

Minutes of the Regular Meeting of the Board of Education of Prairie Spirit School Division No. 206 held in the Prairie Spirit School Division Office, on Monday, April 10, 2017, commencing at 11:00 a.m.

Present for the meeting were Board Members: Larry Pavloff, Chairperson; Sam Dyck, Vice Chairperson; Dawne Badrock; Ken Crush; Kimberly Greyeyes (arrived at 1:18 p.m.); Garth Hetterly; Bonnie Hope; Bernie Howe (left at 2:11 p.m.); George Janzen; Trina Miller; and Pam Wieler.

Also in attendance: John Kuzbik, Director of Education; Lionel Diederichs, Chief Financial Officer; Bob Bayles, Superintendent of Human Resources; Brenda Erickson, Communications Consultant; and Nadine Meister, Assistant to the Director.

Guests present: Jon Yellowlees, Learning Superintendent; Lori Jeschke, Learning Superintendent; Tracey Young, Learning Superintendent; Dave Carter, Coordinator (all joined at 11:00 a.m.; all left at 12:13 p.m.).

Absent: William Badger.

Jon Yellowlees, Learning Superintendent; Lori Jeschke, Learning Superintendent; Tracey Young, Learning Superintendent; and Dave Carter, Coordinator; all joined the meeting at 11:00 a.m.

Larry Pavloff called the meeting to order at 11:04 a.m.

1. THAT the agenda be adopted as presented.

Agenda
Howe

Carried.

2. THAT the minutes of March 27, 2017, be adopted as presented.

Minutes
Janzen

Carried.

Jon Yellowlees and Dave Carter presented a report on the Division's graduation rates, highlighting work focusing on credit completion and the benefits of the outreach teacher who is working with Prairie Spirit students who cannot attend school in the regular classroom.

Lori Jeschke and Tracey Young presented a report on Reading, Writing and Math, highlighting the focus on supporting adult learning to ensure that the pedagogy in the classroom supports student learning in these areas.

Jon Yellowlees, Lori Jeschke, Tracey Young and Dave Carter left the meeting at 12:13 p.m.

The meeting adjourned for lunch at 12:13 p.m.

The meeting reconvened at 12:48 p.m.

Let the minutes reflect the Board's sincere appreciation for the directorship that John Kuzbik has provided throughout the past six years with Prairie Spirit School Division. His leadership is reflected in *My Prairie Spirit Classroom*, which supports system-wide change and ongoing learning. The change from where we were as a Division when he started to where we are today is due in large

part to the respect that John has earned from the Ministry, this Board, the Administrators Leadership Team and staff.

- 3. THAT the Board accept the letter of resignation from John Kuzbik effective July 31, 2017.

Resignation -
Kuzbik
Pavloff

Carried.

John Kuzbik presented the decision report requesting approval of a school year calendar for 2017/18. Option A reflects no change in the length of school day and the number of operational days is 197 and the instructional days is 185. Option B reflects a three (3) minute increase in the school day and the number of operational days is 195 and the instructional days is 183.

- 4. THAT the Board approve Option B for the 2017/18 school year calendar as attached to form part of these minutes.

2017/18
School Year
Calendar
Miller

Carried.

- 5. THAT the Board accept the Staffing Report as at February 28, 2017, as presented by Administration.

Staffing
Report
Janzen

Carried.

John Kuzbik presented the decision report requesting a change to Board Policy BO-4 Meeting Effectiveness to address the recording of public meetings.

- 6. THAT the Board approve the amendments to Board Policy BO-4 – Meeting Effectiveness as attached to form part of these minutes.

Amend
Policy BO-4
Crush

Carried.

Lionel Diederichs presented the mid-year financial update and projections as at February 28, 2017.

- 7. THAT the Board accept the mid-year financial update and projections as at February 28, 2017, as presented by Administration.

Mid-Year
Financial
Update
Wieler

Carried.

John Kuzbik presented the decision report requesting approval to submit a Recommendation for Designation for French Immersion programming at Traditions Elementary School in Warman.

8. THAT the Board approve the submission of a Recommendation for Designation Form for French Immersion programming at Traditions Elementary School, in Warman, commencing in the 2017/18 school year.

French Immersion - Traditions El School
Dyck

Carried.

Lionel Diederichs presented the Accounts Receivable Report as at March 31, 2017.

9. THAT the Board accept the Accounts Receivable Report as at March 31, 2017, as presented by Administration.

Accounts Receivable Report
Hope

Carried.

Bernie Howe left the meeting at 2:11 p.m.

The Board reported on activities and meetings attended since the last Board meeting.

10. THAT the meeting be adjourned at 2:38 p.m. The next meeting to be held on Monday, April 24, 2017, at 4:30 p.m., at the Prairie Spirit School Division Office, in Warman.

