

January 2021 Regular Meeting

The regular meeting of the Board for January 2021 took place via Zoom on Thursday, January 28, 2021. All Trustees attended this month's meeting: Bob Simpson, Chairperson, Jaime Johnson, Vice Chairperson, Trustees Jade Anderson, Chris Balyski, Gilda Dokuchie, Gord Gendur, Shannon Leson, Jan Morrison, Lois Smandych, Nicole Pohl and Steve Variyan. Division office staff in attendance included 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

Facilities

Facilities Manager, Patrick Morrison presented a report, updating the Board on projects completed, projects which are currently active and those which are upcoming during the 2020-21 school year. Morrison, highlighted the outstanding work done by the Facilities team, sharing that the department has a "team attitude" which has contributed to the volume and quality of the work accomplished.

Projects Completed 2020-2021 School Year

Project	Budget	Completed Date
Esterhazy High School 500 Wing Washrooms and Changerooms Renovation	PMR	October 1, 2020
Smudging Rooms – YRHS, Dr Brass, Columbia, and KCI	Minor Renovation	December 23, 2020
Sturgis Bus Wash	Minor Renovation	October 12, 2020
Churchbridge Public School Main Washrooms	PMR	December 18, 2020

Current Active 2020-2021 Projects

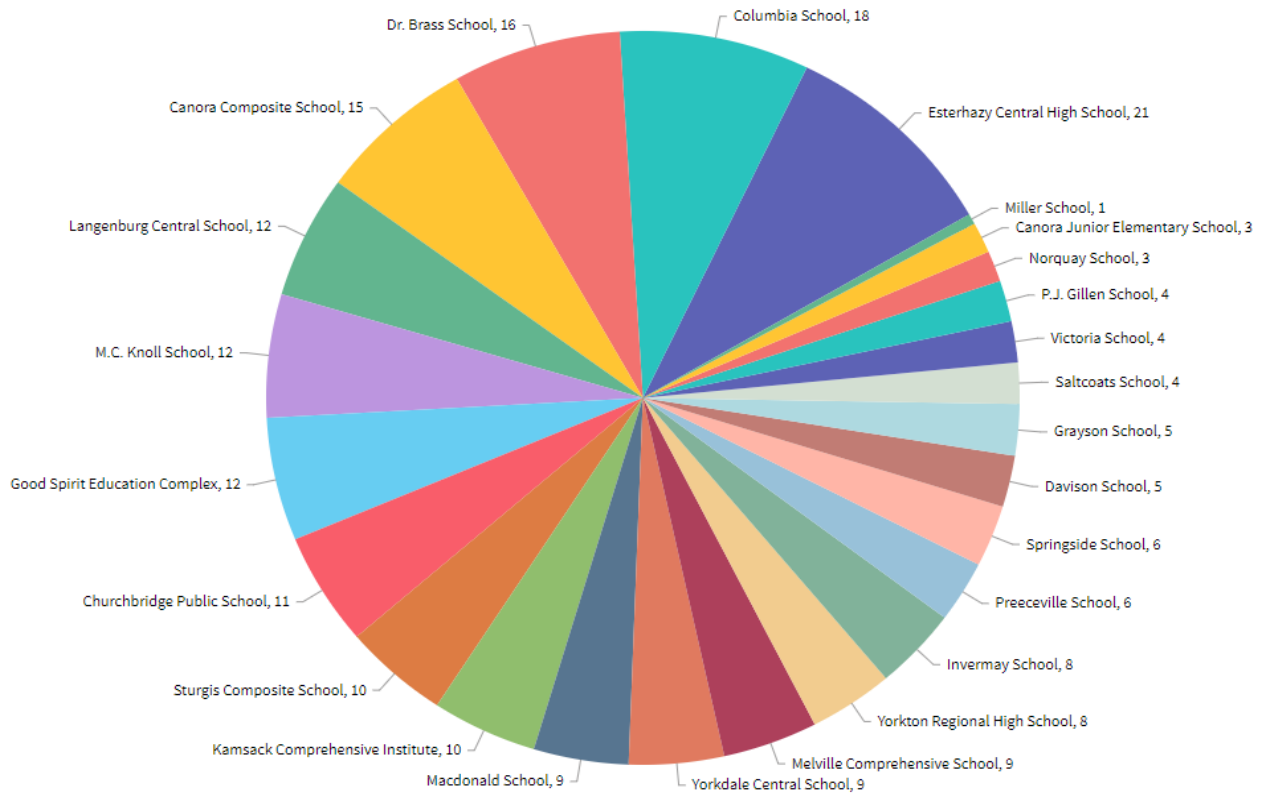
Project	Budget	Start Date	Complete Date
Esterhazy High School PAA Lab Reno	PMR/CAIF	July 23, 2020	February 1, 2021
GSEC Phase 2 Reno	Reserves	January 4, 2021	May 1, 2021
YRHS Roof Replacement	Stimulus Fund.	January 4, 2021	June 1, 2021
PJ Gillen School Outdoor Classroom	SCC Loan	December 15, 2020	March 1, 2021

