

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, June 17, 2024, commencing at 10:00 a.m.

Present for the meeting were Board Members: Bernie Howe, Chairperson; Kate Kading, Vice Chairperson; Dawne Badrock (left at 3:23 p.m.); Angela Bothner; Ken Crush; Adin Dereniwski; Kimberly Greyeyes; Kimberly MacLean; Pam Wieler; Christa-Ann Willems; and Grace Wudrick.

Also in attendance: Tracey Young, Director of Education; Bob Bayles, Deputy Director of Division Services, CFO, CHRO; Dean Broughton, Deputy Director of Education (left at 10:22 a.m.; joined at 10:45 a.m.); and Nadine Meister, Assistant to the Director (left at 10:22 a.m.; joined at 10:55 a.m.).

Guests in attendance: Fay Cassidy, HR Superintendent (joined at 10:10 a.m.; left at 10:14 a.m.; joined at 11:49 a.m.; left at 11:53 a.m.); Jaimie Smith Windsor, President (joined at 11:01 a.m.; left at 11:45 a.m.); Christine Gradin, Central Constituency Representative (joined at 11:01 a.m.; left at 11:18 a.m.); and Darren McKee, Executive Director, Saskatchewan School Boards Association (joined at 11:01 a.m.; left at 11:45 a.m.); Brad Nichol, Learning Superintendent (joined at 12:34 p.m.; left at 1:20 p.m.); Paul McTavish, Learning Superintendent (joined at 1:21 p.m.; left at 2:05 p.m.); Teresa Korol, Superintendent of Business Services (joined at 3:00 p.m.; left at p.m.); and Sherry Todosichuk, Controller (joined at 3:12 p.m.; left at p.m.).

Bernie Howe called the meeting to order at 10:06 a.m. and acknowledged that the meeting was being held on Treaty Six Territory.

Pam Wieler requested an addition to the New Business agenda:

- Payment of expenses for Trustee attendance expenses at Saskatchewan High Schools Athletic Association (SHSAA) AGM

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| 1. | THAT the agenda be adopted as amended. | <u>Agenda</u>
Dereniwski |
| | Carried. | |
| 2. | THAT the Board adopt the minutes of May 21, 2024, as presented. | <u>Minutes</u>
MacLean |
| | Carried. | |
| 3. | THAT the Board move into closed session at 10:10 a.m. for the following items: | <u>Closed Session</u>
Crush |
| | <ul style="list-style-type: none">• Personnel Update• Teacher Job Action• Trustee Notes – Senior Leadership• Information Report – Director Review 2024• Director Compensation• Additional Complexity Funding | |
| | Carried. | |

Fay Cassidy joined the meeting at 10:10 a.m. and left at 10:14 a.m.

Dean Broughton and Nadine Meister left the meeting at 10:22 a.m.

Dean Broughton rejoined the meeting at 10:45 a.m. and Nadine Meister rejoined at 10:55 a.m.

4. THAT the Board return from closed session at 10:56 a.m.

Closed Session
Bothner

Carried.

Saskatchewan School Boards Association executive team joined the meeting at 11:01 a.m.:

- Jaimie Smith-Windsor, President
- Christine Gradin, Central Constituency Representative
- Darren McKee, Executive Director

The Board and SSBA executive engaged in dialogue regarding feedback on position statements and funding advocacy, as well as topics related to the recent teacher job action.

Christine Gradin left the meeting at 11:18 a.m.

Jaimie Smith-Windsor and Darren McKee left the meeting at 11:45 a.m.

The following motion arose from the closed session.

5. THAT the Board move into closed session at 12:49 p.m. for the Prairie Spirit Schools Foundation Update.

Closed Session
Crush

Carried.

6. THAT the Board return from closed session at 1:00 p.m.

Closed Session
Wudrick

Carried.

The following motion arose from closed session:

7. THAT the Board accept the Director Evaluation Report for the period of July 2023 to March 2024 as presented.

Director
Evaluation
Howe

Carried.

Fay Cassidy joined the meeting at 11:49 a.m. to present the Staffing Report as at May 31, 2024.

Fay Cassidy left the meeting at 11:53 a.m.

Pam Wieler requested Board approval to have SHSAA AGM expenses, such as registration fees and hotel accommodations, paid for by the Board rather than CVAC.

8. THAT the Board approve payment of SHSAA AGM registration and hotel accommodation expenses for Trustee attendance.

SHSAA AGM
Attendance
Expenses
Wieler

Carried.

The meeting adjourned for lunch at 12:00 p.m.

The meeting reconvened at 12:34 p.m.

Brad Nichol, Learning Superintendent, joined the meeting at 12:34 p.m., to present the Strategic Plan Goal Report – Advance Equitable Student Programming (Successful Learners) to the Board.

Brad Nichol left the meeting at 1:20 p.m.

Paul McTavish, Learning Superintendent, joined the meeting at 1:21 p.m., to present the Strategic Plan Goal Report – Improved Communication Through Assessment (Safe Relationships) to the Board.

Paul McTavish left the meeting at 2:05 p.m.

Bob Bayles presented the School Board Elections 2024 decision report requesting approval of polling station locations, requiring Criminal Record Checks, and revisions to Board Policy No. 315 – Electoral Boundaries and Elections.

9. THAT the Board set polling locations for the 2024 School Board Elections as per the attached list.

Polling Stations
Bothner

Carried.

