

June 16, 2022 Regular Meeting

The Regular Board meeting for June 2022 took place in the Saskota Room at Good Spirit Education Complex on June 16, 2022. Trustees who were in attendance included: Chairperson Bob Simpson, Trustees Jade Anderson, Chris Balyski, Gilda Dokuchie, Gord Gendur, Shannon Leson, Jan Morrison, Nicole Pohl, and Steve Variyan. Division office staff in attendance included Director of Education/CEO Quintin Robertson, Chief Financial Officer Keith Gervais, Superintendent of School Operations Mick Parmar, and Executive Services Supervisor Heather Morris.

Approval of Minutes

The May 5, 2022, Regular Board meeting and May 24, 2022, Special Board meeting minutes were approved by the Board and posted to the website. To access the minutes, visit gssd.ca > Board > Board Meetings >

- 2022 05 05 Regular Board Meeting > [May 5, 2022](#), and
- 2022 05 24 Special Board Meeting > [May 24, 2022](#).

Accountability Report

Effective Policy & Procedures – Transportation

Ryan Hall, Transportation Manager, joined the meeting to present the Accountability Report on Transportation which fits within the Effective Policy and Procedures strategic priority.

Targets set out by the Transportation Department include:

- Re-implement the scan card project for the 2022-23 school year, as continued testing has led to improved performance and results.
- Collaborate with HR and other divisions to improve recruitment strategies.
- Analyze fuel usage to minimize costs.

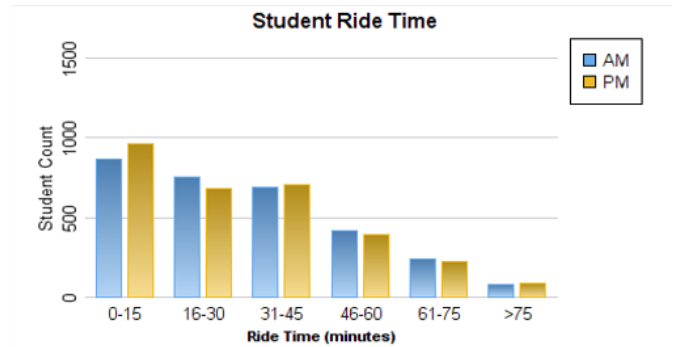
Key Strategies Employed during the 2021-22 year:

- Collaboration with senior management, the education team, and the public to reconfigure the boundaries and grade configurations of the Melville and Grayson attendance areas.
- Continue to build relationships between bus drivers, administrators, and families.
- Modified tender documents to better specify what is needed in the fleet renewal plan.
- Discussion with senior management, Saskatchewan Health Authority, and the education teams to deal with COVID-19 concerns and closures.
- Discussion with bus drivers and local government officials regarding road conditions related to weather during the 2021-22 school year.
- Upgraded the Cummins software to provide the technicians in the bus garages more control of programming. This has allowed us to save funds by keeping more repair in-house.
- Continue to evolve the team-based decision-making focus in the transportation department.

Hall shared with the Board that the number of bus route cancellations was significant this year due to the abnormal weather conditions, bus drivers being required to self-isolate, and the lack of spare drivers which result in vacant route coverage.

Hall was pleased to share that rider totals are up from last year however, the Transportation Team has ensured efficiency by having fewer routes and fewer daily kms, while decreasing the average ride time by nine minutes (average ride time is 31 minutes).

For detailed information within the areas of key measures, targets, data, key strategies, and future strategies visit gssd.ca
> Board > Board Meetings > 2022 06 16 Regular Board Meeting
> [Accountability Report - Transportation](#).



Board Development

Understanding the Role of the Centralized Library

Susan Robertson, Curriculum Consultant, presented the 10 fast facts on understanding the Centralized Library.