Upcoming 2020-2021 Projects

Project	Budget	Start Date
Esterhazy High School Home Ec Lab	PMR	February 1, 2021
Dr Brass School Phone System	PMR	July 1, 2021
Victoria School Phone System	PMR	July 1, 2021
Macdonald School Classroom Upgrades	PMR	March 15, 2021
Columbia School Window Replacement	PMR	July 1, 2021
Macdonald School Washroom Upgrade	PMR	February 15, 2021
Invermay School Fire Alarm Upgrade	PMR	March 22, 2021
Miller School Fence	Minor Renos	April 5, 2021
Melville Comprehensive School Science Lab	PMR	March 22, 2021
Springside Boiler Replacement	PMR	March 8, 2021
Priority Roofing Projects	PMR	-----
Priority HVAC System Projects	PMR	-----

Morrison also explained the use of AssetPlanner, a software program which serves as the avenue for schools to submit service requests that require the attention of the facilities department. Morrison presented data from the program which highlighted the breakdown of requests across the division.

September 1, 2020 – January 21, 2021 Requests by Status



Additionally, Morrison shared information related to some of the work currently underway and recently completed in several GSSD schools.

The photos below show work completed at Columbia School in Yorkton and Churchbridge Public School.



Columbia School Smudge Room

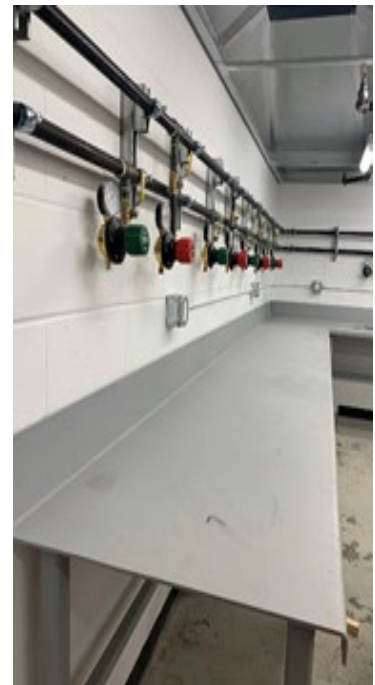


Churchbridge School Washroom Reno

Currently the Practical and Applied Arts areas within the Esterhazy High School are getting significant upgrades. The following pictures capture some of the work being done in the Metals and Woods shop.



Esterhazy PAA Renovation: Woods Area Under Construction



Metals Area Under Construction

The full version of the Accountability Report on Facilities has been posted at gssd.ca > Board > 2021 01 28 Regular Board Meeting > [Accountability Report – Facilities](#).

Board Development

Understanding Progressive Discipline

Superintendent of Human Resources, Jason Trost, provided a Board development session regarding the progressive discipline process within the Good Spirit School Division, resulting in the following Quality Indicators being met within the Director of Education 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.