10. THAT the Board require candidates to provide a Criminal Record Check (CRC) to accompany their nomination form as permitted by Section 87(1)(aa.2) of The Education Act, 1995, for the 2024 School Board elections and further that:

Criminal Record
Checks
Kading

- (a) Candidates are made aware that the CRC will be posted along with their nomination form in Division Office and that candidates give their consent to such posting;
- (b) The nomination form will be posted on the Division website but will exclude the CRC in such posting;
- (c) The candidate's birth date and previous name(s) included on the CRC will be redacted before posting in Division Office; and
- (d) The CRC provided must be dated not older than six (6) months prior to the date of the election.

Carried.

11. THAT the Board approve the revisions to Board Policy No. 315 – Electoral Boundaries and Elections attached to form part of these minutes.

Board Policy
No. 315 –
Electoral
Boundaries and
Elections
Badrock

Carried.

Bob Bayles presented SASBO's Operational Reserves Committee Final Report for Board direction regarding drafting an Operational Reserves Policy and Procedure to identify acceptable operational ranges for unrestricted surplus and internally restricted reserves.

12. THAT the Board approve adoption of a Board policy to outline operational reserve balances for unrestricted surplus between 0.5% and 2% of the annual operating revenue and internally restricted reserves between 1% and 10% of the annual operating revenue excluding operating reserves designated for capital projects and school-generated funds as presented.

Operational
Reserves Board
Policy
Wieler

Carried.

Bob Bayles presented the Accounts Receivable Report as at May 31, 2024.

13. THAT the Board accept the Accounts Receivable Report as at May 31, 2024, as presented by Administration.

Accounts
Receivable
Report
Crush

Carried.

Bob Bayles presented the draft Urban Student Transportation Agreement between the Board and the St. Paul's Roman Catholic School Division No. 20.

14. THAT the Board approves the Urban Student Transportation Agreement with St. Paul’s Roman Catholic School Division No. 20 as presented by Administration.

Urban Student
Transportation
Agreement
Badrock

Carried.

Teresa Korol, Superintendent of Business Services, joined the meeting at 3:00 p.m.

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

Sherry Todosichuk, Controller, joined the meeting at 3:12 p.m.

Sherry Todosichuk presented the Quarterly Financial Report as at May 31, 2024, for the Board’s information and approval.

15. THAT the Board accept the Quarterly Financial Report as at May 31, 2024, as presented by Administration.

Quarterly
Financial
Report
Willems

Carried.

Sherry Todosichuk presented the Division Budget for 2024/25 for the Board’s information and approval.

16. THAT the Board approve the Division Budget for 2024/25 for submission to the Ministry of Education.

2024/25 Budget
Approval
Crush

Carried.

17. THAT the Board move into closed session at 3:41 p.m. to further discuss future budget considerations.

Closed Session
Dereniowski

Carried.

18. THAT the Board return from closed session at 4:07 p.m.

Closed Session
Kading

Carried.

19. THAT the meeting be adjourned at 4:07 p.m. The next meeting to be held on Monday, August 19, 2024, at 10:00 a.m.

Adjournment
Willems

Carried.

Chairperson

Secretary to the Board

**PRAIRIE SPIRIT SCHOOL DIVISION
PROPOSED POLL LOCATIONS
November 2024**

COMMUNITY/ MUNICIPALITY

ABERDEEN

ALLAN

ASQUITH

BLAINE LAKE

BORDEN

CLAVET

COLONSAY

DALMENY

DELISLE

DUCK LAKE

DUNDURN

HAGUE

HANLEY

HEPBURN

LAIRD

LANGHAM

LEASK

MARTENSVILLE

OLSLER

PERDUE

PIKE LAKE

ROSTHERN

SOUTH CORMAN PARK

VANSCOY

VONDA

WALDHEIM

WARMAN

MUSKEG LAKE CREE NATION

Policy Number and Name: 315 Electoral Boundaries and Elections

Policy Section: 300 Board Governance

Effective Date: November 23, 2023

Revised Date: June 17, 2024

Purpose:

The Board **is comprised** of Trustees elected to represent the eight rural subdivisions, two city subdivisions of Martensville and Warman, and one subdivision for the Muskeg Lake Cree Nation.

Policy:

Pursuant to Ministerial Order ED15/2019-20, Prairie Spirit School Division No. 206 was created through the amalgamation of three legacy school divisions. The Orders provided for the nomination and election of trustees within the Division by subdivisions as follows:

- 1) All subdivisions shall comprise all those lands as outlined in the Ministerial Order.
- 2) The total number of trustees to be elected shall be eleven (11); one (1) for each of the eight (8) rural subdivisions referred to as subdivisions 1, 2, 3, 4, 5, 6, 7 and 8 and one (1) for each of City of Martensville (subdivision 9) and City of Warman (subdivision 10) and one (1) for Muskeg Lake Cree Nation (subdivision 11).
- 3) The provisions of *The Local Government Election Act* respecting the election of trustees shall apply to every election in each subdivision. The Board is to review the subdivision boundaries at least every five (5) years.
- 4) At least one month prior to the nomination date, the Board will publish an announcement of the election, giving nomination and election dates and qualifications required by the candidates and electors.
- 5) The Board in its announcement will encourage electors to present themselves for the office of school trustee.
- 6) The Board is to provide a Trustee election packet of information for candidates containing:
 - a) The most recent Annual Report of the Board.
 - b) The most recent Auditor's Report.
 - c) **The Saskatchewan School Boards Association (SSBA) Handbook and SSBA Elections Communications Package**
 - d) Appropriate excerpts from *The Local Government Election Act*.
 - e) A copy of the nomination form.

- 7) Trustee terms begin upon the first Board meeting after the general election with an organizational meeting.