

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

**Minutes of the Special Meeting of the Good Spirit Board of Education
Thursday, August 24, 2017
Fairview Education Centre, Yorkton, Saskatchewan**

Board Members (P)Present (A)Absent

P	Anderson, Jade
P	Dokuchie, Gilda
P	Johnson, Jaime
A	Morrison, Jan
P	Simpson, Bob – Vice Chair
P	Variyan, Steve

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

Staff

Quintin Robertson – Director of Education
Heather Morris – Senior Executive Assistant

17-143

Smandych:

Call to order

That this meeting now come to order at 8:35 p.m.
Carried.

17-144

Leson:

Adoption of agenda

That the agenda be adopted as presented.
Carried.

Action Items

1. New Business
 - a. Director/CEO Evaluation
 - b. Board Self Evaluation

17-145

Variyan:

Director/CEO Evaluation

That the Board approve the Director of Education Evaluation Report as developed during the Director Evaluation workshop of August 24, 2017 as an accurate assessment of his performance for the period August 1, 2016 to July 31, 2017, and further that the Chair be authorized to make any required technical edits and to sign the evaluation report on the Board's behalf.
Carried.

17-146

Gendur:

Board Self Evaluation

The approval of the Board Positive Path forward be deferred to the next Regular Board meeting.
Carried.

17-147

Anderson:

Adjournment

That we do adjourn at 8:40 p.m.
Carried.

CHAIRMAN - Smandych

SECRETARY – Todosichuk

Good Spirit School Division Board of Education Special Meeting Agenda

Date: Thursday, August 24, 2017
Location: Fairview Education Centre
Time: **8:00 PM**

8:00 PM

1. Call to Order
2. Review Meeting Norms
3. Approval of Agenda
4. New Business
 - 4.1. Director/CEO Evaluation
 - 4.2. Board Self Evaluation
5. Adjourn

Good Spirit School Division Board of Education

Regular Meeting Agenda

Date: Thursday, August 31, 2017
Location: Fairview Education Center
Time: **10:00 AM – Meeting**

10:00 AM

1. Call to Order
2. Review Meeting Norms
3. Approval of Agenda
4. Approval of Minutes
 - 4.1. June 15, 2017 Regular Meeting
 - 4.2. July 25, 2017 Special Board Meeting
 - 4.3. August 24, 2017 Special Board Meeting
5. Conflict of Interest

10:10 AM

6. Accountability
 - 6.1. Human Resources Report

10:30 AM

7. Delegation
 - 7.1. Invermay Parent Group
 - 7.2. Karen Rodger
 - 7.3. Meagan Strauss

11:15 AM

8. Closed Session
 - 8.1. Human Resources Report – handout at meeting
 - 8.2. Yorkton Minor Football Audit Report
 - 8.3. School Closure/Grade Discontinuance Update
 - 8.4. Yorkton Regional High School Security Update
 - 8.5. Bus Purchase Tender Information

2:30 PM

9. Action Items
 - 9.1. Items Arising From Closed Session
 - 9.1.1. Human Resources Recommendations
 - 9.1.2. Yorkton Minor Football Audit Report Recommendation
 - 9.1.3. School Closure/Grade Discontinuance Update Recommendation

9.1.4. Bus Purchase Tender Information

9.2. New Business

- 9.2.1. Ratification of CUPE 5123 Agreement
- 9.2.2. Requests for Signage
 - 9.2.2.1. Yorkton Regional High School Change Room Donation
 - 9.2.2.2. Canora Composite School Library Canora Credit Union Donation
- 9.2.3. Canora Composite School SCC Loan
- 9.2.4. Board Policy Amendments
 - 9.2.4.1. Policy 1 – Foundational Statements
 - 9.2.4.2. Policy 2 Appendix A – Annual Work Plan
 - 9.2.4.3. Policy 8 – Committees of the Board
 - 9.2.4.3.1. Transportation Committee Terms of Reference
 - 9.2.4.3.2. Discipline Committee Terms of Reference
 - 9.2.4.4. Policy 9 – Board Representatives
- 9.2.5. Langenburg Central School Provincial Student Leadership Conference 2018-19
- 9.2.6. Yorkton Regional High School Van Sponsorship
- 9.2.7. Organizational Meeting

3:00 PM

10. Director's Report

3:45 PM

- 11. Committee/Conference Reports
 - 11.1. School Community Council Meetings
- 12. Future Business
- 13. Meeting Dates – TBA
- 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**

**Minutes of the Regular Meeting of the Good Spirit Board of Education
Thursday August 31, 2017
Fairview Education Centre, Yorkton, Saskatchewan**

Board Members (P)Present (A)Absent

P	Anderson, Jade
A	Dokuchie, Gilda
P	Johnson, Jaime
A	Morrison, Jan
P	Simpson, Bob – Vice Chair
A	Variyan, Steve

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

Staff

Quintin Robertson – Director of Education
Sherry Todosichuk – Deputy Director of Corporate Services
Donna Kriger – Deputy Director of Education
Heather Morris – Senior Executive Assistant

17-148

Smandych:

Call to order

That this meeting now come to order at 10:12 a.m.
Carried.

17-149

Johnson:

Adoption of agenda

That the agenda be adopted as presented.
Carried.

17-150

Anderson:

Approval of regular minutes

That the minutes of the June 15, 2017 Regular Meeting be adopted as presented.
Carried.

17-151

Leson:

Approval of special minutes

That the minutes of the July 25, 2017 Special Meeting be adopted as presented.
Carried.

17-152

Gendur:

Approval of special minutes

That the minutes of the August 24, 2017 Special Meeting be adopted as presented.
Carried.

Business arising from the minutes

None

Conflict of Interest

None

Accountability Report

1. Human Resources Report

17-153
Simpson:

Human Resource Accountability Report

That the Board approve the Human Resources Accountability Report as presented.
Carried.

Board Member Stachura joined the meeting at 10:20 a.m. via conference call.

Delegation

1. Invermay Parent Group
2. Karen Rodger
3. Meagan Strauss

Closed Session Items

1. Human Resources Report
 - a. Negotiations Report
 - b. Outstanding Employee Issues
 - c. New Employee Issues
 - d. Other
2. Yorkton Minor Football Audit Report
3. School Closure/Grad Discontinuance Update
4. Yorkton Regional High School Security Update
5. Bus Purchase Tender

17-154
Stachura:

Enter closed session

That the Board enter closed session to receive and review agenda items.
Carried.

17-155
Johnson:

Exit closed session

That the Board closed session.
Carried.

Lunch

Board Member Balyski joined the meeting at 1:00 p.m. via conference call.

Action Items

1. Items Arising from Closed Session
 - a. Human Resource Report
 - b. Yorkton Minor Football Audit Report Recommendations
 - c. Bus Purchase
2. Old Business
3. New Business
 - a. Ratification of CUPE 5123 Agreement
 - b. Requests for Signage
 - i. Yorkton Regional High School Change Room Donation – tabled
 - ii. Canora Composite School Library Donation
 - c. Board Policy Amendments
 - i. Policy 1 Foundational Statements
 - ii. Policy 2 Appendix – tabled
 - iii. Policy 8 Committees of the Board
 - iv. Transportation Committee Terms of Reference
 - v. Student Discipline Committee Terms of Reference
 - vi. Policy 9 Board Representatives
 - d. Langenburg Central School Provincial Leadership Conference 18/19
 - e. Yorkton Regional High School Van Sponsorship

f. Organizational Meeting

- 17-156**
Anderson: **Human Resources Report**
That the Board approves the amended OOS Educational Assistant Catheterization Allowance as presented.
Carried.
- 17-157**
Leson: **Yorkton Minor Football Audit Report Recommendations**
That the Board direct Administration to incorporate the recommendations of the audit report into a board policy for Board and Community Partnership Projects.
Carried
- 17-158**
Gendur: **Bus Purchase**
That the Board award the contract for the purchase of ten new school buses to Warner Industries.
Carried
- 17-159**
Simpson: **Ratification CUPE 5123 Agreement**
That the Board ratify the memoranda of agreement with CUPE Local 5123 for the contract August 1, 2016 to July 31, 2017.
Carried.
- 17-160**
Leson: **Canora Composite School Library Donation**
That the Board award approve the request to recognize the donation from Crossroads Credit Union with a donor plaque in the Canora Composite School Library."
Carried.
- 17-161**
Andersoe: **Board Policy 1 Foundational Statements**
That the Board approve the amendments to Board Policy 1 *Foundational Statements* as presented.
Carried.
- 17-162**
Leson: **Board Policy 8 Committees of the Board**
That the Board approve the amendments to Board Policy 8 *Committees of the Board* as presented.
Carried.
- 17-163**
Simpson: **Board Policy 8 – Transportation Committee Terms of Reference**
That the Board approve the amendments to the *Transportation Committee Terms of Reference* as presented.
Carried.
- 17-164**
Gendur: **Board Policy 8 – Student Discipline Committee Terms of Reference**
That the Board repeal the *Student Discipline Committee Terms of Reference*.
Carried.
- 17-165**
Stachura: **Board Policy 9 Board Representatives**
That the Board approve the amendments to Board Policy 9 *Board Representatives* as presented.
Carried.
- 17-166**
Gendur: **Langenburg Central School Provincial Leadership Conference 18/19**
That the Board approve Langenburg Central School request to host the 2018-19 Provincial Student Leadership Conference September 19-21, 2018."
Carried.

17-167

Simpson:

Van Sponsorship

That the Board approve the ability for the YRHS to sell community advertising to be displayed on school 15-passenger vans for the 2017-18 school year.

Carried.

Board Chair turned the Chair over to the Director at the commencement of the organizational items

17-168

Robertson:

Nominations for Board Chair

That the nominations for Board Chair be opened.

Carried.

1st call – Stachura nominated Smandych

2nd call – No nominations

3rd call – No nominations

17-169

Leson:

Close of Nominations

That nominations cease.

Carried.

By acclamation – Lois Smandych was declared Chair.

17-170

Smandych:

Nominations for Vice Chair

That nominations for Board Vice Chair be opened.

Carried.

1st call – Leson nominated Simpson

2nd call – No nominations

3rd call – No nominations

17-171

Johnson:

Close of Nominations

That nominations cease.

Carried.

By acclamation – Bob Simpson was declared Vice Chair.

17-172

Anderson:

Signatories of the Board

That the signing officers be the Chair or Vice Chair *and* the Deputy Director of Corporate Services or the Accounting Manager.

Carried.

17-173

Leson:

Borrowing

That the Chairman and the Deputy Director of Corporate Services be authorized to borrow from the Bank of Montreal the sum of eight million five hundred thousand (\$8,500,000) to meet the expenditures of the Board until the proceeds of taxes and legislative grants are available, and to pay or agree to pay interest on the moneys borrowed, either in advance or at maturity and in either case after maturity, at the rate of prime; and,

That the said loan shall be a first charge upon the uniform tax levy and legislative grants for the current year; and

That the Chairman and Deputy Director of Corporate Services be authorized to execute under the corporate seal of the Board, and deliver to the said Bank as security for the said advance and interest thereon, the assignment of the legislative grants payable or to become payable to the Division; and,

That the said Bank shall not be restricted to the said taxes or the said legislative grants for the repayment of the said loan; and

That the said loan may be secured by the promissory note or notes of the Chairman and Deputy Director of Corporate Services, given on behalf of the Board, and the Chairman and Deputy Director of Corporate Services are hereby authorized and empowered to execute and give such promissory note or notes on behalf of the said Board as may be required by the said Bank.

Carried.

17-174

Anderson:

Regular Meeting Schedule

That the Board meet at the Fairview Education Centre in Yorkton at 10:00 a.m. according to the following schedule in 2017-2018:

- October 5, 2017
- November 23, 2017
- December 21, 2017
- February 1, 2018
- March 15, 2018
- April 19, 2018
- May 17, 2018
- June 21, 2018
- August 30, 2018

Carried.

17-175

Balyski:

LINC Negotiations Committee

That Morrison and Smandych serve as the Board representatives on the LINC Negotiations Committee.

Carried.

17-176

Balyski:

Support Staff Negotiations Committee

That Simpson and Stachura serve as the Board representatives on the Support Staff Negotiations committee.

Carried.

17-177

Leson:

Board Executive Committee

That Gendur serve with the Board Chair and Board Vice Chair as the Board representatives on the Board Executive Committee.

Carried.

17-178

Stachura:

Destruction of Ballots

That the ballots used for the selection of the Board Executive Committee be destroyed.

Carried.

17-179

Balyski:

Board Transportation Committee

That Anderson, Simpson and Stachura serve as the Board representatives on the Board Transportation Committee.

Carried.

17-180

Leson:

Finance Committee

That Johnson and Variyan along with one of the Chair or Vice-Chair serve as the Board representatives on the Board Finance Committee.

Carried.

17-181

Simpson:

First Nation Education Service Agreements and Networking Representation

That Anderson, Dokuchie, Johnson serve as the Board representatives for First Nation Education Service Agreements discussions and Networking opportunities.

Carried.

- 17-182**
Anderson: **Melville Comprehensive School Governance Authority**
That Simpson serve as the board representative for the Melville Comprehensive School Governance Authority.
Carried.
- 17-183**
Stachura: **Public Board Section**
That Smandych serve as the Board representative on the Public Boards Section and Simpson serve as the alternate.
Carried.
- 17-184**
Johnson: **East Central District Athletic Association Representative Appointment**
That Simpson serve as the Board representative on the East Central District Athletic Association with the Leson serving as an alternate.
Carried.
- 17-185**
Johnson: **School Community Councils**
That the Board members represent the Board at the School Community Council meetings of the schools within their subdivisions. Further, that within Yorkton, Variyan attend Dr. Brass and Yorkton Regional High School, Gendur attend Columbia, and Morrison attend M.C. Knoll. If unable to attend then an alternate will be chosen from the other Yorkton at large trustees. Dokuchie to attend Canora Junior Elementary, Canora Composite and Norquay Schools.
Carried.
- 17-186**
Gendur: **Indemnities – Board Meetings**
That the indemnity meeting rate be \$300 (Chair), \$280 (Vice Chair), and \$260 (Trustee) effective date of the organizational meeting.
Carried.
- 17-187**
Stachura: **Indemnities – Supervision and Committees**
That the hourly rates for Supervision and Committee representation be \$65 in half hour increments to a maximum of 4 hours per day.
Carried.
- 17-188**
Stachura: **Indemnities – Conferences**
That the rates for Convention representation \$260 per full day and at half these rates per half day (3 hours or less). Further that the convention rate is applied for 2 travel days for events held out of province, 1 day for events held in province when there is no organized activity on that day. If a Board member is unsure if able to attend a convention, he/she will be registered late and the \$100 late fee will be payable by the Board.
That the rate for board conference calls be \$100 each.
Carried.
- 17-189**
Simpson: **Indemnities – Conference Calls**
That the rate for board conference calls be \$100 each.
Carried.
- 17-190**
Gendur: **Monthly Rates**
That the Board member be recognized for meeting preparation in the amount of \$150 each month beginning September 1, 2017.
Carried.
- 17-191**
Johnson: **Expense Reimbursement Rates – Effective September 1, 2017**
That the Board set the mileage rate at \$0.42 per kilometer. Furthermore, that if carpooling is available and a board member / staff member chooses to travel on their own, the rate will be recognized at ¼ the approved rate.

That the Board set the travel time rate for board members at \$0.25 per kilometer for activities in the province.

That the Board set the meal rates as \$15 breakfast, \$20 lunch and \$25 dinner.

That the Board, in lieu of commercial accommodations, provide reimbursement for private accommodation at a rate of fifty dollars (\$50.00) per night.

Carried.

17-192

Anderson:

Indemnity Approval

That the Chair or Vice Chair review and approve all indemnity forms prior to payment for trustees. Board member Stachura will review and approve the indemnity forms of the Chair and Vice Chair.

Carried.

17-193

Gendur:

Municipal Exemption

That the Board authorize 1/3 (one-third) of remuneration as expenses.

Carried.

17-194

Johnson:

Electrical Outlet Rental Fees – AP 504

That the Board set the electrical outlet rental fees at \$40.

Carried.

17-195

Johnson:

Enter closed session

That the Board enter closed session.

Carried.

17-196

Johnson:

Exit closed session

That the Board closed session.

Carried.

Discussion Items presented by the Director of Education

1. YRHS Student Leadership Conference 2020-2021
2. SSBA Position Statement and Resolutions revisions
3. 2017 Premier's Board of Education Award for Innovation and Excellence and the 2017 Award of Distinction
4. Reporting to the Board Templates
 - a. Accountability Report
 - b. Communication
 - c. Board Decisions

Board Member Stachura excused herself from the meeting at 3:40 p.m. via conference call.

Information Items presented by the Director of Education

1. Thank you notes
2. Important Dates
 - a. Minister of Education Visit Information
 - b. Saskatchewan School Community Council Conference – March 16 & 17, 2018
3. Financial Report
4. Sturgis School Consolidation Update
5. YRHS Asbestos Abatement Update
6. Langenburg Central School Project Update
7. Legislative Changes 2017 Overview

8. Amendments to *The Education Act, 1995*
9. Correspondence
 - a. Preventative Maintenance and Renewal Approval Letter
 - b. Submission of Bylaw Amendments and Resolutions for the 2017 AGM
 - c. Public Section Executive Director Announcement – Norm Dray
 - d. Ministry of Education 2017-2018 Budget Approval
 - e. SSBA Thanks Minister Morgan, Welcomes Minister Eyre

Committee / Conference Reports

1. School Community Council Governance Reports

Future Business

1. Meeting dates – October 5, November 23, December 21
2. Notice of Motion
3. Topics for Future Agendas

17-197

Leson:

Adjournment

That we do adjourn at 4:18 p.m.
Carried.

CHAIRMAN - Smandych

SECRETARY – Todosichuk

Accountability Report

Board Goal:

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

Date of Board Meeting: August 31, 2017

Topic: Human Resources

Background:

Statistics between July 1, 2016 and July 31, 2017:

- 201 jobs were posted
- 405 contracts were prepared
 - Teachers
 - 18 continuing contracts
 - 5 replacement contracts
 - 49 temporary contracts
 - 57 amendments
 - 17 teachers hired were new to the division
 - Support Staff, Central Office and Professional service Providers
 - 59 permanent contracts
 - 67 temporary contracts
 - 150 amendments
 - 274 substitutes were approved
 - 13 bus drivers
 - 16 caretakers
 - 58 administrative assistants
 - 79 educational assistants
 - 43 library technicians
 - 2 noon hour supervisors
 - 47 teachers
- 25 employees provided notice to retire
- 56 employees resigned
- 2 employees were terminated
- 27 employees were transferred/reassigned
- 4 employees were laid off due to shortage of work
- 38 maternity/paternity leaves were requested

Collective Agreements:

- Letter of understanding with CUPE Local 4784 addressed LWOP for employees without access to vacation time – reduced administration time at both the school and division level. Principals were provided with clear direction on the limits they could approve provided the leaves didn't negatively impact school operations. If the requests exceed the levels agreed to in the LOU they require Director or designate approval at the central office
- Letter of understanding with CUPE Local 4784 adjusted the pay for counselors to align them to the approved out of scope salaries. Resulted in consistent pay for the same work in this classification impacting 2 employees
- One year agreement with Deer Park Employees' Association (DPEA) for the period of August 1, 2016 to July 31, 2017 – ratified by the Board April 13, 2017
- On year agreement with CUPE 5123 for the period of August 1, 2016 to July 31, 2017 – pending ratification by the Board August 31, 2017

Grievances:

- Filed by DPEA on January 20, 2017 regarding the appointment of the bus driver for the route referred to as Waldron to Melville. The Deputy Director of Corporate Services met with the employee and the DPEA President and determined that the Division had followed the language as outlined in the collective bargaining agreement. This was later withdrawn on February 8, 2017.
- Filed by DPEA on April 3, 2017 regarding the appointment of the bus driver for the route referred to as Grayson to Melville. . The Deputy Director of Corporate Services met with the employee and the DPEA President and determined that the Division had followed the language as outlined in the collective bargaining agreement. This was later withdrawn on April 14, 2017.

Labour Relations Board:

- Received notification on May 5, 2017 that CUPE Local 4784 had made application to expand their membership to include EA's, AA's and LT's at Dr. Brass School, LT's at MC Knoll School and AA's at Columbia School. There was no objection filed by the Division. Following the vote, the new members were added to the union by the LRB order on June 29, 2017. Remaining out of scope (excluding caretakers): Calder – all staff, Springisde – all staff, Saltcoats – all staff, Yorkdale – all staff, MC Knoll – EA's and AA's, Columbia – EA's and LT's.

Financial Implications:

Salaries and benefits for staff were covered within the 2016-2017 budget with the exception of the settlement for the bus drivers (DPEA, CUPE and OOS. Through the budget forecasting process, \$20,000 was targeted to this additional expenditure of approximately \$20,000.

Governance Implications:

As the negotiated settlements for DPEA and CUPE 5123 were only one year agreements, the negotiation committee will be back at the table with all support staff unions in 2017-2018.

Submitted by: Sherry Todosichuk, Deputy Director Corporate Services

Accountability Topic: 2016-17 Facilities Summary

Date of Board Meeting:

October 5, 2017

Strategic Priority:

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

The following is a summary highlighting the work done in the facilities department during the 2016-17 school year.

Preventative Maintenance and Renewal Projects

- Completion of Davison and Melville Composite School Roof Projects Fall 2016
- Commencement of Sturgis, Preeceville and Invermay Roof Projects Summer 2017
- Installation of Melville Composite bleachers
- Installation of hardwood gym floor at Norquay (cost shared with community)
- Sturgis Composite School renovations

Emergency Projects

- Yorkton Regional High School Asbestos Abatement

Other Major Projects

- Canora Junior Elementary School – newly created kitchen
- Esterhazy High School camera system and new phone, bell and intercom system
- Grayson School – newly created Home Economics room
- MacDonald School – renovated space to create break out rooms
- Norquay School – change room renovation and painting of the gym
- Melville Composite School – New steam coils for boiler system
- PJ Gillen School - creation of snoozlin room and renovations to the bathrooms
- Yorkdale School – installation of gym pass through window

Other Minor Projects

- Canora Composite School library upgrades
- Churchbridge Public School – upgrades to the staff parking lot
- Columbia School – installation of lockers and a new alarm panel
- Invermay School – Science lab updates
- Kamsack Comprehensive Institute – updated sidewalks
- Yorkton Regional High School – pavement patching and parking lot repairs, new garage roof

Service Requests

- 1,984 service requests received in the previous twelve months

- 1,493 closed
- 491 new or pending requests
- Top Five categories of requests include: Electrical, Plumbing Heating, Fixtures and other (unspecified)

Staffing

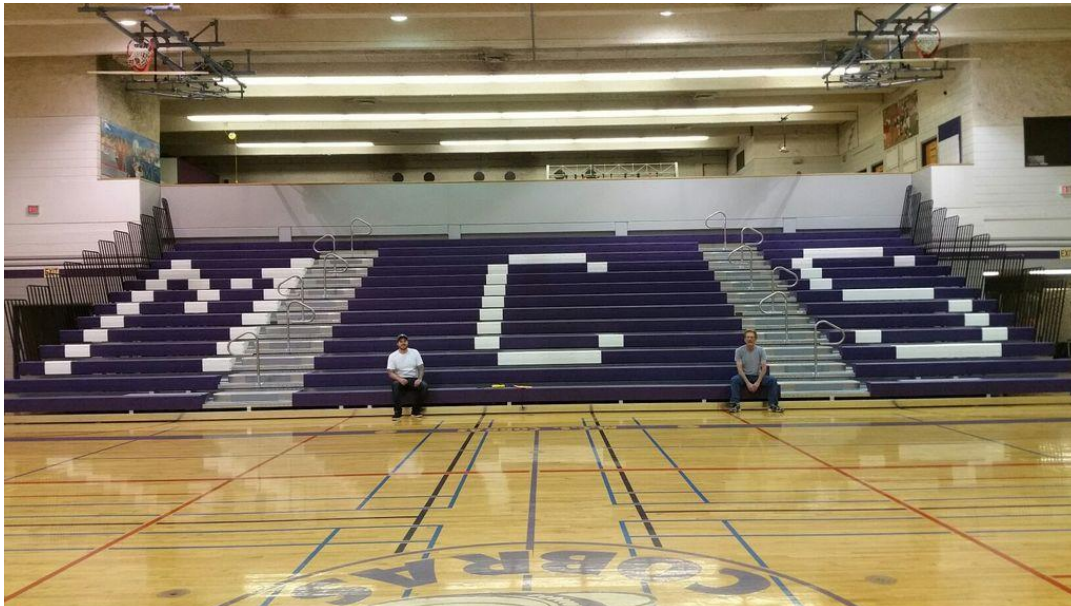
- Maintenance Staff comprised of five technicians, two supervisors and one coordinator
- Caretaking Staff comprised of one coordinator and approx. 55 caretakers

Budget Highlights

- During the summer of 2017 the division ended its long term contract with the contracted caretaking service in Esterhazy. This involved setting up two schools with equipment and supplies that previously were not included in budget. The Caretaker Coordinator accomplished this by salvaging supplies, repurposing equipment and only purchasing when required. He managed to outfit the new schools with all equipment required, support the remaining schools with all necessary supplies and equipment, and still coming in \$20,000 under budget.
- The emergency funding from the Ministry provided for \$300,000 to abate asbestos from YRHS. The project was completed by the end of August 2017 and was \$7,000 under budget. The ministry provided the division with the remaining \$7,000 to replace flooring damaged during the abatement. Thus providing an opportunity to improve the learning environment for the students.
- Sturgis Composite School renovation was budgeted to be \$850,000. This project was completed by August 2017 and was \$386,000. Allowing more room for the next phase of the project, and other school PMR projects.

Photo Gallery

New Bleachers at MCS



Canora Junior Elementary School kitchen



Grayson School Home Ec lab



MacDonald School break out space



Key Strategies Employed

- Staff management – with the large volume of service requests and significant projects it is important to allocate the staff appropriately to accomplish the goals.
 - Facilities Coordinator David Sliva was responsible for keeping all the project work on track - working with contractors and facilities staff to accomplish our projects.
 - Facilities Supervisors North and South were responsible for the service requests, addressing the needs in the schools and allocating the technicians between school requests and major projects
 - Caretaker Coordinator Dan Boyle supported the schools with all the varying caretaker needs including finding spares, repairing and replacing equipment and even filling in at a school when required.

Future Strategies

- Target improvements to classroom environment and to support the fire safety plan.
- Manage budget to comply with Ministry requirements for restricted funding for Minor Renovations

Risk Assessment:

Risk	Likelihood (Low-Med-High)	Impact (Low-Med- High)	Mitigation Strategy
Major building emergency	Medium	High	Monitor facilities. Preventative maintenance
Lack of funding	Medium	High	Prioritize and budget

Recommended Decision/Motion:

“That the Board accept the accountability report on Facilities as presented.”

Respectfully submitted,

Quintin M. Robertson, Director/CEO
Good Spirit School Division

Good Spirit School Division Board of Education

Regular Meeting Agenda

Date: Thursday, October 5, 2017

Location: Fairview Education Center

Time: **10:00 AM**

10:00 AM

1. Call to Order
2. Approval of Agenda
3. Review Meeting Norms
4. Approval of Minutes
 - 4.1. August 31, 2017
5. Conflict of Interest

10:10 AM

6. Delegation
 - 6.1. Yorkton Air Cadets
 - 6.2. Wolford

10:45 AM

7. Accountability
 - 7.1. Facilities Report

11:30 AM

8. Closed Session
 - 8.1. Human Resources Report – handout at meeting
 - 8.2. Chief Financial Officer Recruitment
 - 8.3. Grade Discontinuance Update
 - 8.4. 2016-2017 Student Discipline Committee Follow-up
 - 8.5. Student Discipline Committee Report
 - 8.6. Specific Land Claims
 - 8.7. Draft Board Community Partnership Policy
 - 8.8. Invermay School Update
 - 8.9. Fort Livingstone School Transitioning Update
 - 8.10. Members Council Report
 - 8.11. Transportation Committee Report

2:00 PM

9. Action Items
 - 9.1. Items Arising From Closed Session
 - 9.1.1. Human Resources Recommendations - tentative
 - 9.1.2. Student Discipline Committee Recommendation
 - 9.1.3. Specific Land Claims Recommendation
 - 9.1.4. Transportation Recommendations
 - 9.1.4.1. Boman Transportation Request
 - 9.1.4.2. Zazula Transportation Request
 - 9.2. Old Business
 - 9.2.1. Policy 2 Appendix A – Annual Work Plan
 - 9.2.2. Job Action Committee Members
 - 9.3. New Business
 - 9.3.1. Board Policy Review
 - 9.3.1.1. Policy 7 – Board Operations
 - 9.3.1.2. Policy 15 – Recruitment and Selection of Personnel
 - 9.3.2. Appoint Voting Delegations & Allocate Votes for SSBA Convention
 - 9.3.3. Hoffman School Sale
 - 9.3.4. Sturgis Gym Floor Tender
 - 9.3.5. Relocatables Application
 - 9.3.6. Canora Composite School SCC Loan Application

3:00 PM

10. Director's Report

4:00 PM

11. Committee/Conference Reports
 - 11.1. School Community Council Meetings
12. Future Business
13. Meeting Dates
 - November 23, December 21, 2017
 - February 1, March 15, April 19, May 17, June 21, August 30, 2018
 - Special Board Meeting - June 7, 2018
14. Notice of Motion
15. Topics for Future Agendas
 - 15.1. Accountability
 - 15.1.1. Transportation Report
 - 15.1.2. Financial Audit
 - 15.2. Director's Report

- 15.2.1. Financial Report
- 15.3. Board Business
 - 15.3.1. Approve Annual Report
- 15.4. Advocacy
 - 15.4.1. GSTA Executive
- 15.5. Board Development
 - 15.5.1. Understanding Financial Statements and the Auditor's Report
- 16. Adjourn

Board Development Topic: Understanding the Fountas and Pinnell BAS

Date of Board Meeting:

October 5, 2017

Strategic Priority:

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

Quality Indicator(s):

- **QI 6.2** – The Director keeps the Board informed about Division operations.
- **QI 6.3** – The Director provides the Board with balance, sufficient, concise information and clear recommendations for actions items in agendas.
- **QI 6.6** – The Director ensures high quality management services are provided to the Board.