Trost shared that the key purpose of progressive discipline is to address behaviour that does not meet conduct or competency standards set by the school division policies and procedures. Trost emphasized that the GSSD policy exists to ensure accountability and minimizing risk to the Board of Education. The policy is rooted in the values and aspirational statements of the division.

The Board was reassured that progressive discipline is handled in a manner which is proactive thus avoiding employee discipline. When discipline is necessary, a very defined process is used to ensure consistency of practice and to avoid possible damage to the reputation of the Good Spirit School Division.

To view the Board Development in it's entirety, visit gssd.ca > Board > 2021 01 28 Regular Board Meeting > [Board Development – Understanding Progressive Discipline](#).

New Business

Board Budget Development Framework

Director of Education, Quintin Robertson reviewed the Board Development Framework during the meeting thus satisfying the following Quality Indicators of Robertson's evaluation:

QI 5.2 – The Director demonstrates a knowledge of and respect for the role of the Board in policy processes.

QI 7.1 – The budget and priorities are developed according to a timeline which ensures the Board's ability to provide direction and revise priorities.

The Board of Education was able to evaluate the budget framework to ensure the budget priorities that were established align with the direction set by the Board. The 2020-21 budget focuses on: Advocacy, Principled Decision Making, Expenditure Review, Equitable Staffing, Target Supports for Indigenous Students, Maximizing the Impact of the Division Strategic Plan.

The slide is titled "Board of Education Budget Framework 2021-22" and features the Good Spirit School Division logo. It is divided into several sections:

- HOW ARE WE FUNDED?**: The Government of Saskatchewan determines the funding available to school divisions each year. The primary driver for funding is projected enrolment levels established prior to the upcoming academic year. Boards of Education are given the responsibility to allocate funding in an equitable and transparent manner that reflect the principles, priorities and commitments adopted by the Board of Education.
- WHAT ARE WE ABOUT? GSSD Aspirational Statements**:
 - Student Learning and Well-Being**: We exist to provide the highest level of student learning. All students will experience learning environments rich in the opportunities and experiences necessary to promote intellectual, emotional, spiritual and physical well-being.
 - Equitable and Balanced Opportunities**: We are committed to provide equitable, balanced opportunities among schools, students and staff.
 - Accountability for All**: We are all accountable. Board members, students, staff, families and community members have a responsibility, both individually and as part of the learning team, to participate and to contribute positively to public schools.
 - People Engagement**: We are all a community of learners. Collaborative partnerships with students, staff, families and community members will enhance educational opportunities.
 - Sustainable Infrastructure**: We are committed to providing modern, responsible infrastructure to maintain and promote the highest levels of support for students, staff, families and the community.
- WHAT ARE OUR PRIORITIES?**
 - Advocacy** —The Board of Education and Administrative Council will conduct targeted advocacy sessions with the Ministry of Education and the Provincial Government seeking sustainable funding. GSSD will also explore innovative partnerships with a mission to expand funding sources allowing the division to meet the vision of building strong foundations and bright futures.
 - Principled Decision Making** —The Board of Education and Administrative Council will strive to make budget decisions based on our Aspirational Statements.
 - Expenditure Review**—The Board of Education and Administrative Council will support processes and practices that allow for the review of expenditures for cost efficiencies in operational, administrative, and instructional areas.
 - Equitable Staffing** —The Board of Education and Administrative Council support equity and transparency of staff allocation. Staffing equity will be achieved by considering the Pupil-Teacher Ratio (PTR) with an eye on class size, grade configurations, the diversity of our students, schools, and communities. Consultation and collaboration will be a key feature of the staffing process.
 - Targeted Supports for Indigenous Students** — The Board of Education and Administrative Council are mindful of the significance and urgency of the Truth and Reconciliation Calls to Action. GSSD is compelled to work with stakeholders to enhance educational outcomes for indigenous students, now and into the future.
 - Maximizing the Impact of the Division's Strategic Plan** — The Board of Education and Administrative Council is cognizant of the importance of the division Four Focus Areas – Student & Family, People Capacity, Internal Processes, and Financial Stewardship. The division is committed to exploring new and innovative ways to enhance opportunities for students, staff, and communities.

