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, November 20, 2017, commencing at 4:30 p.m.

Present for the meeting were Board Members: Larry Pavloff, Chairperson; Sam Dyck, Vice Chairperson; Dawne Badrock; Ken Crush; Kimberly Greyeyes; Garth Hetterly; Bonnie Hope; Bernie Howe; George Janzen; Trina Miller; and Pam Wieler.

Also in attendance: Lori Jeschke, 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.

Absent: William Badger.

Lori Jeschke called the meeting to order at 4:44 p.m.


Board member, Larry Pavloff, was declared elected as Chairperson for the Board of Education. Larry Pavloff has been Board Chair since 2011.

Larry Pavloff assumed the role of Chair.

2. Larry Pavloff called for nominations for Vice Chairperson. Pam Wieler nominated Sam Dyck. After third call, Ken Crush moved nominations cease. Carried.

Board member, Sam Dyck, was declared elected as Vice Chairperson for the Board of Education. Sam Dyck has been Vice Chairperson 2007.
3. THAT the Board approve the slate of committees for 2017/18 as follows:

**BOARD COMMITTEES**

- **Advocacy Committee**
  - Kimberly Greyeyes
  - Bernie Howe
  - Trina Miller
  - Pam Wieler

- **Board Education Committee**
  - Kimberly Greyeyes
  - Trina Miller
  - Bernie Howe
  - George Janzen

- **CUPE/Out of Scope Support Staff Agreements Committee**
  - Dawne Badrock
  - Ken Crush
  - Larry Pavloff

- **Discipline Committee**
  - Larry Pavloff
  - Bernie Howe
  - Board Trustee from the area involved

- **Home-Based Educators (HBE) Liaison Committee**
  - George Janzen
  - Trina Miller
  - Pam Wieler

- **Indemnity Review Committee**
  - Dawne Badrock
  - Ken Crush
  - Garth Hetterly

- **Local Implementations Negotiating Committee (LINC)**
  - Dawne Badrock
  - Ken Crush
  - George Janzen

- **Partnership Committee**
  - Kimberly Greyeyes
  - Trina Miller
  - Pam Wieler

- **Policy Review Committee**
  - Sam Dyck
  - Kimberly Greyeyes
  - George Janzen
  - Larry Pavloff

- **Rosthern Building Project Committee**
  - Trina Miller
  - Larry Pavloff

- **Senior Administration Compensation Committee**
  - Sam Dyck
  - Ken Crush
  - Larry Pavloff

**STAFF COMMITTEES**

- **Administrator Hiring Committee**
  - Sam Dyck
  - Trina Miller
  - Pam Wieler

- **Professional Support (Calendar) Committee**
  - Ken Crush
  - Bernie Howe
  - Larry Pavloff

- **Transportation Review Committee**
  - Dawne Badrock
  - Garth Hetterly
  - Bernie Howe

- **EXTERNAL COMMITTEE INVITATIONS**

  - **Saskatoon Regional Growth Committee**
    - Sam Dyck
    - Garth Hetterly
    - Bonnie Hope
    - George Janzen

  - **Central Valley Athletic Conference (CVAC) Representatives**
    - George Janzen
    - Pam Wieler

  - **Public Section Representative**
    - Bonnie Hope

  - **PRAIRIE SPIRIT SCHOOLS FOUNDATION**
    - Ken Crush
    - Sam Dyck
    - Bonnie Hope

Carried.

4. THAT the Board delegate signing authority as follows:

   a) For all non-employment contracts, agreements and commitments, one of the Chair, Vice Chair or the Director of Education with one of the Chief Financial Officer or Controller;

   b) For all employment contracts, the Director of Education or as delegated by the Director of Education;

   c) For manual payment transactions, one of the Chair, Vice Chair or Director of Education with one of the Chief Financial Officer or Controller; and

Carried.

Signing Authority

Crush
d) For electronic payments or inter-account transfers, a listing of proposed electronic transitions countersigned by the Chief Financial Officer or Controller.

Carried.

The Board discussed revisions to sections 8.2.1, 8.2.2, and 8.2.3 of Board Policy No. BO-8 Board and Committee Expenses to clarify amounts to be claimed when completing expense claim forms. This does not reflect an increase.

5. THAT the Board set indemnity rates as per revised Board Policy No. BO-8:

8. Board members shall be reimbursed expenses for all Board and committee meetings attended, as well as any meeting attended at the direction of the Board based on the following guidelines.

8.1. Board indemnities shall be reimbursed at the following rates:

8.1.1. $275/Board meeting for Board Chair:

8.1.2. $247.50/Board meeting for Board Vice Chair; and

8.1.3. $220/Board meeting for Board members.

8.2. Any official Board activity or committee meeting attended by a Board member shall be reimbursed at the following rates:

8.2.1. Chairperson

• Up to and including 4 hours - $137.50
• Over 4 hours and up to and including 8 hours - $275
• Over 8 hours and up to and including 12 hours - $412.50

8.2.2. Vice Chairperson

• Up to and including 4 hours - $123.75
• Over 4 hours and up to and including 8 hours - $247.50
• Over 8 hours and up to and including 12 hours - $371.25

8.2.3. Board Members

• Up to and including 4 hours - $110
• Over 4 hours and up to and including 8 hours - $220
• Over 8 hours and up to and including 12 hours - $330

8.3. Expenses shall be reimbursed as follows:

8.3.1. Travel allowance shall be paid at a rate of $0.41 per kilometer. The rate will remain in effect unless the rate is greater than or less than a factor of 5% of the Public Service Commission rates that are published October 1st and April 1st.

