

October 2019 Regular Meeting

The regular meeting of the Board for October 2019 took place in the Saskota Room at the Good Spirit Education Complex on Thursday, October 3, 2019. In attendance at this month's meeting were Bob Simpson, Chairperson, Jaime Johnson, Vice Chair, Trustees Jade Anderson, Chris Balyski, Gilda Dokuchie, Shannon Leson, Jan Morrison, Florence Stachura, Steve Variyan, Assistant to the Director Heather Morris, Director of Education/CEO Quintin Robertson, Chief Financial Officer Keith Gervais and Deputy Director of Education Donna Kriger.



Accountability Report

Keith Gervais, CFO for the Good Spirit School Division, presented an update on facility projects that were accomplished over the summer months. The Preventative Maintenance and Renewal funding from the Ministry allowed GSSD to accomplish:

- Yorkton Regional High School (YRHS) C Wing roof project
- Macdonald, Invermay, Preeceville and Norquay School phone systems
- Esterhazy High School washroom upgrades
- YRHS and Melville Comprehensive School (MCS) change room renovations
- PJ Gillen classroom upgrades
- Dr. Brass Gym renovation (ceiling & mezzanine)



Dr. Brass Elementary School



Melville Comprehensive School

In addition to the above projects, GSSD would have used the Operations Budget to fund the following renovations:

- Yorkdale Central School Home Economics lab
- Churchbridge Public School gym interior and exterior
- Macdonald School entrance painting and windows, science lab and classroom painting
- Preeceville School window trims
- Springside School window frames and gym painting
- YRHS gym painting
- Sturgis Comprehensive School shed
- Columbia and Yorkdale parking lot maintenance
- Victoria School wheelchair lift



Yorkton Regional High School Gymnasium



Preeceville School Windows

GSSD would have also used reserve funding to complete the Good Spirit Education Complex consolidation project which brings the Facilities, Transportation and Education departments under the same roof.

The Anne Portnuff Theatre Revitalization project at the Yorkton Regional High School was completed through public donorship while the Esterhazy High School track and field project was funded through SCC and community support. GSSD is incredibly grateful for the support they receive through various partnerships within the communities of our school division.



Anne Portnuff Theatre (Yorkton Regional High School)



Esterhazy High School Track

You may view the entire report by visiting gssd.ca > Board > 2019 10 03 Regular Board Meeting > [Accountability Report - Facilities](#).

Board Development

Director of Education/CEO, Quintin Robertson explained the rationale and process of allocating Educational Assistants (EAs) within GSSD schools. Robertson shared how emergency EA support can be requested on a temporary basis (less than 30 workdays) through the completion of the Emergency Support template in CLEVR.

Robertson explained that when support is required beyond 30 working days or when the school identifies the need for long-term support, the Student Support Teacher and Principal would contact their Student Services Coordinator who will review the school's EA staffing, current EA assignments, and the needs of students within the school. Robertson clarified that requests for EA support are only considered for students with intensive needs.

Robertson also discussed the hiring process for EAs within the school division. Robertson would have shared that upon accepting an offer of employment with the Good Spirit School Division, a successful candidate accepting a permanent position as an EA, would be required to enroll in an approved Educational Assistant course within six (6) months of their permanent status if they have not previously completed an approved course of study (as outlined in AP 438). Temporary employees are not required to enroll in an approved course of study during their temporary status.

During the first month of employment, all Educational Assistants are required to work collaboratively with the Student Support Teacher and Student Services Coordinator to complete the TEAM orientation. Upon completion, the TEAM booklet is submitted to Human Resources and maintained as a record for the employee file.

The Board made a motion to approve that the Director met the following Quality Indicators within the Director Evaluation:

- 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.

To read the board development in its entirety, visit [gssd.ca > Board > 2019 10 03 Regular Board Meeting > Board Development – Understanding the Education Assistant Allocation Process](#).

New Business

Photocopier Lease

The Good Spirit School Division invited Tenders for the replacement of 25 copiers throughout the division in 15 locations for a five-year lease period. This constitutes a regular replacement cycle with the addition of two (2) copiers. GSSD is currently transitioning its fleet to colour copiers as secondary machines to reduce colour printers. This results in reduced toner costs as well as provision of reliable low-cost backups in various parts of the schools. When the Tenders were closed, four proposals were received and evaluated by the Accounting Manager based on price, equipment, and vendor.

Gervais shared the results of the Tender process, with the Board approving the lease contract with Toshiba Tec Canada Business Solutions Inc. and Concentra Financial for the lease of 25 photocopiers.

Appoint Voting Delegations & Allocate Votes for SSBA Convention

The Board of Education discussed the upcoming Saskatchewan School Boards Association Fall Assembly which will take place in November in Regina. The Board discussed the allocation of votes among members for the resolution and position statements which will be brought forward during the Assembly.

