

**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, October 7, 2019, commencing at 2:30 p.m.**

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

**Also in attendance:** Lori Jeschke, Director of Education; Bob Bayles, Deputy Director of People and Finance, CFO; Brenda Erickson, Communication Manager; and Nadine Meister, Assistant to the Director.

**Guests in attendance:** Janet Uchacz-Hart, Executive Director, Saskatoon Industry-Education Council; Brad Nichol, Learning Superintendent; Dean Broughton, Coordinator; Peggy Mattila-Bains, Coordinator (all joined at 2:53 p.m.; all left at 3:41 p.m.)

Janet Uchacz-Hart, Executive Director, Saskatoon Industry-Education Council (SIEC); Brad Nichol, Learning Superintendent; Dean Broughton, Coordinator; Peggy Mattila-Bains, Coordinator; all joined the meeting at 2:53 p.m.

Sam Dyck called the meeting to order at 2:53 p.m. and acknowledged that the meeting was being held on Treaty Six Territory.

1. THAT the agenda be adopted as presented.

Agenda  
Greyeyes

**Carried.**

2. THAT the Minutes of September 16, 2019, be adopted as presented.

Minutes  
Howe

**Carried.**

Janet Uchacz-Hart provided an overview of the work of SIEC and its impact on students. SIEC is a non-profit organization working with Saskatoon Public, Saskatoon Catholic and Prairie Spirit School Division and the Saskatoon Travel Council, as well as community-based organizations, government agencies and employers.

Janet Uchacz-Hart, Brad Nichol, Dean Broughton and Peggy Mattila-Bains left the meeting at 3:41 p.m.

Lori Jeschke presented the decision report requesting approval to cancel the Board meeting scheduled for December 2 to allow for the necessary work of the Director Review and Board Self-Assessment.

3. THAT the Board cancel the Board of Education meeting scheduled for Monday, December 2, 2019.

Meeting  
Cancellation  
Wieler

**Carried.**

Bob Bayles presented the decision report requesting approval to revise Board Policy BO-8 to accurately reflect the Board's direction in April 2019 to reinstate the payment of the base meeting preparation allowance.

4. THAT the Board approve a revision to Board Policy BO-8 Board and Committee Expenses to reflect the reinstatement of payment of the base meeting preparation allowance as per the attached.

BO-8 Revision  
Miller

**Carried.**

Lori Jeschke presented the decision report requesting approval of the Policy Review Committee's recommendation for committee restructuring as reflected in the revised Board Policy BO-7 Committees of the Board.

5. THAT the Board approve the revised Board Policy BO-7 Committees of the Board reflecting the new Committee structure as per the attached.

BO-7 Revision  
Wieler

**Carried.**

Trina Miller presented the decision report requesting Board approval for submission of a joint resolution with Saskatchewan Rivers School Division to the Saskatchewan School Boards Association (SSBA) Annual Meeting in November requesting the SSBA establish a standing advisory committee on inclusive and special education.

6. THAT the Board approve the attached resolution regarding the establishment of an advisory committee on inclusive and special education for submission to the SSBA.

SSBA  
Resolution –  
Inclusive and  
Special  
Education  
Miller

**Carried.**

George Janzen presented the decision report requesting approval for Osler School Community Council (SCC) to appoint four (4) new members to their SCC.

- 7. THAT the Board approve the appointment of Andrea Hofstra, Monica Thiessen, Kate Priel and Carla Nelson to the Osler School Community Council effective October 7, 2019.

Osler SCC  
Janzen

***Carried.***

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

- 8. THAT the meeting be adjourned at 5:01 p.m. The next meeting to be held on Monday, October 21, 2019, at 11:00 a.m., at the Prairie Spirit School Division Office, in Warman.

Adjournment  
Dyck

***Carried.***

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Chairperson

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Secretary to the Board

**Policy Name:** Committees of the Board

**Number:** BO-7

**Policy Type:** Board Operations

**Date Approved:** June 16, 2014

**Date Revised:** October 7, 2019

**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 at Board meetings.

7. The Board may, from time to time, create committees in order to expedite the conduct of its business. Committees may be standing or ad hoc in nature.

- 7.1. Standing Committees and Representation

- 7.1.1. At its organizational meeting each year, the Board shall name such standing committees and representation, as it deems necessary, for the effective discharge of Board business.

- 7.1.2. Unless otherwise provided by Board motion at the organizational meeting, the standing committees of the Board shall be the following:

- Board Finance Committee
- Board Learning Committee
- Board Governance Committee
- Board Human Resources Committee
- Prairie Spirit Discipline Committee

- 7.1.3. Each Board member will be a member of two (2) committees.