1. The GSSD Centralized Library has over 9,235 titles.
2. Circulation in the GSSD Centralized Library is steadily rising. In one month, we have an average of 1,200 circulations. We are continually working on promoting resources through our Twitter account, GSSD Facebook, the Friday file, and through our coaches and Library Techs.
3. The GSSD Centralized Library coordinates a summer reading initiative. GSSD school libraries open in the summer to allow families access to books and to promote literacy and learning. We also partner with the Parkland Regional Libraries to have a summer reading contest. Last year's winner received a \$300 shopping spree to Indigo.
4. GSSDs three library mentors work with the Library team to support Library Techs and the working of the libraries. They oversee the EDSBY Library Tech group where resources and ideas are shared.
5. Library Techs work in school libraries to share books and resources with students and teachers to promote the library, literacy, and the love of reading.
6. Teachers also have access to digital resources provided free from the Ministry of Education through Destiny software. Platforms such as ROVER (National Film Board, Curio), Britannica Online, Gale (research platforms). The Centralized Library has 300 eBooks and audiobooks.
7. We are continually working on our collection purchasing up to date resources that support curriculum and instruction and promote diversity and inclusivity.
8. The GSSD Centralized Library uses Follett/Destiny software which allows all our libraries to share resources.
9. GSSD Centralized has a courier service to distribute materials to schools on a weekly basis. Dan Pengilly makes runs each week so that library requests can get to teachers quickly.
10. Sheila Tillman oversees the Centralized Library. She circulates resources to all the schools in the division. She often creates displays to promote and recognize special events. Recently, during Early Childhood Education month, she highlighted resources from our library to support learning in that area.

The Board was curious to know if all schools within GSSD open their libraries during the summer months. Robertson responded by saying that Summer Reading programs will be promoted by each school. If schools are unable to open their school during the summer, they may encourage students to take multiple books home prior to the end of June.

To view the board development, visit gssd.ca > Board > Board Meetings > 2022 06 16 Regular Board Meeting > [Board Development – Understanding the Centralized Library](#).

Advocacy Session

Member Legislative Assembly

Mr. Warren Kaeding, MLA for the Melville-Saltcoats Constituency, and Mr. Greg Ottenbreit, MLA for the Yorkton Constituency, joined the Board for an Advocacy Session; Mr. Terry Dennis, MLA for Canora-Pelly, and Mr. Hugh Nerlien, MLA for Kelvington-Wadena were unable to join.

Director of Education/CEO Robertson began the advocacy session by reviewing GSSD’s Foundational Statements, Strategic Plan, and Aspirational Statements. While reviewing the Board of Education Budget Framework, Robertson shared that the Board and Division strive to prioritize advocacy to build and strengthen partnerships. Robertson continued by saying that GSSD values principal decision making, equitable staffing, targeted supports for Indigenous students and students in vulnerable circumstances.

Robertson and CFO Gervais, provided a synopsis of the 2022-23 budget:

- ✓ Projected Enrolments
 - 5,590.75 Prekindergarten to Grade 12 student full-time equivalents (FTEs) plus 97.50 FTE home-based students for 5,688.25 FTEs (a decrease of 14.25 students from September 20, 2021)
- ✓ Revenues
 - \$89.05M includes \$9.44M capital grant for YRHS major capital project
- ✓ Full Time Equivalents
 - Administration 19.68
 - School-based instructional – 366.26
 - School-based support – 241.45
 - Facilities – 61.28
 - Transportation – 112
 - Complementary Services – 14.3
 - External Services – 3.0

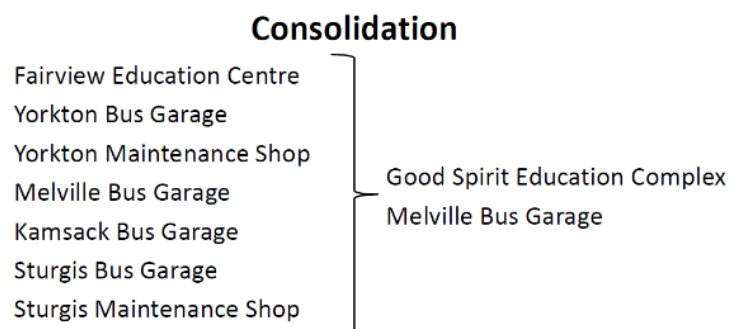
During the session, the group engaged in conversation regarding the challenges faced by the Division due to inflationary pressures in areas such as support staff cost of living and teacher grid step increases, fleet insurance, bus parts, fuel, software, utilities, and carbon tax.