Information for the Board (10 fast facts):

Fountas and Pinnell Benchmark Assessment System (F&P BAS)

1. Fountas and Pinnell Benchmark Assessment System is an assessment to determine a student's reading accuracy and comprehension.
2. The F & P BAS assessment is a standardized assessment in that all students in GSSD are assessed in the same manner.
3. GSSD trains all new teachers and follows up with co-assessing.
4. The students are provided fiction and non-fiction texts to read.
5. The F & P BAS is administered in the fall and the spring. A winter assessment is administered to grade 1 students and students in grade 2-6 who are below grade level.
6. The information gained from this assessment can be used to group students, provide one-on one instruction and guide whole class teaching.
7. The students' *reading behaviors* are shared with parents but not the reading levels.
8. Division-wide data is collected and monitored. This data is also sent on to the Ministry of Education.
9. The F & P BAS results are also used to guide reading intervention (Levelled Literacy Intervention).
10. Students from Grade 1 -6 are assessed. GSSD has strict criteria to exempt students from the assessment.



Respectfully submitted,

Quintin M. Robertson, Director/CEO
 Good Spirit School Division

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

**Minutes of the Regular Meeting of the Good Spirit Board of Education
Thursday, October 5, 2017
Fairview Education Centre, Yorkton, Saskatchewan**

Board Members (P)Present (A)Absent

P	Anderson, Jade
P	Dokuchie, Gilda
P	Johnson, Jaime
P	Morrison, Jan
P	Simpson, Bob – Vice Chair
P	Variyan, Steve

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

Staff

Quintin Robertson – Director of Education
Sherry Todosichuk – Deputy Director of Corporate Services
Donna Kriger – Deputy Director of Education Services
Heather Morris – Senior Executive Assistant

17-198 **Call to order**
Smandych: That this meeting now come to order at 10 a.m.
 Carried.

17-199 **Adoption of agenda**
Leson: That the agenda be adopted as presented.
 Carried.

17-200 **Approval of regular minutes**
Stachura: That the minutes of the August 31, 2017 Regular Meeting be adopted as presented.
 Carried.

Business arising from the minutes
None

Conflict of Interest
None

Delegation
1.Yorkton Air Cadets
2.Wolford

Board Member Stachura joined the meeting at 10:38 a.m.

17-201 **Facilities Accountability Report**
Variyan: That the Board accept the Accountability Report on Facilities as presented.
 Carried.

Closed Session Items

1. Human Resources Report
 - a. Negotiations Report
 - b. New Employee Issues
 - c. Other
2. Chief Financial Officer Recruitment
3. Grade Discontinuance Update
4. 2016-2017 Student Discipline Committee Report
5. Student Discipline Committee Report
6. Specific Land Claims
7. Draft Board Community Partnership Policy
8. Invermay School Update
9. Fort Livingstone School Transitioning Update
10. Members Council Report
11. Transportation Committee Report

Lunch

17-202

Morrison:

Enter closed session

That the Board enter closed session to receive and review agenda items.
Carried.

17-203

Gendur:

Exit closed session

That the Board exit closed session.
Carried.

Action Items

1. Items Arising from Closed Session
 - a. Student Discipline Committee Recommendation
 - b. Specific Land Claims Recommendation
 - c. Transportation Recommendations
 - i. Boman Request
 - ii. Zazula Request
2. Old Business
 - a. Policy 2 Appendix A – Annual Work Plan
 - b. Job Action Committee Members
3. New Business
 - a. Board Policy Review
 - i. Policy 7 – Board Operations
 - ii. Policy 15 – Recruitment and Selection of Personnel
 - b. Appoint Voting Delegations & Allocate Votes for SSBA Convention
 - c. Hoffman School Sale
 - d. Sturgis Gym Floor Tender
 - e. Relocatables Application

17-204

Anderson:

Student Discipline Committee

That the Board approves the Student Discipline Committee recommendation from September 28, 2017 and determines that the Director of Education has fully met the Board's expectations for QI 1.3.

Carried

- 17-205**
Dokuchie: **Specific Land Claims**
That the Board agrees to accept the payment set out in the School Division Compensation as presented regarding Specific Land Claim for the lands noted and agrees to have its proper officers execute the Release.
Carried
- 17-206**
Johnson: **Boman Transportation Request**
That the Board accept the recommendation of the transportation committee to approve out of attendance area transportation for the Boman family to Preeceville School for the 2017-18 school year and determines that the Director of Education has fully met the Board's expectations for QI 1.1.
Carried.
- 17-207**
Simpson: **Zazula Transportation Request**
That the Board accept the recommendation of the transportation committee to approve out of attendance area transportation for the McRae-Zazula family to Esterhazy and determines that the Director of Education has fully met the Board's expectations for QI 1.1 & 1.2.
Carried.
- 17-208**
Morrison **Policy 2 Appendix A – Annual Work Plan**
That the Board accept Appendix A of Policy 2 as presented.
Carried.
- 17-209**
Leson: **Job Action Committee**
That the Board approve Smandych and Stachura as representatives on the ad hoc Job Action Committee
Carried.
- 17-210**
Stachura: **Policy 7 – Board Operations**
That the Board approve the amendments to Board Policy 7 Board Operations as presented.
Carried.
- 17-211**
Variyan: **Policy 15 – Recruitment and Selection of Personnel**
That the Board approve the amendments to Board Policy 15 Recruitment and Selection of Personnel as presented
Carried.
- 17-212**
Gendur: **Appoint Voting Delegations & Allocate Votes for SSBA Convention**
That the Board approves Anderson, Dokuchie, Gendur, Johnson, Leson, Morrison, Simpson, Smandych and Stachura as voting delegates at the Saskatchewan School Board Association Annual General Meeting on November 13, 2017. 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. The Board determines that the Director has fully met QI 6.5 & 6.6."
Carried.
- 17-213**
Anderson: **Hoffman School Sale**
That the Board accept the offer from Langenburg Evangelical Fellowship for sale of Hoffman School and determines that the Director of Education has fully met the Board's expectations for QI 3.5, 3.6, 6.6 & 8.1.
Carried.

17-214

Dokuchie:

Sturgis School Sale

That the Board award the contract for the hardwood gym floor installation for the Sturgis Composite School to Titan Sport Systems Ltd and determines that the Director of Education has fully met the Board's expectations for QI 3.6.

Carried.

17-215

Johnson:

Relocatables Applications

That the Board approves the submission of the application for the 2018-19 Relocatable Classroom Program and determines that the Director of Education has fully met the Board's expectations for QI 1.1 & 8.1.

Carried.

17-216

Leson:

Canora Composite School SCC Loan Application

That the Board approve the school community council loan application of the Canora Composite School to support the SRC van purchase.

Carried.

Board Member Dokuchie excused herself from the meeting at 3:03 pm

Discussion Items presented by the Director of Education

1. Laptops for Trustees
2. Annual General Meeting
3. Enrolment/PTR Report
4. Board Development
 - a. Understanding the Fountas & Pinnell Assessment
5. Sea Star Awards
6. Provincial Attendance Committee
7. Finalize SSBA Resolutions & Position Statements

Information Items presented by the Director of Education

1. Thank you notes
2. Important Dates
 - a. GSSD Central Office Calendar – posted in Resource Center
3. Financial Report
4. Victoria School PreK & Kindergarten Engagement project
5. Program Benefit Coordinator
6. Silver Stream School Calendar Revision
7. Following Their Voices
8. Yorkton Minor Football update
9. Sturgis Elementary School – community use
10. Strategic Plan
 - a. Digital Data Wall
11. Student Incident of Concern report
12. Correspondence
 - a. Minister Eyre Letter to Board Chairs
 - b. Public Section Executive Meeting Talking Points

Committee / Conference Reports

1. School Community Council Governance Reports

Future Business

1. Meeting dates – November 23, December 21
2. Notice of Motion
3. Topics for Future Agendas
 - a. Accountability
 - i. Transportation Report
 - ii. Financial Audit
 - b. Director's Report
 - i. Financial Report
 - c. Board Business
 - i. Approve Annual Report
 - d. Advocacy
 - i. GSTA Executive
 - e. Board Development
 - i. Understanding Financial Statements and the Auditor's Report

17-217

Stachura:

Adjournment

That we do adjourn at 4:59 p.m.

Carried.

CHAIRMAN - Smandych

SECRETARY – Todosichuk

Accountability Topic: August 31, 2017 Audited Financial Statement

Date of Board Meeting:

November 23, 2017

Strategic Priority:

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

Quality Indicator(s) (if applicable):

- **QI 3.1 Generally accepted accounting practices are being followed.**
- **QI 3.2 Adequate internal financial controls exist and are being followed**
- **QI 3.3 All collective agreements and contracts are being administered and interpreted so staff and contracted personnel are being paid appropriately and appropriate deductions are being made**
- **QI 3.5 Board is informed annually about incurred liabilities and immediately regarding pending litigation.**

Key Measures:

- Audit opinion on the financial position of GSSD as at August 31, 2017 and results of operations and accumulated surplus in accordance with Canadian public sector account standards for other government organizations.
- Management letter to the board covering:
 - Evaluation of internal controls
 - Significant accounting principles
 - Significant unusual transactions
 - Accounting estimates
 - Disagreements with Management
 - Difficulties encountered during the audit

Targets:

- Unqualified opinion from the Auditor
- No internal control issues
- Application of appropriate accounting principles
- No unusual transactions
- Accounting estimates used are considered reasonable
- No disagreements with Management
- No difficulties encountered during the audit process

Data:

- Independent auditors' report
- Management letter to the Board

- Discussions between the Auditor and the Board Executive Committee

Key Strategies Employed:

- Careful adherence to the checklist for audit provided by the Ministry
- Consultation with the Ministry as a resource on application of GAAS and GAAP when necessary
- Regular review of revenues and expenditures and reporting to the Board on any problematic issues in a timely manner

Future Strategies:

- Implementation of revised internal controls to address more timely receipt of invoices on minor capital projects. It has been a challenge to receive the information from these Vendors prior to completion of the draft AFS which is required by the Auditor. Recommendation for improvement is to highlight these invoices as soon as they are received and provide to the auditor.
- Implementation of revised internal controls to ensure all prepaid expenses are captured in the AFS. Recommendation for improvement is to update the working papers to include the prior year which will flag typical prepaid expenses and to provide additional training to staff.

Risk Assessment:

Risk	Likelihood (Low-Med-High)	Impact (Low-Med- High)	Mitigation Strategy
Non-Adherence to GAAS and GAAP	Low	Low	Continue consultation with Ministry Review of Accounting Handbook
School Generated Funds	Low	Low	Internal audit Education of staff
Education Property Taxes	Unknown	Unknown	Continued lobbying efforts for Division to receive past receivables
Change of CFO	Unknown	Unknown	Provision of learning opportunities Contact with Ministry

Summary Comments:

Verbal report from the auditor indicated this was the most organized and prepared year by the staff which made the audit process go very smoothly. No significant issues identified during the verification process with the Ministry or the Provincial Comptroller’s Office.

Recommended Decision/Motion:

“That the Board accept the accountability report on the *August 31, 2017 Audited Financial Statements* as presented.”

Respectfully submitted,

Quintin M. Robertson, Director/CEO
Good Spirit School Division

Accountability Topic: Transportation Internal Processes

Date of Board Meeting:

November 23, 2017

Strategic Priority:

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

Quality Indicator(s) (if applicable):

- **QI 1.2 Regular actions are taken to ensure busses and facilities are safe and healthy**
- **QI 8.1 Ensures Divisional compliance with all Ministry of Education and Board mandates.**

Processes Identified:

- Improve safety of students and staff
- Implement driver evaluation process
- Monitor fleet health and ongoing compliance
- Streamline routing process for improved efficiencies

Targets:

- Safety:
 - Improve communications through Synervoice®
 - Complete implementation of GPS
 - Increase driver training
- Driver Evaluations:
 - Develop process to evaluation existing drivers and new hires
- Fleet Health and Compliance:
 - Implement new safety check/circle check binder and process
 - Monitor SGI inspections and plate renewals for compliance
- Routing:
 - Implementation of Bus Planner

Key Strategies Employed:

- Safety:
 - Synervoice® data has been updated for accurate information to communicate to staff and students. Training of staff has been completed
 - GPS installations – as of November 10, 99 units have been installed and 7 remain to be installed
 - Driver Training:
 - Ongoing in-services planned with drivers – recently implemented training for evacuation of special needs students

- New bus drivers must complete training with the Transportation Assistant prior to approval as a GSSD driver. Three new drivers have recently completed training.
- 15 Passenger Van Training: Training date in August and 43 of 45 staff completed the Saskatchewan Safety Council Training course.
- Driver Evaluations:
 - Driver evaluation process has been completed and implemented
 - 3 new hires have been completed since September 2017
 - 11 of 101 regular drivers have been evaluated since January 1, 2017
- Fleet Health and Compliance:
 - Process developed to track and maintain individual bus files and SGI safety inspection data
 - Monthly reviews of expiring Vehicle Standards Inspections
 - 143 active buses – 29 requiring annual inspections before the end of 2017.
- Routing:
 - Bus Planner software was purchased in spring 2017
 - Training commenced immediately and implementation occurred for the routes effective fall 2017.
 - Implementation problems occurred preventing accurate data transfer from the school student information system (MapleWood) to Bus Planner
 - Extensive work with Technology and Transportation has identified the errors and work is underway to rectify the problem
 - Once corrected this software has the capability to significantly reduce tracking and updating of student information and bus route analysis and changes.

Future Strategies:

- Safety:
 - Complete installations of GPS units will allow for accurate tracking of buses for driver compliance, response and recovery of buses on route, monitoring route concerns
 - Continue camera installations on buses – currently have 10 on routes and five new ones that can be installed
 - Continue to monitor and improve driver training process for new and existing drivers
- Driver Evaluations
 - Schedule Transportation Assistant to allow for continued and frequent evaluations of all regular drivers.
 - Goal is to complete 35% per year
- Routing:
 - Full implementation of Bus Planner

Risk Assessment:

Risk	Likelihood (Low-Med-High)	Impact (Low-Med- High)	Mitigation Strategy
Inaccurate information preventing timely communication	High	High	Ongoing updating of driver and route information for Synervoice® communications
Drivers not operating bus safely	Low	High	Continue to monitor with GPS and conduct individual driver evaluations to improve competency
Unsafe buses transporting students	Low	High	Constant monitoring and tracking of SGI inspection compliance and review of maintenance and circle check procedures.

Summary Comments:

The transportation department has moved through a series of significant changes in staffing, roles and responsibilities within the last two years. Throughout this time substantial improvements have been made to internal processes to ensure compliance with the provincial auditor's recommendations, SGI regulations and GSSD policy. The department will continue to streamline processes to find efficiencies to improve communication, increase safety and manage costs.

Statistical Information for 2017-18:

- 98 rural routes and 6 city routes.
- 21,078 total daily kilometres traveled. 12,670 km loaded and 8,408 km unloaded.
- 2293 students transported daily on rural routes including 190 Christ the Teacher students.

Recommended Decision/Motion:

"That the Board accept the accountability report on *Transportation Internal Processes* as presented."

Respectfully submitted,

Quintin M. Robertson, Director/CEO
Good Spirit School Division

Good Spirit School Division Board of Education Regular Meeting Agenda

Date: Thursday, November 23, 2017
Location: Fairview Education Center
Time: **10:00 AM**

*** Members of the Good Spirit Teachers Association will join the Board for an advocacy session at 12 noon.**

10:00 AM

1. Call to Order
2. Approval of Agenda
3. Review Meeting Norms
4. Approval of Minutes
 - 4.1. October 5, 2017
5. Conflict of Interest
6. Delegation – no delegation

10:10 AM

7. Accountability
 - 7.1. Transportation Report
 - 7.2. Financial Audit

11:00 AM

8. Closed Session
 - 8.1. Governance Budget Update
 - 8.2. Human Resources Report – handout at meeting
 - 8.3. Transportation Committee Report
 - 8.4. Student Discipline Committee Report

1:00 PM

9. Action Items
 - 9.1. Items Arising From Closed Session
 - 9.1.1. Transportation Recommendations
 - 9.1.1.1. South East Cornerstone Boundary Review
 - 9.1.1.2. Duquette Transportation Request
 - 9.1.1.3. Dyck Transportation Request
 - 9.1.2. Student Discipline Recommendation

- 9.2. Old Business
 - 9.2.1. Review of Draft Board Policy 18 – Community Partnerships
 - 9.2.2. Yorkton Minor Football

- 9.3. New Business
 - 9.3.1. 2016-17 Annual Report
 - 9.3.2. 2016-17 Audited Financial Statements and Management Letter
 - 9.3.3. Signing Authority
 - 9.3.4. Contracted Anne Portnuff Theatre Technical Services
 - 9.3.5. Emergent Funding Request Regarding YRHS Asbestos Abatement
 - 9.3.6. Langenburg Community Fitness Agreement
 - 9.3.7. Land Transfers
 - 9.3.7.1. Kindiak/Dutchak
 - 9.3.7.2. Ormsby Heritage Site Inc. – Ormsby School
 - 9.3.7.3. Royal Trust
 - 9.3.8. Anne Portnuff Theatre Revitalization Project Funding Application

3:00 PM

- 10. Director's Report

4:00 PM

- 11. Committee/Conference Reports
 - 11.1. School Community Council Meetings

- 12. Future Business

- 13. Meeting Dates
 - December 21, 2017
 - February 1, March 15, April 19, May 17, June 21, August 30, 2018
 - Special Board Meeting - June 7, 2018

- 14. Notice of Motion

- 15. Topics for Future Agendas
 - 15.1. Accountability
 - 15.1.1. Student Learning & Welfare Report
 - 15.2. Director's Report
 - 15.2.1. Financial Report
 - 15.3. Board Business
 - 15.3.1. Review Board Survey Results
 - 15.4. Advocacy
 - 15.4.1. Representatives from Keeseekoose or Cote
 - 15.5. Board Development
 - 15.5.1. Understanding Comprehensive School Community Health

- 16. Adjourn



Our Motto
Our Mission
Our Values
Our Vision

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

Board Development Topic: Understanding Financial Statements and the Auditor’s Report

Date of Board Meeting:
 November 23, 2017

Strategic Priority:

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

Quality Indicator(s):

- QI 6.2** – The Director keeps the Board informed about Division operations.
- QI 6.3** – The Director provides the Board with balance, sufficient, concise information and clear recommendations for actions items in agendas.
- QI 6.6** – The Director ensures high quality management services are provided to the Board.

Information for the Board (10 fast facts):

<ol style="list-style-type: none"> 1. Management Responsibility for Financial Statements <ul style="list-style-type: none"> • Preparation of the financial statements in accordance with Canadian public sector accounting standards and the format specified in the Financial Reporting Manual issued by the Ministry of Education • Board is responsible for ensuring that management fulfills its responsibilities and for approving the financial statements including the appointment of the external auditors 2. Auditors’ Report <ul style="list-style-type: none"> • Outlines what the Auditor has audited which includes the statement of financial position at year end (August 31, 2017) and the statements of operations and accumulated surplus from the year’s operations • Identifies it is management’s responsibility for the preparation and presentation of the financial statements in accordance with Canadian public sector accounting standards for other government organizations and for the system of internal controls • Details the responsibilities of the Auditor which is to express an overall opinion on the financial statement based on the evidence compiled. The Auditor determines the risk assessment of material misstatement, considers the internal controls and designs the auditor procedures to appropriately express their opinion • GOAL – to receive an “unqualified audit opinion” 3. Statement of Financial Position <ul style="list-style-type: none"> • Identifies the financial assets, liabilities, non-financial assets and accumulated surplus as of the year end (August 31, 2017). • Cash, etc. less accounts payable provides an indication of the financial strength of the board. At this time this is \$10 M. 4. Statement of Operations and Accumulated Surplus from Operations

STUDENT & FAMILY INTERNAL PROCESSES PEOPLE CAPACITY FINANCIAL STEWARDSHIP

- The revenues and expenses are summarized in this statement and it provides the reader with a synopsis of activity during the year and a comparison of actual to budget and to the prior year

5. Statement of Changes in Net Financial Assets and Statement of Cash Flows

6. Schedule A: Supplementary Details of Revenue

- Provides details of revenues by the funding sources: education property taxes, operating and capital grants, tuition fees, complementary and external services, school generated funds and miscellaneous

7. Schedule B: Supplementary Details of Expenses

- Provides details of expenses by functional categories: governance, administration, instruction, plant, transportation, complementary and external services, tuitions and miscellaneous

8. Schedule C: Supplementary Details of Tangible Capital Assets

- Breaks down the purchases and dispositions of tangible capital assets along with the amount of the assets that have been amortized (expensed) both during the period and cumulatively
- Assets that have reached their useful lives are deemed as being disposed. If they are actually disposed of after this time there may be a book entry of gain on disposal

9. Other Schedules

- Schedule D is the identification of non-cash items included in surplus
- Schedule E is the net change in non-cash operating activities including increases and decreases in balance sheet items, i.e. accounts receivable and deferred revenues

10. Notes to Financial Statements

- The notes are an integral part of the financial statement and provide much of the detail required to make sense of the other schedules and statements, for example note 2 (g) outlines the useful live of tangible assets and the length of time over which the initial investment will be expensed

Respectfully submitted,

Quintin M. Robertson, Director/CEO
Good Spirit School Division

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

**Minutes of the Regular Meeting of the Good Spirit Board of Education
Thursday, November 23, 2017
Fairview Education Centre, Yorkton, Saskatchewan**

Board Members (P)Present (A)Absent

P	Anderson, Jade
P	Dokuchie, Gilda
P	Johnson, Jaime
P	Morrison, Jan
P	Simpson, Bob – Vice Chair
P	Variyan, Steve

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

Staff

Quintin Robertson – Director of Education
Sherry Todosichuk – Deputy Director of Corporate Services
Donna Kriger – Deputy Director of Education Services
Keith Gervais – Chief Financial Officer
Heather Morris – Senior Executive Assistant

17-218

Smandych:

Call to order

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

17-219

Morrison:

Adoption of agenda

That the agenda be adopted as presented.
Carried.

17-220

Stachura:

Approval of regular minutes

That the minutes of the October 5, 2017 Regular Meeting be adopted as presented.
Carried.

Board Member Anderson joined the meeting at 10:06 am

Business arising from the minutes

None

Conflict of Interest

None

Delegation

None

17-221

Dokuchie:

Transportation Accountability Report

That the Board accept the accountability report on Transportation Internal processes as presented.
Carried.

17-222

Variyan:

Audited Financial Statements Accountability Report

That the Board accept the accountability report on the August 31, 2017 Audited Financial Statements as presented.

Carried.

Closed Session Items

1. Governance Budget update
2. Human Resources Report
 - a. Negotiations Report
 - b. Outstanding Employee Issues
 - c. New Employee Issues
 - d. Other
3. Transportation Committee Report
4. Student Discipline Committee Report
5. Public Section Court Case Update
6. SSBA Board Chairs Update

17-223

Gendur:

Enter closed session

That the Board enter closed session to receive and review agenda items.

Carried.

17-224

Anderson:

Exit closed session

That the Board exit closed session.

Carried.

Lunch – Guests Good Spirit Teachers' Association

17-225

Leson:

Enter closed session

That the Board enter closed session to receive and review agenda items.

Carried.

17-226

Johnson:

Exit closed session

That the Board exit closed session.

Carried.

Action Items

1. Items Arising from Closed Session
 - a. Human Resources Recommendations
 - i. Employee Termination
 - ii. Office Closure
 - b. Transportation Recommendations
 - i. South East Cornerstone Boundary Review
 - ii. Duquette Transportation Report
 - iii. Dyck Transportation Request
 - c. Student Discipline Recommendation
2. Old Business
 - a. Board Policy 18 – Community Partnerships
3. New Business
 - a. 2016-17 Annual Report
 - b. 2016-17 Audited Financial Statements and Management Letter
 - c. Signing Authority
 - d. Contracted Anne Portnuff Theatre Technical Services
 - e. Emergent Funding Request Regarding YRHS Asbestos Abatement

- f. Langenburg Community Fitness Agreement
- g. Land Transfers
 - i. Kindiak/Dutchak
 - ii. Ormsby Heritage Site Inc. – Ormsby School
 - iii. Royal Trust
- h. Anne Portnuff Theatre Revitalization Project Funding Application

17-227

Variyan:

Employee Termination

That the Board accept the termination report and uphold the decision as presented.

Carried

17-228

Morrison:

Fairview Education Centre Office Closure

That the Board close the Fairview Education Centre from December 27 to 29, 2017 inclusive.

Carried

17-229

Balysky:

South East Cornerstone Boundary Review

That the Board agree to enter into a boundary review with South East Cornerstone School Division.

Carried

17-230

Stachura:

Duquette Transportation Request

That the Board accept the recommendation of the transportation committee to deny transportation for the Duquette family to Yorkdale Central School from Saltcoats attendance area.

Carried

17-231

Dokuchie:

Dyck Transportation Request

That the Board accept the recommendation of the transportation committee to allow transportation for the Dyck family to MC Knoll School from Calder attendance area, due to the fact that permission to attend had been previously grandfathered.

17-232

Variyan:

Student Discipline Committee

That the Board approves the Student Discipline Committee recommendations from October 18, 2017.

Carried

17-233

Gendur:

Board Policy 18 – Community Partnerships

That the Board adopt Board Policy 10 Community Partnerships as presented.

Carried

17-234

Anderson:

2016-17 Annual Report

That the Board approves the 2016-17 Annual Report for submission to the Ministry.

Carried

17-235

Leson:

2016-17 Audited Financial Statements and Management Letter

That the Board receives and approves the Audited Financial Statements for the year ending August 31, 2017 and the Management Letter as presented.

Carried

17-236

Simpson:

Signing Authority

That effective November 30, 2017, the signing officers be the Chair or Vice Chair and the Chief Financial Officer or the Accounting Manager.

Carried

- 17-237**
Morrison: **Contracted Anne Portnuff Theatre Technical Services**
That the Board approve the extension of the contract for the theatre technician at the Yorkton Regional High School.
Carried
- 17-238**
Stachura: **Emergent Funding Request Regarding YRHS Asbestos Abatement**
That the Board approves the submission of the application for the Emergent Funding for Yorkton Regional High School.
Carried
- 17-239**
Balytsky: **Langenburg Community Fitness Agreement**
That the Board approves the long-term agreement with the Town of Langenburg for community use of the fitness centre at Langenburg Central School.
Carried
- 17-240**
Dokuchie: **Kindiak/Dutchak Land Transfer**
That the Board approves the transfer of title for the following former rural school properties back to the adjoining property owner and the cost of title transfer be borne by the new property owner. Property Title Numbers 124077483, 123370523.
Carried
- 17-241**
Variyn: **Ormsby Heritage Site Inc. – Ormsby School Land Transfer**
That the Board approves the transfer of title for the following former rural school property to the Ormsby Heritage Site Inc., and the cost of title transfer be borne by the new property owner. Property Title Numbers: 124323173.
Carried
- 17-242**
Gendur: **Royal Trust Land Transfer**
That the Board approves to accept transfer title for the following school property to the Good Spirit School Division, and that the cost of title transfer be borne by the Division. Property Title Number: 106538160.
Carried
- 17-243**
Anderson: **Anne Portnuff Theatre Revitalization Project Funding Application**
That the Board approve the application to the Canadian Cultural Spaces Fund for a grant for the Anne Portnuff Theatre Revitalization Project, and that the CFO be the designated signing authority for this grant.
Carried

Board Member Variyan excused himself from the meeting at 4:00 pm

Discussion Items presented by the Director of Education

1. Grade Discontinuance
2. Board Development
 - a. Understanding Financial Statements and the Auditor's Report
3. Yorkton Minor Football

Information Items presented by the Director of Education

1. Thank you notes
2. Important Dates
 - a. Saskatchewan School Community Council Conference – March 16 & 17, 2018
 - b. Rural Congress – March 25-27, 2018
3. Financial Report

4. Student Incident of Concern Report
5. Purchasing
 - a. Canadian Free Trade Agreement
 - b. Canadian-European Union (EU) Comprehensive Economic and Trade Agreement
6. Correspondence
 - a. Governance Conditionality
 - b. Hoffman School Property
 - c. Notwithstanding Clause Invoked to Protect Parents' and Students' Rights
 - d. Saskatchewan Teachers' Federation Pick a Premier Advocacy Campaign
 - e. Curriculum Development in Saskatchewan

Committee / Conference Reports

1. School Community Council Governance Reports

Future Business

1. Meeting dates
December 21, 2017, February 1, 2018
2. Notice of Motion
3. Topics for Future Agendas
 - a. Accountability
 - i. Student Learning & Welfare Report
 - b. Director's Report
 - i. Financial Report
 - c. Board Business
 - i. Review Board Survey Results
 - d. Advocacy
 - i. Representatives from Keeseekoose or Cote
 - e. Board Development
 - i. Understanding Comprehensive School Community Health

17-244

Balysky:

Adjournment

That we do adjourn at 4:24 p.m.