At the bottom of the slide is the slogan: "Building Strong Foundations to Create Bright Futures".

Robertson indicated that historically, instructional staffing (school based) and administration (central office) represents approximately 74% of GSSD budget expenditures. He assured the Board of Education that GSSD has continued to refine the budgeting process for these two areas that involve consultation at the school-based level (in-school administrators, professional service providers), local level (School Community Council) and Board level. Director/CEO, Robertson shared that GSSD will begin the budget consultation process with SCC Symposiums in February with Administrators becoming involved in budget conversations in March after the Provincial budget.

Director/CEO Evaluation

It is the responsibility of the Director to provide evidence that each role expectation has been met during the evaluation period. This evidence portfolio must be provided to the Board at least one week in advance of the evaluation workshop (workshop on August 18, 2021), which will involve the Board, the Director, and an external facilitator. The evidence examined will be in the form of an internal report or external report. The Board will review the indicated evidence and will determine whether, or to what extent, the quality indicators have been achieved. In addition, the corporate Board will supplement the evidence contained in the evidence portfolio with agreed-upon direct Board.

Within Appendix C of Policy 12, the CEO is evaluated on 10 leadership practices through an interview process completed by an external facilitator. The interviewee listing will consist of all Central Office Direct Reports and Superintendents in addition to a representative sample from the following roles: Principals, Vice Principals, Labour Group Leadership, Coaches, Student Service Coordinators.

Director's Report

Board Policy Review

As part of the Board of Education annual work plan, members reviewed Policy 7 Board Operations and Policy 8 Committees of the Board.

To access the Board Policy Handbook, visit gsd.ca > Board > [Board Policy Handbook](#).

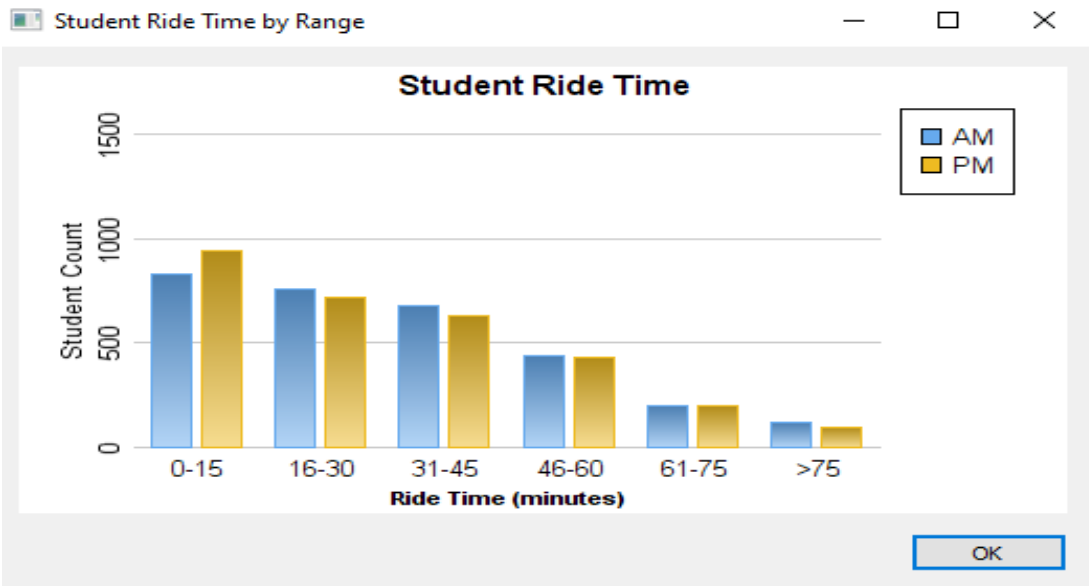
Financial Update

Chief Financial Officer, Keith Gervais presented a detailed financial update to the Board of Education. Gervais highlighted those areas which are impacted due to COVID-19. Gervais also reported that GSSD will be putting forth an additional application to access Contingency Funding that is available to additional expenses incurred as a result of the pandemic.