At the close of the advocacy session, Robertson thanked the MLAs for listening, for their questions and answers, and for the support they provided which brought the YRHS major capital project to fruition.

Good Spirit Education Complex Grand Opening

The Board of Education officially marked the grand opening of the Good Spirit Education Complex (GSEC) on June 16, 2022. The GSEC staff moved into phase one during August of 2019 however, due to the restrictions imposed by the COVID-19 pandemic, the gathering was delayed.

Patrick Morrison, Facilities Manager, presented a Journey to GSEC slideshow highlighting the amalgamation of Divisions in January 2006 and the consolidation of non-school facilities in GSSD during 2019.





Board Chair Simpson & Director/CEO Robertson unveiling the Grand Opening plaque



Left to right: Bob Simpson, Chris Balyski, Gord Gendur, Steve Variyan, Jan Morrison, Quintin Robertson, Nicole Pohl, Jade Anderson, Gilda Dokuchie, Shannon Leson

To read the details of the business case, you may access the media release from September 4, 2018: [Good Spirit School Division Consolidation Project](#).

Director's Report Board Policy Review

The Director and Board of Education, as part of their annual work plan, review all policies and appendices each year, revising these policies as the Board sees fit.

There were no revisions required in [Board Policy 18 – Community Partnerships](#). To access all Board Policies, visit gssd.ca > Board > [Board Policy Handbook](#).

Proposed 2022-23 Meeting Schedule

Executive Services Supervisor Heather Morris provided Trustees with a tentative 2022-23 Regular Board meeting schedule: October 6, 2022, November 17, 2022, December 15, 2022, January 26, 2023, March 2, 2023, March 30, 2023, May 4, 2023, June 15, 2023, and August 17, 2023. The meeting dates will be reviewed and confirmed during the Organizational Meeting in August 2022.

Proposed SSBA Bylaw Amendments

The Saskatchewan School Boards Association (SSBA) Executive provided Trustees with the proposed SSBA Bylaw Amendments. There are numerous proposals, but the Executive deems them to be of a "housekeeping" nature therefore substantial changes will not occur.

Board Survey Review

As part of the GSSD Board annual self-evaluation, Trustees complete a survey questionnaire each August. The Board agreed that they value the survey questions and have requested that Senior Administration allow time during the August 18, 2022, Regular Board meeting for Trustees to complete and review of the results.

Financial Update

Chief Financial Officer Keith Gervais presented a detailed financial update to the Board of Education. Revenues associated to facility rentals, cafeteria, and the Yorkton Regional High School Major Capital project are projected to be under budget. Overall expenditures are expected to be on track with the budgeted amounts.