Carried.

CHAIRMAN - Smandych

SECRETARY – Todosichuk

Accountability Topic: Student Learning & Welfare

Date of Board Meeting:

December 21, 2017

Strategic Priority:

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

Quality Indicator(s) (if applicable):

- QI 1.4 - Utilizes performance metrics for the purpose of monitoring and evaluating operational performance relative to student wellness.
- QI 7.2 - Achieves the key results identified in the Strategic Plan.
- QI 7.3 - Reports at least annually on results achieved.

Key Measures:

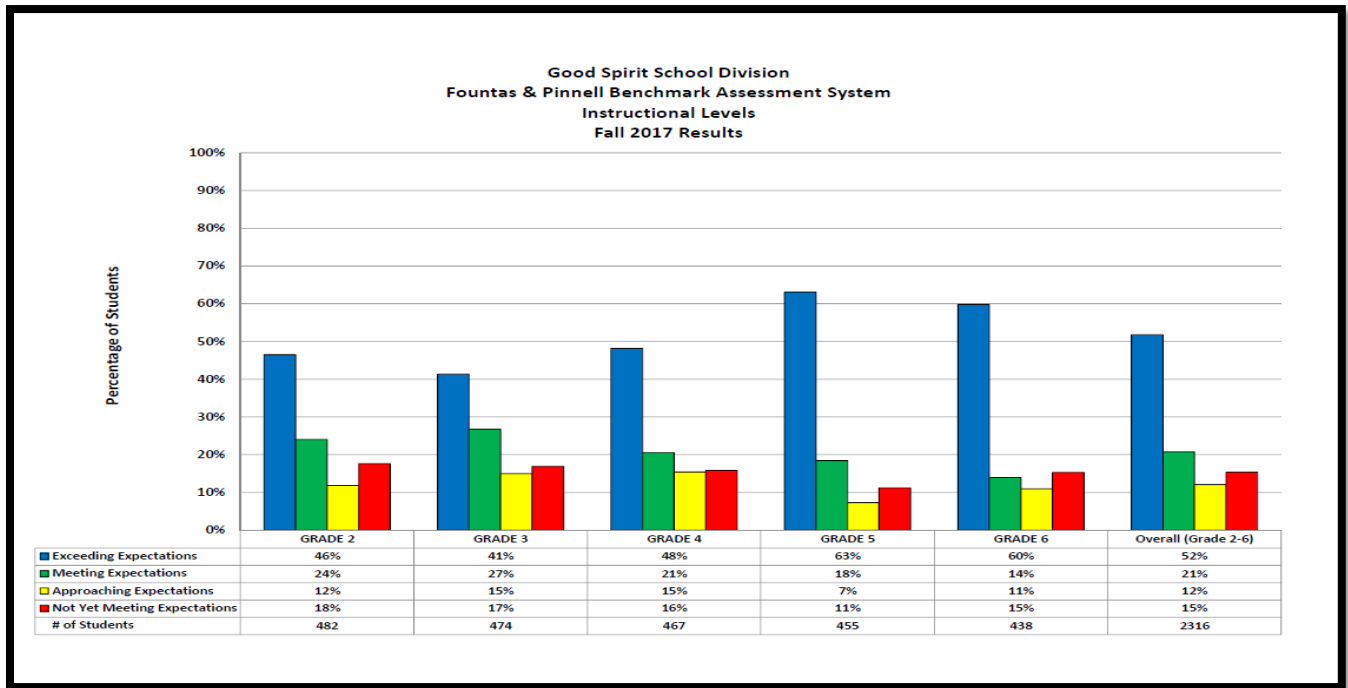
- Fountas & Pinnell Benchmark Assessment System (F & P BAS)
- Early Years Evaluation (EYE-TA)
- Compose and Create (CC) outcomes from the GSSD outcome-based report card
- The Number Sense Strand (NS) outcomes from the GSSD outcome-based report card
- Student Attendance Report (September to November)

Targets:

GSSD exists to provide the highest level of student learning & well-being. All students will experience learning environments rich in the opportunities and experiences necessary to promote intellectual, emotional and spiritual growth.

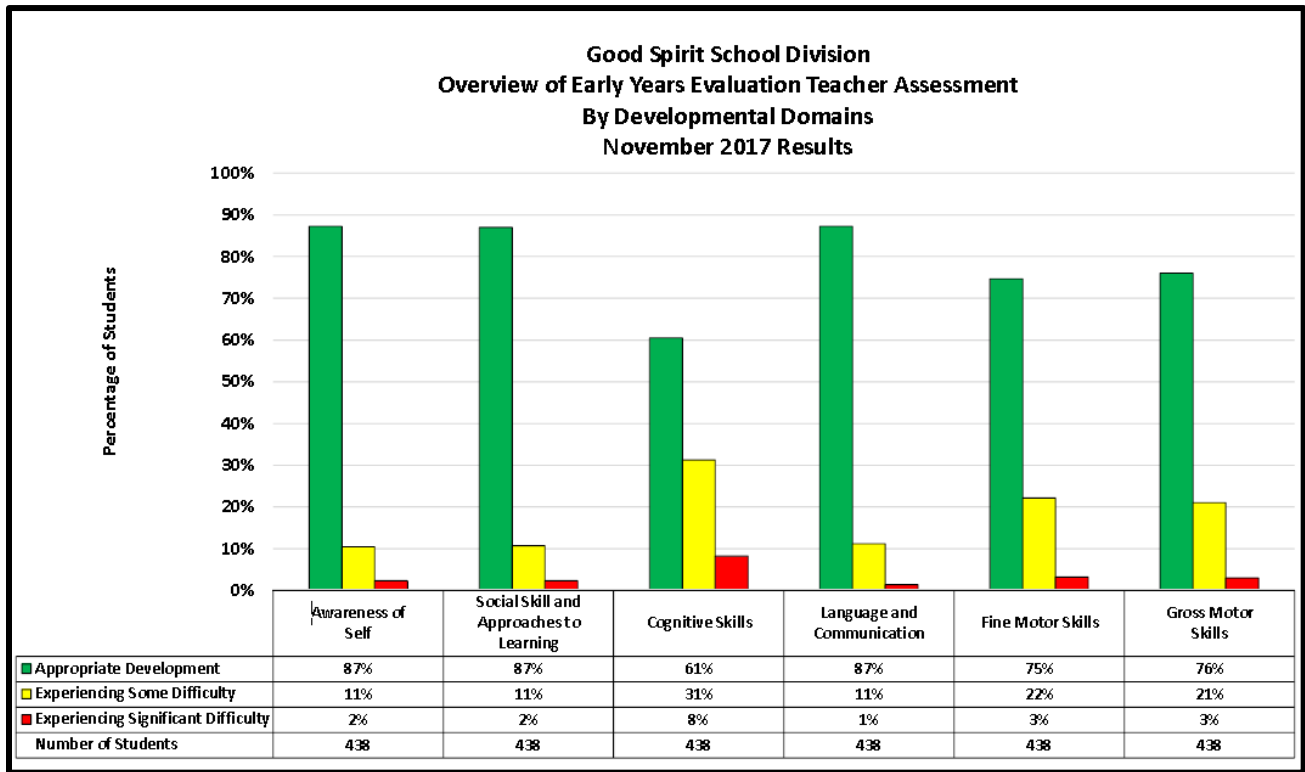
- By June 2020, at least 85% of GSSD students will be at grade level in reading.
- By June 2020, at least 80% of GSSD students will be at grade level in writing.
- By June 2020, at least 80% of GSSD students will be at grade level in math.
- By June 2020, at least 90% of students exiting Kindergarten in GSSD will be ready for learning.
- By June 2020, GSSD will reduce the number of students reporting anxiety by 10%.
- By June 2020, GSSD will reduce the number of students reporting depression by 10%.

Fall Fountas & Pinnell Benchmark Assessment for Grades 2 to 6



- A few celebrations to note in this initial data:
 - 73% of GSSD students in Grades 2 to 6 are meeting or exceeding fall grade level targets (positioning us to meet or exceed our June 2018 target of 83% and our June 2020 target of 85%).
 - At 73%, we saw a 5% increase in the percentage of students meeting or exceeding expectations compared to fall 2016.
 - 52% of GSSD students in Grades 2 to 6 are exceeding fall grade level targets (in the blue).

Early Years Evaluation (EYE-TA) for Kindergarten



Skill Development:

The EYE-TA evaluates aspects of early child development in five developmental domains:

Awareness of Self and Environment – a child’s understanding of the world and his or her ability to make connections with home and community experiences

Social Skills and Approaches to Learning – a child’s attentiveness during classroom activities and his or her ability to interact with peers while respecting classroom rules;

Cognitive Skills – a child’s basic mathematics and pre-reading skills and his or her ability to solve problems;

Language and Communication – a child’s understanding of spoken language and his or her ability to express thoughts and feelings; and

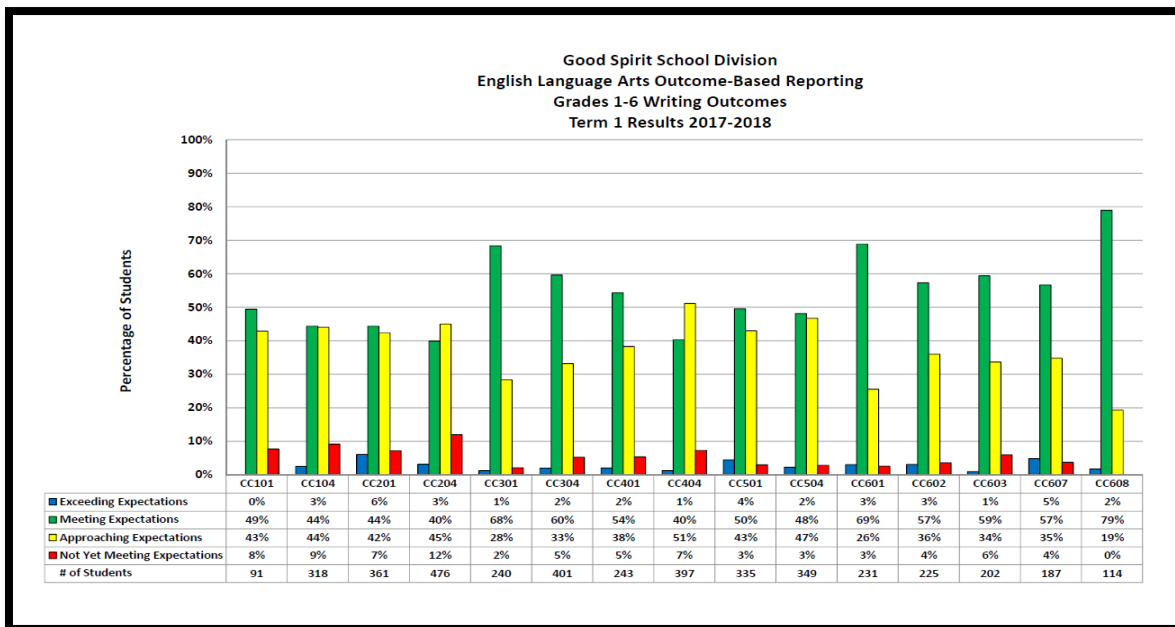
Physical Development

Fine motor – a child’s ability to perform small movements that require hand-eye coordination.

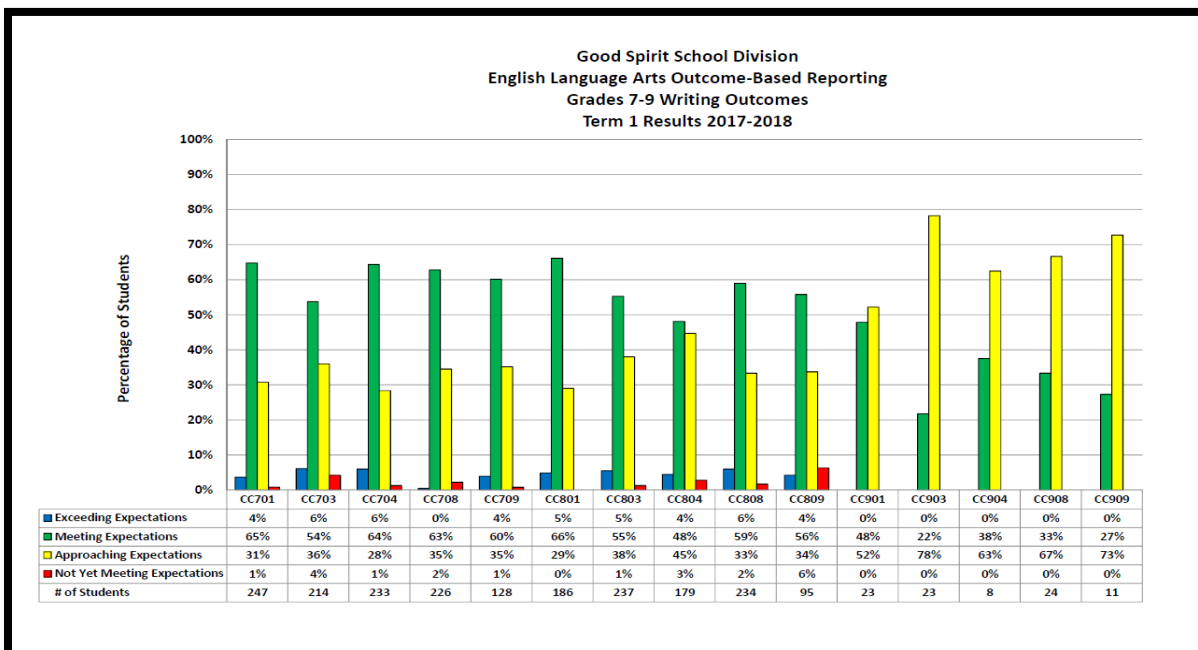
Gross motor – a child’s ability to perform large movements that involve arms, legs, and body.

- All schools, with the exception of Bear Stream School and Silver Stream School, have completed the EYE assessment.
- 62% of students are in the appropriate development tier.
- Cognitive skills remains our lowest domain at 61% in the appropriate development tier.
- All schools have access to their data. Schools with a significant number of students in red or yellow have met with the Student Services Team to plan for intervention in Kindergarten.

Term I Writing (Compose & Create) Outcome Data for Grades 1 to 6

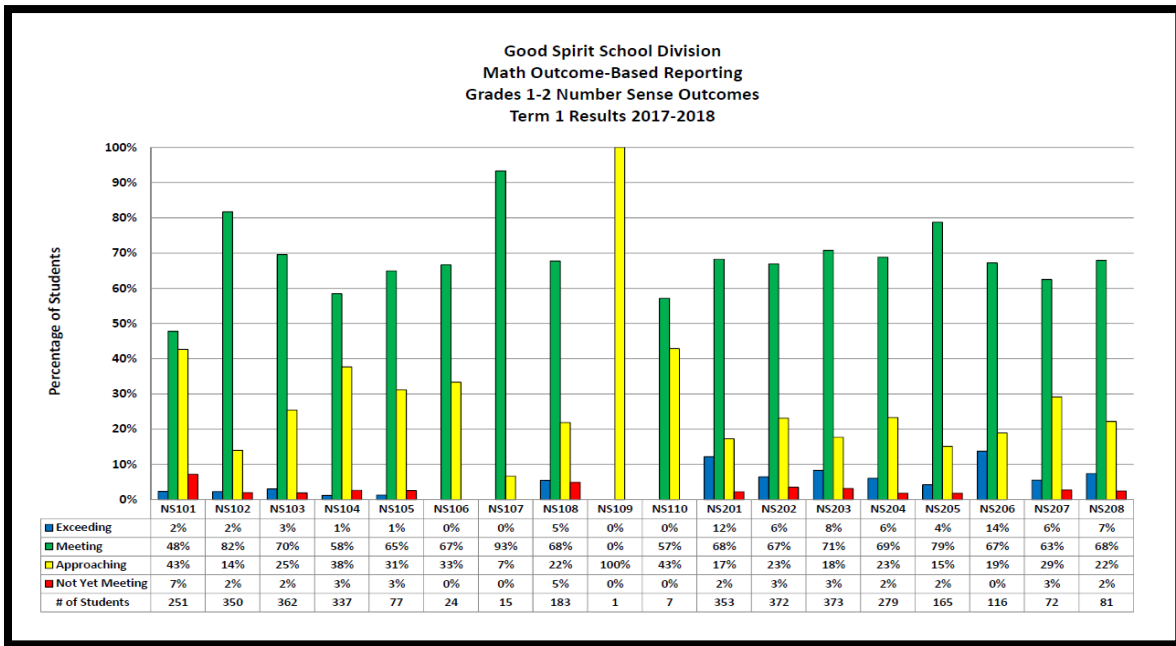


Term I Writing (Compose & Create) Outcome Data for Grades 7 to 9

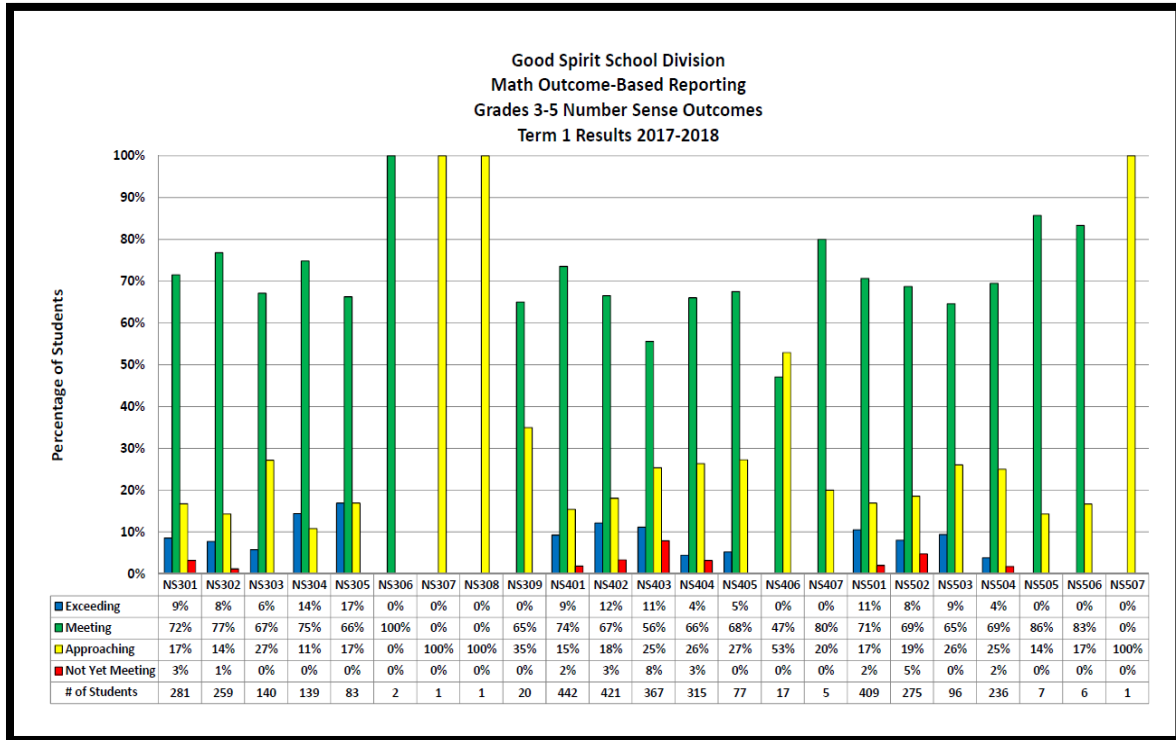


- A few celebrations to note in this initial data:
 - Term I writing data was gathered from the ELA Compose and Create outcomes communicated on the GSSD outcome-based report card.
 - The data indicates that 60% of Grade 1 to 8 students are meeting or exceeding year-end grade level writing outcomes.
 - This represents a 3% improvement from 2016 term 1 data which saw 57% of Grade 1 to 8 students meeting or exceeding year-end grade level writing outcomes.
- We are unable to accurately report on grade 9 writing data given that 10 GSSD schools do not use outcome-based reporting in grade 9. Literacy Coordinator, Charlotte Raine, will be in touch with these 10 schools to determine how initial data on the writing outcomes is being gathered.

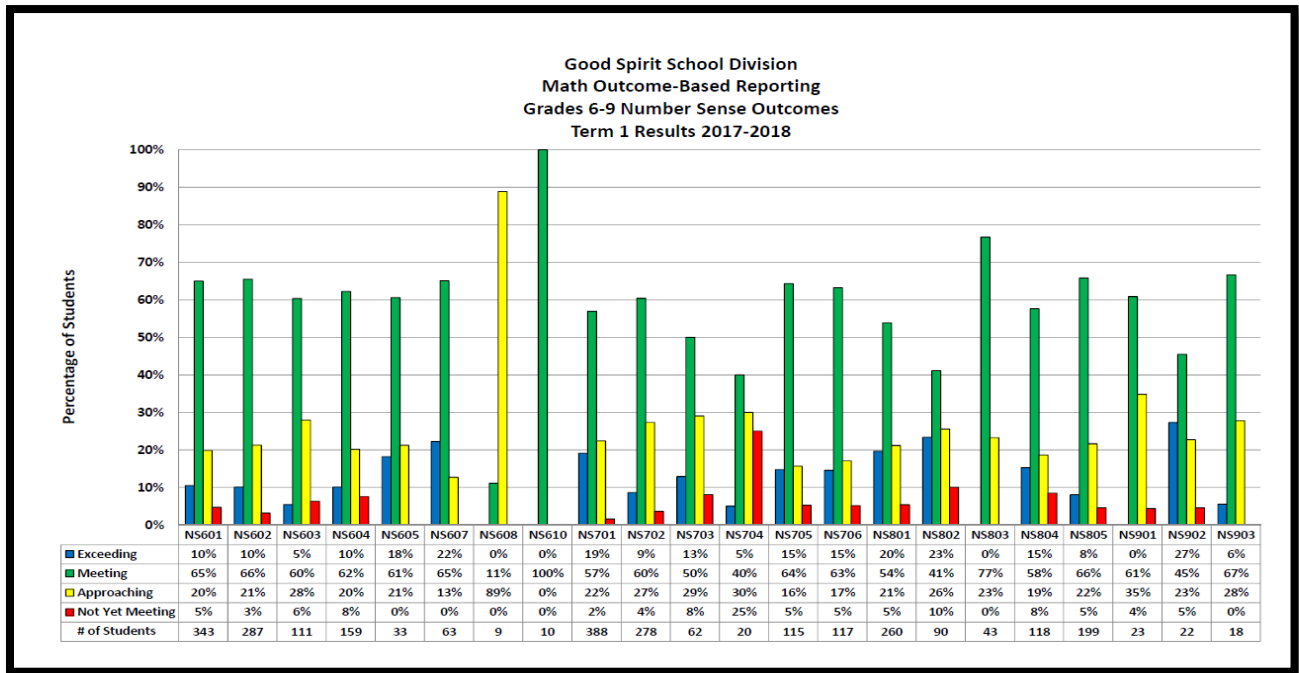
Term I Number Sense (NS) Outcome Data for Grades 1 & 2



Term I Number Sense (NS) Outcome Data for Grades 3 to 5

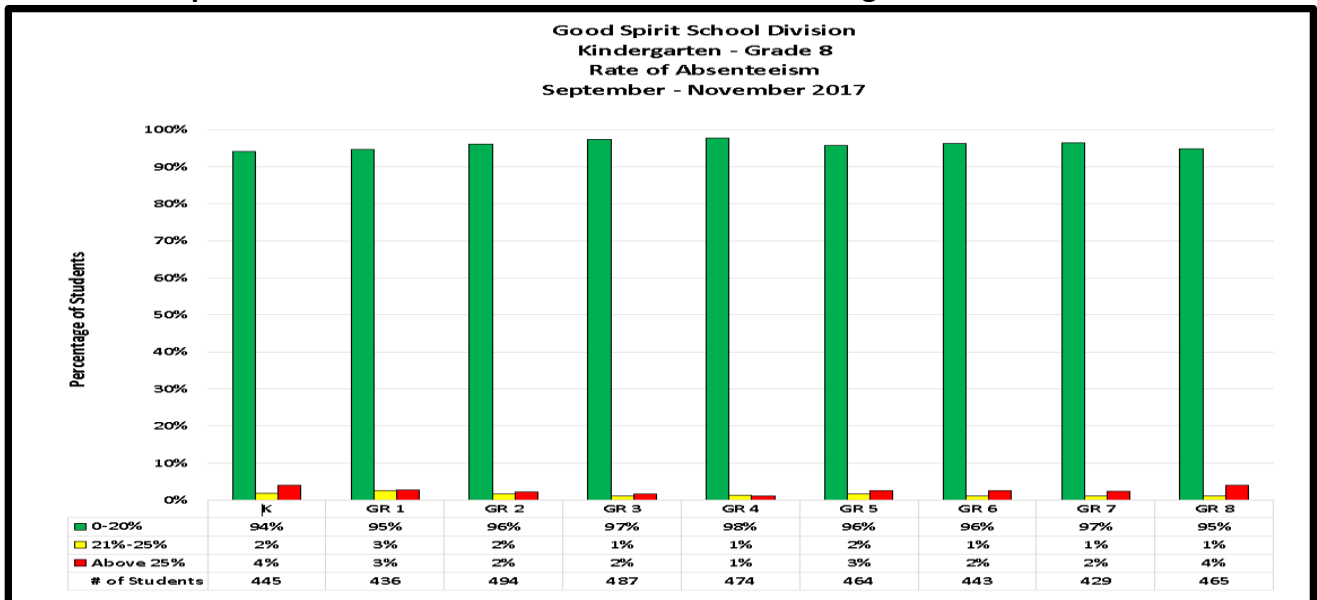


Term I Number Sense (NS) Outcome Data for Grades 6 to 9

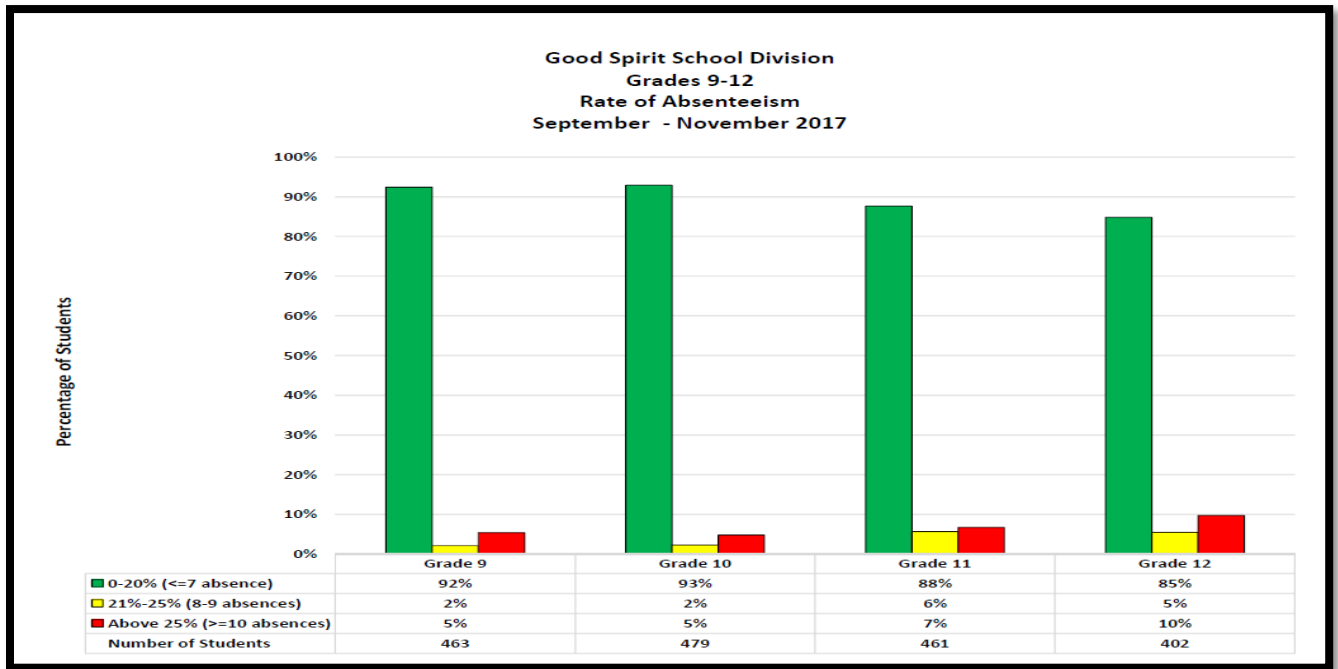


- A few celebrations to note in this initial data:
 - According to 2017 term 1 data, 68% of Grade 1-8 students are meeting or exceeding grade level number sense outcomes.
 - Grade 1-2 - 69% of students are meeting or exceeding
 - Grade 3-5 - 65% of students are meeting or exceeding
 - Grade 6-8 - 71% of students are meeting or exceeding

September to November Attendance Data for Kindergarten to Grade 8



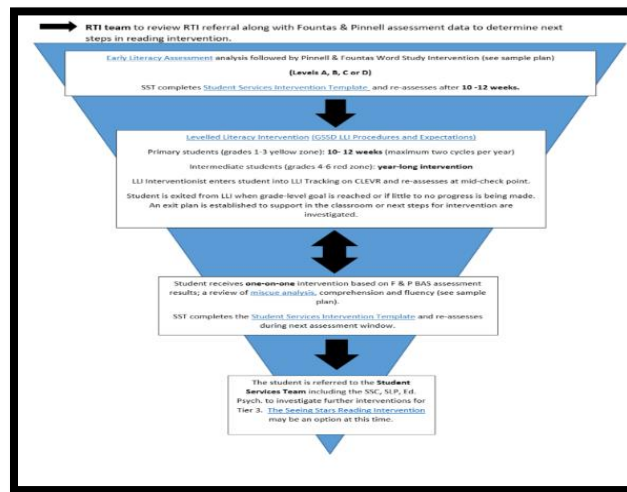
September to November Attendance Data for Grades 9 to 12



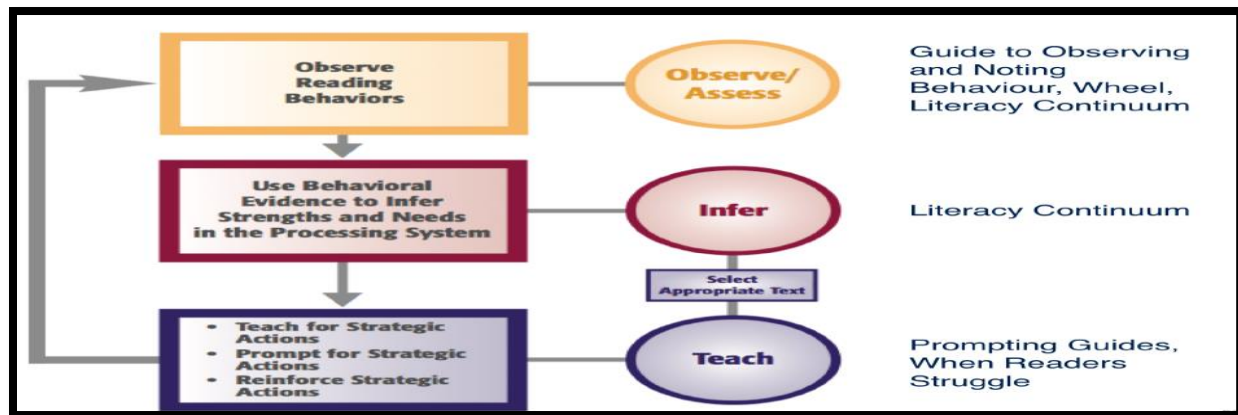
- A few celebrations to note in this initial data:
 - 96% of students in Kindergarten to Grade 8 attended 80% or more days during the first three months of school. This matches attendance numbers from 2016.
 - 89.5% of students in Grades 9 to 12 attended class 80% or more (less than 7 absences in a class) in the first three months of school. These results are 2% higher than in 2016 where 87.25% of students attended class 80% or more.
- Student attendance can be an indication of students' engagement in learning, their availability and opportunity to learn, and the efforts within the school to make the learning environment inviting, interesting, and supportive to the student as they learn.
- There are many factors that might affect students' attendance including, health and well-being, interest and desire, commitment and discipline which are all connected to the student, while ensuring an inviting and supportive environment falls on the school. Family interest, participation, advocacy, encouragement, and expectation to attend also impact student attendance.
- Although attendance is not synonymous with engagement in learning, it is often a necessary condition for success in school.
- Analysis of high attending and low attending groups of students and how well they read, successfully complete courses, and graduate show that there is a strong relationship between good attendance and good educational outcomes (whether it is good attendance resulting in good outcomes, or because of good outcomes or success, students are motivated to attend more).