Unless otherwise decreed by the Board, a standing committee shall be comprised of no more than three Board members, one of whom shall be named Chair by the Board, but any or all Board members not named to a committee may attend meetings of that committee without the privilege of voting.

Board Committees will not meet without adequate attendance, which is two Trustees and Director/Designate.

- 7.1.4. Each committee shall have a Chair, but no Board member shall be Chair of more than one standing committee.

- 7.1.5. Standing committees shall meet only when they are required to deal with matters specifically referred to them by the Board or Director. These meetings shall be held in camera. Occasionally committee meetings may be opened to the public and advertised appropriately.

Following the study of any question, the committee shall draft a written report of its findings and submit it to the Board. These reports may be reviewed in Committee of the Whole. No report, order or decision of a Board committee comes into force until the Board at a regular or special meeting adopts it.

7.1.6. Under direction from the Board, the general areas of Board business to be dealt with by the standing committees shall be as follows:

7.1.6.1. Board Finance Committee

- Oversees enterprise risk
- Reviews Trustee indemnity
- Interacts with independent auditor and the Provincial Auditor

7.1.6.2. Board Learning Committee

- Assists the Board in the actualization of Our Prairie Spirit Boardroom
- Provides guidance for Trustee professional development
- Assists with planning Board workshops

7.1.6.3. Board Governance Committee

- Board Chair will act as Chair of the Governance Committee
- Assists the Board in ensuring appropriate accountability through Board policy review
- Leads advocacy efforts

7.1.6.4. Board Human Resources Committee

- Assists the Board on matters pertaining to the selection, evaluation, compensation and development of the Director
- Participates in CUPE/Out of Scope and LINC negotiations
- Participates in the hiring and placement process for Division administrators

7.1.6.5. Prairie Spirit Discipline Committee

- Convenes only when necessary
- Includes Board Chair, Trustee and Trustee whose school is involved

7.1.7. The Director of Education or designate shall attend all committee meetings.

7.1.8. Board Committees will meet “in camera”, with a schedule approved by the Board and on an “as needed” basis.

7.1.9. At its organizational meeting each year, the Board shall name other representatives, as it deems necessary, for the effective discharge of Board business. These representative appointments are in addition to minimum Trustee membership on Board Committees.

Unless otherwise provided by Board motion at the organizational meeting, Board representation will be determined for:



- Public Section, Saskatchewan School Boards Association
- Aboriginal Council, Saskatchewan School Boards Association
- Saskatchewan High Schools Athletic Association
- Prairie Spirit Schools Foundation
- Prairie Spirit Transportation Review Committee

## 7.2. Special Project/Ad Hoc Committees

- 7.2.1. As need arises, the Board may appoint special committees for such purposes as it may deem necessary and shall designate one of the members as Chair.
- 7.2.2. Special committees will include administrative officials and other non-Board members, as well as Board members.
- 7.2.3. At the conclusion of its work, each special committee shall present a written report to the Board.

For example: The Rosthern Community School project

### *References:*

*The Education Act, 1995, Section 85(1)a*  
*The School Division Administration Regulations, Sections 38, 41*

**Policy Name:** Board and Committee Expenses

**Number:** BO-8

**Policy Type:** Board Operations

**Date Approved:** June 16, 2014

**Date Revised:** September 1, 2019

**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 at Board meetings.

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. Board Chair

- Up to and including four (4) hours - \$137.50
- Over four (4) hours and up to and including eight (8) hours - \$275.00
- Over eight (8) hours and up to and including twelve (12) hours - \$412.50

8.2.2. Board Vice Chair

- Up to and including four (4) hours - \$123.75
- Over four (4) hours and up to and including eight (8) hours - \$247.50
- Over eight (8) hours and up to and including twelve (12) hours - \$371.25

8.2.3. Board Members

- Up to and including four (4) hours - \$110.00
- Over four (4) hours and up to and including eight (8) hours - \$220.00
- Over eight (8) hours and up to and including twelve (12) hours - \$330.00



- 8.3. Expenses shall be reimbursed as follows:
- 8.3.1. Travel allowance shall be paid at a rate of \$0.45 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 1<sup>st</sup> and April 1<sup>st</sup>.
  - 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 paid at a rate of \$100/month from August to June of each year.
- 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 may be applied to all indemnity rates (excluding travel allowance) effective February 1 of each year.
- 8.8. The Board values the contribution of Board members who serve on the Board. This section provides guidance in recognizing the service provided to the Division by non-returning Board members. This does not apply to Board members who are removed from office under *The Education Act, 1995*.
- 8.8.1. Board members who will not be returning to the Board:
    - 8.7.1.1. Will be invited to an appreciation meal for the Board member with the Board from the previous term and senior staff.
    - 8.7.1.2. May select an item from the Division's Service Recognition Award Catalogue:
      - Less than full term – any one item from the five (5) to twenty (20) year categories; or
      - Full term or more – any one item from any category within the catalogue.