Transportation Update

Transportation Manager, Ryan Hall presented an update on behalf of the transportation department. Hall shared the following statistical information:

Total Students Transported	2903
Number of Rural Routes	93
Number of Urban Routes	6
Number of Unfilled Routes	2
Number of Cancellations	see below
Average age of bus Fleet	2014 (6 years old)
Average one-way ride time (minutes)	38 minutes
Longest one-way ride time	116 minutes (BusPlanner)



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.	
Oct 2020	2	0.5	0.5	0.5	2	1.5	0	0.5	0	0.5	
Nov 2020	2	3	67	67	6	7.5	2	3	0	0	
Dec 2020	2.5	0	0	0	0.5	0	0	0	0.5	0.5	

**Most driver cancellations were a result of long term leaves.*

Hall also updated the Board regarding the student scan card project, the Electronic Verified Inspection Report used for circle checks, the recent SGI Vehicle Audit, as well as the delivery of eight new buses.

Student Incident Report

Director/CEO Robertson shared the student incident report which discloses student suspensions from across the school division. Robertson highlighted the significant reduction in student suspensions and incidents from previous years.

Edsby Parent Portal

Heather Morris, Assistant to the Director, updated the Board of Education on the functionality of Edsby, an educational management system that has been adopted by GSSD in September 2020. Morris shared that the Edsby platform has been used to record attendance and to generate report cards for schools across the division.

Morris indicated Michelle Morley, Digital Learning Coordinator, and Mili Patel, Database Administrator/Analyst, have started the Edsby Parent Portal implementation. The Edsby Parent Portal provides a way for parents and guardians to receive school updates, calendar events, view student progress and much more. She shared that Edsby will simplify communication among and between teachers, students, and parents.

Parents will receive information from their school when the parent accounts are activated. There will also be the capability for parents to use a free app with iOS and Android smart phones.

The roll-out schedule of the parent portal for GSSD schools is projected to be:

- Canora Composite – February 2
- Canora Junior – February 2
- Churchbridge – February 2
- Columbia – fall of 2021
- Davison – fall of 2021

- Digital Learning School – fall of 2021
- Dr. Brass – fall of 2021
- Esterhazy – February 8
- Grayson – fall of 2021
- Invermay School began piloting the Parent Portal in January
- Kamsack Comprehensive – fall of 2021
- Langenburg Central – February 22
- Macdonald – fall of 2021
- MC Knoll – fall of 2021
- Melville Comprehensive – February 8
- Miller – fall of 2021
- Norquay – March 12
- PJ Gillen – fall of 2021-
- Preeceville – fall of 2021
- Saltcoats – fall of 2021
- Springside – fall of 2021
- Sturgis Composite – fall of 2021
- Victoria – fall of 2021
- Yorkdale Central – fall of 2021
- Yorkton Regional – March 7

One of the major uses of the parent portal is to share student assessments through the gradebook. This will be a staggered rollout with the following proposed timeline:

- September 2020
 - Grade 10 - 12 teachers started to use the gradebook (assessment database) in the fall of 2021
 - sharing of assessments with parents and students is optional – this is dependent on the roll out of the parent portal
- February 2021
 - Grade 7-9 will use the gradebook but won't be required to share grades/assessments with parents
- September 2021
 - Grade 7-12 teachers will use the gradebook and share assessments with Parents and Students
- 2021-2022
 - Pilot schools (TBD) - Grades 1-6 will use the gradebook, but won't share grades/assessments with parents
 - Pilot school (TBD) - PreK & Kindergarten: Learning Stories (documentation of learning – photos, video, etc)
- 2022-2023
 - To be determined