Key Strategies Employed:

- **Literacy**
 - Literacy instruction using a [Balanced Approach](#)
 - Guided Reading, Modelled Reading, Shared Reading, Independent Reading, Word Study
 - [Targeted Interventions](#)



- On-going Professional Development



Future Strategies:

- The F&P BAS winter assessment window will open for Grades 2 to 6 students still striving to reach grade level expectations.
- The GSSD Literacy team has been hard at work supporting schools to achieve our school division target of 75% of Grade 1 to 9 students meeting or exceeding writing outcomes by June 2018. To date, the Literacy team has met with 25 of the 27 schools to review the GSSD Writing Outcome Support plan.
- Professional Development Days have been scheduled to support grade 4, 7, and 9 teachers in scoring students' writing using the Ministry Holistic Rubric.
 - Monday, May 14th – Grade 7 teachers
 - Tuesday, May 15th – Grade 9 teachers
 - Thursday, May 17th – Grade 4 teachers
- Grade 4, 7, and 9 writing data will be submitted to the Ministry in June 2018.
- Teachers are encouraged to be using the GSSD Math Screeners for grades 3-9.

- The GSSD Math Rubrics on the portal are to be used throughout the school year to assess students' achievement of math outcomes and provide feedback.
- Grade 2, 5, and 8 math data will be submitted to the Ministry in June 2019.
- To assist with mental health strategies, schools are administering the FRIENDS Resilience Programming which targets Grades 1, 4, 6, and 9.
- To date, twenty five staff members from a variety of backgrounds have received certification in Mental Health First Aid through the Sunrise Health District with an additional 50 members to be certified in this intensive sixteen hour course over the next two months.
- To target student engagement and well-being, a series of Student Senate meetings have taken place across Good Spirit. High School students from the Yorkton Regional High School, Kamsack Comprehensive Institute, and Esterhazy High School have met with Senior Leadership. Students from Invermay School, Preeceville School and Canora Composite School will have this opportunity in the new year. Student feedback will be used to assist in effecting change to improve both the wellness and engagement of our GSSD students.

Risk Assessment:

Risk	Likelihood (Low-Med-High)	Impact (Low-Med- High)	Mitigation Strategy
Failing to meet 2018 literacy targets	Low	High	Continued pressure and support
Failing to meet 2018 writing targets	Med	High	Continued pressure and support
Failing to meet 2019 math targets	High	High	Continued pressure and support
Failing to meet 2018 student wellness targets	Med-High	High	Redefine high school structures

Summary Comments:

- Initial assessment data would suggest that GSSD is on track to met or exceed our 2018 targets in the areas of literacy, attendance and early years readiness. Projections would suggest that our writing, math and student wellness targets are less secure.

Recommended Decision/Motion:

“That the Board accept the accountability report on Student Learning & Welfare as presented.”

Respectfully submitted,

Quintin M. Robertson, Director/CEO
Good Spirit School Division

Good Spirit School Division Board of Education

Regular Meeting Agenda

Date: Thursday, December 21, 2017
Location: Fairview Education Center
Time: **10:00 AM**

*** Members from the Cote Education Council will join the Board for an advocacy session at 12 noon.**

10:00 AM

1. Call to Order
2. Approval of Agenda
3. Review Meeting Norms
4. Approval of Minutes
 - 4.1. November 23, 2017
5. Conflict of Interest – Policy 7, Section 13

10:10 AM

6. Delegation
 - 6.1. Yorkton Regional High School – 2020 Canadian Student Leadership Conference – 10:10 am
 - 6.2. Calder School SCC – 10:45 am
 - 6.3. CUPE 4784 President, Karla Sastaunik – 3:30 pm

11:30 AM

7. Accountability
 - 7.1. Student Learning & Welfare Report

1:15 PM

8. Closed Session
 - 8.1. Governance Budget Update
 - 8.2. Human Resources Report – handout at meeting
 - 8.3. Student Discipline Committee Report
 - 8.4. Board Survey – will be completed during the meeting
 - 8.5. Traumatic Events Response Team Process
 - 8.6. Yorkton Minor Football Update
 - 8.7. Air Quality Pool Termination Agreement
 - 8.8. Public Section
 - 8.9. MLA Meeting

2:30 PM

- 9. Action Items
 - 9.1. Items Arising From Closed Session
 - 9.1.1. Student Discipline Recommendation
 - 9.1.2. Air Quality Pool Termination Recommendation
 - 9.2. New Business
 - 9.2.1. Board Policy 2 Appendix A Amendments
 - 9.2.2. Sturgis Composite School Flooring

2:50 PM

- 10. Director's Report

4:00 PM

- 11. Committee/Conference Reports
 - 11.1. School Community Council Meetings
- 12. Future Business
- 13. Meeting Dates
 - February 1, March 15, April 19, May 17, June 21, August 30, 2018
 - Special Board Meeting - June 7, 2018
- 14. Notice of Motion
- 15. Topics for Future Agendas
 - 15.1. Director's Report
 - 15.1.1. Transportation Report
 - 15.1.2. Financial Report
 - 15.2. Board Business
 - 15.2.1. Review Draft School Year Calendar
 - 15.3. Advocacy
 - 15.3.1. Representatives from Parkland College
 - 15.4. Board Development
 - 15.4.1. Understanding the Education Act
- 16. Adjourn



Our Motto
Our Mission
Our Values
Our Vision

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

Board Development Topic: Comprehensive School Community Health

Date of Board Meeting:

December 21, 2017

Strategic Priority:

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

Quality Indicator(s):

QI 6.2 – The Director keeps the Board informed about Division operations.

QI 6.3 – The Director provides the Board with balance, sufficient, concise information and clear recommendations for actions items in agendas.

QI 6.6 – The Director ensures high quality management services are provided to the Board.

Information for the Board (10 fast facts):

Comprehensive School Community Health

1. The framework for Comprehensive School Community Health (CSCH) is internationally recognized for supporting student success while addressing school community health in a planned, integrated and holistic way.
2. CSCH is aligned with the Education Sector Strategic Plan which references **High expectations and Caring Relationships**.
3. CSCH is based on the four pillars of: **High Quality Teaching and Learning, Safe and Healthy physical and social environments, Family and Community Engagement, and Effective Policy**.
4. A successful CSCH program supports student success and motivates the whole school community to take action.
5. Comprehensive School Community Health:
 - facilitates improved student learning;
 - provides response to students' needs (physical/emotional/intellectual/etc.);
 - encourages and supports healthy options, and promotes students' health and well-being;
 - supports an inter-agency approach; and
 - thrives with the participation, support and engagement of families and community.
6. The goals of CSCH are to:
 - promote health and wellness;
 - intervene to assist children and youth in vulnerable circumstances and;
 - provide equitable opportunities that address disparities and contribute to the success of Children and youth.

STUDENT & FAMILY

INTERNAL PROCESSES

PEOPLE CAPACITY

FINANCIAL STEWARDSHIP

- 7.** CSCH within GSSD has targeted: Student mental health, Physical fitness, nutrition, addictions, school environment (outdoor classrooms), First Nation Metis education, and Gender and Sexual Diversity, student engagement, and staff professional development in these areas.
- 8.** GSSD Schools have opportunity to apply for funding each year to support in-school/division priorities by submitting an application to the Central Office LEAD.
 - Each year there is a focus area for schools. In 2017-18 the focus was on improving FNM outcomes and Mental Health.
- 9.** Currently, ten GSSD schools have received funding for their 2017-18 proposals.
- 10.** The Good Spirit School Division has focused on Comprehensive School Community Health (CSCH) since 2010 and is considered a leader in the area of CSCH by the Ministry of Education.

Respectfully submitted,

Quintin M. Robertson, Director/CEO
Good Spirit School Division

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

**Minutes of the Regular Meeting of the Good Spirit Board of Education
Thursday, December 21, 2017
Fairview Education Centre, Yorkton, Saskatchewan**

Board Members (P)Present (A)Absent

P	Anderson, Jade
A	Dokuchie, Gilda
P	Johnson, Jaime
P	Morrison, Jan
P	Simpson, Bob – Vice Chair
A	Variyan, Steve

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

Staff

Quintin Robertson – Director of Education
Donna Kriger – Deputy Director of Education Services
Keith Gervais – Chief Financial Officer
Heather Morris – Senior Executive Assistant

17-245

Smandych:

Call to order

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

17-246

Morrison:

Adoption of agenda

That the agenda be adopted as presented.
Carried.

Board Member Leson joined the meeting at 10:03 am

17-247

Stachura:

Approval of regular minutes

That the minutes of the November 23, 2017 Regular Meeting be adopted as presented.
Carried.

Business arising from the minutes

None

Conflict of Interest

None

Delegation

- 1.Yorkton Regional High School Administration
- 2.Calder School SCC
- 3.CUPE 4784 President

Board Member Balyski joined the meeting at 10:10 am

17-248

Leson:

YRHS 2020 Canadian Student Leadership Conference Sponsorship Letter

That the Board approve the 2020 Canadian Student Leadership Conference sponsorship letter as presented by the YRHS Administration.

Carried.

Lunch – Guests Cote Education Council

17-249

Balyski:

Student Learning & Accountability Report

That the Board accept the accountability report on *Student Learning & Welfare* as presented.

Carried.

Closed Session Items

1. Governance Budget update
2. Human Resources Report
 - a. Negotiations Report
 - b. Outstanding Employee Issues
 - c. New Employee Issues
 - d. Other
3. Student Discipline Committee Report
4. Traumatic Events Response Team Process
5. Yorkton Minor Football Update
6. Air Quality Pool Termination Agreement
7. Public Section
8. MLA Meeting

17-250

Anderson:

Enter closed session

That the Board enter closed session to receive and review agenda items.

Carried.

17-251

Johnson:

Exit closed session

That the Board exit closed session.

Carried.

Action Items

1. Items Arising from Closed Session
 - a. Student Discipline Recommendations
 - b. Air Quality Pool Termination Recommendation
2. New Business
 - a. Board Policy 2 Appendix A Amendments
 - b. Sturgis Composite School Flooring

17-252

Simpson:

Student Discipline Committee

That the Board approve the Student Discipline Committee recommendation from December 13, 2017.

Carried

17-253

Balyski:

Air Quality Pool Termination

That the Board approve the termination of the Air Quality Loss Pool and sign the Air Quality Pool Termination Agreement prior to January 31, 2018.

Carried

17-254

Morrison:

Board Policy 2 Appendix A Amendments

That the Board approve the amendments to the 2017-2018 Board Policy 2 Appendix A Annual Work Plan as presented.

Carried.

17-255

Stachura:

Sturgis Composite School Flooring

That the Board award the contract for the Sturgis Composite School downstairs classroom flooring installation to Carpet One.

Carried.

Discussion Items presented by the Director of Education

1. Understanding Comprehensive School Community Health

Information Items presented by the Director of Education

1. Thank you notes
2. Important Dates
 - a. Saskatchewan School Community Council Conference – March 16 & 17, 2018
 - b. Rural Congress – March 25-27, 2018
 - c. Service Recognition/Sea Star Awards
3. Financial Report
4. Student Incident of Concern Report
5. Upcoming GSSD Professional Development
6. Langenburg Central School Provincial Student Leadership Conference
7. Facilities Update

17-256

Morrison:

Enter closed session

That the Board enter closed session to receive and review agenda items.

Carried.

17-257

Stachura:

Exit closed session

That the Board exit closed session.

Carried.

Board Member Johnson excused herself from the meeting at 4:00 pm

Committee / Conference Reports

1. School Community Council Governance Reports

Future Business

1. Meeting dates
February 1, 2018, March 15, 2018
2. Notice of Motion
3. Topics for Future Agendas
 - a. Director's Report
 - i. Transportation Report
 - ii. Financial Report
 - b. Board Business
 - i. Review Draft School Year Calendar
 - c. Advocacy
 - i. Representatives from Parkland College
 - d. Board Development
 - i. Understanding the Education Act

17-258
Leson:

Adjournment
That we do adjourn at 4:06 p.m.
Carried.

CHAIRMAN - Smandych

SECRETARY – Gervais

Good Spirit School Division Board of Education

Regular Meeting Agenda

Date: Thursday, February 1, 2018
Location: Fairview Education Center
Time: **10:00 AM**

10:00 AM

1. Call to Order
2. Approval of Agenda
3. Review Meeting Norms
4. Approval of Minutes
 - 4.1. December 21, 2017
5. Conflict of Interest

10:10 AM

6. Delegation – no delegation
7. Closed Session
 - 7.1. Governance Budget Update
 - 7.2. Human Resources Report – handout at meeting
 - 7.3. Student Discipline Committee Reports
 - 7.3.1. 1300817-2
 - 7.3.2. 2700498-2
 - 7.3.3. 1301147
 - 7.3.4. 1301148
 - 7.4. Yorkton Minor Football
 - 7.5. Restricted Reserves
 - 7.6. Budget Exception
 - 7.7. Calder School
 - 7.8. Audit of Non-School Facilities Tender
 - 7.9. Public Section – File Transfer Update
 - 7.10. Air Quality Pool Termination Agreement
 - 7.11. Board Survey

11:40 PM

- 8. Action Items
 - 8.1. Items Arising From Closed Session
 - 8.1.1. Student Discipline Committee Recommendations
 - 8.1.1.1. 1300817-2
 - 8.1.1.2. 2700498-2
 - 8.1.1.3. 1301147
 - 8.1.1.4. 1301148
 - 8.1.2. Restricted Reserves
 - 8.1.3. Budget Exception
 - 8.1.4. Calder School
 - 8.1.5. Audit of Non-School Facilities Tender

1:00 PM

- 8.2. Old Business
 - 8.2.1. YRHS 2020 Canadian Student Leadership Conference
- 8.3. New Business
 - 8.3.1. Major Capital Application

1:10 PM

- 9. Director's Report

2:20 PM

- 10. Committee/Conference Reports
 - 10.1. School Community Council Meetings
- 11. [Future Business](#)
- 12. Meeting Dates
 - March 15, April 19, May 17, June 21, August 30, 2018
 - Special Board Meeting - June 7, 2018
- 13. Notice of Motion
- 14. Topics for Future Agendas
 - 14.1. Director's Report
 - 14.1.1. Financial Report
 - 14.2. Board Business
 - 14.2.1. Approve School Year Calendar
 - 14.3. Advocacy
 - 14.3.1. Support Staff (CUPE 5123, CUPE 4784, DPEA)
 - 14.4. Board Development
 - 14.4.1. Understanding the differences between Provincial and Federal students
- 15. Adjourn



Our Motto
Our Mission
Our Values
Our Vision

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

Board Development Topic: Education Act & Regulation Amendments

Date of Board Meeting:

- February 1, 2018

Strategic Priority:

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

Quality Indicator(s):

QI 6.2 – The Director keeps the Board informed about Division operations.

QI 6.3 – The Director provides the Board with balance, sufficient, concise information and clear recommendations for action items in agendas.

QI 6.6 – The Director ensures high quality management services are provided to the Board.

Information for the Board:

The Act and Regulations are the overarching documents that provide direction and are law. This document is intended to provide the Board with a few highlights that affect them directly in the operation of the Good Spirit School Division. There are many other housekeeping changes made in both the Act and Regulations that are not noted here. The impactful changes for Boards and school divisions are outlined below.

Education Act

Powers of the Minister

- Additional powers have been added, most specifically, the Minister can now issue a directive to a Board.

Settlement of Disputes

- Specific to provincial negotiations with STF on the Collective Bargaining Agreement - both parties must now agree to binding arbitration.

Provincial Auditor

- New Section 283.1 clarifies existing audit requirements and the authority of the Provincial Auditor Office (PAO) as it relates to Boards.
- The PAO has the authority to investigate matters and request documents of the school division - always had this authority but this clarifies.

Education Regulations and School Division Administration Regulations

Disqualification of a Board Member

- Cannot run for the Board if employed by that Board in the two previous years.
- A Board member must inform the Board if charged (or convicted has always been there) with an indictable offence.

STUDENT & FAMILY

INTERNAL PROCESSES

PEOPLE CAPACITY

FINANCIAL STEWARDSHIP

Ouster of a Board Member

- If a trustee is removed, then he/she cannot run for the Board again for 4 years.

Removal of a Board Member

- The Minister now has the authority to have a Board member removed; this would only occur after a third party review and recommendation has been brought forward, then approved by cabinet.

Organizational Meeting

- Must be held within 30 days after election - not a change just language clarification.

Annual Meeting

- No longer required to have one but can do so if the Board chooses.

Notice of Collective Bargaining

- Provide written notice to the Minister prior to entering into negotiations with a collective bargaining unit.

Qualifications of a Director

- Grandfathering clause removed as it is no longer necessary.

Production of Documents

- Due to the new Education Property Tax (EPT) Act, this section has been repealed.
- Will be moot in January due to EPT changes – property taxes will go directly from municipalities to government.

Capital Expenditure Estimates

- Must provide when requested by Minister - this is due to SaskBuilds requiring a 10 year capital plan for submitted projects.

Estimates of annual revenue and expenditures

- Will become part of the ministry chart of accounts manual.
- Written statement of program objectives no longer required here but is still part of the Annual Report.

School Review

- No substantive changes - mainly moved into Regulations from the Act; manual was updated to have the proper cross references because of these changes.

Scholarships

- Being repealed from the Act and made part of Ministry operations.

Respectfully submitted,

Quintin M. Robertson, Director/CEO
Good Spirit School Division

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

**Minutes of the Regular Meeting of the Good Spirit Board of Education
Thursday, February 1, 2018
Fairview Education Centre, Yorkton, Saskatchewan**

Board Members (P)Present (A)Absent

P	Anderson, Jade
P	Dokuchie, Gilda
P	Johnson, Jaime
A	Morrison, Jan
P	Simpson, Bob – Vice Chair
P	Variyan, Steve

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

Staff

Quintin Robertson – Director of Education
Donna Kriger – Deputy Director of Education Services
Keith Gervais – Chief Financial Officer
Heather Morris – Senior Executive Assistant

18-001

Smandych:

Call to order

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

18-002

Anderson:

Adoption of agenda

That the agenda be adopted as presented.
Carried.

18-003

Leson:

Approval of regular minutes

That the minutes of the December 21, 2017 Regular Meeting be adopted as presented.
Carried.

Business arising from the minutes

None

Conflict of Interest

None

Delegation

No Delegation

Closed Session Items

1. Governance Budget update
2. Human Resources Report
 - a. Negotiations Report
 - b. Outstanding Employee Issues
 - c. Other
3. Student Discipline Committee Reports
 - a. 11300817-2

- b. 2700498-2
- c. 1301147
- d. 1301148
- 4. Yorkton Minor Football Update
- 5. Restricted Reserves
- 6. Budget Exception
- 7. Calder School
- 8. Audit of Non-School Facilities Tender
- 9. Public Section – File Transfer update
- 10. Air Quality Pool Termination Agreement
- 11. Board Survey

18-004

Gendur:

Enter closed session

That the Board enter closed session to receive and review agenda items.
Carried.

18-005

Leson:

Exit closed session

That the Board exit closed session.
Carried.

Lunch

Action Items

- 1. Items Arising from Closed Session
 - a. Student Discipline Recommendations
 - i. 1300817-2
 - ii. 2700498-2
 - iii. 1301147
 - iv. 1301148
 - b. Restricted Reserves
 - c. Budget Exception
 - d. Calder School
 - e. Audit of Non-School Facilities Tender
- 2. Old Business
 - a. YRHS 2020 Canadian Student Leadership Conference – TABLED
- 3. New Business
 - a. Major Capital Application

18-006

Dokuchie:

Student Discipline Committee Report 1300817-2

That the Board approves the Student Discipline Committee recommendation 1300817-2.
Carried

18-007

Variyan:

Student Discipline Committee Report 2700498-2

That the Board approves the Student Discipline Committee recommendation 2700498-2.
Carried

18-008

Gendur:

Student Discipline Committee Report 1301147

That the Board approves the Student Discipline Committee recommendation 1301147.
Carried

- 18-009**
Leson
Student Discipline Committee Report 1301148
That the Board approves the Student Discipline Committee recommendation – 1301148.
Carried
- 18-010**
Johnson:
Restricted Reserve Spending
That the Board approve of the plan as presented for the use of the restricted accumulated surplus fund for minor renovations, bus purchases and risk management and security. The Board acknowledges that the Director has fully met the expectations for QI 1.1, 1.2 & 6.2.
Carried
- 18-011**
Balyski:
Budget Exception
That the Board approve the budget exception proposal as presented.
Carried
- 18-012**
Simpson:
Calder School
That the Board support the provisions outlined in the Calder School Informational report as presented and determines that the Director of Education has fully met the Board's expectations for QI 1.1, 2.2, 3.6, 5.2 & 6.3.
Carried
- 18-013**
Anderson:
Audit of Non-School Facilities Tender
That the Board award the contract for the Non-School Facilities Audit to PMGM Architecture.
Carried
- 18-014**
Dokuchie:
Major Capital Application
That the Board approves the submission of the application for Major Capital Project Funding for 2019-2020.
Carried

Discussion Items presented by the Director of Education

1. Board Development
 - a. Understanding the Education Act
2. School Community Council Conference Selection
3. National Rural Congress 2018
4. School Year Calendar
 - a. Administrative Procedure 130
 - b. 2018-19 Calendar Options & Survey
5. Payton Hudye Fundraiser

Information Items presented by the Director of Education

1. Thank you notes
2. Important Dates
 - a. Service Recognition/Sea Star Awards
3. Transportation Report
4. Financial Report
5. Student Incident of Concern Report
6. GSSD Professional Development
7. Century Field Bleachers
8. Esterhazy High School Football Field
9. Correspondence
 - a. School Division Boundaries Update

- b. Costs Judgement Memo
- c. Restored and Renewed Investment Critical for Education
- d. Catholic Schools, Province, Ordered to Pay Legal Costs
 - i. CBC News Article

18-015

Anderson:

SCC Conference Selection

That the Board agrees to cover the expenses of two (2) SCC members to attend the Saskatchewan SCC Conference and four (4) SCC members to attend Rural Congress.

Carried

Committee / Conference Reports

- 1. School Community Council Governance Reports

Future Business

- 1. Meeting dates
 - March 15, April 19, May 17, 2018
- 2. Notice of Motion
- 3. Topics for Future Agendas
 - a. Director's Report
 - i. Financial Report
 - b. Board Business
 - i. Approve School Year Calendar
 - c. Advocacy
 - i. Support Staff (CUPE 5123, CUPE 4784, DPEA)
 - d. Board Development
 - i. Understanding the differences between Provincial and Federal students

18-016

Balyski:

Adjournment

That we do adjourn at 3:30 p.m.

Carried.

CHAIRMAN - Smandych

SECRETARY – Gervais

Good Spirit School Division Board of Education Regular Meeting Agenda

Date: Thursday, March 15, 2018
Location: Fairview Education Center
Time: **10:00 AM**

*** Members from CUPE 4784, CUPE 5123 & DPEA will join the Board for an advocacy session at 12 noon.**

10:00 AM

1. Call to Order
2. Approval of Agenda
3. Review Meeting Norms
4. Approval of Minutes
 - 4.1. February 1, 2018
5. Conflict of Interest

10:05 AM

6. Delegation – no delegation
7. Closed Session
 - 7.1. Governance Budget Update
 - 7.2. Human Resources Report – handout at meeting
 - 7.3. School Related Debt
 - 7.4. Preliminary Budget Projections
 - 7.5. Student Discipline Committee Reports
 - 7.5.1. 1000073
 - 7.5.2. 1000553
 - 7.5.3. 2500135
 - 7.5.4. 2000045
 - 7.5.5. 1200712
 - 7.5.6. 2101570
 - 7.5.7. 1300817-3
 - 7.5.8. 1100076
 - 7.6. Yorkton Minor Football
 - 7.7. Langenburg Central School Community Track
 - 7.8. High School Boundary Review

- 7.9. Gender & Sexual Diversity
 - 7.9.1. Inservicing
 - 7.9.2. Draft AP
- 7.10. Board Chair Report
- 7.11. Deputy Minister Meeting
- 7.12. Public Section
- 7.13. Transportation Committee Reports
 - 7.13.1. South East Cornerstone Boundary Review
 - 7.13.2. Andres Transportation Request
 - 7.13.3. Duquette Transportation Request
 - 7.13.4. Herperger Transportation Request
 - 7.13.5. Horizon School Division Students Attending Invermay
- 7.14. Board Survey Results

1:35 PM

- 8. Action Items
 - 8.1. Items Arising From Closed Session
 - 8.1.1. Student Discipline Committee Recommendations
 - 8.1.1.1. 1000073
 - 8.1.1.2. 1000553
 - 8.1.1.3. 2500135
 - 8.1.1.4. 2000045
 - 8.1.1.5. 1200712
 - 8.1.1.6. 2101570
 - 8.1.1.7. 1300817-3
 - 8.1.1.8. 1100076
 - 8.1.2. High School Boundary Review Recommendation
 - 8.1.3. Transportation Committee Recommendations
 - 8.1.3.1. South East Cornerstone Boundary Review
 - 8.1.3.2. Andres Transportation Request
 - 8.1.3.3. Duquette Transportation Request
 - 8.1.3.4. Herperger Transportation Request
 - 8.2. Old Business
 - 8.2.1. YRHS 2020 Canadian Student Leadership Conference
 - 8.3. New Business
 - 8.3.1. Esterhazy High School International Field Trip
 - 8.3.2. 2018-2019 School Year Calendar
 - 8.3.3. Unified Student Information System
 - 8.3.4. Naming of the YRHS Foyer
 - 8.3.5. CEO Evaluation

2:25 PM

9. Director's Report

3:40 PM

10. Committee/Conference Reports

10.1. School Community Council Meetings

11. Future Business

12. Meeting Dates

April 19, May 17, June 21, August 30, 2018

Special Board Meeting - June 7, 2018

13. Notice of Motion

14. [Topics for Future Agendas](#)

14.1. Accountability

14.1.1. Facilities Report

14.2. Director's Report

14.2.1. Transportation Report

14.2.2. Financial Report

14.3. Advocacy

14.3.1. High School Student Group

14.4. Board Development

14.4.1. Understanding the Early Years Evaluation

15. Adjourn



Our Motto
Our Mission
Our Values
Our Vision

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

Board Development Topic: Provincial vs. Federal Funding

Date of Board Meeting:

- March 15, 2018

Strategic Priority:

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

Quality Indicator(s):

- **QI 6.2** – The Director keeps the Board informed about Division operations.
- **QI 6.3** – The Director provides the Board with balance, sufficient, concise information and clear recommendations for action items in agendas.
- **QI 6.6** – The Director ensures high quality management services are provided to the Board.

