

**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 17, 2023, commencing at 10:00 a.m.**

**Present for the meeting were Board Members:** Bernie Howe; Chairperson; Dawne Badrock; Ken Crush; Adin Dereniwski; Kimberly Greyeyes (left at 10:19 a.m.; returned prior to adjournment); Bonnie Hope; Pam Wieler; Christa-Ann Willems; and Grace Wudrick.

**Also in attendance:** Darryl Bazylak, Director of Education; Bob Bayles, Deputy Director of Division Services, CFO, CHRO; Brenda Erickson, Communication Manager; and Nadine Meister, Assistant to the Director.

**Guests in attendance:** Jarid Brown, Employee Relations Manager, and Janet Zwaan, Human Resources Administrator (both joined at 10:24 a.m.; both left at 10:57 a.m.); and Jon Yellowlees, HR Superintendent (joined at 11:07 a.m.; left at 11:11 a.m.).

**Absent:** Angela Bothner; and Kate Kading, Vice Chairperson.

Bernie Howe called the meeting to order at 10:05 a.m. and acknowledged that the meeting was being held on Treaty Six Territory.

1. THAT the agenda be adopted as presented.

Agenda  
Wieler

**Carried.**

2. THAT the Board approve an excused absence for Angela Bothner and Kate Kading for today's meeting.

Excused  
Absence  
Wieler

**Carried.**

3. THAT the minutes of March 20, 2023, be adopted as presented.

Minutes  
Wudrick

**Carried.**

Bernie Howe presented the Board Chair's Report and Darryl Bazylak presented the Director's Report.

4. THAT the Governance Reports be accepted as presented.

Governance  
Reports  
Hope

**Carried.**

5. THAT the Board move into closed session at 10:11 a.m. to receive:

Closed Session  
Crush

- Accounts Receivable Report
- Board Indemnity Rates
- CUPE Bargaining Update

**Carried.**

Jarid Brown, Employee Relations Manager, and Janet Zwaan, Human Resources Administrator, joined the meeting at 10:24 a.m.

Jarid Brown and Janet Zwaan left the meeting at 10:57 a.m.

6. THAT the Board return from closed session at 10:57 a.m. Closed Session  
Dereniowski

**Carried.**

The following two motions arose from the closed session:

7. THAT the Board approve increasing Trustee indemnity rates by \$10 effective September 1, 2023: Indemnity  
Increase  
Crush

- Chairperson from \$275 to \$285/Board meeting
- Vice Chair from \$247.50 to \$257.50/Board meeting
- Trustees from \$220 to \$230/Board meeting

**Carried.**

8. THAT the Board approve revisions to BO-8 Board and Committee Expenses to reflect new indemnity rates effective September 1, 2023. BO-8 Revisions  
Wudrick

**Carried.**

Bob Bayles presented the Accounts Receivable Report as at March 31, 2023.

9. THAT the Board accept the Accounts Receivable Report as at March 31, 2023, as presented by Administration. Accounts  
Receivable  
Report  
Badrock

**Carried.**

Darryl Bazylak presented the decision report requesting approval of Option A as the 2023/24 School Year Calendar.

Staff were presented with two calendar options to vote on during the week of March 20-24, 2023. 384 staff voted and 328 (85%) voted in favour of Option A.

10. THAT the Board approve Option A as the 2023/24 School Year Calendar as presented by Administration and attached here to form part of these minutes. 2023/24 School  
Year Calendar  
Dereniowski

**Carried.**

Bob Bayles presented the decision report regarding a request from Waldheim MB Church to remove the caveat held by the Division on property in Waldheim.

The church has indicated that they have fulfilled all the requirements of the caveat and have no intention of ever subdividing the property.

11. THAT the Board approve the request by the Waldheim MB Church to discharge the interest in Blk B Plan P916 Ext 95, Surface Parcel 147783358.

Waldheim  
Caveat  
Discharge  
Wieler

***Carried.***

Darryl Bazylak presented the decision report requesting approval to have the library in the new Blaine Lake Composite School (BLCS) named "Mary Lamers Library".

The proposal was brought forward by a former BLCS student and resident. The request meets the requirements in AP-905 Naming of Division-Owned Buildings and Grounds, including the endorsement of at least ten community members.

Mary Lamers was the teacher librarian of the Blaine Lake School Division. She opened the first Blaine Lake School Library and hand coded each book. She worked there from 1957 until her retirement in 1977. Mary Lamers passed away in 2004.

12. THAT the Board approve having the library in the new Blaine Lake Composite School named the "Mary Lamers Library".

BLCS Library  
Naming  
Wieler

***Carried.***

Jon Yellowlees, HR Superintendent, joined the meeting at 11:07 a.m.

Jon Yellowlees presented the Staffing Report as at March 31, 2023.

Jon Yellowlees left the meeting at 11:11 a.m.

Bob Bayles presented the Monthly Financial Report for the Board's information.

Bob Bayles presented the Division Travel Rate Information Report recommending no change at this time.

Bob Bayles presented the 2023/24 Budget Update for the Board's information.