Esterhazy High School Educational Field Trip - Band

The Board of Education approved the application to allow the Grade 9 to 12 Senior Band students from Esterhazy to attend the Heritage Festival and Clinics in Chicago, Illinois from April 22 to 27, 2020.

Director's Report

Enrollment / PTR Report

Donna Kriger, Deputy Director for GSSD, updated the Board of Education on the status of September 30, 2019 enrolments across the division. Kriger would have highlighted that enrolments were projected in December 2018 based on the following types of information:

- Straight-line data (moving students up to the next grade from the current enrolment)
- Local knowledge (public health information, Principal information)
- Baragar Projections (planning software that assists with decision-making)

Kriger shared that based on the September 30, 2019 enrolment data submitted to the Ministry of Education, GSSD has 26 more students in Kindergarten to Grade 12 from what was projected in December of 2018. Kriger also highlighted that as of September 30, 2019 there are an additional 109 students enrolled in Home Based Education with Good Spirit.

Good Spirit Education Complex Consolidation Celebration

The Board of Education discussed plans to host a grand opening for the Good Spirit Education Complex in the future. The celebration would allow stakeholders to view the facility which has consolidated the operational areas and education functions of the school division under one roof.

Financial Report

Keith Gervais presented the Board of Education with an updated financial report. Gervais indicated that the 2018-19 budget year closed at the end of August. The annual financial audit is currently underway in Accounts Payable with the Payroll portion of the audit nearing completion.

Transportation Report

Gervais also updated the Board with data from the transportation department. The following information was shared:

Total Students Transported	2586	2175 Rural, 411 Urban
Number of Rural Routes	98	
Number of Urban Routes	6	5 in Yorkton, 1 in Melville
Number of Unfilled Routes	0	
Average age of bus Fleet	2012 (6 years old)	2002 (oldest) 2019(newest)
Capacity utilized on bus (average)	BusPlanner - 56%; Actual -77%	
Average one-way ride time (minutes)	39 minutes	

Division Wall-Walk / Strategic Plan Data

Robertson shared the new platform being used within the Good Spirit School Division for updating the 2019-20 Strategic Plan. Robertson discussed work plans that have been developed to achieve the goals set forth in the Education Sector Strategic Plan (ESSP). Robertson explained the alignment between the Ministry goals, the Division goals as well as each school's Learning Improvement Plan. Good Spirit has created a Strategic Plan document to be shared with stakeholders highlighting the key targets, measures and workplans associated in reaching the goals. More information regarding our Strategic Plan can be found at gssd.ca > [Division](#) > [Strategic Plan](#).

Administrative Procedure Update

Administrative Procedures 142 (Cell Phone Access and Usage) and 497 (Partnerships) were highlighted by Robertson with the Board of Education. Discussion followed regarding a goal on the GSSD Strategic Plan to update and review Administrative Procedures each year to ensure they remain current and relevant.

Upcoming Important Dates

October 6-12	School Sport Week
October 8	Indigenous Student Centre Grand Opening, 10 am-2 pm, Kamsack Comprehensive Institute (Gym 2)
October 14	Thanksgiving Day
October 15	Draft Board of Education 2018-19 Annual Reports due
October 18	Deadline for Resolutions (for the AGM) 4:30 pm
October 20-26	Education Week – <i>Working and Learning Together</i>
October 20-26	Saskatchewan Library Week
October 21	School Bus Driver Appreciation Day
October 28	Board Chairs Council Teleconference, 8:30–9:30 am
November 1	Grade 6 Girls Jumpstart, Gallagher Centre, 10 am
November 11	Remembrance Day
November 14	Regular Board Meeting, 10 am–5 pm
November 17-19	Fall General Assembly and AGM, DoubleTree by Hilton, Regina, SK
November 19	Board Chairs Council Meeting, DoubleTree by Hilton, Regina, 11:30 am–4 pm
November 29	Board of Education 2018-19 Annual Reports due
December 9	Board Chairs Council Teleconference, 8:30–9:30 am
December 19	Regular Board Meeting, 10 am–5 pm
December 23–January 3	Christmas Break

For more information related to the Board of Education, visit our website at gssd.ca > [Board](#)

Upcoming Board Meetings:

November 14, 2019, January 30, 2020, March 12, 2020, April 2, 2020, June 18, 2020, August 27, 2020

Location: Good Spirit Education Complex, Saskota Room

To review Board Policy 7 Board Operations, visit gssd.ca > [Board](#) > [Policy Handbook](#) > [Board Operations](#)

Submissions & Feedback

To submit photos or stories regarding the Board of Education or an individual Trustee in your school community, please contact Heather.Morris@gssd.ca.

Contact Us

Good Spirit School Division
#204

Phone: (306)786-5500

Visit us online at
www.gssd.ca

*Building Strong Foundations to
Create Bright Futures*