GOOD SPIRIT SCHOOL DIVISION NO.204 Financial Information Report June 16, 2022

Cash/Accrual Basis

	2020-2021 Approved Budget	2020-2021 Year to Date	% of Budget Year to Date	2021-2022 Approved Cash Budget	2021-2022 Year to Date	% of Budget Year to Date
REVENUE						
PROPERTY TAXATION	-	3,006	0.00%	-	4,432	#DIV/0!
GRANTS	72,248,887	56,911,452	78.77%	79,155,034	53,062,936	67.04% (1)
TUITION & RELATED FEES	2,004,040	1,632,209	81.45%	1,820,000	2,265,987	124.50% (2)
SCHOOL GENERATED FUNDS	2,500,000	1,180,273	47.21%	2,500,000	1,717,358	68.69%
COMPLIMENTARY SERVICES	893,483	188,841	21.14%	914,132	130,594	14.29% (3)
EXTERNAL SERVICES	436,896	217,163	49.71%	440,736	237,023	53.78% (4)
OTHER REVENUE	593,000	360,532	60.80%	405,200	285,127	70.37% (5)
TOTAL REVENUE	78,676,306	60,493,476	76.89%	85,235,102	57,703,457	67.70%
EXPENDITURES						
GOVERNANCE	398,694	268,359	69.04%	292,364	241,682	82.66% (6)
ADMINISTRATION	2,841,551	2,076,397	73.07%	2,903,577	2,176,669	74.97%
INSTRUCTION	54,989,598	48,081,925	87.44%	56,041,787	48,545,189	86.62%
PLANT	10,148,202	8,064,181	79.46%	10,693,451	10,940,594	102.31% (7)
TRANSPORTATION	7,457,586	5,367,683	71.98%	7,399,115	5,950,833	80.43% (8)
TUITION & RELATED FEES	695,166	533,277	76.71%	632,200	495,756	78.42%
SCHOOL GENERATED FUNDS	2,500,000	1,047,019	41.88%	2,541,000	1,551,772	61.07%
COMPLIMENTARY SERVICES & PROGRAMS	871,614	785,878	90.16%	896,407	775,014	86.46%
EXTERNAL SERVICES	454,408	400,364	88.11%	464,256	317,941	68.48%
OTHER EXPENSES	58,211	24,661	42.36%	18,043	38,333	212.45% (9)
TOTAL EXPENDITURES	80,405,030	66,649,743	82.89%	81,882,220	71,033,782	86.75%
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(1,728,724)	(6,156,267)		3,352,882	(13,330,324)	
TANGIBLE CAPITAL ASSETS						
Less Purchases	3,278,000	2,604,355		9,630,000	2,964,173	
Plus Proceeds from disposals	-	-		-	-	
LONG TERM DEBT						
Less Repayments of the year	501,083	421,792		344,524	261,817	
Plus Debt issued during the year	1,100,000	-		890,000	89,196	
NON-CASH GAIN/EXPENSES						
Plus Amortization Expense	4,407,807	3,305,855		5,731,642	4,298,732	
Less Gain on Disposals of Tangible Capital Assets	-	-		-	-	
SURPLUS (DEFICIT) FOR THE YEAR	-	(5,876,559)		-	(12,168,388)	

HIGHLIGHTS:

- (1) YRHS Major Capital funding not yet received
- (2) More federal students than projected.
- (3) Transfer from Operating Grant at year end
- (4) YRHS Cafeteria sales and ISSI grant will not meet budget
- (5) Rental revenues are tracking below budget
- (6) Savings in travel expenses from virtual meetings
- (7) Caretaker subs are over budget, additional PMR projects underway
- (8) Less special events transportation due to covid, driver sub costs are less than budget
- (9) \$26K loss on disposal of buses