13. THAT the Board accept the information reports as presented by Administration.

Information  
Reports  
Crush

***Carried.***

Adin Dereniwski presented the request for approval of Prairie Spirit Schools Foundation appointment of Richard Schiess as a new Board Member to the Prairie Spirit Schools Foundation Board of Directors effective March 6, 2023.

14. THAT the Board approve the appointment of Richard Schiess as a new Board Member to the Prairie Spirit Schools Foundation Board of Directors effective March 6, 2023.

PSSF Director  
Dereniwski

***Carried.***

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

15. THAT the meeting be adjourned at 11:45 a.m. The next meeting to be held on Monday, May 15, 2023, at 10:00 a.m.

Adjournment  
Badrock

***Carried.***

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Chairperson

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Secretary to the Board



**Policy Name:** Board and Committee Expenses

**Number:** BO-8

**Policy Type:** Board Operations

**Date Approved:** June 16, 2014

**Date Revised:** ~~November 1, 2022~~  
September 1, 2023

**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-meetings~~ shall be reimbursed at the following rates:

8.1.1. ~~\$275~~\$285/Board meeting for Board Chair:

8.1.2. ~~\$247.50~~\$257.50/Board meeting for Board Vice Chair; and

8.1.3. ~~\$220~~\$230/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~~\$142.50
- Over four (4) hours and up to and including eight (8) hours - ~~\$275.00~~\$285.00
- Over eight (8) hours and up to and including twelve (12) hours - ~~\$412.50~~\$427.50

8.2.2. Board Vice Chair

- Up to and including four (4) hours - ~~\$123.75~~\$128.75
- Over four (4) hours and up to and including eight (8) hours - ~~\$247.50~~\$257.50
- Over eight (8) hours and up to and including twelve (12) hours - ~~\$371.25~~\$386.25

8.2.3. Board Members

- Up to and including four (4) hours - ~~\$110.00~~\$115.00
- Over four (4) hours and up to and including eight (8) hours - ~~\$220.00~~\$230.00
- Over eight (8) hours and up to and including twelve (12) hours - ~~\$330.00~~\$345.00

8.3. Expenses shall be reimbursed as follows:

- 8.3.1. Travel allowance shall be paid at a rate of \$0.55 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:
    - 8.8.1.1. Will be invited to an appreciation meal for the Board member with the Board from the previous term and senior staff.
    - 8.8.1.2. 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.

**AUGUST 2023** 0/5

S	M	T	W	T	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		

August 7: Civic Holiday  
August 25: First day for staff

**SEPTEMBER 2023** 18/19

S	M	T	W	T	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

September 1: Teacher non-instructional day  
September 4: Labour Day  
September 5: First day of classes  
September 29: recognition of National Truth & Reconciliation Day

**OCTOBER 2023** 20/21

S	M	T	W	T	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				

October 6: Teacher non-instructional day  
October 9: Thanksgiving Day

**NOVEMBER 2023** 20/21

S	M	T	W	T	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		

November 10: Teacher non-instructional day  
November 13: recognition of Remembrance Day

**DECEMBER 2023** 16/16

S	M	T	W	T	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						

December 25: Christmas Day  
December 26: Boxing Day  
December 25-January 5: Vacation

**JANUARY 2024** 17/18

S	M	T	W	T	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			

January 1: New Year's Day  
January 1-5: Vacation  
January 31: Teacher non-instructional day

**FEBRUARY 2024** 16/16

S	M	T	W	T	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		

February 19: Family Day  
February 19-23: Vacation

**MARCH 2024** 19/20

S	M	T	W	T	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					

March 11: Teacher non-instructional day  
March 29: Good Friday

**APRIL 2024** 16/17

S	M	T	W	T	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				

April 1: Easter Monday  
April 1-5: Vacation  
April 22: Teacher non-instructional day

**MAY 2024** 21/22

S	M	T	W	T	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	

May 10: Teacher non-instructional day  
May 20: Victoria Day

**JUNE 2024** 18/20

S	M	T	W	T	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						

June 3: Teacher non-instructional day  
June 21: National Indigenous Peoples Day (no exams; instructional day)  
June 27: Last day of classes for students  
June 28: Teacher non-instructional day; last day for staff

**JULY 2024**

S	M	T	W	T	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			

July 1: Canada Day

Code	Description	Days
White	School year begins/ends for students	
Light Green	School year begins/ends for staff	
Orange	Statutory Holidays (no classes)	
Light Blue	School Holidays (no classes)	
Light Purple	Preparation Time (no classes)	11.0
Yellow	PSTA General Assembly (no classes)	1.0
Light Green	Professional Development (no classes)	1.5
Pink	School Op Day - school can choose date by must be prior to Sept 1	0.5
Light Blue	Summative Evidence Collection/Departmental Exams for schools on semestered calendars	
Light Purple	Summative Evidence Collection/Departmental Exams for schools on block calendars	

Block Schedule
Q1 Sept 5 to Nov 13 (45 days)
Q2 Nov 14 to Jan 31 (46 days)
Q3 Feb 1 to April 22 (45 days)
Q4 April 23 to June 27 (45 days)

**Instructional Days = 181** (91 days in Semester 1; 90 days in Semester 2)  
**Operational Days = 195** (100 days in Semester 1; 95 days in Semester 2)