8.3.2. The Board will review the rate at its next meeting following the publishing of the Public Service Commission rates if the rate differential is greater than 5% of the current fixed rate.

8.3.3. Out of pocket expenses must be supported by receipts, unless expense is $20 or less with reason stated.

8.4. Travel time shall be reimbursed at a rate of $11/hour.

8.5. Base meeting preparation allowance for each Board member shall be claimed at a rate of $100/month.

8.6. Base annual allowance of $5,000 shall be paid to the Board Chair over a ten-month period from September to June.

8.7. The Canadian Consumer Price Index will be applied to all indemnity rates (excluding travel allowance) effective February 1 of each year.
6. THAT the Board affirm the remaining meeting dates for 2017/18 as outlined below:

- December 4, 2017
- December 18, 2017
- January 8, 2019
- January 22, 2019
- Strategic Planning Workshop – January 27-29, 2019
- February 12, 2019
- February 26, 2019
- March 5, 2019
- March 19, 2019
- April 9, 2019
- April 23, 2019
- May 7, 2019
- May 22, 2019
- June 4, 2019
- June 18, 2019

7. THAT the agenda be adopted as presented.  
   
   Carried.

8. THAT the Minutes of October 2, 2017, be adopted as presented.  
   
   Carried.

   Lionel Diederichs presented the Decision Report regarding a tax abatement request from the Village of Perdue.

9. THAT the Board approve the request from the Village of Perdue for a tax abatement on the 2017 municipal taxes totaling $746.16 as follows:

- Lots 27-29, Block 2, Plan C716 (Perdue Daycare) - $368.68
- Lots pt 33 & 34, Block 6, Plan C716 (Perdue & Dist New Horizons - $378.08

   Carried.

   Lionel Diederichs presented the Decision Report regarding tax abatement requests from the R.M. of Corman Park.

10. THAT the Board approve the request from the Rural Municipality of Corman Park for a tax abatement on a portion of 2017 municipal taxes totaling $781.11 as follows:

- Parcel A, NW 12-37-8 W3M (Roy and Dawn Howell) - $68.00
- Parcel B, SW 1-36-6 W3M (Margaret Robertson) - $258.47
- Lot 4, Block 2, SW 31-35-5 W3M (Sharon Hodges) - $454.64

   Carried.

   Lionel Diederichs presented the Decision Report requesting approval to review competitive proposals from other banking and financial service providers. The Division has used its current provider for years.
11. THAT the Board approve administration’s recommendation that administration
investigate potential opportunities for banking and financial services, up to and
including inviting proposals for those services, and that administration present
a report and recommendation to the Board by March 2018.

Carried.

Lionel Diederichs presented the Decision Report requesting approval to conduct
a Request for Proposal (RFP) for auditing services. The current auditor was
appointed for three years and that was extended one year to include the
2016/17 audit.

12. THAT the Board invite proposals for audit services for three years beginning
with the 2017/18 fiscal year with an option for the Board to extend the
initial engagement for up to two additional years.

Carried.

Lionel Diederichs presented the Decision Report requesting approval for the
Relocatable Classroom Program Application that was submitted to the Ministry
of Education prior to the deadline of October 31, 2017.

13. THAT the Board approve the submission of the Relocatable Classroom Program
Application to the Ministry of Education, dated October 27, 2017, which includes
four additional relocatable classrooms for Traditions Elementary School and
funding for the move of ten existing relocatable classrooms.

Carried.

Lionel Diederichs presented the Decision Report requesting approval of the Draft
Financial Statements for the period ended August 31, 2017, highlighting items
under Accumulated Surplus.

14. THAT the Board approve the Draft Audited Financial Statements and Notes for the
period ended August 31, 2017, including the accumulated surplus allocation
as presented.

Carried

Lori Jeschke presented the Decision Report seeking approval to update the goals
contained in Board Policy SP-4 Strategic Plan.

15. THAT the Board approve the revisions to Board Policy No. SP-4 Strategic Plan to
reflect the Division’s current strategic goals as per the attached document and
as recommended by Administration.

Carried.

The Board reported on activities and meetings attended since the last Board
meeting. The Board congratulated Bonnie Hope on being elected Chair of the
Public Section.
16. THAT the meeting be adjourned at 6:46 p.m. The next meeting to be held on Monday, December 4, 2017, at 11:00 a.m., at the Prairie Spirit School Division Office, in Warman.

Carried.

______________________________  _______________________________
Chairperson                       Secretary to the Board
Policy Name: Key Result Areas
Number: SP-4
Policy Type: Strategic Plan
Date Approved: June 16, 2014
Date Revised: November 20, 2017

General Board Directive: Until further decisions by the Board, the Strategic Plan of the Division will be clearly stated within the Board policies and kept current within these Board documents, monitoring reports and an annual strategic plan review.

4. Our resources will be focused on achieving results in priority areas.

4.1 High School Completion and Transition to Career
- Provincial goal/Prairie Spirit goal for three-year graduation rate: the three-year graduation rate will be 85% by 2020.
- Provincial goal/Prairie Spirit goal for extended graduation rate: 90% of students will graduate within five years of entering grade 10.

4.2 Reading
- Provincial goal/Prairie Spirit goal: 80% of students will be reading at a grade level or above by the end of grade 3.

4.3 Early Years Evaluation
- Provincial goal/Prairie Spirit goal: 90% of students will exit Kindergarten ready to learn in the primary grades.