Information for the Board (Provincial Funding):

- Funding formula** is not intended to determine how much to budget in each area, just to simply help guide the process.
- Governance**
 - Conditionality on governance - spending cannot exceed funding provided.
 - Funding is calculated:
 - Base funding - \$6065 per board member remuneration, \$750 for PD and \$936 per SCC
 - School funding - \$2411 per funded school (1/10 for Hutterian) plus,
 - Student funding - \$13.48 per PreK-12 FTE student plus,
 - Distance Funding - \$0.241 per km (two-way) for 15 meetings
- Administration**
 - Funding for business administration functions of school division
 - Funding is calculated:
 - Base funding - \$469,234 per school division plus,
 - School Funding - \$9875 per funded school (1/10 for Hutterian) plus,
 - Student Funding - \$262.37 per PreK-12 student plus,
 - Dispersion Funding - \$56.28 per km (one-way, distance from SD office to schools)
- Instruction**
 - Funding for conducting the K-12 instructional activities of the school division
 - Funding is calculated:
 - Base Funding – Salaries and benefits of administrators, teachers, coordinators, specialists, etc.
 - School-based support – Salaries and benefits of admin support staff, non-teacher resource center support and IT staff.
 - Supports for learning – Paraprofessional staff, resources/learning assistance services, psychologists, speech paths, OT's, PT's, etc.
 - Locally Determined Terms and Conditions of Employment of Teachers – funding for teacher benefits at local level

STUDENT & FAMILY

INTERNAL PROCESSES

PEOPLE CAPACITY

FINANCIAL STEWARDSHIP

- Instructional Resources – for provision of textbooks, library books, supplies, IT supports.
- 5. Plant Operation and Maintenance**
 - Funding for building operation and maintenance
 - Funding is calculated:
 - Funded space – actual space X utilized space X \$77.132 sq. meter rate
- 6. Complementary Services, PreK**
 - Funding for PreK programs
 - Funding is calculated:
 - Program Funding - \$61,601 per program
 - Coordination Funding - \$4808 per first four classrooms, \$1539 additional
 - New classroom Development - \$25002 per new classroom
- 7. Transportation**
 - Funding for student transportation services
 - Funding is calculated:
 - Rural transportation funding plus Urban Transportation funding
- 8. Tuition Fee Expense**
 - Funding for fees charged for Sask students receiving their K-12 education outside the Provincial Public Education System.
 - Example: on-reserve schools, regional colleges, specialized schools
- 9. Debt Repayment**
 - Funding for principal and interest payments associated with eligible ministry-approved borrowing.
- 10. School Consolidation**
 - Assistance is provided when schools are closed or combined.
 - Varies in each situation dependent on size of school, etc.
 - 100% first year, 65% second year, 35% third year

Information for the Board (Federal Funding):

1. AP 301 Non-resident student applications from First Nations are served monthly via the nominal roll submission from each school.
2. Nominal rolls are used in Sept, Jan & April to invoice INAC or the sending reserve.
3. INAC is billed directly for students from Cote, Keeseekoose and Starblanket.
4. Key First Nation has a tuition agreement with GSSD calling for a monthly billing.
5. Sakimay and Cowessess are other reserves we currently invoice directly three times per year.
6. High Costs students are and additional billing but have a more stringent billing and approval process via student services coordinators and INAC in the identification of students as High Cost 1, High Cost 2 or Targeted Behavior.
7. Tuition is calculated using Regulation 20 of the Education Act to determine the cost per student to be charged each year and reconciled to actuals after year-end.
8. Determining place of residency is a challenge at times.
9. We are eligible to bill for student living on reserve and attending our schools.
10. The average enrolment over the last two years is 175 students. For 2017-18, we have 185 students.
11. Capital improvement reserve \$436,170 for capital building to schools with first nations populations predominantly Kamsack and Norquay Schools.

Respectfully submitted,

Quintin M. Robertson, Director/CEO
Good Spirit School Division

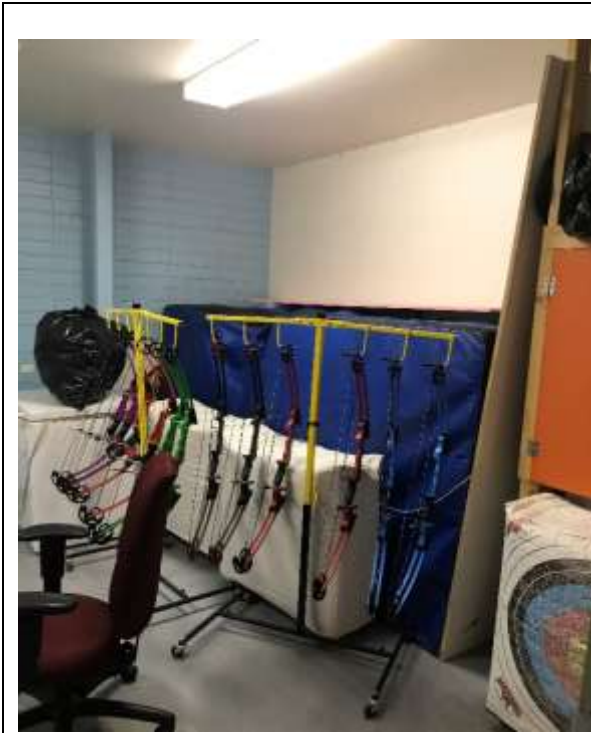
Grayson School Update 2018

The focus for facilities for the 2017-18 school year has been to impact student learning environment. During a school tour in June of 2017 it became obvious to me that Grayson School had been sadly overlooked for a number of years and was in desperate need of classroom renovations. Throughout the summer of 2017 the facilities team began renovations to the former science lab, caretaker storage and gym storage rooms to create a home economics lab, PSP office and student break out space for one-on-one work.

The following picture tell an incredible story for the Grayson School.

The gym storage room:

Before...



and After.



The former Science Lab...



Is now the Home Ec Lab



We also took a look at the classroom environment. There are four classrooms for K-9 at Grayson. This is what the 7-8-9 room looked like.





Starting in November 2017 the facilities team began renovating the classrooms at Grayson one at a time. The room was re-oriented and a clean and uncluttered teaching wall was created. New classroom lighting was added as well as new paint and new flooring.



Every student received their own locker.



And the teacher received storage for their resources.



It became obvious that some of the windows needed replacing.



Two classrooms received all new windows.



By Easter 2018 the facilities team will begin the final classroom and expect renovations to be completed in May. The final step to this renovation plan will be to improve accessibility in the school including a well-chair accessible washroom, new sidewalk and a power operated door to accommodate the needs of a new student arriving in the fall.

The school has received CSCH funding to enhance their outdoor learning environment and will begin work in the spring for an outdoor learning space including raised garden beds, shrubs and a gazebo. Over the course of a year Grayson's learning environment has had an amazing transformation. This has been a huge boost for the students and staff of Grayson School.

Welcome to Victoria School



Once you enter the front doors of the school you are immediately welcomed into this facility.





Originally built in 1955 this school has had at least five major additions, and the original portion of the school is no longer part of the building. Victoria School is a Pre-K-4 school and the current year September 30 enrolment is 235 students. The utilization rate for this school is 98%

Victoria School has a very active Pre-Kindergarten program and has two full classrooms of Pre-K.



During the summer of 2014 Victoria School received a renovation to accommodate a number of program changes. The renovations included the relocation and upgrades to the Pre-K classrooms and a new office layout.



A wheelchair accessible bathroom was created.



As well as a therapy room for individual work with students.



Victoria School is an active community partner and use of the gymnasium is a vital part of the health and wellbeing of the students in the school.



Principal Karie Thomas is an active advocate for her school and her list of improvements include a locker for every student and a camera system to protect the outside garden from vandalism.



The classrooms at Victoria School are working on clear uncluttered classrooms with a neutral color palette to support a relaxing learning environment.



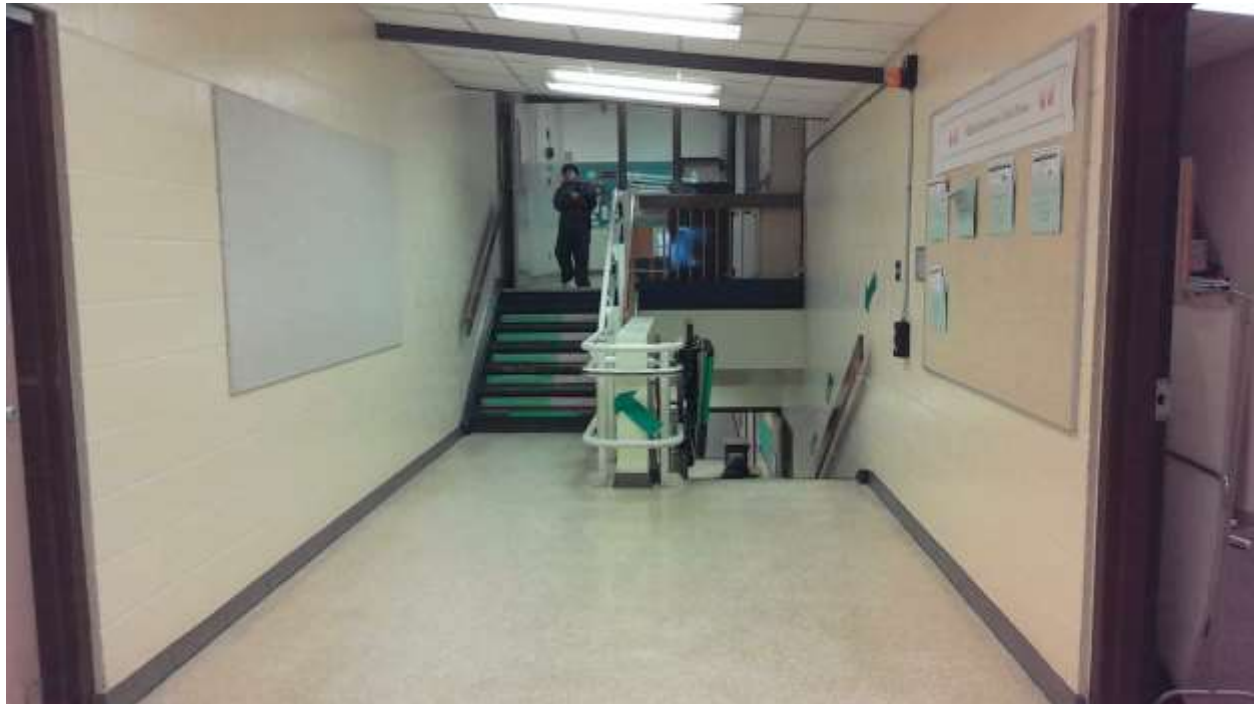
This school has a beautiful library.



The 2014 renovation included additional offices and teacher resource storage located in the library.



This school has had a number of students with varying needs and the building was not built with accessibility for all in mind. However, the school has embraced the challenges and works with all the different levels of the school.



While the building is showing its age...



... it has many amazing features.

Another excellent program at Victoria School is the hot lunch program. Nutritious meals have been prepared right in the school for the students.



Facilities Baseline for Building Improvements
Victoria School
March 8, 2018

Building Envelope		Rating	Comments
	Roof systems	7	RMIS inspection listed no deficiencies
	Drainage around foundation	6	Some drainage issues due to the design of the building
	Crawlspace/Foundation	7	Crawlspace previously inspected with Don Figley due to moisture complaints
Emergency and Life Safety Systems			
	Fire Alarm	5	Non- addressable
	Emergency Lighting	6	Battery back up
	Sprinklers	No	Smoke detector activated fire doors
HVAC			
	Heating system	8	New modulating Raypak boilers in 2014
	Controls	8	Remote access Alerton system
	Ventilation	7	Some concerns with air quality – baseline monitoring by Don Figley
	A/C	No	Only window units in certain locations
Lighting			
	Classroom	7	T8 – lighting upgrade done in mid-90's
	Gymnasium	7	
	Other	5	More electrical outlets required to meet fire safety plan
Windows and Doors			
	Windows	6	Mostly wood frame with aluminum inserts
	Exterior Doors	7	Main front door replaced in 2014 Gym exterior doors are still wooden.
Phones/Intercom/Bell			
	Phone system	6	Integrated phone/bell/intercom – occasional issues. No longer serviced by Sasktel.
	Intercom system	6	
	Bell system	6	
Plumbing			
	Washrooms	5	Fixtures in working condition but washrooms are dated.
	Water Fountains	7	Bottle filler/chiller
	Fixtures	5	
Lockers			
	One for every student	4	Lockers needed.

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

**Minutes of the Regular Meeting of the Good Spirit Board of Education
Thursday, March 15, 2018
Fairview Education Centre, Yorkton, Saskatchewan**

Board Members (P)Present (A)Absent

P	Anderson, Jade
P	Dokuchie, Gilda
P	Johnson, Jaime
P	Morrison, Jan
P	Simpson, Bob – Vice Chair
P	Variyan, Steve

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

Staff

Quintin Robertson – Director of Education
Donna Kriger – Deputy Director of Education Services
Keith Gervais – Chief Financial Officer
Heather Morris – Senior Executive Assistant

18-017 **Call to order**
Smandych: That this meeting now come to order at 10:00 a.m.
Carried.

18-018 **Adoption of agenda**
Morrison: That the agenda be adopted as presented.
Carried.

18-019 **Approval of regular minutes**
Stachura: That the minutes of the February 1, 2018 Regular Meeting be adopted as presented.
Carried.

Business arising from the minutes

None

Conflict of Interest

None

Delegation

No Delegation

Closed Session Items

1. Governance Budget update
2. Human Resources Report
 - a. Negotiations Report
 - b. Outstanding Employee Issues
 - c. New Employee Issues
 - d. Other
3. School Related Debt
4. Preliminary Budget projections

5. Student Discipline Committee Reports
 - a. 1000073
 - b. 1000553
 - c. 2500135
 - d. 2000045
 - e. 1200712
 - f. 2101570
 - g. 1300817-3
 - h. 1100076
6. Yorkton Minor Football
7. Langenburg Central School Community Track
8. High School Boundary Review
9. Gender & Sexual Diversity
 - a. Inservicing
 - b. Draft AP
10. Board Chair Report
11. Deputy Minister Meeting
12. Public Section
13. Transportation Committee Reports
 - a. South East Cornerstone Boundary Review
 - b. Andres Transportation Request
 - c. Duquette Transportation Request
 - d. Herperger Transportation Request
 - e. Horizon School Division Students Attending Invermay
14. Board Survey

Leson joined the meeting at 10:14 am

18-020

Johnson:

Enter closed session

That the Board enter closed session to receive and review agenda items.

Carried.

18-021

Variyan:

Exit closed session

That the Board exit closed session.

Carried.

Lunch – Guests from DPEA, CUPE 4784, CUPE 5123

18-022

Johnson:

Enter closed session

That the Board enter closed session to receive and review agenda items.

Carried.

18-023

Leson:

Exit closed session

That the Board exit closed session.

Carried.

Action Items

1. Items Arising from Closed Session
 - a. Student Discipline Recommendations
 - i. 1000073
 - ii. 1000553
 - iii. 2500135
 - iv. 2000045
 - v. 1200712
 - vi. 2101570
 - vii. 1300817-3
 - viii. 1100076
 - b. High School Boundary Review Recommendation

- c. Transportation Committee Recommendations
 - i. South East Cornerstone Boundary Review
 - ii. Andres Transportation Request
 - iii. Duquette Transportation Request
 - iv. Herperger Transportation Request
- 2. Old Business
 - a. YRHS 2020 Canadian Student Leadership Conference
- 3. New Business
 - a. Esterhazy High School International Field Trip
 - b. 2018-2019 School Year Calendar
 - c. Unified Student Information System
 - d. Naming of the YRHS Foyer
 - e. CEO Evaluation

- 18-024**
Dokuchie: **Student Discipline Committee Report - 1000073**
That the Board approves the Student Discipline Committee recommendation - 1000073.
Carried.
- 18-025**
Anderson: **Student Discipline Committee Report - 1000553**
That the Board approves the Student Discipline Committee recommendation - 1000553.
Carried.
- 18-026**
Balyski: **Student Discipline Committee Report - 2500135**
That the Board approves the Student Discipline Committee recommendation - 2500135.
Carried.
- 18-027**
Variyan: **Student Discipline Committee Report - 2000045**
That the Board approves the Student Discipline Committee recommendation - 2000045.
Carried.
- 18-028**
Simpson: **Student Discipline Committee Report - 1200712**
That the Board approves the Student Discipline Committee recommendation - 1200712.
Carried.
- 18-029**
Morrison: **Student Discipline Committee Report - 2101570**
That the Board approves the Student Discipline Committee recommendation - 2101570.
Carried.
- 18-030**
Stachura: **Student Discipline Committee Report – 1300817-3**
That the Board approves the Student Discipline Committee recommendation – 1300817-3.
Carried.
- 18-031**
Johnson: **Student Discipline Committee Report - 1100076**
That the Board approve the Student Discipline Committee recommendation - 1100076.
Carried.

- 18-032**
Stachura: **High School Boundary Review**
That the Board conduct a high school attendance boundary review for Calder School.
- Board Member Stachura called for a recorded vote.**
In favour – Stachura
Against – Morrison, Johnson, Leson, Dokuchie, Anderson, Balyski, Variyan, Simpson
Denied.
- 18-033**
Leson: **South East Cornerstone Boundary Review**
That the Board make application to the Minister of Education to amend the boundary with the South East Cornerstone School Division and transfer the following land locations from Good Spirit School Division to South East Cornerstone School Division:
- Sec 32-17-30 W1
 - Sec 33-17-30 W1
 - Sec 34-17-30 W1
 - Sec 35-17-30 W1
 - NE, NW and SW 36-17-30 W1
 - PT SE 36-17-30 W1
 - NE and NW 25-17-30 W1.
- Carried.**
- 18-034**
Dokuchie: **Andres Transportation Request**
That the Board accept the recommendation of the transportation committee to deny transportation for the Andres family to Langenburg Central School from Calder attendance area.
Carried.
- 18-035**
Anderson: **Duquette Transportation Request**
That the Board accept the recommendation of the transportation committee to approve transportation for the Duquette family to Yorkdale School due to extenuating circumstances, provided there is no additional cost to the board.
Carried.
- 18-036**
Balyski: **Herperger Transportation Request**
That the Board accept the recommendation of the transportation committee to deny transportation for the Herperger family to Grayson School from Macdonald School attendance area.
Carried.
- 18-037**
Variyan: **YRHS 2020 Canadian Student Leadership Conference**
That the Board agree to cover the transportation costs for delegates of the CSLC 2020 Conference that involves travel in and around the City of Yorkton to a maximum cost of \$44,300.
Carried.
- 18-038**
Simpson: **Esterhazy High School International Field Trip**
That the Board approves the Category D International Field Trip request from Esterhazy High School to the International Peace Gardens June 20, 2018.
Carried.
- 18-039**
Balyski: **2018-2019 School Year Calendar**
That the Board approves the revised 2018-2019 school calendar as presented.
Carried.

18-040

Anderson:

Unified Student Information System

That the Board of Education support the Ministry of Education's request for approval of the Unified Student Information System (USIS) project.

Carried.**18-041**

Variyan:

Naming of the YRHS Foyer

That the Board approves the purchase of a plaque or signage designating the renaming of the Yorkton Regional High School foyer in honour of Barry Sharpe.

Carried.**18-042**

Simpson:

CEO Evaluation

That the Board revise Board Policy 12 Appendix A to allow for a bi-annual CEO evaluation process.

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

1. Board Development
 - a. Understanding the Differences Between Provincial and Federal Students
2. Facilities Presentation
 - a. Grayson School Update
 - b. Victoria School

Information Items presented by the Director of Education

1. Thank you notes
2. Important Dates
3. Financial Report
4. Student Incident of Concern Report
5. GSSD Professional Development
6. Central Office Organization
7. School Community Council
 - a. Training & Development
 - b. Symposium
8. PLT Wall Walk Presentation
9. Correspondence
 - a. Governance Conditionality
 - b. The School Trustee
 - c. SSBA General Insurance Plan WAG
 - d. Media Coverage as of March 5, 2018

Committee / Conference Reports

1. School Community Council Governance Reports

Future Business

1. Meeting dates

April 19, May 17, June 21, 2018
2. Notice of Motion
3. Topics for Future Agendas
 - a. Accountability
 - i. Facilities Report
 - b. Director's Report
 - i. Transportation Report
 - ii. Financial Report

- c. Advocacy
 - i. High School Student Group
- d. Board Development
 - i. Understanding the Early Years Evaluation

18-043

Stachura:

Adjournment

That we do adjourn at 4:18 p.m.

Carried.

BOARD CHAIR - Smandych

SECRETARY – Gervais

Accountability Topic: Facilities Preventative Maintenance Renewal Plan

Date of Board Meeting:

April 19, 2018

Strategic Priority:

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

Quality Indicator(s) (if applicable):

QI 1.2 - Regular actions are taken to ensure busses and facilities are safe and healthy.

QI 6.2 - The Director keeps the Board informed about Division operations.

QI 6.9 - Makes recommendations regarding potential value added Board involvement.

QI 8.9 - Ensures Divisional compliance with all Ministry of Education and Board mandates (timelines and quality).

Data:

- The board is required to annually review and approve a three-year Preventative Maintenance and Renewal (PMR) Plan.
- The Plan is to be in advance of the following year's budget and looking at the three years in the future. This year, the plan is to be prepared for 2019-20, 2020-21 and 2021-22.
- Examples of projects to be included in the plan are:
 - Architectural – roofs, building envelope, life safety, interior structure, accessibility
 - Mechanical - HVAC, plumbing, fire suppression
 - Electrical – lighting upgrades, specialty items such as power doors, primary and secondary electrical systems
 - Site – retaining walls, drainage
 - Environmental - asbestos
 - Studies – feasibility, accessibility, grade configuration
- Funding for the plan is announced annually in the Provincial Budget. The funds are restricted to be used only for approved plan projects.
- The funds can be allowed to accumulate and be used in future years as long as the projects fit the approved criteria.
- In the current Provincial Budget the division received \$1,857,233 in PMR funding for the 2018-19 budget year. This is the highest funding received in PMR.

Plan

- In accordance with the criteria the schools were reviewed for deficiencies in the baseline areas and the following projects were prioritized.
 - Note: It is advisable to approve more projects than funded in any one year in order to continue to demonstrate the need for funding in infrastructure.

Preventative Maintenance and Renewal Three-Year Plan and Plan Amendment June 1, 2018

2017-18 – current funding

Invermay School Phone	60,000.00
Macdonald school phone	60,000.00
Norquay School roof	585,672.00
Saltcoats School roof	200,000.00
Sturgis Composite School - main floor renovation	500,000.00
Total	\$1,405,672

2018-19 – newly announced funding

Churchbridge School - entrance/ renovation	250,000.00
Dr. Brass School - gym ceiling	150,000.00
Esterhazy High School - washroom upgrades	100,000.00
Melville Comprehensive School - change room renovation	75,000.00
Norquay School - phone system	60,000.00
PJ Gillen School - classroom upgrades	100,000.00
Preeceville School - phone system	75,000.00
Yorkton Regional High School - change rooms	100,000.00
Yorkton Regional High School – c-wing roof	1,300,000.00
Total	\$2,210,000.00

2019-20

Churchbridge School - roof	708,492.00
Columbia School - gym wall	100,000.00
Dr. Brass School - classroom upgrades	100,000.00
Esterhazy High School - window replacement	500,000.00
Invermay School - gym floor	100,000.00
Kamsack Comprehensive institute - gym ceiling	200,000.00
Melville Comprehensive School - tunnel	100,000.00
Preeceville School - classroom upgrades	100,000.00
Saltcoats School - fire alarm	50,000.00
Sturgis Composite School - renovation and venting	250,000.00
Yorkton Regional High School - window replacement	500,000.00
Total	\$2,708,492.00

2020-21

Davison School - window replacement	150,000.00
Dr. Brass School - classroom upgrades	100,000.00
Dr. Brass School - roof sections	120,697.49
Esterhazy High School - 400 wing mechanical	500,000.00
Esterhazy High School - PAA venting	200,000.00
Invermay School - fire alarm upgrade	70,000.00
Macdonald School - fire alarm upgrade	70,000.00
Macdonald School -window replacements	100,000.00
Melville Comprehensive School - railings	75,000.00
Norquay School - classroom upgrades	100,000.00
Norquay School - gym ceiling and lights	150,000.00
PJ Gillen School - roof	61,002.63
Springside School - roof	51,680.00
Sturgis Composite School - roof	247,254.00
Yorkdale Central School - phone system	85,000.00
Yorkdale Central School - roof (student centre and gym)	437,708.00
Total	\$2,518,342.12

2021-22

Canora Composite School - lighting upgrade	125,000.00
Canora Composite School - PAA venting	200,000.00
Canora Composite School - roof	1,161,125.00
Davison School - portable roofs	90,002.25
Esterhazy High School - classroom upgrades	100,000.00
Grayson School - roof	548,390.00
Macdonald School - roof sections	661,486.71
Macdonald School - washroom upgrades	25,000.00
Miller School - roof	216,677.00
Total	\$3,127,680.96

Summary Comments:

- While the priorities within the plan may shift annually, with changing circumstances, the projects presented in the plan will continue to improve GSSD facilities in the baseline categories.

Recommended Decision/Motion:

“That the Board accept the accountability report on *The Facilities Preventative Maintenance Renewal Plan* as presented.”

Respectfully submitted,

Quintin M. Robertson, Director/CEO
Good Spirit School Division

Good Spirit School Division Board of Education Regular Meeting Agenda

Date: April 19, 2018
Location: Fairview Education Center
Time: **10:00 AM**

*** High School students will join the Board for an advocacy session at 12 noon.**

10:00 AM

1. Call to Order
2. Approval of Agenda
3. Review Meeting Norms
4. Approval of Minutes
 - 4.1. March 15, 2018
5. Conflict of Interest – [Policy 7, Section 13](#)

10:10 AM

6. Delegation
 - 6.1. Wayne & Brittany Omelchuk @ 10:15 am
7. Accountability
 - 7.1. Facilities Report

10:35 AM

8. Closed Session
 - 8.1. Governance Budget
 - 8.2. Human Resources Report – handout at meeting
 - 8.3. Student Discipline Committee Reports
 - 8.3.1. 300164
 - 8.3.2. 1300663
 - 8.4. Transportation Committee Report – tentative
 - 8.5. Anne Portnuff Theatre Seats Tender
 - 8.6. Norquay School Roof Tender
 - 8.7. Saltcoats School Roof Tender
 - 8.8. Bus Camera Purchase
 - 8.9. Bus Purchase Tender
 - 8.10. 2018-19 Budget Overview
 - 8.11. School Review Documentation
 - 8.12. Rural Congress

1:15 PM

9. Action Items

9.1. Items Arising From Closed Session

- 9.1.1. Human Resources Recommendations - tentative
- 9.1.2. Student Discipline Committee Recommendations
 - 9.1.2.1. 300164
 - 9.1.2.2. 1300663
- 9.1.3. Anne Portnuff Theatre Seats Tender
- 9.1.4. Norquay School Roof Tender
- 9.1.5. Saltcoats School Roof Tender
- 9.1.6. Bus Camera Purchase
- 9.1.7. Bus Purchase Tender

1:25 PM

9.2. Old Business

- 9.2.1. Northstar Seed Signage

9.3. New Business

- 9.3.1. Esterhazy High School SCC Loan
- 9.3.2. Cell Phone Usage

2:00 PM

10. Director's Report

3:25 PM

11. Committee/Conference Reports

- 11.1. School Community Council Meetings

12. [Future Business](#)

- 12.1. Meeting Dates
May 17, June 21, August 30, 2018
- 12.2. Notice of Motion
- 12.3. Topics for Future Agendas
 - 12.3.1. Director's Report
 - 12.3.1.1. Financial Report
 - 12.3.2. Board Business
 - 12.3.2.1. Preliminary Budget – Special Board Meeting
 - 12.3.3. Advocacy
 - 12.3.3.1. Middle Years Student Group
 - 12.3.4. Board Development
 - 12.3.4.1. Understanding the Duty to Accommodate

13. Adjourn

Welcome to Canora Composite School



As you enter this school you are immediately welcomed into a very open foyer and student commons. Renovated in 1995, this school was one of the first community partnership schools in the division and the foyers and entrances were made to accommodate large groups of people for various school and community events.



The renovations included a financial contribution from the community to ensure that this school was able to have a large gymnasium that also doubles as an auditorium. This allows the school to host large sporting events as well as local cultural performances.



The funding support also allowed the school to keep a second gymnasium, a critical addition to the 5-12 school.



This school was built for a larger enrollment and with the extra community spaces the gross utilization is only 63% at this facility. However, a number of the classrooms have been repurposed for other uses.



To support the student services needs of the north half of the division, a Professional Service Providers suite of offices and meeting room for small group work and collaboration with partners and parents.



Another classroom has been repurposed as a weight room.



There are a number of specialized spaces in the school including a computer lab...



A strong PAA program that includes woodworking...



And an extra building built behind the school next to the PAA lab to teach welding.



There is a large student centre that is used as a lunch room and student space as well as large meeting room.



The home economics kitchens are attached to this room and are designed to allow for a server to the auditorium commons during tournaments or public events.



There are, of course, classrooms...