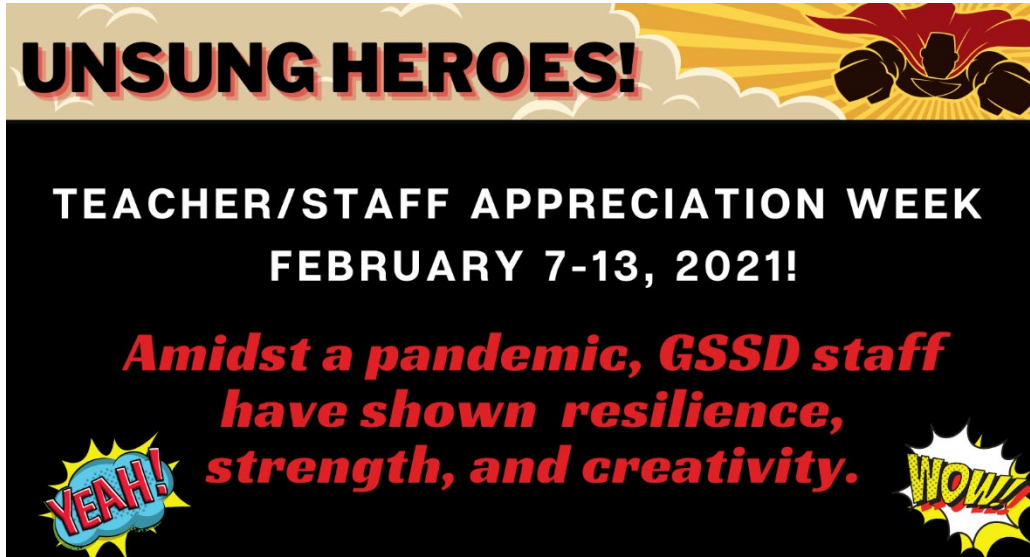
Administrative Procedures

Robertson reviewed new or revised Good Spirit School Division Administrative Procedures. Highlighted in Robertson's review were [Administrative Procedure 157 Visual Identity Program](#) and [Appendix School Letterhead](#).

Upcoming Important Dates

February 2021	Aboriginal Story Telling Month
February 2021	Inclusive Education Month
February 7-13, 2021	Teacher/Staff Appreciation Week Theme: <i>Unsung Heroes</i>
February 16, 2021	Public Section Executive Meeting 2:00 pm-3:30pm Teleconference
February 24, 2021	Pink Shirt Day
March 4, 2021	Regular Board Meeting
March 28-29, 2021	26 th National Congress on Rural Education in Canada
April 1, 2021	Regular Board Meeting
April 15, 2021	Public Section Executive Meeting, Saskatoon
April 15 & 16, 2021	SSBA Spring Assembly, Saskatoon

May 6, 2021	Regular Board Meeting
May 27, 2021	Special Board Meeting
June 3 & 4, 2021	Public Section General Meeting and PD Event, Travelodge, Saskatoon
June 17, 2021	Regular Board Meeting
August 18, 2021	Director/CEO Evaluation, 9 am – 12:30 pm
August 18, 2021	Board of Education Evaluation, 1-4 pm
August 18, 2021	Special Board Meeting, 4-4:30 pm
August 19, 2021	Regular Board Meeting



This theme for Teacher/Staff Appreciation Week is “Unsung Heroes”!

The GSSD Board of Education and Director of Education would like to acknowledge all GSSD staff for their dedication, perseverance, and outstanding work!

Keep an eye out for GSSDs Unsung Heroes as they will be highlighted each day on February 8-12, 2021, on gssd websites and social media.

Upcoming Board Meetings: March 4, April 1, May 6, May 27 (Special Meeting), June 17, August 18 (Evaluation & Special Meeting), August 19.
 Location: Zoom
 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

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