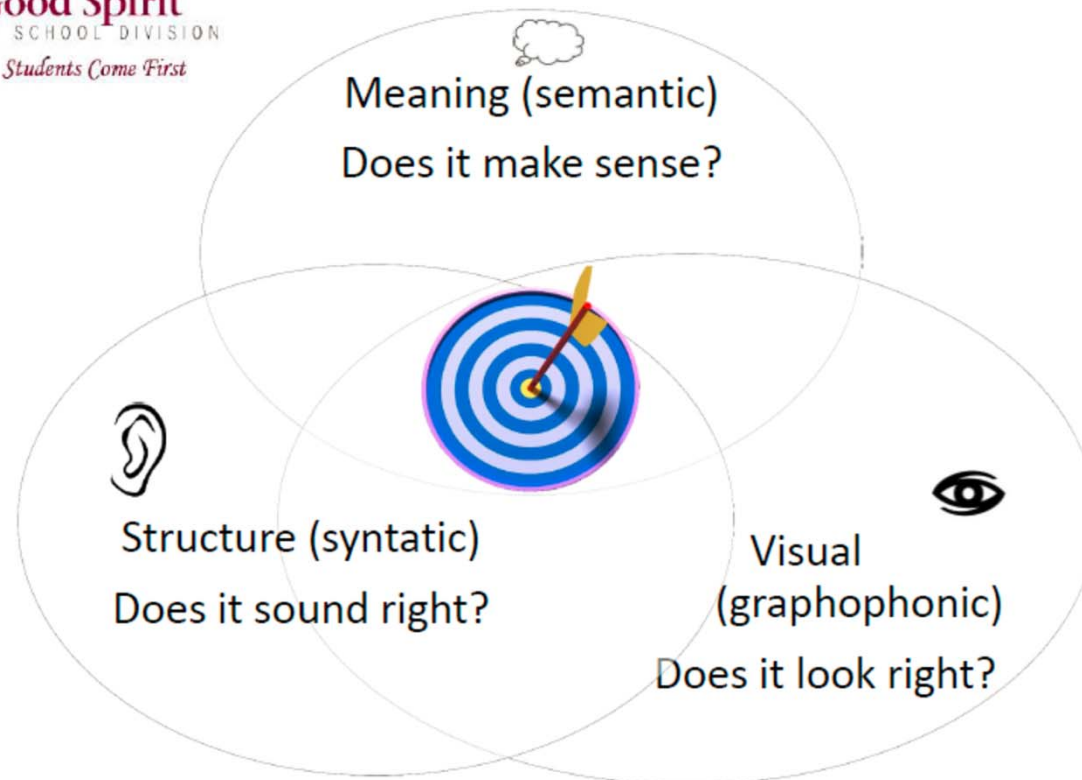
# Results

Grade	SST	Diag. or IIP	LLI	EAL	FN	SS	Testing Date	Instr. Level	Accuracy	Fluency	Comp. Within Text	Comp. Beyond Text	Comp. About Text	Comp.	Comp. Total	Gender
1							2016-05-09	C	90	1	3	2	N/A	Satisfactory	5	M
1							2016-05-09	E	94	1	2	3	N/A	Satisfactory	5	M
1							2016-05-09	F	90	1	2	3	N/A	Satisfactory	5	M
1							2016-05-10	F	90	1	3	2	N/A	Satisfactory	5	F
1							2016-05-10	G	94	1	2	3	N/A	Excellent	6	M
1							2016-05-10	H	95	1	2	2	N/A	Limited	4	M
1							2016-05-12	K	90	2	3	2	N/A	Satisfactory	5	F
1							2016-05-10	K	93	1	2	3	N/A	Satisfactory	5	M
1							2016-05-13	L	99	1	2	1	2	Limited	5	M
1							2016-05-13	L	95	1	2	3	2	Satisfactory	7	F
1							2016-05-10	M	97	3	3	2	2	Satisfactory	7	M
1							2016-05-12	Q	96	2	3	3	1	Satisfactory	7	F
2							2016-05-02	K	98	2	2	2	N/A	Limited	4	F
2							2016-05-02	L	98	2	2	2	3	Satisfactory	7	M
2							2016-05-03	L	98	3	2	2	2	Limited	6	M
2							2016-05-04	N	98	2	3	2	2	Satisfactory	7	M
2							2016-05-04	Q	96	2	3	2	2	Satisfactory	7	M
2							2016-05-04	T	97	3	2	3	2	Satisfactory	7	F
2							2016-05-02	U	98	3	2	3	1	Limited	6	F