Adjourn
Pavloff

Carried.

Chairperson

Secretary to the Board



2017/18
School Year
Calendar

August 7	Civic Holiday
September 4	Labour Day
October 9	Thanksgiving Day
November 13	In recognition of Remembrance Day
December 25	Christmas Day
December 26	Boxing Day
January 1	New Year's Day
February 19	Family Day
March 30	Good Friday
April 2	Easter Monday
May 21	Victoria Day
July 2	In recognition of Canada Day

Legend	Days	
	School year begins/ends for students	
	Statutory Holidays	
	School Holidays	
	Preparation Time	9.0
	PSTA General Assembly	1.0
	Professional Development	1.0
	School Operational Days	1.0
	High School Final Exams	

DRAFT
Option B

- Reflects a three (3) minute increase in the school day. The number of operational days is 195 and instructional days is 183.
- 951.6 instructional hours (183 instructional days x 312 minutes).
- 5% prep time = 9 days.

2017	August						0/4
S	M	T	W	Th	F	S	
		1	2	3	4	5	
6	7	8	9	10	11	12	
13	14	15	16	17	18	19	
20	21	22	23	24	25	26	
27	28	29	30	31			

2017	October						20/21
S	M	T	W	Th	F	S	
1	2	3	4	5	6	7	
8	9	10	11	12	13	14	
15	16	17	18	19	20	21	
22	23	24	25	26	27	28	
29	30	31					

2017	December						16/16
S	M	T	W	Th	F	S	
					1	2	
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	
31							

2018	February						15/15
S	M	T	W	Th	F	S	
				1	2	3	
4	5	6	7	8	9	10	
11	12	13	14	15	16	17	
18	19	20	21	22	23	24	
25	26	27	28				

2018	April						16/16
S	M	T	W	Th	F	S	
1	2	3	4	5	6	7	
8	9	10	11	12	13	14	
15	16	17	18	19	20	21	
22	23	24	25	26	27	28	
29	30						

2018	June						19/21
S	M	T	W	Th	F	S	
					1	2	
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	

2017	September						19/20
S	M	T	W	Th	F	S	
					1	2	
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	

2017	November						20/21
S	M	T	W	Th	F	S	
			1	2	3	4	
5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30			

2018	January						17/18
S	M	T	W	Th	F	S	
	1	2	3	4	5	6	
7	8	9	10	11	12	13	
14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
28	29	30	31				

2018	March						20/21
S	M	T	W	Th	F	S	
				1	2	3	
4	5	6	7	8	9	10	
11	12	13	14	15	16	17	
18	19	20	21	22	23	24	
25	26	27	28	29	30	31	

2018	May						21/22
S	M	T	W	Th	F	S	
		1	2	3	4	5	
6	7	8	9	10	11	12	
13	14	15	16	17	18	19	
20	21	22	23	24	25	26	
27	28	29	30	31			

2018	July						
S	M	T	W	Th	F	S	
1	2	3	4	5	6	7	
8	9	10	11	12	13	14	
15	16	17	18	19	20	21	
22	23	24	25	26	27	28	
29	30	31					

183 Instructional Days
Semester I = 92 Instructional Day
Semester II = 91 Instructional Days

195 Operational Days
Semester I = 100 Operational Days
Semester II = 95 Operational Days



Policy Name: Meeting Effectiveness

Number: BO-4

Policy Type: Board Operations

Date Approved: June 16, 2014

Date Revised: April 10, 2017

General Board Directive: The Board provides leadership to the Division through policy setting, strategic planning, linking with owners and directs implementation through the Director of Education.

4. Meetings will follow a Board-approved consistent format.
 - 4.1. The Chair or a majority of Board members may call for a special meeting to deal with urgent issues.
 - 4.2. All Board members are expected to participate in the meetings.
 - 4.3. Each Board member has equal rights and authority.
 - 4.4. Each Board member is expected to voice an opinion.
 - 4.5. Only one topic or motion will be considered at a time.
 - 4.6. On meeting matters not specifically covered by policies, *Robert's Rules of Order Newly Revised* will be followed.
 - 4.7. Board meetings will be conducted at a level of informality considered appropriate by the Board, including discussion of a matter prior to a formal motion.
 - 4.8. A request to have a portion or all of a public Board meeting recorded shall be received by the Chair in writing at least three (3) days prior to the meeting.
 - 4.6-1-4.8.1. The recording will be done by the Division and a copy made available to the public no later than five (5) days following the meeting.
 - 4.7-4.9. Board members will notify the Director of Education or the Chair if unable to attend a meeting.
 - 4.8-4.10. Board members may speak to a pending motion on as many occasions, and at such length, as the Chair may reasonably allow.
 - 4.9-4.11. Any Board member can make a motion for a closed or in-camera session at any time.