GOOD SPIRIT SCHOOL DIVISION NO.204

Cash/Accrual Basis

Financial Report Projected to Year End August 31, 2022
Q3 Forecast

	2021-2022 Approved Cash Budget	2021-2022 Projected Yr End	% of Budget Year to Date
REVENUE			
PROPERTY TAXATION	-	4,432	#DIV/0!
GRANTS	79,155,034	78,380,635	99.02% (1)
TUITION & RELATED FEES	1,820,000	2,250,000	123.63% (2)
SCHOOL GENERATED FUNDS	2,500,000	2,100,000	84.00% (3)
COMPLIMENTARY SERVICES	914,132	911,132	99.67%
EXTERNAL SERVICES	440,736	340,000	77.14% (4)
OTHER REVENUE	405,200	350,000	86.38% (5)
TOTAL REVENUE	85,235,102	84,336,199	98.95%
EXPENDITURES			
GOVERNANCE	292,384	252,000	86.19% (6)
ADMINISTRATION	2,903,577	2,876,637	99.07%
INSTRUCTION	56,041,787	55,645,000	99.29%
PLANT	10,693,451	12,079,000	112.96% (7)
TRANSPORTATION	7,399,115	7,155,000	96.70% (8)
TUITION & RELATED FEES	632,200	500,000	79.09% (9)
SCHOOL GENERATED FUNDS	2,541,000	2,100,000	82.64% (10)
COMPLIMENTARY SERVICES & PROGRAMS	896,407	879,259	98.09%
EXTERNAL SERVICES	464,256	353,100	76.06% (11)
OTHER EXPENSES	18,043	46,793	259.34% (12)
TOTAL EXPENDITURES	81,882,220	81,886,789	100.01%
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	3,352,882	2,449,410	
TANGIBLE CAPITAL ASSETS			
Less Purchases	9,630,000	8,500,000	
Plus Proceeds from disposals	-	-	
LONG TERM DEBT			
Less Repayments of the year	344,524	344,524	
Plus Debt issued during the year	890,000	-	
NON-CASH GAIN/EXPENSES			
Plus Amortization Expense	5,731,642	5,750,000	
Less Gain on Disposals of Tangible Capital Assets	-	-	
SURPLUS (DEFICIT) FOR THE YEAR	-	(645,114)	

HIGHLIGHTS:

- (1) Anticipating less progress on YRHS major capital than budgeted
- (2) More federal students than projected
- (3) Less activity at the schools due to pandemic
- (4) YRHS cafeteria sales not meeting targets
- (5) Facility rentals expected to be under budget
- (6) Estimating savings in travel
- (7) Additional PMR projects planned to be completed
- (8) Savings in bus driver salaries, sub costs & special events transportation
- (9) Less students attending Parkland College
- (10) Less activity at the schools due to pandemic
- (11) KidsFirst staffing vacancy
- (12) Loss on disposal of buses

Facilities Update

Facilities Manager, Patrick Morrison, reported that the Facilities Team plan to complete the following projects over the summer:

Project	Budget
Macdonald School Roof Replacement	PMR
Grayson School Phone System	PMR
Canora Junior Phone System	PMR
Springside School Phone System	PMR
Springside School Roof	PMR
Sturgis High School Brick Wall Repairs	Minor Renovations
YRHS Daycare Countertops and Flooring	Minor Renovations
Canora Junior Barrier Free Change/Washroom	Minor Renovations
YRHS Cooler Replacement	Minor Ren/ HC PAA
YRHS Cosmetology Renovation	PMR /HC PAA
Columbia School Extend PreK Fence	Minor Renovations
Davison School Lower Washroom Sinks	Minor Renovations
Esterhazy High School 100 Wing Exterior	Minor Renovations
Melville Bus Garage Replace OH Door	Minor Renovations
Melville Comprehensive Mechanics Shop Grates	Minor Renovations
Melville Comp. Replace Interior Double Doors	Minor Renovations
Melville Comprehensive Corridor Railings	Minor Renovations
Yorkdale Central School Resource Center Shingles	Minor Renovations
Norquay Home Ec and Classroom Renovations	Federal Tuition
Davison School Playground Accessibility	Minor Renovations
Macdonald School Learning Commons Ph2	PMR

Currently, Facilities is working on replacing the roof at Grayson School, boilers at Kamsack Comprehensive Institute, Victoria School gym ventilation system, as well as the roof and entry way at Melville Comprehensive School.

Morrison was pleased to report that the staffroom cabinetry at Macdonald School and the main entrance exterior doors at Saltcoats School have been complete.

The YRHS Major Capital project is underway with the start of construction in the A-wing classrooms, crawl space and basement. The scope of the project includes:

- Complete HVAC system replacement – not including PAA shops;
- Roof replacement – remaining sections 25 years of age or older;
- Replacement of all windows and associated cladding; and,
- A-wing classroom refresh – paint and floor.