**BE IT RESOLVED** that the Saskatchewan School Boards Association ratify a standing Advisory Committee on Inclusive and Special Education to provide advice and recommendations to the Executive on matters related to the funding and provision of programs and services to students requiring specialized supports in Saskatchewan.

**Prairie Spirit School Division No. 206**  
**Saskatchewan Rivers School Division No. 119**

*(Note: This Resolution relates to Position Statement 3.1 Education Finance and Position Statement 3.3 Education Equity)*

**Sponsor's Rationale:**

Boards of education in the province of Saskatchewan have undertaken significant work to implement inclusive education services and practices for students with intensive or specialized needs while maintaining a strong focus on individual learning. At the same time, budget constraints have contributed to reductions in critical ancillary services that assist boards in the delivery of specialized programs for some of its most vulnerable students, those with exceptional or intensive needs. In a context where boards of education are responding to increasing diversity and complexity within Saskatchewan classrooms with fewer financial and human resources, it's important to monitor impacts and advocate for appropriate resources.

Historically, the inclusion of students with additional needs was guided by a **medical model**, with a strong focus on students' medical diagnoses, 'deficits' and management of their disabilities in an educational setting. Today, supporting students with additional needs is guided by the philosophy and principles of a **needs-based service delivery model** where students' individual strengths and abilities are emphasized, along with efforts to eliminate barriers to their learning and achievement. Boards of education have a strong history and long-standing practices of delivering high quality inclusive education and have done good work to actualize a needs-based model of service delivery with the resources available to them. This resolution supports that work. Currently, the SSBA does not have a mechanism in place to inform advocacy for students with exceptional or intensive needs, specifically. The purpose of this resolution is to request that a standing Advisory Committee on Inclusive and Special Education be ratified in an effort to support the SSBA Executive's advocacy efforts related to inclusion, equity and sufficient funding.

Specifically, the Advisory Committee on Inclusive and Special Education will support the Executive by:

- Engaging member boards in a review of needs-based service delivery<sup>1</sup>, identifying successes and barriers to implementation.
- Reviewing the current state of inclusive and special education services and funding in the province, including the complex legislative and policy framework that exists.
- Identifying needs, concerns and opportunities in the delivery of inclusive and special education services for students requiring specialized supports, including (but not limited to) the need for program development, teacher education training and consideration of

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<sup>1</sup> The Saskatchewan Ministry of Education (2015), *Actualizing a Needs-Based Model*, available here: [https://pubsaskdev.blob.core.windows.net/pubsask-prod/87218/87218-Actualizing\\_a\\_needs-based\\_model.pdf](https://pubsaskdev.blob.core.windows.net/pubsask-prod/87218/87218-Actualizing_a_needs-based_model.pdf)

assessment practices.

- Considering research for the benefit of the Executive and member boards of the SSBA on matters related to inclusive and special education, and the unique learning needs of students with exceptional needs.
- Preparing an annual report with recommendations and key advocacy messages for the consideration of the Executive that can be presented to the Minister of Education on a yearly basis.

This resolution is consistent with the SSBA Position Statement 3.3 Education Equity which emphasizes the important role of boards of education in being "proactive in defining, assessing and taking steps to achieve equity of opportunity and of outcomes for their students regardless of students' individual or family circumstances". The Association's Position Statement on Education Equity also recognizes that boards of education require "the fair distribution of necessary resources to ensure that all students have access to school programs, facilities and services for students to achieve to their full potential regardless of where they live in the province and their personal circumstances" and that "some students need additional or specialized programming to achieve their full potential"<sup>2</sup>. This resolution is also consistent with Position Statement 3.1 Education Finance, which underscores the fundamental principles of education finance; sustainability, autonomy, equity, engagement, predictability, reciprocal accountability, sustainability and transparency.<sup>3</sup>

The proposed committee shall operate under a structure and Terms of Reference determined by the Executive. This is a high cost initiative (\$15,000). Costs will be consistent with other working advisory groups of the SSBA.

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<sup>2</sup> p.11, **Position Statement 3.3 Education Equity**, Saskatchewan School Boards Association, available here: <https://saskschoolboards.ca/wp-content/uploads/Position-Statements-Revised-2018.pdf>

<sup>3</sup> p.8, **Position Statement 3.1 Education Finance**, Saskatchewan School Boards Association, available here: <https://saskschoolboards.ca/wp-content/uploads/Position-Statements-Revised-2018.pdf>