Including a science lab.



Another unique feature about this school is the library, which is a joint use space also hosting the Parkland Regional Library.



This library was recently updated in the summer of 2017 with the financial support of the Crossroads Credit Union. With the increased use of distributed learning in the school a number of students take advantage of the space to work on their classes.



While this school has had one of the more recent renovations in the division, it has already been over 20 years and some of the features are starting to show their age. This summer the facilities team will be replacing the classroom blinds throughout the school. On the three year PMR plan additional upgrades include a roof replacement to address the leaks in the building caused by ice damming, a new ventilation system for the Practical and Applied Arts Program, as well as lighting upgrades to replace the obsolete T-12 lights in the school.

I recently walked around the school with Principal Cindy Smith and she was quick to point out what an amazing school CCS is and that it is clean and well cared for and that it does function well. She was happy to hear about the long term plan for a roof replacement and lighting upgrades as those will address too challenges that she has with the building.

Cindy's number one priority would be to work with facilities to find a space to accommodate individual student work space close to the office for supervision. She was happy for ideas on how to use the spaces she has in her school as there are a lot of items stored in classrooms and the building looks a bit cluttered. She would also see a need for more lockers.



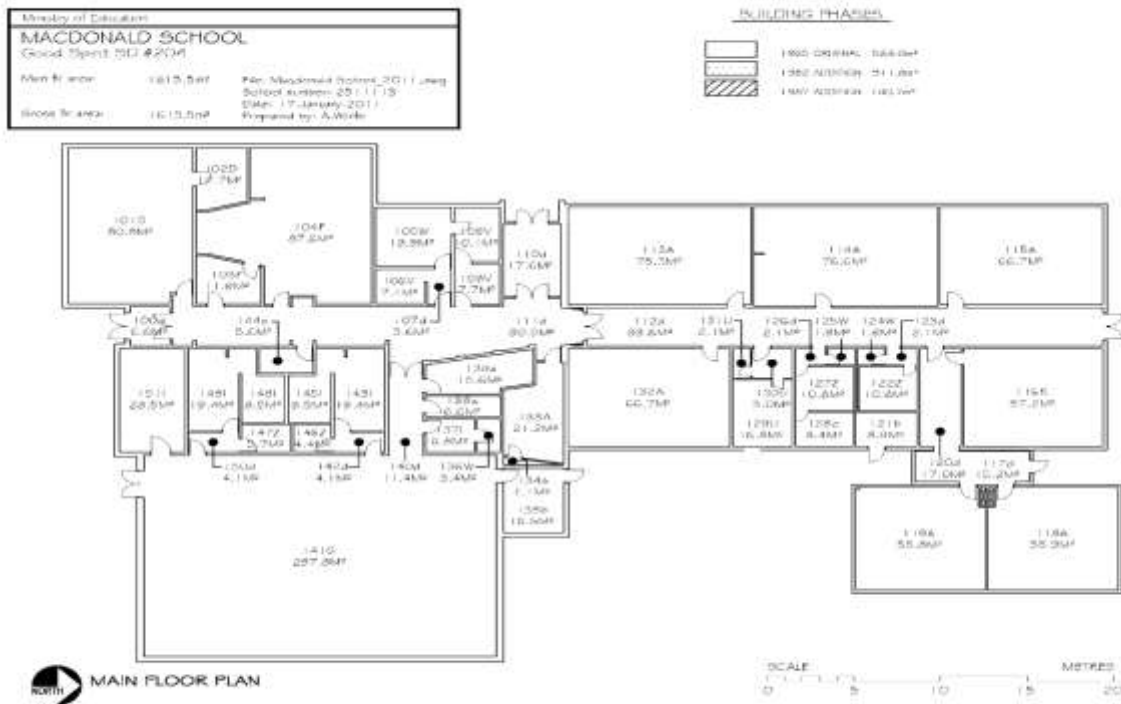
Facilities Baseline for Building Improvements
Canora Composite School
April 13, 2018

Building Envelope		Rating	Comments
	Roof systems	6	Sloped metal roof leaking due to ice damming.
	Drainage around foundation	7	Some issues with drainage in the courtyard
	Crawlspace/Foundation	7	
Emergency and Life Safety Systems			
	Fire Alarm	8	Recently updated
	Emergency Lighting	8	
	Sprinklers	8	
HVAC			
	Heating system	8	
	Controls	8	Remotely accessible
	Ventilation	7	Some complaints in RM 116
	A/C	7	Half the school has A/C
Lighting			
	Classroom	6	T12 lighting
	Gymnasium	7	
	Other		
Windows and Doors			
	Windows	7	
	Exterior Doors	7	
Phones/Intercom/Bell			
	Phone system	10	New system in 2017
	Intercom system	9	
	Bell system	9	
Plumbing			
	Washrooms	7	
	Water Fountains	8	Bottle filler chillers
	Fixtures	7	
Lockers			
	One for every student	7	Yes there are enough lockers but some are original and in poor shape
Accessibility			
	Power doors	0	No
	Washrooms and fountains	8	Yes
	Elevator/lift	NA	
	Sidewalks/Playground		

Welcome to Macdonald School



With a September 30th enrollment of 97 students this little school is 85% utilized and provided education to students from Kindergarten to Grade 9.



One of the first schools to receive an upgrade to the paint color, these hallways were painted in a neutral color to reduce the amount of vivid orange that once dominated the school.



Principal Reg Leidl and the staff have worked hard to improve the learning environment for students including the addition of outdoor classroom spaces. In the front and back of the school.



Other features of the school include the gymnasium



The library



The facilities team renovated the old dental lab to create a home-ec lab for the school.



And made the computer lab into small break out rooms for group work with students.



The teachers have made their classrooms into creative learning environments.



That are full of activity...



Given the age of this school there are a number of improvements still required for this facility. The replacement of a significant portion of the roofing systems is on the three year PMR plan, as is the replacement of the windows. Other baseline items to improve upon are the classroom environment including whiteboards in every room, removal of the orange paint color and ensure there are enough electrical outlets to support safe use of electrical items. In addition, the phone/bell/intercom is schedule to be upgraded this summer.

Principal Reg Leidl was asked to provide information about his school. When asked what he was most proud of at his facility he said

“Macdonald School is warm and inviting both inside and out. The new renovations to the canteen/cooking area and new office area has been greatly appreciated. The new playground equipment, outdoor classroom initiative and the storage garage have all added to the school, its' students, the community, and to better instruction and learning opportunities.”

Principal Leidl's number one concern is the cracked and broken pavement and sidewalk at the north side of the school.



And his top three major priorities include:

- 1) Intercom/phone system.
- 2) Fire Alarm and Exit lights.
- 3) Sewer system and old bathrooms/fixtures.

In closing Reg added:

“The school community is greatly appreciative of the facilities team and the support they have provided to Macdonald School over the past three years. The changes to the school have been awesome for the students, staff, and community.”

We look forward to continuing to work with Reg and Macdonald School and will continue to move this school towards the baseline in all areas.

Facilities Baseline for Building Improvements
Macdonald School
April 13, 2018

Building Envelope		Rating	Comments
	Roof systems	5	Roof leaks – part of 3 yr PMR plan
	Drainage around foundation	6	Water under portables in duct work forced changes to ducting
	Crawlspace/Foundation		
Emergency and Life Safety Systems			
	Fire Alarm	5	In need of replacing
	Emergency Lighting	6	
	Sprinklers	No	
HVAC			
	Heating system	7	Furnaces and RTU
	Controls	4	No remote access
	Ventilation	7	
	A/C		In portables only
Lighting			
	Classroom	6	T-12 lighting
	Gymnasium	6	
	Other		
Windows and Doors			
	Windows	5	Window upgrade required
	Exterior Doors	6	
Phones/Intercom/Bell			
	Phone system	4	Planned upgrade in summer 2018
	Intercom system	4	
	Bell system	4	
Plumbing			
	Washrooms	5	In need of upgrading
	Water Fountains	7	
	Fixtures	5	
Lockers			
	One for every student	6	Metal lockers but not enough for every student
Accessibility			
	Power doors	0	No power doors
	Washrooms and fountains	5	No accessible washroom
	Elevator/lift	NA	
	Sidewalks/Playground		Sidewalk cracked and uneven

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

**Minutes of the Regular Meeting of the Good Spirit Board of Education
Thursday, April 19, 2018
Fairview Education Centre, Yorkton, Saskatchewan**

Board Members (P)Present (A)Absent

P	Anderson, Jade
P	Dokuchie, Gilda
P	Johnson, Jaime
P	Morrison, Jan
P	Simpson, Bob – Vice Chair
A	Variyan, Steve

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

Staff

Quintin Robertson – Director of Education
Donna Kriger – Deputy Director of Education Services
Keith Gervais – Chief Financial Officer
Heather Morris – Senior Executive Assistant12405

18-044

Smandych:

Call to order

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

18-045

Morrison:

Adoption of agenda

That the agenda be adopted as presented.
Carried.

18-046

Dokuchie:

Approval of regular minutes

That the minutes of the March 15, 2018 Regular Meeting be adopted as presented.
Carried.

Business arising from the minutes

None

Conflict of Interest

None

Delegation

Wayne & Brittney Omelchuk

Accountability

Facilities Report

Closed Session Items

1. Governance Budget
2. Human Resources Report
 - a. Negotiations Report
 - b. Outstanding Employee Issues

- c. Other
- 3. Student Discipline Committee Reports
 - a. 300164
 - b. 1300663
- 4. Transportation Committee Report - tentative
- 5. Anne Portnuff Theatre Seats Tender
- 6. Norquay School Roof Tender
- 7. Saltcoats School Roof Tender
- 8. Bus Camera Purchase
- 9. Bus Purchase Tender
- 10. 2018-19 Budget Overview
- 11. School Review Documentation
- 12. Rural Congress

18-047

Stachura:

Facilities Accountability Report

That the Board accept the accountability report on The Facilities Preventative Maintenance Renewal Plan a presented.

Carried.

18-048

Anderson:

Enter closed session

That the Board enter closed session to receive and review agenda items.

Carried.

18-049

Leson:

Exit closed session

That the Board exit closed session.

Carried.

Board Chair Smandych excused herself from the meeting at 11:45 am

Board Member Anderson excused herself from the meeting at 12:00 pm

Lunch – Guests from GSSD High School Student Senates

Action Items

- 1. Items Arising from Closed Session
 - a. Student Discipline Recommendations
 - i. 300164
 - ii. 130063
 - b. Anne Portnuff Theatre Seats Tender
 - c. Norquay School Roof Tender
 - d. Saltcoats School Roof Tender
 - e. Bus Camera Purchase
 - f. Bus Purchase Tender
- 2. Old Business
 - a. Northstar Seed Signage
- 3. New Business
 - a. Esterhazy High School SCC Loan

18-050

Gender:

Student Discipline Committee Report - 300164

That the Board approve the Student Discipline Committee recommendation -300164.

Carried.

- 18-051**
Stachura: **Student Discipline Committee Report - 1300663**
That the Board approves the Student Discipline Committee recommendation - 1300663.
Carried.
- 18-052**
Johnson: **Anne Portnuff Theatre Seats Tender**
That the Board award the contract for the supply and installation of the Anne Portnuff Theatre Seats to Logan Stevens Construction.
Carried.
- 18-053**
Johnson: **Norquay School Roof Tender**
That the Board award the contract for the Norquay School Roof Replacement to Clark Roofing Ltd.
Carried.
- 18-054**
Balyski: **Saltcoats School Roof Tender**
That the Board award the contract for the Saltcoats School Roof Replacement to Clark Roofing Ltd.
Carried.
- 18-055**
Morrison: **Bus Camera Purchase**
That the Board award the contract for the purchase of 85 bus cameras to Gatekeeper.
Carried.
- 18-056**
Dokuchie: **Bus Purchase Tender**
That the Board award the tender for the purchase of seven (7) school buses to Warner Industries as recommended by the Finance Committee of the Board.
Carried.
- 18-057**
Leson: **Northstar Seed Signage**
That the Board allow a sign acknowledging Northstar Seeds, to be placed with the existing donor signage at Century Field.
Carried.
- 18-058**
Gender: **Esterhazy High School Community Council Loan**
That the Board approve the SCC loan application in the amount of \$100,000 for the Esterhazy High School football field and track project.
Carried.

Board Member Anderson joined the meeting at 1:58 pm

Board Chair Smandych joined the meeting at 2:32 pm

Discussion Items presented by the Director of Education

1. Board Development
 - a. Understanding the Early Years Evaluation
2. Facilities Presentation
 - a. Canora Composite School
 - b. Macdonald School
3. Public Section Strategic Plan for Review 2018

Information Items presented by the Director of Education

1. Thank you notes
2. Important Dates
 - a. Public Section General Meeting and PD Event
3. Transportation Report

4. Financial Report
5. Retirement Banquet
6. Student Incident of Concern Report
7. GSSD Professional Development
8. 2018-2019 School Year Calendar
9. PLT Presentation to Boards
10. Correspondence
 - a. SSBA General Insurance Plan Working Advisory Group (WAG) Update
 - b. Final Tax On Trustee Honorariums
 - c. Public Section Letter to Minister Wyant
 - d. SSBA Adopted Resolutions Progress
 - e. SSBA Key Messages Budget Response 2018-19
 - f. SSBA 2018 Awards Information

Board Member Stachura excused herself from the meeting at 3:00 pm

Committee / Conference Reports

1. School Community Council Governance Reports

Board Member Johnson excused herself from the meeting at 3:25 pm

Future Business

1. Meeting dates
May 17, May 30 (Special Board Meeting), June 21, August 30, 2018
2. Notice of Motion
3. Topics for Future Agendas
 - a. Director's Report
 - i. Financial Report
 - b. Board Business
 - i. Preliminary Budget – Special Board Meeting
 - c. Advocacy
 - i. Middle Years Student Group
 - d. Board Development
 - i. Understanding the Duty to Accommodate

18-059
Balyski:

Special Board Meeting

That the Board convene a special meeting on Wednesday, May 30, 2018, from 1:00 to 5:00 pm for discussion of the 2018-2019 budget.
Carried.

18-060
Morrison:

Adjournment

That we do adjourn at 3:40 p.m.
Carried.

BOARD CHAIR - Smandych

SECRETARY – Gervais

Good Spirit School Division Board of Education

Regular Meeting Agenda

Date: May 17, 2018
Location: Fairview Education Center
Time: 10:00 AM

*** Middle Years students will join the Board for an advocacy session at 12 noon.**

10:00 AM

1. Call to Order
2. Approval of Agenda
3. Review Meeting Norms
4. Approval of Minutes
 - 4.1. April 19, 2018
5. Conflict of Interest - [Policy 7 – Section 13](#)

10:10 AM

6. Delegation – no delegation
7. Closed Session
 - 7.1. Governance Budget
 - 7.2. Human Resources Report – handout at meeting
 - 7.3. Student Discipline Committee Reports
 - 7.3.1. 2800728
 - 7.3.2. 1900973
 - 7.3.3. 1200712
 - 7.3.4. 1100076
 - 7.3.5. 1100287
 - 7.4. Transportation Committee Report
 - 7.5. Calder School Bus Routes
 - 7.6. Draft Gender & Sexual Diversity Administrative Procedure
 - 7.7. Tenders
 - 7.7.1. Esterhazy High School Track
 - 7.7.2. Yorkton Regional High School Asbestos Abatement
 - 7.7.3. Yorkton Regional High School Ceiling & Lighting
 - 7.8. Preliminary Budget
 - 7.9. MLA Session
 - 7.10. SSBA Position Statements

11:30 AM

8. Action Items
 - 8.1. Items Arising From Closed Session

- 8.1.1. Student Discipline Committee Recommendations
 - 8.1.1.1. 2800728
 - 8.1.1.2. 1900973
 - 8.1.1.3. 1200712
 - 8.1.1.4. 1100076
 - 8.1.1.5. 1100287
- 8.1.2. Transportation Committee Recommendation
- 8.1.3. Tenders
 - 8.1.3.1. Yorkton Regional High School Asbestos Abatement
 - 8.1.3.2. Yorkton Regional High School Ceiling & Lighting

11:35 AM

- 8.2. New Business
 - 8.2.1. Melville Comprehensive School International Field Trip – Science Exploration
 - 8.2.2. Melville Comprehensive School International Field Trip – Band
 - 8.2.3. Melville Comprehensive School Ceiling
 - 8.2.4. Preventative Maintenance Renewal Plan

1:15 PM

- 9. Director's Report
- 10. Committee/Conference Report
 - 10.1. School Community Council Meetings
- 11. Future Business - [Board Policy 2A - Annual Work Plan](#)
 - 11.1. Meeting Dates
 - May 30 (Special Board Meeting), June 21, August 30, 2018
 - 11.2. Notice of Motion
 - 11.3. Topics for Future Agendas
 - 11.3.1. Accountability
 - 11.3.1.1. Student Learning & Welfare Report
 - 11.3.2. Director's Report
 - 11.3.2.1. Facilities Presentations
 - 11.3.2.2. Transportation Report
 - 11.3.2.3. Financial Report
 - 11.4. Board Business
 - 11.4.1. Approve Budget
 - 11.4.2. Division Wall-Walk
 - 11.5. Board Development
 - 11.5.1. Understanding Graduation Requirements, Credit Recovery, etc.
- 12. Adjourn

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

**Minutes of the Regular Meeting of the Good Spirit Board of Education
Thursday, May 17, 2018
Fairview Education Centre, Yorkton, Saskatchewan**

Board Members (P)Present (A)Absent

A	Anderson, Jade
P	Dokuchie, Gilda
P	Johnson, Jaime
P	Morrison, Jan
P	Simpson, Bob – Vice Chair
P	Variyan, Steve

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

Staff

Quintin Robertson – Director of Education
Donna Kriger – Deputy Director of Education Services
Keith Gervais – Chief Financial Officer
Heather Morris – Senior Executive Assistant

18-061

Smandych:

Call to order

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

Board Member Dokuchie joined the meeting at 10:08 am.

18-062

Leson:

Adoption of agenda

That the agenda be adopted as presented.
Carried.

18-063

Morrison:

Approval of regular minutes

That the minutes of the April 19, 2018 Regular Meeting be adopted as presented.
Carried.

Business arising from the minutes

None

Conflict of Interest

None

Delegation

None

Closed Session Items

1. Governance Budget
2. Human Resources Report
 - a. Negotiations Report
 - b. Outstanding Employee Issues
 - c. Other
3. Student Discipline Committee Reports

- a. 2800728
 - b. 1900973
 - c. 1200712
 - d. 1100076
 - e. 1100287
4. Transportation Committee Report - tentative
 5. Calder School Bus Routes
 6. Draft Gender & Sexual Diversity Administrative Procedure
 7. Tenders
 - a. Esterhazy High School Track Update
 - b. Yorkton Regional High School Asbestos Abatement
 - c. Yorkton Regional High School Ceiling & Lighting
 8. Preliminary Budget
 9. MLA Session
 10. SSBA Position Statements

Board Member Balyski joined the meeting at 10:34 am.

18-064

Stachura:

Enter closed session

That the Board enter closed session to receive and review agenda items.
Carried.

18-065

Balyski:

Exit closed session

That the Board exit closed session.
Carried.

Lunch – Guests from GSSD Middle Years Student Senates

18-066

Dokuchie:

Enter closed session

That the Board enter closed session to receive and review agenda items.
Carried.

18-067

Johnson:

Exit closed session

That the Board exit closed session.
Carried.

Action Items

1. Items Arising from Closed Session
 - a. Student Discipline Recommendations
 - i. 2800728
 - ii. 1900973
 - iii. 1200712
 - iv. 1100076
 - v. 1100287
 - b. Transportation Committee Recommendation
 - c. Tenders
 - i. Yorkton Regional High School Asbestos Abatement
 - ii. Yorkton Regional High School Ceiling & Lighting
2. New Business
 - a. Melville Comprehensive School International Field Trip-Science Exploration
 - b. Melville Comprehensive School International Field Trip-Band
 - c. Melville Comprehensive School Ceiling
 - d. Preventative Maintenance Renewal Plan

- 18-068**
Variyan: **Student Discipline Committee Report - 2800728**
That the Board approve the Student Discipline Committee recommendation-2800728.
Carried.
- 18-069**
Simpson: **Student Discipline Committee Report - 1900973**
That the Board approves the Student Discipline Committee recommendation-1900973.
Carried.
- 18-070**
Morrison: **Student Discipline Committee Report - 1200712**
That the Board approve the Student Discipline Committee recommendation-1200712.
Carried.
- 18-071**
Leson: **Student Discipline Committee Report - 1100076**
That the Board approves the Student Discipline Committee recommendation-100076.
Carried.
- 18-072**
Stachura: **Student Discipline Committee Report - 1100287**
That the Board approve the Student Discipline Committee recommendation-1100287.
Carried.
- 18-073**
Stachura: **Transportation Request - Wiebe**
That the Board accept the recommendation of the transportation committee to approve transportation for the Lorrie and Cam Wiebe family to Yorkton Regional High School for high school from Calder attendance area.
Carried.
- 18-074**
Balyski: **Yorkton Regional High School Asbestos Abatement**
That the Board award the contract for the YRHS Asbestos Abatement Tender to Visco Demotion Contractors Ltd.
Carried.
- 18-075**
Dokuchie: **Yorkton Regional High School Ceiling & Lighting**
That the Board award the contract for the YRHS Asbestos Abatement Repairs to Nixon Electric.
Carried.
- 18-076**
Johnson: **Melville Comprehensive School International Field Trip-Science Exploration**
That the Board approves the Category D International Field Trip request from Melville Comprehensive School to the science exploration in Florida during the week of April 20, 2019.
Carried.
- 18-077**
Variyan: **Melville Comprehensive School International Field Trip-Band**
That the Board approves the International Field Trip request permitting the Melville Comprehensive School Band students and chaperones to travel to Florida on May 16-20, 2019.
Carried.
- 18-078**
Simpson: **Melville Comprehensive School Ceiling**
That the Board approves the inclusion of the award of tender of the MCS ceiling replacement in the May 20, 2018, Special Board Meeting Agenda.
Carried.
- 18-079**
Morrison: **Preventative Maintenance Renewal Plan**
That the Board approves the 2018 Three-Year Preventative Maintenance and Renewal Plan and amendment form for submission to the Ministry.
Carried.

Board Member Variyan excused himself from the meeting at 2:14 pm.

Discussion Items presented by the Director of Education

1. Board Development
 - a. Understanding the Duty to Accommodate
2. Facilities Presentations
 - a. Davison School
 - b. MC Knoll School
3. Public Section Strategic Plan for Review 2018

Information Items presented by the Director of Education

1. Thank you notes
2. Important Dates
 - a. 2017-18 Graduations
 - b. Lead From Within—JSGS Governance Program
 - c. Showcase Track Meet
3. Financial Report
4. Student Incident of Concern Report
5. GSSD Professional Development
6. Correspondence
 - a. Minister of Education Letter to James & Carolyn MacDonald
 - b. Minister of Education Letter to Board Chairs
 - c. SHSAA Letter to Invermay & Sturgis Principals
 - d. Governance Letter from Deputy Minister Rob Currie
 - e. Media Coverage – Education In Saskatchewan as of May 14, 2018

Committee / Conference Reports

1. School Community Council Governance Reports

Future Business

1. Meeting dates
May 30 (Special Board Meeting), June 21, August 30, 2018
2. Notice of Motion
3. Topics for Future Agendas
 - a. Accountability
 - i. Student Learning & Welfare Report
 - b. Director's Report
 - i. Facilities Presentations
 - ii. Transportation Report
 - iii. Financial Report
 - c. Board Business
 - i. Approve Budget (Special Board Meeting)
 - ii. Division Wall-Walk
 - d. Board Development
 - i. Understanding Graduation Requirements, Credit Recovery, etc.

18-080
Stachura:

Adjournment

That we do adjourn at 3:19 p.m.
Carried.

BOARD CHAIR - Smandych

SECRETARY – Gervais

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

**Minutes of the Special Board Meeting of the Good Spirit Board of Education
Thursday, May 30, 2018
Fairview Education Centre, Yorkton, Saskatchewan**

Board Members (P)Present (A)Absent

P	Anderson, Jade
A	Dokuchie, Gilda
P	Johnson, Jaime
P	Morrison, Jan
P	Simpson, Bob – Vice Chair
P	Variyan, Steve

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

Staff

Quintin Robertson – Director of Education
Donna Kriger – Deputy Director of Education Services
Keith Gervais – Chief Financial Officer
Heather Morris – Senior Executive Assistant12405

18-081

Smandych:

Call to order

That this meeting now come to order at 1:06 p.m.

Carried.

18-082

Leson:

Adoption of agenda

That the agenda be adopted as presented.

Carried.

Closed Session Items

1. Budget
 - a. Board of Education Budget Framework
 - b. Good Spirit School Division 2018-19 Preliminary Budget Report
 - c. Governance Details
 - d. FTE & PTR Information
2. Melville Comprehensive School Ceiling Tender

18-083

Morrison:

Enter closed session

That the Board enter closed session to receive and review agenda items.

Carried.

18-084

Stachura:

Exit closed session

That the Board exit closed session.

Carried.

Action Items

1. Items Arising from Closed Session
 - a. Melville Comprehensive School Ceiling Tender

18-085

Simpson:

Melville Comprehensive School Ceiling Tender

That the Board award the contract for the Melville Comprehensive School Gym Ceiling project to G. Hahn Contracting Ltd.

18-086

Variyan:

Adjournment

That we do adjourn at 3:50 p.m.

Carried.

BOARD CHAIR - Smandych

SECRETARY – Gervais

Good Spirit School Division Board of Education Special Meeting Agenda

Date: Wednesday, May 30, 2018
Location: Fairview Education Center
Time: **1:00 PM**

1:00 PM

1. Call to Order
2. Review Meeting Norms
3. Approval of Agenda

1:05 PM

4. Closed Session
 - 4.1. Budget
 - 4.2. Melville Comprehensive School Ceiling Tender
5. Action Items
 - 5.1. Items Arising From Closed Session
 - 5.1.1. Melville Comprehensive School Ceiling Tender
6. Adjourn



Our Motto
Our Mission
Our Values
Our Vision

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

Accountability Topic: Student Learning - Reading

Date of Board Meeting:

June 21, 2018

Strategic Priority:

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

Quality Indicator(s) (if applicable):

- QI 2.1 – Provides leadership in all matters relating to education in the Division.
- QI 7.2 - Achieves the key results identified in the Strategic Plan.
- QI 7.3 - Reports at least annually on results achieved.

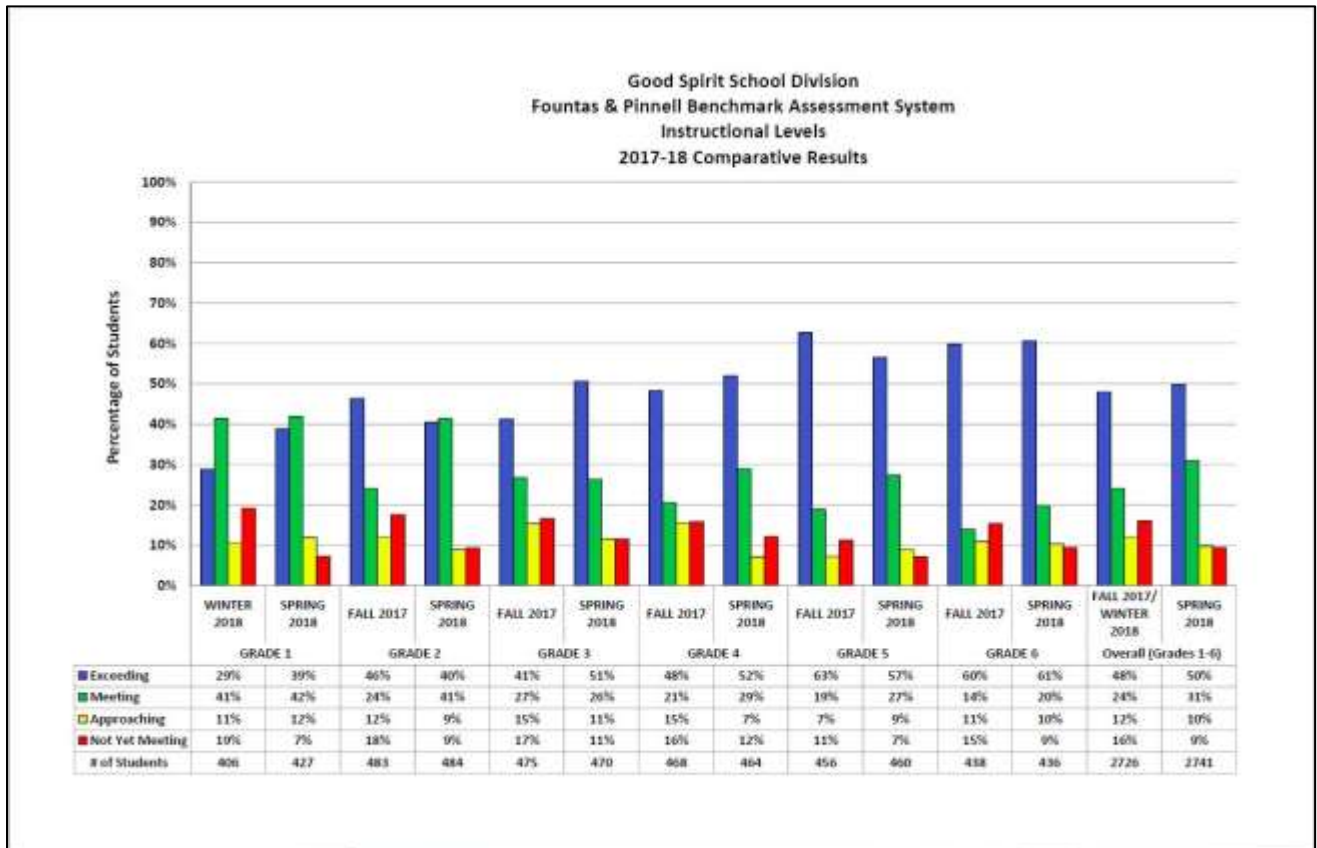
Key Measures:

- Fountas & Pinnell-Benchmark Assessment System (F&P BAS)

Targets:

- By June 2020, at least 85% of GSSD students will be at grade level in reading.