# Meaning – Structure - Visual



## Three Cueing Systems



# MSV Analysis

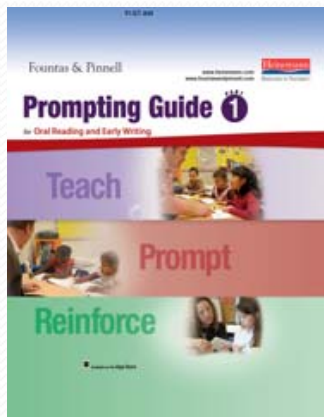
Page	Text	E	SC	E			SC			
				M	S	V	M	S	V	
2	<p><u>Kasey</u> <u>h.RV</u> ✓ ✓ ✓            Kate had a loose tooth.</p> <p>✓ ✓ ✓ ✓ ✓            Her tooth was very loose.</p> <p><u>k.kath</u> ✓ ✓ ✓ <u>loose</u> ✓            Kate played with her tooth.</p> <p>✓ ✓ ✓ ✓ ✓ ✓            But it did not come out.</p>	1		(M)	(S)	(V)				
4	<p><u>Did</u> ✓            "Don't play            with your tooth,"            said <u>Kasey's</u> ✓            Kate's mom.            "Eat your breakfast."</p>			1	(M)	(S)	(V)	(M)	(S)	(V)



# Prompting Guide

## Searching for and Using Information

Observe closely which source(s) of information the reader is already using, and then prompt for the student to use the source of information that will help him solve the problem quickly.



### Meaning

#### Teach (<-->)

The picture will help you think about this part of the story.

You can think about the story.

You can think about the story when you look at the pictures.

You said \_\_\_\_\_. That doesn't make sense.

You said \_\_\_\_\_. That doesn't make sense in the story.

You said \_\_\_\_\_. That doesn't go with this part of the story.

#### Prompt (<-->)

Can the picture help you think about this part of the story?

Think about what would make sense.

Try that again and think of what would make sense.

Try \_\_\_\_ (insert correct response). Would that make sense?

Are you thinking about what will happen next?

Are you thinking about the story?

Think about the story.

Think about what you know about this character (this story, this subject).

#### Reinforce (<-->)

That makes sense.

That makes sense in (or goes with) this part of the story.

You were thinking about the story.

You were thinking about who was talking.

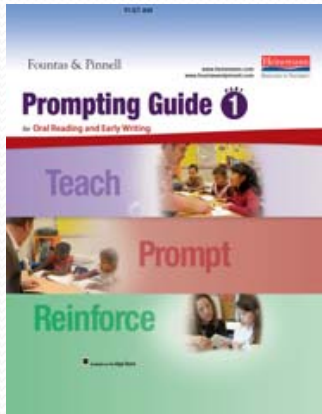
You were thinking about what would make sense.

You were thinking about what you know.

# Prompting Guide

## Searching for and Using Information

- Your goal is to help readers use all sources of information together as they read text. These prompts will support their integration of all kinds of information.



### Multiple Sources of Information

#### Teach (<-->)

It has to make sense and sound right.

It has to make sense and look right.

It has to sound right and look right.

It has to look right and make sense.

Listen, . . . (say whole sentence). It makes sense and looks right.

Listen, . . . (say whole sentence). It makes sense and sounds right.

Listen, . . . (say whole sentence). It makes sense, sounds right, and looks right.

It has to make sense, sound right, and look right.

#### Prompt (<-->)

Do you know a word that would make sense and look like (start like, end like) \_\_\_\_\_?

Think of what would make sense and check with the letters.

Does that make sense and look right?

Does that make sense and sound right?

Does that sound right and look right?

Does that sound right and make sense?

Does that look right and sound right?

#### Reinforce (<-->)

You made it look right and sound right.

You made it make sense and look right.

You made it make sense and sound right.

You made it make sense, look right, and sound right.

Now it all fits together.

You made it all fit together.



# F&P Flow Chart



## GSSD's Guide to Fountas & Pinnell's Benchmark Assessment System

### WHY?

- to guide instruction
- to group students
- to identify students for intervention
- to provide an overall picture of our students' growth division wide

### WHO?

- classroom teachers assess their own students
- Grades 1-5
- Grade 6 (optional)
- record student information and comments in Clevr for students who are not ready to complete the assessment
- avoid testing EAL students during the "silent period" (EAL Handbook, p. 7)

### WHEN?

- during the required GSSD Assessment Intervals (Fall & Spring)
- 3rd **optional** assessment targeting students not yet meeting or approaching grade level expectations (Winter)
- as needed for LLI
- outside of these assessment intervals, use a **running record** to document student growth and inform instruction

ons, please contact your Literacy Coach.