Morrison complimented Westridge Construction for their excellent collaboration on this project. They plan to have 80-90 people at the construction site over the summer.

Beginning in July, Chad Rennie, Facilities Coordinator, and Morrison will conduct Preventative Maintenance Renewal inspections in each school. The results from the inspection will be used to create new service requests and assist with project creation and prioritization.

Facilities Tour

Sturgis Composite School is a Kindergarten to Grade 12 school with an enrolment of 160 students as of September 30, 2021.



The school was originally built in 1953 and received the following additions:

- 1963 – Gymnasium and Practical Arts
- 1964 – Additional Classrooms
- 1978 – South Classrooms and Multipurpose Student Centre
- 1987 – Entrance, Administration Offices and Library

In 2017 Sturgis High School and Sturgis Elementary School were consolidated into one Kindergarten to Grade 12 school, Sturgis Composite School. The original building was built in 1966 and used to hold over 400 students including a room and board complex for students who lived at the school during the week. Immediately prior to consolidation, the former school had an enrollment of only 78 students in grades 5-12 and the whole second floor was decommissioned. Since consolidation the second floor has been renovated to accommodate the high school classes, the south end of the school has become the elementary wing, with the main floor east wing housing the middle year's classes, science lab and computer lab.

The following projects are planned for the future:

- Wall/Roof Repair - 2021/22 (scheduled during the summer)
- Phone System -2023/24
- Boiler Replacement - 2024/25
- Roof Replacement in two sections - 2024/25

Morrison acknowledged the past Facilities Team, School Staff, Division Staff, SCC members, Board members and everyone else involved for the amazing work on the consolidation renovation project. They restored an aged and underutilized building into a facility the community can be proud of for years to come.

Check out pictures of the school and more information in the full report, visit gssd.ca > [Division](#) > [Facilities](#) > [School Tours](#) > [Sturgis Composite School](#).

Upcoming Important Dates

June 22, 2022	Bus Garage BBQ, 11:30 am – 1:30 pm, Yorkton (GSEC)
June 23, 2022	Bus Garage BBQ, 11:30 am – 1:30 pm, Melville Bus Garage
July 6-8, 2022	National Trustee Gathering on Indigenous Education & CSBA Congress, Saskatoon
August 8, 2022	August Board Meeting Prep, 9-10:30 am via Teams
August 18, 2022	Regular Board Meeting, 10 am – 5 pm, Birch Room
September 22, 2022	Board Chairs Council – TBC, 1:00 pm - 4:00 pm
September 30, 2022	Deadline for Submissions for the 2022 Premier’s Board of Education Award for Innovation and Excellence & the 2022 Award of Distinction – 4:30 pm.
September 28, 2022	Deadline for Bylaw Amendments (for the AGM) – 4:30 pm
October 13, 2022	Deadline for Resolutions (for the AGM) - 4:30 pm
October 24, 2022	Board Chairs Council Meeting – via Zoom, 8:30 – 9:30 am
November 13-15, 2022	SSBA Fall General Assembly and AGM - Regina
November 15, 2022	Board Chairs Council Meeting - Regina, 11:30 am 4:00 pm
December 5, 2022	Board Chairs Council Meeting – via Zoom, 8:30 – 9:30 am
April 5-6, 2023	Spring Assembly, Saskatoon

Good Spirit School Division Retirement Banquet

During the evening of June 16, 2022, Good Spirit School Division celebrated the 2021-22 Retirees. Ten of the 20 retirees were able to join GSSD Trustees and Administration at GSEC to acknowledge their years of outstanding dedication. Those in attendance enjoyed a catered supper and a program highlighting the career and personal achievements of each retiree.



Upcoming Board Meeting: August 18, 2022
Location: Good Spirit Education Complex
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.

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

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*