Data:



Key Strategies Employed:

- All Grade 1 teachers assessed students with the GSSD Early Literacy Assessment in fall and the F&P BAS in the winter and spring assessment intervals.
- All Grade 2 to 6 students were assessed using the Fountas & Pinnell Benchmark Assessment System (F&P BAS) in the fall, winter (students in red & yellow) and spring assessment intervals.
- All Grade 1-6 teachers were provided F&P training if they were not already trained and an opportunity to co-assess with the Literacy Team was provided.
- The Literacy team has supported teachers in the implementation of the Pinnell & Fountas Word Study resource through two collaborative visits with all grade 3 teachers. Training and follow up visits were also provided to any grade 1-3 teachers who had not received training.
- Word Study Instructional Walkthroughs conducted in all schools with In-School Administrators and Superintendent(s).
- Targeted support for schools striving to meet the GSSD short-term reading goal.
- Introduction of GSSD Literacy Intervention Flowchart and professional development with Pearson Fountas and Pinnell consultant for all SSTs, Literacy Interventionists and PSPs on *When Readers Struggle*.

Future Strategies:

- All Kindergarten students will be assessed with the GSSD Kindergarten Literacy Assessment in the Winter.
- All Grade 1 students will be assessed with the GSSD Early Literacy Assessment in fall and the F&P BAS in the winter and spring assessment intervals.
- All Grade 2 to 6 students will be assessed using the Fountas & Pinnell Benchmark Assessment System (F&P BAS) in the fall, winter (students in red & yellow) and spring assessment intervals.
- Continued support for Grade 1-3 Word Study.
- Targeted support for schools striving to meet the GSSD short-term reading goal.
- F&P BAS Refresher training for all Grade 1-6 teachers and Administrators using the 3rd Edition Benchmarking Kits (3rd F&P BAS kits purchased for each school).
- Professional development provided by Pearson Fountas & Pinnell consultant for grades 1-9 teachers on Balanced Literacy.
- Implementation of the GSSD Literacy Intervention Flowchart to support schools in providing targeted intervention for all struggling readers.
- Professional development for Administrators on LLI and Look Fors.
- A target of 70% of students exiting LLI will meet their exit goal

Risk Assessment:

Risk	Likelihood (Low-Med-High)	Impact (Low-Med- High)	Mitigation Strategy
GSSD not reaching our 2020 literacy target of 85% at or above grade level.	Low	High	Future Strategies outlined in the Accountability Report

Summary Comments:

The Good Spirit School Division has exceeded the 2020 provincial reading target of at least 80% of students reading at or above grade level with data indicating that 81% of GSSD students in grades 1-6 are reading at or above grade level according to Spring 2018 data. With an average growth of 2% from one year to the next, GSSD is on target to meet its 2020 goal of 85% of grade 1-6 students reading at or above grade level.

Recommended Decision/Motion:

“That the Board accept the accountability report on Student Learning – Reading as presented.”

Respectfully submitted,

Quintin M. Robertson, Director/CEO
Good Spirit School Division



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Accountability Topic: Student Learning - Writing

Date of Board Meeting:

June 21, 2018

Strategic Priority:

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

Quality Indicator(s) (if applicable):

- QI 7.2 - Achieves the key results identified in the Strategic Plan.
- QI 7.3 - Reports at least annually on results achieved.

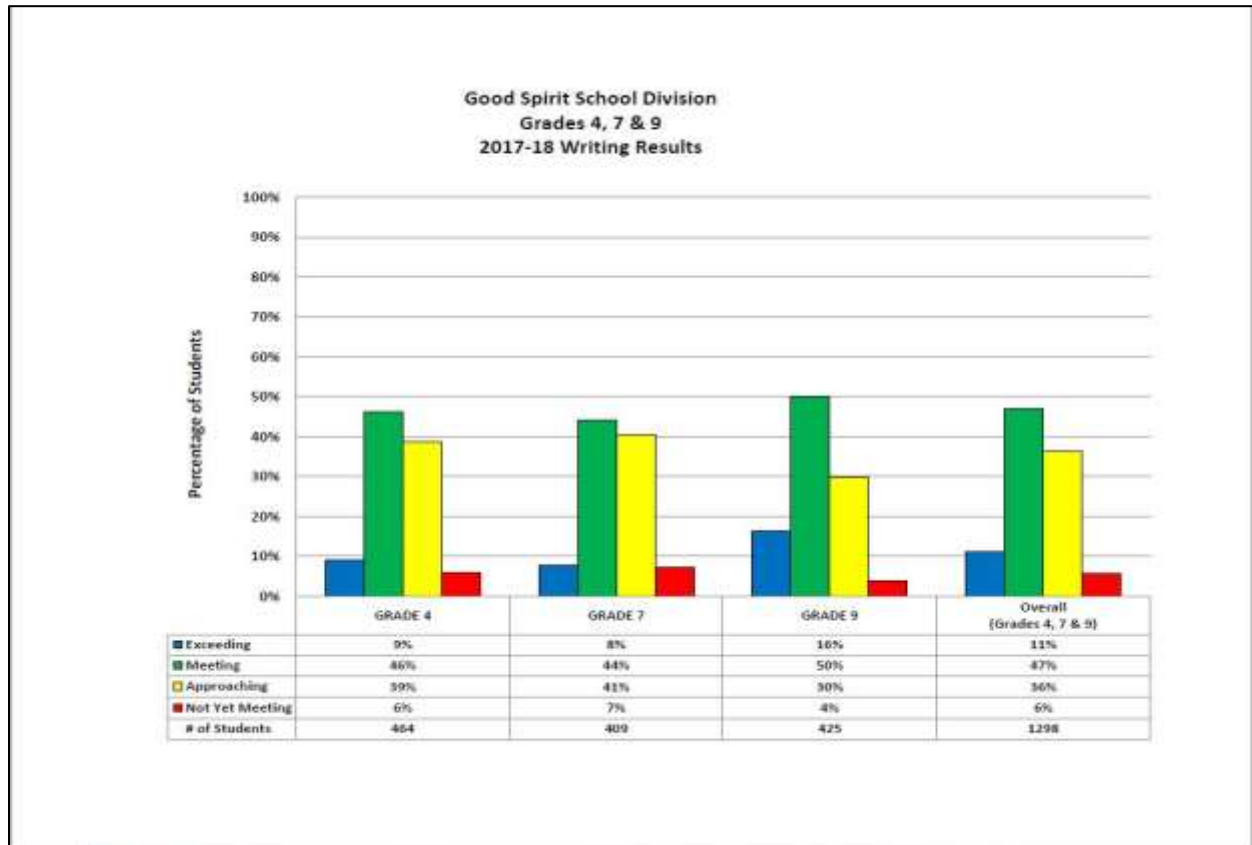
Key Measures:

- Ministry Holistic Rubric

Targets:

- By June 2020, at least 80% of GSSD students will be at or above grade level in writing.

Data:



Key Strategies Employed:

Accountability Report Template_August 2017

- Literacy coaches met with every school staff to walk through the Writing Outcome Support plan.
- Teachers used the GSSD Writing Rubrics and Writing Samples on the portal throughout the school year to assess student writing and provide feedback
- Grades 4, 7, and 9 teachers were provided support/PD for scoring their students' writing portfolios using the holistic rubric
- Grade 4, 7 & 9 student writing portfolio samples uploaded to portal
- Provincial Professional Development opportunities accessed by teachers in the school division
- Key Resources (*F&P Continuum Expanded Edition* and *The Writing Strategies Book*) purchased for every school
- Over 10 schools participated in Sigmund Brouwer's Story Ninjas program

Future Strategies:

- Sigmund Brouwer contracted as Writer in Residence for 2018-19 school year
 - Focus on interaction with grades 4, 7 and 9 classrooms across the division to provide resources for teachers and students in reaching new grade level targets.
 - Deliver comprehensive Story Ninja program for grade 3 and grade 3/split classrooms
 - Build teacher capacity through interaction with the author, tools and resources made available through www.writerinresidence.org/gssd, which includes unlimited ebook downloads of 80 plus Sigmund Brouwer
 - Help teachers build Literacy Culture in all grades via:
 - Full scheduled PD day to include:
 - Keynote
 - Workshops
 - Group interactions
 - Rock and Roll Literacy presentation at each school
 - School posters and banners to promote student enthusiasm for being Story Ninjas
 - With Division help, use corporate sponsorship to give every student a free book in June 2019, for encouragement to beat the summer reading lag
- Writing "Look Fors" developed and shared with all administrators and posted on the portal
- Balanced Literacy Framework workshop with Pearson F&P consultant for gr. 1-9 teachers in September
- Literacy coaches to provide classroom support as well as PLC style supper PD to target instruction with writing mini-lessons using the F&P Continuum and The Writing Strategies as well as support with setting writing goals with students and conferencing with students early in the writing process
- Grade 1-3, 5,6 & 8 GSSD Analytical Rubrics updated to align with Ministry Holistic Rubrics
- Collection of student samples for grade 1-3, 5,6 & 8 to post on portal
- Provincial Writing PD shared with all schools

Risk Assessment:

Risk	Likelihood (Low-Med-High)	Impact (Low-Med- High)	Mitigation Strategy
GSSD not reaching our 2020 writing target of 80% at or above grade level.	High	High	Future Strategies outlined in the Accountability Report

Summary Comments:

While our baseline data of 58% of grade 4, 7 & 9 students is discouraging, we are encouraged by the fact that 94% of grade 4, 7 & 9 are in the yellow zone or higher. As a result of this data collection and the professional development that was offered, we are confident that our grade 4, 7 & 9 teachers are solid

in their understanding of what grade-level writing looks like and will be better prepared to support their students in reaching grade-level writing in the upcoming school year. We anticipate substantial growth in our writing data for the 2018-19 school year.

Recommended Decision/Motion:

“That the Board accept the accountability report on Student Learning - Writing as presented.”

Respectfully submitted,

Quintin M. Robertson, Director/CEO
Good Spirit School Division



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STUDENT & FAMILY
 INTERNAL PROCESSES
 PEOPLE CAPACITY
 FINANCIAL STEWARDSHIP

Accountability Topic: Student Well-being

Date of Board Meeting:

June 21, 2018

Strategic Priority:

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

Quality Indicator(s) (if applicable):

- QI 1.4 - Utilizes performance metrics for the purpose of monitoring and evaluating operational performance relative to student wellness.
- QI 7.2 - Achieves the key results identified in the Strategic Plan.
- QI 7.3 - Reports at least annually on results achieved.

Key Measures:

- OurSchool Survey
- SOS-Q (Student Orientation Survey Questionnaire)

Targets:

GSSD exists to provide the highest level of student learning & well-being. All students will experience learning environments rich in the opportunities and experiences necessary to promote intellectual, emotional and spiritual growth.

- By June 2020, at least 85% of GSSD students will be at grade level in reading.
- By June 2020, at least 80% of GSSD students will be at grade level in writing.
- By June 2020, GSSD will reduce the number of students reporting anxiety by 10%.
- By June 2020, GSSD will reduce the number of students reporting depression by 10%.
- By June 2020, GSSD will achieve an 85% three year graduation rate.

Data:

- OurSchool Survey Data

Anxiety: As reported on the annual OurSchool Survey

Student Description (Grade 4 – 6)	GSSD 2017-18 Actuals	GSSD (2016-17) Compared to GSSD (2015-16)	GSSD Compared to Replica School Division (2017-18) @ 16%
FNMI (Male)	21	5% Increase	5% higher
FNMI (Female)	36	5% Improvement	20% higher
Non-FNMI (Male)	15	1% Increase	1% Lower
Non-FNMI (Female)	26	5% improvement	10% higher

- A celebration would be with our FNM girls who have shown a 5% improvement as they represent our most “at risk” students for disengaging from school.
- More work needs to be done in building internal resilience with these students.

Student Description (Grade 7 – 12)	GSSD 2017-18 Actuals	GSSD (2017-18) Compared to GSSD (2016-17)	GSSD Compared to Replica School Division (2017-18) @ 18%
FNMI (Male)	30	1% Increase	12% Higher
FNMI (Female)	52	5% Increase	34% Higher
Non-FNMI (Male)	12	1% Improvement	6% Lower
Non-FNMI (Female)	31	2% Improvement	13% Higher

- The mental health of our FNM students remains to be a significant concern. Many of our FNM students are still dealing with the generational trauma that their families have experienced.

Depression: As reported on the annual OurSchool Survey

Student Description (Grade 7 – 12)	GSSD 2017-18 Actuals	GSSD (2017-18) Compared to GSSD (2016-17)	GSSD Compared to the National Norm (2017-18) @ 19%
FNMI (Male)	26	1% Improvement	6% Higher
FNMI (Female)	46	3% Increase	27% Higher
Non-FNMI (Male)	13	2% Improvement	6% Lower
Non-FNMI (Female)	24	7% Improvement	5% Higher

Factors Affecting Mental Health: GSSD Question on OurSchool Survey

Student Description (Grade 7 – 12)	GSSD 2017-18 Actuals (# Respondents)	GSSD (2017-18) Compared to GSSD (2016-17)
School Work	1087	Improvement (355 fewer)
Peer Relationships	572	Improvement (211 fewer)
Social Media	330	Improvement (122 fewer)

- GSSD has constructed a question which attempts to discover the factors which impact student mental health. Last year we identified that School Work had a significant impact on student anxiety. The Student Senates also reinforced that the timing and quantity of work negatively impacts our students. With a significant decrease in students reporting that school work is a stressor, it would appear that our schools are beginning to make changes to accommodate this.
- The data would also suggest that students are navigating peer relationships and social media more effectively.

Student Engagement (high levels of intellectual engagement): As reported by the annual OurSchool Survey

Student Description (Grade 7 – 12)	GSSD 2017-18 Actuals	GSSD (2017-18) Compared to GSSD (2016-17)	GSSD Compared to the National Norm (2017-18) @ 44%
FNMI (Male)	54	8% Improvement	10% Higher
FNMI (Female)	46	7% Decrease	2% Higher
Non-FNMI (Male)	60	5% Improvement	16% Lower
Non-FNMI (Female)	63	1% Improvement	19% Higher

- GSSD has seen a significant improvement in levels of intellectual engagement in grades 7 through 12. This can be attributed to changes in assessment and instructional strategies.

Key Strategies Employed:

- Approximately 75 school staff members have been trained in Mental Health First Aid which has built capacity among our front line workers.
- Staff have received significant training in Gender and Sexual Diversity to support teen mental health among those students who are gender or sexually diverse.
- Schools have shown growth in supporting First Nations Métis students by building stronger relationships.
- The work done with Following Their Voices has improved engagement (intellectually, institutionally, and socially).
- Increased awareness and capacity built in “mindfulness” through outdoor classrooms, alternate classroom environments, and ministerial and agency support (for example Mental Health)

Future Strategies:

- To assist with Mental Health, GSSD has committed to:
 - Increasing Counsellor time by 0.5 FTE;
 - The addition of two Aboriginal Student Achievement Coaches (KCI & YRHS);
 - The continued support of Comprehensive School Community Health;
 - The addition of FNM support rooms in KCI & the YRHS;
 - Offering additional Mental Health First Aid in the 2018-19 school year;
 - Offering Teen Boost through the Health Authority (4 sessions available to students throughout the school division);
 - Revision to the Final Exam Administrative Procedure;
 - High School Induction Day.
- To assist with Student Engagement, GSSD has committed to:
 - Providing additional support to FNM students;
 - Supporting alternate classrooms;
 - Central Office support to SCC’s;
 - High School Induction Days;
 - Engaging student voice through Student Senates;
 - Reviewing the possibility of instructional coaching for High School teachers as part of their Professional Growth Plans.

Risk Assessment:

Risk	Likelihood (Low-Med-High)	Impact (Low-Med- High)	Mitigation Strategy
Failure to meet the 2020 goal for High School Graduation	Medium	High	Continued pressure and support within our High Schools
Compromising Student Wellness which impacts student success	Medium	High	Continued support for students in K-12.

Recommended Decision/Motion:

“That the Board accept the accountability report on Student Well-being as presented.”

Respectfully submitted,

Quintin M. Robertson, Director/CEO
Good Spirit School Division

Good Spirit School Division Board of Education

Regular Meeting Agenda

Date: June 21, 2018
Location: Fairview Education Center
Time: **10:00 AM**

10:00 AM

1. Call to Order
2. Approval of Agenda
3. Review Meeting Norms
4. Approval of Minutes
 - 4.1. May 17, 2018 Regular Board Meeting
 - 4.2. May 30, 2018 Special Board Meeting
5. Conflict of Interest - [Policy 7 – Section 13](#)
 - 5.1. Annual Work Plan
 - 5.2. Positive Path Forward

10:10 AM

6. Delegation – no delegation
7. Accountability
 - 7.1. Student Learning & Well-being
 - 7.1.1. Student Well-being
 - 7.1.2. Student Learning – Writing
 - 7.1.3. Student Learning - Reading
8. Closed Session
 - 8.1. Governance Budget
 - 8.2. Human Resources Report – handout at meeting
 - 8.3. Student Discipline Committee Reports
 - 8.3.1. 2904326
 - 8.3.2. 2300242
 - 8.3.3. 2300306
 - 8.4. Transportation Committee Report
 - 8.4.1. Boundary Review
 - 8.4.2. Dick Family Transportation Request
 - 8.5. Transportation Requests
 - 8.5.1. Boman Family
 - 8.5.2. Eidem Family
 - 8.6. Tenders
 - 8.6.1. Systems Center Configuration Manager

- 8.6.2. Email Migration
- 8.6.3. Meraki Network Equipment
- 8.6.4. Anne Portnuff Theatre Stage Lighting
- 8.7. Non School Facilities Audit
- 8.8. Kamsack Bus Garage
- 8.9. Sturgis Elementary School
- 8.10. Proposed 2019 SSBA Budget
- 8.11. 2018-19 Budget
- 8.12. MLA Session
- 8.13. Board Survey

1:00 PM

9. Action Items

9.1. Items Arising From Closed Session

9.1.1. Student Discipline Committee Recommendations

9.1.1.1. 2904326

9.1.1.2. 2300242

9.1.1.3. 2300306

9.1.2. Transportation Committee Recommendations

9.1.2.1. Boundary Review

9.1.2.2. Dick Family Transportation Request

9.1.3. Transportation Requests

9.1.3.1. Boman Family

9.1.3.2. Eidem Family

9.1.4. Tender Recommendations

9.1.4.1. Systems Center Configuration Manager

9.1.4.2. Email Migration

9.1.4.3. Meraki Network Equipment

9.1.4.4. Anne Portnuff Theatre Stage Lighting

9.1.5. Kamsack Bus Garage Recommendation

9.1.6. Sturgis Elementary School Recommendation

9.1.7. 2018-19 Budget Approval

9.2. New Business

9.2.1. Receiver General Payroll Remittance

1:10 PM

10. Director's Report

11. Committee/Conference Report

11.1. School Community Council Meetings

12. Future Business - [Board Policy 2A - Annual Work Plan](#)

12.1. Meeting Dates

August 30, 2018

12.2. Notice of Motion

12.3. Topics for Future Agenda

12.3.1. Director's Report

12.3.1.1. Financial Report

12.3.2. Board Business

- 12.3.2.1. Review Board Survey Results
- 12.3.2.2. Conduct Board Organizational Meeting
- 12.3.2.3. School Closure/Grade Discontinuance & Boundary Review Update
- 12.3.2.4. Affirm and Amend Policy 1 – Foundational Items, Division Focus Areas, and Long-term Goals
- 12.3.3. Board Development
 - 12.3.3.1. Understanding Strategic Planning

13. Adjourn



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Board Development Topic: Graduation Requirements/Credit Recovery & Extension

Date of Board Meeting:

June 21, 2018

Strategic Priority:

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

Quality Indicator(s):

QI 6.2 – The Director keeps the Board informed about Division operations.

QI 6.3 – The Director provides the Board with balance, sufficient, concise information and clear recommendations for actions items in agendas.

QI 6.6 – The Director ensures high quality management services are provided to the Board.

Information for the Board (10 fast facts):

1. Each year, credit requirements for high school graduation are set by the Saskatchewan Ministry of Education. Currently within GSSD there are three pathways for obtaining graduation status:

- **24 Credit Standing**

Area of Study	Number of Credits Required
English language arts	5
Mathematics	2
Science	2
Social science (includes <i>Canadian Studies</i>)	3
Health education/physical education	1
Arts education/practical and applied arts	2
Sub-Total	15
Electives	9
Total	24

- **French Immersion Status**

	Immersion
English language arts	3
French language arts	3
Mathematics	2
Science	2
Social sciences	3
Health education / physical education	1
Arts education / practical and applied arts	2
Sub-Total	16
Electives	8
Total	24

STUDENT & FAMILY

INTERNAL PROCESSES

PEOPLE CAPACITY

FINANCIAL STEWARDSHIP

- **Adult 12 Standing**

Grade 12
minimum 7 credits/5 credits at the 30 level
Compulsory Courses:
English Language Arts A 30 and English Language Arts B 30;
one <i>Canadian Studies</i> History 30: <i>Canadian Studies</i> , or Native Studies 30: <i>Canadian Studies</i> , or Social Studies 30: <i>Canadian Studies</i> ;
one mathematics at the 20 or 30 level
one science at the 20 or 30 level
Two electives at the 30 level (one may be a Prior Learning credit)

2. All credit courses are based on 100 hours of instruction and can be semestered or non-semestered classes.
3. Students have the opportunity to obtain credits through: face-to-face classes, Distributed Learning Courses, and in some cases externally provided Distance Learning courses.
4. Additional opportunities to obtain credits are available through Special Project Credits (students are required to submit a proposal to the Principal and Superintendent for approval prior to beginning). The proposal outlines:
 - a. Students are required to submit a clearly planned Special Project Proposal to the principal and superintendent for approval before the student begins the special project, outlining:
 - A description of the project and rationale.
 - A list of who is involved in the project.
 - The expected start and completion dates.
 - Learning outcomes and assessments.
 - How the project will be evaluated.
5. Dual Credit Opportunities allow high school students to enroll in training or courses of study at the post-secondary level and receive both university credits as well as a high school credit.
 - a. Students are able to enroll in a maximum of 18 credit units at the post-secondary level as a high school student.
 - GSSD is in the third year of offering a dual credit in ELA. We are the only school division in the province that offers the course face to face outside of Regina and Saskatoon. Students in those school divisions take the course on campus at the University of Regina or Saskatchewan.
 - There are multiple dual credit courses offered to Saskatchewan students with several available through the Parkland College.
6. Apprenticeship Credits are another unique opportunity for students to obtain credits for a Practical and Applied Arts High School Requirement as well as credit toward Saskatchewan Apprenticeship and Trade Certification. In 2018-19, GSSD will designate a single point of contact across the division to coordinate and track the Apprenticeship Credits.

7. A Course Challenge is available to students in high school where by they may challenge a maximum of two courses at the grade ten or eleven level. They must make application to do so and the passing grade for a course challenge is 80%.
8. Additional Education Programs are also available for high school students when they require programs different than those offered in the Regular program.

Additional Education Programs	
<i>Alternative Education Programs</i>	<i>Functional Integrated Programs</i>
Designed and Approved as Individual Courses	Designed and Approved as a Complete Program
* Successful completion of credit requirements provides a Saskatchewan Grade 12 <i>Transcript of Secondary Level Achievement –Alternative Education</i> , but it does not provide a Regular Saskatchewan Grade 12 <i>Transcript of Secondary Level Achievement</i> .	Transcript indicates the completion of an approved Functional Integrated Program.
Alternative Education Courses 18, 28, 38	Inclusion and Intervention Plan (Functional Integrated Programs are not described as individual courses)
<ul style="list-style-type: none"> • Contain less than 50% of Core provincial curriculum outcomes and/or school division developed outcomes appropriate for student’s strengths and needs. • Credit requirements may be fulfilled by various combinations of Regular (which includes modified) and Alternative Education Courses 	<ul style="list-style-type: none"> • Areas of focus <ul style="list-style-type: none"> ○ Academic ○ Communication ○ Personal Management ○ Social Competence & Social Networks ○ Leisure/Recreation/Physical Wellness ○ Career/Work Exploration ○ Task Performance/Work Habits ○ Other (e.g., cognitive development, orientation/mobility, motor) • Transition Planning

9. “Credit Recovery” refers to an opportunity for a student that, when meeting minimum grade threshold and attendance requirements in a recently failed course for credit in a level 10, 20 or 30 course, can complete outcomes for the course to obtain a passing grade. Credit recovery also addresses situations where a student has not completed a course due to a disruption in enrolment, and is provided an opportunity to complete the course without starting over from the beginning. Students are usually given a 30-day window to demonstrate success in outstanding outcomes.
10. “Credit Extension” refers to a responsive teaching strategy where a student may need additional time to complete a course of study. The Ministry of Education recognizes this need and allows school divisions the opportunity to exercise discretion in granting extensions to complete course work.

Respectfully submitted,

Quintin M. Robertson, Director/CEO
Good Spirit School Division

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

**Minutes of the Regular Meeting of the Good Spirit Board of Education
Thursday, June 21, 2018
Fairview Education Centre, Yorkton, Saskatchewan**

Board Members (P)Present (A)Absent

P	Anderson, Jade
P	Dokuchie, Gilda
P	Johnson, Jaime
P	Morrison, Jan
P	Simpson, Bob – Vice Chair
P	Variyan, Steve

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

Staff

Quintin Robertson – Director of Education
Donna Kriger – Deputy Director of Education Services
Keith Gervais – Chief Financial Officer
Heather Morris – Senior Executive Assistant

18-087

Smandych:

Call to order

That this meeting now come to order at 10:01 a.m.
Carried.

18-088

Johnson:

Adoption of agenda

That the agenda be adopted as presented.
Carried.

18-089

Variyan:

Approval of regular minutes

That the minutes of the May 17, 2018 Regular Meeting be adopted as presented.
Carried.

18-090

Dokuchie:

Approval of special minutes

That the minutes of the May 30, 2018 Regular Meeting be adopted as presented.
Carried.

Board Member Morrison joined the meeting at 10:20 am.

Business arising from the minutes

None

Conflict of Interest

None

Delegation

None

Accountability

1. Student Learning & Well-being
 - a. Student Well-being

- b. Student Learning – Writing
- c. Student Learning – Reading

18-091

Stachura:

Accountability Report – Student Well-being

That the Board accept the accountability report on Student Well-being as presented.
Carried.

18-092

Anderson:

Accountability Report – Student Learning-Writing

That the Board accept the accountability report on Student Learning-Writing as presented.
Carried.

18-093

Simpson:

Accountability Report – Student Learning-Reading

That the Board accept the accountability report on Student Learning-Reading as presented.
Carried.

Closed Session Items

1. Governance Budget
2. Human Resources Report
 - a. Negotiations
 - b. New Employee Issues
 - c. Outstanding Employee Issues
 - d. Other
3. Student Discipline Committee Reports
 - a. 2904326
 - b. 2300242
 - c. 2300306
4. Transportation Committee Report
 - a. Boundary Review
 - b. Dick Family Transportation Request
5. Transportation Requests
 - a. Boman Family
 - b. Eidem Family
6. Tenders
 - a. Systems Center Configuration Manager
 - b. Email Migration
 - c. Meraki Network Equipment
 - d. Anne Portnuff Theatre Stage Lighting
7. Non School Facilities Audit
8. Kamsack Bus Garage
9. Sturgis Elementary School
10. Proposed 2019 SSBA Budget
11. 2018-19 Budget
12. MLA Session
13. Board Survey

18-094

Gendur:

Enter closed session

That the Board enter closed session to receive and review agenda items.
Carried.

18-095

Johnson:

Exit closed session

That the Board exit closed session.
Carried.

Lunch

18-096

Variyan:

Enter closed session

That the Board enter closed session to receive and review agenda items.
Carried.

18-097

Dokuchie:

Exit closed session

That the Board exit closed session.
Carried.

Board member Leson joined the meeting at 1:15 pm

Board member Gendur excused himself at 2:45 pm

Board member Simpson excused himself at 2:58 pm

Action Items

1. Items Arising from Closed Session
 - a. Student Discipline Recommendations
 - i. 2904326
 - ii. 2300242
 - iii. 2300306
 - b. Transportation Committee Recommendations
 - i. Boundary Review
 - ii. Dick Family Transportation Request
 - c. Transportation Requests
 - i. Boman Family
 - ii. Eidem Family
 - d. Tender Recommendations
 - i. Systems Center Configuration Manager
 - ii. Email Migration
 - iii. Meraki Network Equipment
 - iv. Anne Portnuff Theatre Stage Lighting
 - e. Kamsack Bus Garage Recommendation
 - f. Sturgis Elementary School Recommendation
 - g. 2018-19 Budget
2. New Business
 - a. Receiver General Payroll Remittance

18-098

Leson:

Student Discipline Committee Report - 2904326

That the Board approve the Student Discipline Committee recommendation-2904326.
Carried.

18-099

Morrison:

Student Discipline Committee Report - 2300242

That the Board approve the Student Discipline Committee recommendation-2300242.
Carried.

18-100

Johnson:

Student Discipline Committee Report - 2300306

That the Board approve the Student Discipline Committee recommendation-2300306.
Carried.

18-101

Variyan:

Transportation Committee Recommendation – Boundary Review

That the Board accept the recommendation of the Transportation Committee to invite our neighboring school divisions to meet together with the intent of discussing common boundaries.
Carried.

- 18-102**
Dokuchie: **Dick Family Transportation**
That the Board accept the recommendation of the Transportation Committee to allow the Dick family to access transportation in South East Cornerstone School Division for the 2018-19 school year.
Carried.
- 18-103**
Stachura: **Transportation Request – Boman Family**
That the Board allow transportation for the Boman family to Preeceville from McBride Lake, for the 2018-19 school year.
Carried.
- 18-104**
Anderson: **Transportation Request – Eidem Family**
That the Board allow transportation for the Eidem family to Melville, starting in the 2018-19 school year.
Carried.
- 18-105**
Leson: **Systems Center Configuration Manager Tender**
That the Board award the tender for the Systems Center Configuration Manager to IBM Canada.
Carried.
- 18-106**
Morrison: **Email Migration Tender**
That the Board award the tender for the Email Migration to IBM Canada.
Carried.
- 18-107**
Johnson: **Meraki Network Equipment Tender**
That the Board award the Meraki Network Equipment tender to IBM Canada.
Carried.
- 18-108**
Variyan: **Anne Portnuff Theatre Stage Lighting Tender**
That the Board award the contract for the Anne Portnuff Theatre Stage Lighting to Christie Lites Sales.
Carried.
- 18-109**
Dokuchie: **Kamsack Bus Garage**
That the Board approach the Ministry of Education for permission to sell the Kamsack Bus Garage.
Carried.
- 18-110**
Stachura: **Sturgis Elementary School**
That the Board approach the Ministry of Education for permission to sell the Sturgis Elementary School to the Town of Sturgis.
Carried.
- 18-111**
Anderson: **2018-19 Budget-Annual Operating and Capital Budget**
That the Board approve its annual operating and capital budget estimates for the fiscal year September 1, 2018 to August 31, 2019 as detailed in the Budget Report September 1, 2018 to August 21, 2019.
Carried.
- 18-112**
Leson: **2018-19 Budget-Unified Student Information System**
That the Board approve the use of \$300,000 from unrestricted reserves for the Unified Student Information System.
Carried.
- 18-113**
Morrison: **2018-19 Budget-Unified Student Information System**
That effective July 1, 2018 the remittance of payroll deductions not require board member sign off.

Carried.

Discussion Items presented by the Director of Education

1. Board Development
 - a. Understanding Graduation Requirements, Credit Recovery

Information Items presented by the Director of Education

1. Thank you notes
2. Important Dates
3. Financial Report
4. Transportation Report
5. 2018-19 Calendar Details
 - a. Melville Comprehensive Institute & Yorkton Regional High School
 - b. Elementary Schools & Mixed Schools
6. Student Incident of Concern Report
7. Non-Canadian Born Students With Missing or Expired Visas
8. GSSD Professional Development
9. SSBA 2017 Annual Report & Financial Statement
10. School Choice, Public Education, and Civil Democracy PowerPoint
11. Division Digital Wall-walk
12. Correspondence
 - a. School Divisions' Annual Audits
 - b. Three Year Preventative Maintenance Renewal Plan Approval
 - c. Preventative Maintenance Renewal Plan Amendment Form Approval
 - d. SSBA Audit Update
 - e. A. Stevenson Scholarship Letter
 - f. L. Bear Queen's Diamond Jubilee Scholarship Letter
 - g. Public Funding of Catholic Schools in Ontario is Unstable and Unprincipled Article
 - h. Provincial Education Plan Meeting Update

Committee / Conference Reports

1. School Community Council Governance Reports

Future Business

1. Meeting date
August 30, 2018
2. Notice of Motion
3. Topics for Future Agendas
 - a. Director's Report
 - i. Financial Report
 - b. Board Business
 - i. Review Board Survey Results
 - ii. Conduct Board Organizational Meeting
 - iii. School Closure/Grade Discontinuance & Boundary Review Update
 - iv. Affirm and Amend Policy 1
 - v. Board Development
 1. Understanding Strategic Planning
 - c. Board Development
 - i. Understanding Graduation Requirements, Credit Recovery, etc.

18-114

Morrison:

Organizational Board Meeting

That the Board convene the Organizational Board meeting during the Regular Board Meeting scheduled for Thursday, August 30, 2018, from 10:00 am to 5:00 pm.

Carried.

18-115

Variyan:

Adjournment

That we do adjourn at 4:25 p.m.

Carried.

BOARD CHAIR - Smandych

SECRETARY – Gervais

Good Spirit School Division Board of Education Conference Call

Date: Tuesday, June 26, 2018
Location: 1-866-296-5646 (passcode 765513)
Time: **10:00 AM**

10:00 AM

1. Call to Order
2. Review Meeting Norms
3. Approval of Agenda

10:05 AM

4. Closed Session
 - 4.1. Tentative Settlements
 - 4.1.1. CUPE 4784
 - 4.1.2. DPEA
 - 4.2. HR Update
 - 4.2.1. Policy 15 Recruitment and Selection of Personnel
 - 4.2.2. Human Resources
 - 4.3. GSSD Property
5. Action Items
 - 5.1. Items Arising From Closed Session
 - 5.1.1. Human Resources Recommendation
 - 5.1.2. GSSD Property Recommendation
6. Adjourn

Good Spirit School Division Board of Education Special Board Meeting

Date: Monday, August 13, 2018
Location: Board Room; 1-866-296-5646 (passcode 765513)
Time: **3:30 PM**

3:30 PM

1. Call to Order
2. Review Meeting Norms
3. Approval of Agenda

3:35 PM

4. Closed Session
 - 4.1. Consolidation Project
 - 4.1.1. Human Resources
 - 4.1.2. Utilization of Reserves
5. Action Items
 - 5.1. Items Arising From Closed Session
 - 5.1.1. Human Resources
 - 5.1.2. Utilization of Reserves
6. Adjourn

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

**Minutes of the Special Board Meeting of the Good Spirit Board of Education
August 13, 2018
Conference Call, Yorkton, Saskatchewan**

Board Members (P)Present (A)Absent

P	Anderson, Jade
A	Dokuchie, Gilda
P	Johnson, Jaime
P	Morrison, Jan
P	Simpson, Bob – Vice Chair
P	Variyan, Steve

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

Staff

Quintin Robertson – Director of Education
Donna Kriger – Deputy Director of Education Services
Keith Gervais – Chief Financial Officer
Heather Morris – Senior Executive Assistant
Teresa Korol – Assistant Superintendent of Business Administration

18-124

Smandych:

Call to order

That this meeting now come to order at 3:30 p.m.
Carried.

18-125

Gendur:

Adoption of agenda

That the agenda be adopted as presented.
Carried.

Board Member Morrison joined the meeting at 3:33 pm.

Closed Session Items

1. Consolidation Project
 - a. Human Resource
 - b. Utilization of Reserves

18-126

Variyan:

Enter closed session

That the Board enter closed session to receive and review agenda items.
Carried.

18-127

Morrison:

Exit closed session

That the Board exit closed session.
Carried.

Board Member Variyan excused himself at 4:14 pm

Action Items

1. Items Arising from Closed Session
 - a. Human Resources Recommendation
 - b. Utilization of Reserves Recommendation

18-128

Anderson:

Human Resources Recommendation

That the Board approve the recommendation outlined within the Closed Session – Human Resources document.

Carried.

18-129

Gendur:

Utilization of Restricted Reserves

That the Board approve the recommendation outlined within the Closed Session- Utilization of Reserves document.

Carried.

18-130

Johnson:

Adjournment

That we do adjourn at 4:30 p.m.

Carried.

BOARD CHAIR - Smandych

SECRETARY – Gervais

Good Spirit School Division Board of Education

Regular Meeting Agenda

Date: August 30, 2018
Location: Fairview Education Center
Time: **10:00 AM**

10:00 AM

1. Call to Order
2. Approval of Agenda
3. Review Meeting Norms
4. Approval of Minutes
 - 4.1. June 21, 2018 Regular Board Meeting
 - 4.2. June 26, 2018 Conference Call Board Meeting
 - 4.3. August 13, 2018 Special Board Meeting
5. Conflict of Interest - [Policy 7 – Section 13](#)

10:10 AM

6. Delegation – no delegation
7. Closed Session
 - 7.1. Show Cause Hearing
 - 7.2. Governance Budget
 - 7.3. Human Resources Report – handout at meeting
 - 7.4. Executive Committee Report
 - 7.5. Transportation Committee Report
 - 7.5.1. Britton Request
 - 7.5.2. Sies – Prairie Valley School Division Request
 - 7.5.3. Weinmaster Request
 - 7.6. Board Survey Results
 - 7.7. School Closure/Grade Discontinuance & Boundary Review Update
 - 7.8. Consolidation Project

2:00 PM

8. Action Items
 - 8.1. Items Arising From Closed Session
 - 8.1.1. Show Cause Hearing Recommendation - tentative
 - 8.1.2. Human Resources Recommendation
 - 8.1.3. Executive Committee Recommendation
 - 8.1.4. Transportation Committee Recommendations
 - 8.1.4.1. Britton Request
 - 8.1.4.2. Sies – Prairie Valley School Division Request

8.1.4.3. Weinmaster Request

8.2. New Business

- 8.2.1. Anne Portnuff Theatre Technician Contract
- 8.2.2. Renewal of Millwright Building Lease
- 8.2.3. Century Field Donor Recognition
- 8.2.4. Sale of Sturgis Elementary School
- 8.2.5. Sale of Fort Livingstone School
- 8.2.6. Board Policy Amendments
 - 8.2.6.1. Policy 1 – Foundational Statements, Division Focus Areas, and Long-term Goals
 - 8.2.6.2. Policy 2 Appendix A – Annual Work Plan
 - 8.2.6.3. Policy 17 - School Review
- 8.2.7. Organizational Meeting

3:00 PM

- 9. Director's Report

4:00 PM

- 10. Committee/Conference Report
 - 10.1. School Community Council Meetings
- 11. Future Business - Board Policy 2A - Annual Work Plan
 - 11.1. Meeting Dates - TBA
 - 11.2. Notice of Motion
 - 11.3. Topics for Future Agenda - TBA
- 12. Adjourn



Our Motto
Our Mission
Our Values
Our Vision

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

Board Development Topic: Understanding Strategic Planning

Date of Board Meeting:

August 30, 2018

Strategic Priority:

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

Quality Indicator(s):

- **QI 6.2** – The Director keeps the Board informed about Division operations.
- **QI 6.3** – The Director provides the Board with balance, sufficient, concise information and clear recommendations for actions items in agendas.
- **QI 6.6** – The Director ensures high quality management services are provided to the Board.

Information for the Board (fast facts):

1. Why do boards need to think and plan strategically? Simply put, because it is at the very core of effective governance. The Strategic Plan serves as the Good Spirit School Division's guide and roadmap to our vision or ideal state. It provides continuity and direction.
2. The Administration and the Board of Education share the responsibility of communicating the priorities of the Strategic Plan to staff, key stakeholders, and the community at large.



3. Roles and Responsibilities

- a. Board of Education: Sets the strategic direction and priorities for the division, sustaining consistency of focus year-by-year. The Board of Education determines the division's

STUDENT & FAMILY

INTERNAL PROCESSES

PEOPLE CAPACITY

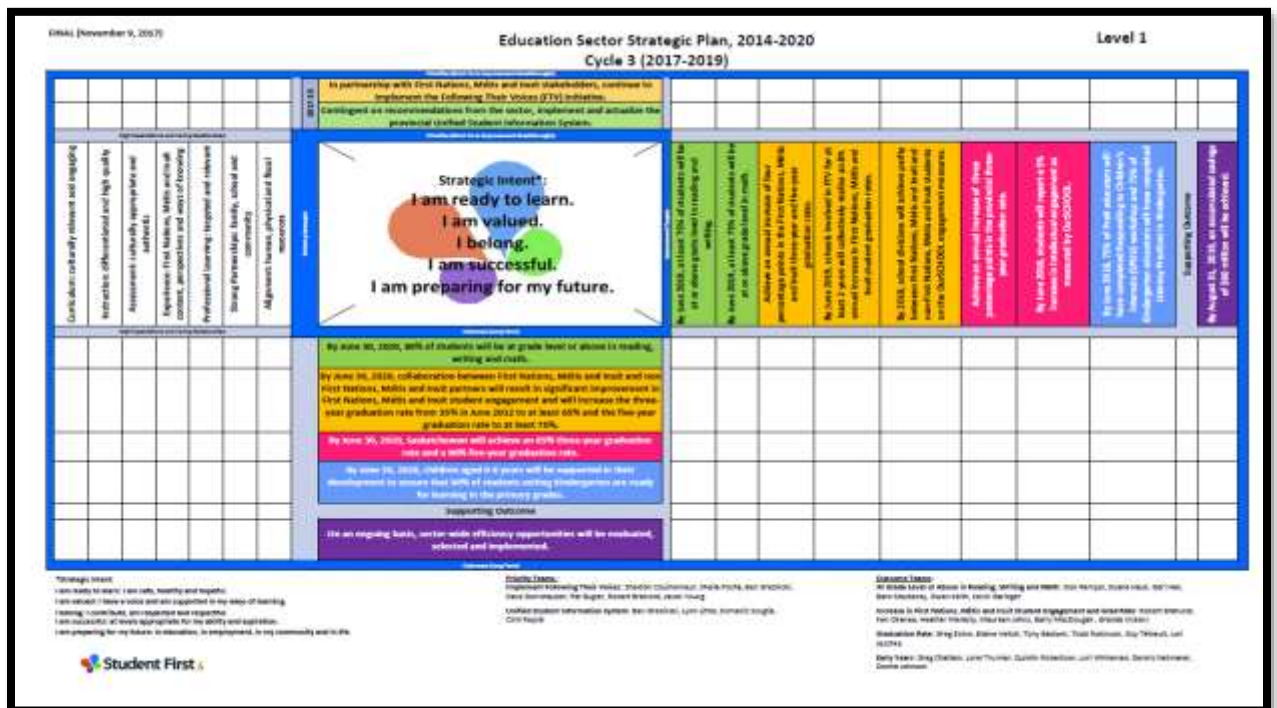
FINANCIAL STEWARDSHIP

Foundational Statements, which include Motto, Mission, Vision, Values, Aspirational Statements, Focus Areas, and Long-term Goals, on an annual basis. The Foundational Statements are contained in Board Policy 1. This Board Policy was last updated on August 30, 2017. It is scheduled to be reviewed once again on August 30, 2018.

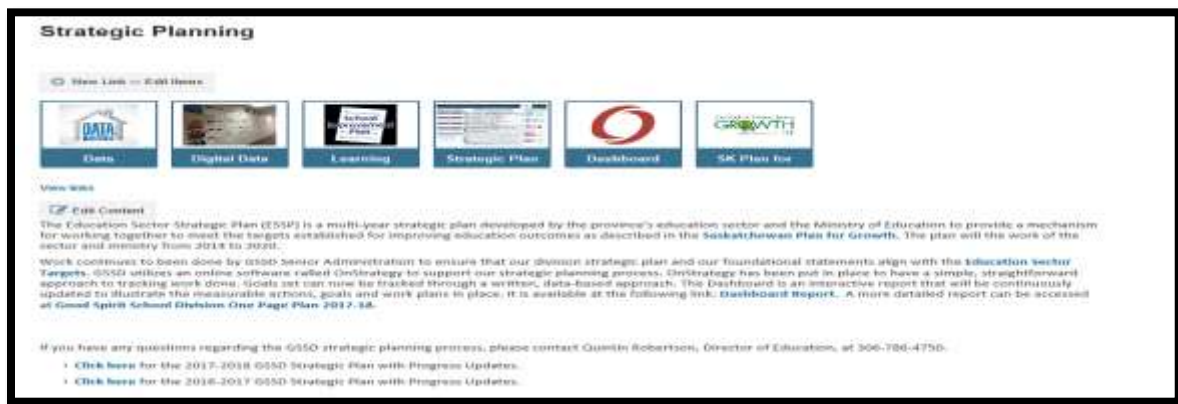
- b. Director of Education/CEO: Establishes the strategy or approach to implementing the Board’s priorities, allocates resources, and aligns staff.
- c. Administrative Council: Builds annual work plans to implement the Board’s priorities as directed by the CEO. Build capacity = skills and capabilities to implement.
 - Every department at FEC has identified a Strategic Plan Leader:
 - Quintin Robertson – Governance
 - Heather Morris
 - Keith Gervais – Corporate Services
 - Darryl James
 - Raquel Spilchuk
 - Teresa Korol
 - Shawn Kostiuk
 - Donna Kriger – Learning Support Services
 - Mark Forsythe
 - Lisa Wotherspoon
 - Alisa Leidl
 - Laurie-Anne Rusnak

d. OnStrategy: Facilitate the strategic planning and implementation process, working as project managers to build the plan and guide the implementation.

4. Good Spirit School Division is in the seventh year of its’ current Strategic Plan (level 2). The Division’s Strategic Plan is an evergreen document that is revised throughout the year; however, the long-term goals area is revised annually.
5. The Province is in the third cycle of its’ Education Sector Strategic Plan (level one); it is referred to as the ESSP.



6. Strategic Planning Timelines
 - a. By August 30, 2018, the Board of Education will re-affirm the division’s Foundational Statements, Focus Areas, and Long-term Goals.
 - b. By September 28, 2018, GSSD’s level 2 Strategic Plan will be submitted to the Ministry of Education. The Ministry of Education is looking for alignment with the ESSP’s priorities, outcomes, and improvement targets.
 - c. By October 15, 2018, administration will communicate the plan across the division. Copies of the One-Page Plan and the Full Strategic Plan will be uploaded to the division website and portal.
 - d. Each fall, administration will receive frontline feedback on the Strategic Plan from School Community Councils (SCCs).
 - e. Annually, school-based administrators complete school Learning Improvement Plans (level 3). The Learning Improvement Plans align with both the ESSP (level 1) and Division Strategic Plan (level 2). GSSD has a common Learning Improvement Plan Template that all 27 school utilize. For the 2018-19 school year, 13 schools will be piloting the use of the Onstrategy Platform for the LIP.
7. Administration provides updated data to schools throughout the year to guide the planning process. Data includes attendance information, student achievement information (literacy, math, and writing), credit attainment information, student well-being information, student suspension information, etc.



8. Benefits of strategic planning:
 - a. Strategic planning allows us to focus our time and resources on goals which ultimately improve student outcomes.
 - b. It aligns all functional areas, schools, etc. on the same/similar priorities.
 - c. Reminds us that “hope” is not a plan.
 - d. Provides data that allows us to be transparent in our processes and results.
 - e. Increases accountability within the overall organization.
 - f. It’s evergreen and prevents us from becoming stagnant.
 - g. It allows us to realize efficiencies.

Respectfully submitted,

Quintin M. Robertson, Director/CEO
Good Spirit School Division



Application for Delegation to Board Meetings

Please forward completed form to the Director of Education at least seven days prior to the meeting.

Mail: 63 King Street East, Yorkton, SK S3N 0T7

Email: quintin.robertson@gssd.ca

Date of Application: _____

Name(s) of Delegation Members:

Name of Group or Organization that the delegation is representing:

Contact Information of Spokesperson

Name:

Phone Number:

Email:

If there is an urgency to your delegation timing, please provide the details below:

Please provide a brief overview of your presentation. Also include any supporting documentation, including Powerpoint and video presentations.

FOR OFFICE USE ONLY:

Delegation has been approved and will be placed on the agenda for the following date and time:

_____ at _____

Signature of Board of Education Chairperson or Designate: _____

Date: _____

**Excerpt from
Good Spirit School Division Board Policy Handbook**

10. Delegations to Board Meetings

The Board will make provision for a delegation to make a presentation at a Board meeting in the interest of improving the education provided in Division schools. For the purpose of this section the work “delegations” shall mean one or more persons.

- 10.1 The presentation by a delegation shall be at a duly constituted meeting of the Board.
- 10.2 Notice to appear at the meeting, shall be given to the Director or designate in adequate time to have the appearance placed on the agenda (at least seven days prior to the meeting). In a situation where time does not permit adherence to advance notice, the Director shall acquaint the Board members with the problem prior to the delegation meeting with the Board.
- 10.3 The purpose of the delegation shall be clearly stated in the notice.
- 10.4 Normally, fifteen (15) minutes is allowed for the presentation by the delegation. The Board Chair reserves the right to limit and control the discussion.
- 10.5 At the time of presentation, the delegation shall confine its discussion to the purpose stated in the notice.
- 10.6 It is understood that the delegation shall have a spokesperson.
- 10.7 In discussing matters with a delegation, the Board Chair shall act as spokesperson for the Board. It must be remembered that delegations come to express problems, make suggestions and requests, and give information thereon. For this reason, individual Board members may seek only clarification of items presented by the delegation. At no time during the presentation shall any Board member voice her/his opinion thereon; nor shall he/she, by any statement, commit the Board to any specific course of action.
- 10.8 The Board will normally table any action relative to the delegation's presentation until the next regular Board meeting. Such tabling shall be used to give individual Board members sufficient time to consider the information supplied by the delegation. If the time between the delegation's presentation and the next Board meeting is deemed insufficient for the Board members to gain the necessary information to make an informed decision, the Board may respond by delaying the decision until another specified, appropriate time.
- 10.9 Upon completion of the presentation, the Board Chair shall inform the delegation when the decision will be made. When a decision is reached, it will be communicated in writing to the spokesperson.



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Board Development Topic: Understanding The Duty To Accommodate

Date of Board Meeting:

April 19, 2018

Strategic Priority:

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

Quality Indicator(s):

QI 6.2 – The Director keeps the Board informed about Division operations.

QI 6.3 – The Director provides the Board with balance, sufficient, concise information and clear recommendations for actions items in agendas.

QI 6.6 – The Director ensures high quality management services are provided to the Board.

Information for the Board (10 fast facts):

GSSD uses the Saskatchewan School Board Association/Saskatchewan Teachers Federation Duty to Accommodate process for all employees regardless of their position.

1. All employers have a legal obligation to accommodate an employee who has a disability as defined in the Saskatchewan Human Rights Code. Such examples of disabilities include physical disabilities, intellectual disabilities and mental disorders such as drug addiction or alcoholism.
2. An accommodation requires an employer to tailor, adjust, or alter the workplace environment to give a person with a disability an equal opportunity for employment. An accommodation might occur before, during, or after an employee is on sick leave.
3. Employer’s and employee’s roles are defined as:
 - a. Employer - gather appropriate information to make informed decisions around accommodations, and which type of accommodation to offer employees.
 - b. Employee - provide sufficient appropriate medical information to the employer so that:
 - i. the medical issue fits the definition of “disability”.
 - ii. the medical restrictions that require an accommodation are clearly identified.
4. Often employees don’t understand the difference between symptoms and restrictions:
 - a. Symptoms describe the manifestation of a particular disease, injury or disability.
 - b. A restriction describes the impact of a symptom on a function.
5. The employer may consult with an employee and consider their accommodation preferences, but the employer isn’t required to grant the employee’s accommodation preferences.
6. The medical practitioner is to provide information concerning the medical **restrictions** of an employee. It is not their duty to provide specific recommendations regarding accommodations.

STUDENT & FAMILY

INTERNAL PROCESSES

PEOPLE CAPACITY

FINANCIAL STEWARDSHIP

7. If an employee refuses to provide the required medical information, the duty to accommodate the employee ends or is suspended until such time as the employee provides the required medical information.

8. Employers cannot ask for a **diagnosis** of the medical issue, but if necessary, an employer can request the employee seek further medical assistance from other qualified medical professionals such as psychologists, therapists, etc.

9. An employer must accommodate to the point of undue hardship. Undue hardship exists when the steps required to accommodate the employee are so extreme or difficult that it is clear it is unreasonable to expect the employer to implement the accommodation. The onus is on the employer to demonstrate there is an intolerable cost or disruption of business to support an undue hardship. This is often hard to do.

10. In appropriate circumstances and where undue hardship is proven, an employer can terminate the contract of employment for a “frustration of contract”. This means, through no fault of the employee, the contract is terminated as the employee is not able to perform the essential tasks of their position.

Respectfully submitted,

Quintin M. Robertson, Director/CEO
Good Spirit School Division



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Board Development Topic: Understanding The Duty To Accommodate

Date of Board Meeting:

April 19, 2018

Strategic Priority:

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

Quality Indicator(s):

QI 6.2 – The Director keeps the Board informed about Division operations.

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 - a. Employer - gather appropriate information to make informed decisions around accommodations, and which type of accommodation to offer employees.
 - b. Employee - provide sufficient appropriate medical information to the employer so that:
 - i. the medical issue fits the definition of “disability”.
 - ii. the medical restrictions that require an accommodation are clearly identified.
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10. In appropriate circumstances and where undue hardship is proven, an employer can terminate the contract of employment for a “frustration of contract”. This means, through no fault of the employee, the contract is terminated as the employee is not able to perform the essential tasks of their position.

Respectfully submitted,

Quintin M. Robertson, Director/CEO
Good Spirit School Division

Board Development Topic: Understanding The Early Years Evaluation (EYE)

Date of Board Meeting:

April 19, 2018

Strategic Priority:

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

Quality Indicator(s):

QI 6.2 – The Director keeps the Board informed about Division operations.

QI 6.3 – The Director provides the Board with balance, sufficient, concise information and clear recommendations for actions items in agendas.

QI 6.6 – The Director ensures high quality management services are provided to the Board.

Information for the Board (10 fast facts):

1. There are two different Early Years Evaluations:
 - a. EYE-DA (Early Years Evaluation-Direct Assessment) intended for 4 year olds in Prekindergarten and is optional in Saskatchewan.
 - b. EYE-TA (Early Years Evaluation-Teacher Assessment) intended for children ages 4 to 6 years in Kindergarten.
2. Student performance is rated on a 4-point scale ranging from a low of 1 to a high of 4. EYE-TA results are depicted using three colour codes: green (appropriate development), yellow (experiencing some difficulty) and red (experiencing significant difficulty).
3. The EYE-TA assesses 5 Domains of early learning closely associated with children’s readiness to learn:
 - a. Awareness of Self and Environment
 - b. Social Skills and Approaches to Learning
 - c. Cognitive Skills
 - d. Language and Communication
 - e. Physical Development (Fine & Gross Motor skills)
4. EYE-TA data is entered online and gives teachers and schools immediate, multi-level reporting to help support a responsive learning environment for the child. The information gathered from the EYE-TA is used to identify children who are experiencing difficulty and may need close monitoring or further assessment.
5. The EYE-TA is implemented across Saskatchewan twice per year in Kindergarten as outlined by the Ministry of Education.
 - a. All Kindergarten students are assessed in the Fall
 - b. Kindergarten students who scored yellow or red in the Fall are reassessed in the Spring



6. GSSD Student Supports Services personnel hold intervention meetings at schools where a high number of students score in the red or yellow. The goal of these meetings is to ensure proper supports are put into place to meet the needs of the students experiencing difficulty.
7. Individualized reports from the EYE-TA administered in the Fall are shared with parents during Term 1 Student-Led Conferences and replace the report card for this term.
8. Parental consent is not required, however, parents must be informed about the administration EYE-TA. GSSD parents are sent a letter and brochure prior to the assessment window.



9. Each student's EYE-TA individual report is stored in the student's cumulative folder until the end of grade 1 at which time the reports are destroyed.
10. An EYE support page for administrators and teachers has been developed on the GSSD Early Learning Portal page which houses a number of support materials (documents and videos) shared with school divisions by the Learning Bar.

Respectfully submitted,

Quintin M. Robertson, Director/CEO
Good Spirit School Division



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

Board Communication Topic: Transportation Department Performance Report

Date of Board Meeting:

February 1, 2018

Reporting period: November 1, 2017 – January 26, 2018

Statistical Information:

Total Students Transported	2748	2383 Rural, 365 Urban
Number of Rural Routes	98	
Number of Urban Routes	6	5 in Yorkton, 1 in Melville
Number of Unfilled Routes	0	
Number of Cancellations	see below	
Average age of bus Fleet	6 years	2002 (oldest) 2019(newest)
Capacity utilized on bus (average)	77%	Rural info only, based on registered students
Average one-way ride time (minutes)	unavailable	Bus Planner still being updated, times are not accurate
Longest one-way ride time	95 minutes	Esterhazy

Cancellation Information:

Name	Date	Mechanical		Weather		No Spare Driver						School Closed All Day
		A.M.	P.M.	A.M.	P.M.	Medical		Personal		Other		
						A.M.	P.M.	A.M.	P.M.	A.M.	P.M.	
January	10,11,12	5	1	43	39	2	2	1	2	0	0	5
				3 days all rural								
December		5	1	1	0	8	10	0	0	0	0	

Cancellation Notes:

- January weather cancellations of 43 am and 39 pm; does not include the three day cancellations due to icy roads.
- January “school closed all day” was the water break at Preeceville School.

Other Challenges:

- Staffing routes with spare drivers due to overall number of leaves.
- Notice that there are several cancellations due to “no spare driver” for medical reasons. Spares drivers are filling in for long-term medical leaves and drivers away for extended periods (holidays, farming).

Driver Leaves of Absence:

- January 54
- December 47

Respectfully submitted,

Quintin M. Robertson, Director/CEO
 Good Spirit School Division