

Minutes of the Regular Meeting of the Board of Education of Prairie Spirit School Division No. 206 held via video conference, on Monday, June 15, 2020, commencing at 10:00 a.m.

Present for the meeting were Board Members: Sam Dyck, Chairperson; Ken Crush, Vice Chairperson; Dawne Badrock; Kimberly Greyeyes; George Janzen; Trina Miller and Pam Wieler (left at 12:06 p.m.; joined at 1:00 p.m.).

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

Guests in attendance: Sherry Todosichuk, Controller (joined at 10:00 a.m.; left at 11:36 a.m.); Jarrett Walker, MNP; and Jason Wandy, Office of the Provincial Auditor (both joined at 1:00 p.m.; both left at 1:28 p.m.); and Clint Reddekopp, Learning Superintendent (joined at 1:55 p.m.; left at 2:15 p.m.).

Absent: Bonnie Hope and Bernie Howe.

Sam Dyck called the meeting to order at 10:00 a.m. and acknowledged that the meeting was being held on Treaty Six Territory.

All joined the meeting via video conference.

Sherry Todosichuk, Controller, joined the meeting at 10:05 a.m.

1. THAT the agenda be adopted as presented.

Agenda
Wieler

Carried.

2. THAT the Board grant an excused absence to Bonnie Hope and Bernie Howe for today's meeting.

Excused
Absence
Miller

Carried.

3. THAT the Minutes of June 1, 2020, be adopted as presented.

Minutes
Crush

Carried.

4. THAT the Board go into closed session at 10:05 a.m. to review 2020/21 Budget, Quarterly Financial Report as at May 31, 2020, including the Budget Impact of COVID-19, and LINC and CUPE Update.

Closed Session
Wieler

Carried.

Sherry Todosichuk left the meeting at 11:36 a.m.

5. THAT the Board come out of closed session at 11:45 a.m.

Closed Session
Badrock

Carried.

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| 6. | THAT the Board approve the 2020/21 Budget as presented by Administration. | 2020/21
<u>Budget</u>
Wieler |
| | <i>Carried.</i> | |
| 7. | THAT the Board approve the Quarterly Financial Report as at May 31, 2020, as presented by Administration. | Quarterly
<u>Report</u>
Crush |
| | <i>Carried.</i> | |
| 8. | THAT the Board approve the COVID-19 savings spending plan as presented by Administration. | COVID-19
Savings
<u>Spending Plan</u>
Janzen |
| | <i>Carried.</i> | |
| | Bob Bayles presented the Staffing Report as at May 31, 2020, for the Board's information. | |
| 9. | THAT the Board accept the Staffing Report as at May 31, 2020, as presented by Administration. | <u>Staffing Report</u>
Miller |
| | <i>Carried.</i> | |
| | Bob Bayles presented the Accounts Receivable Report as at May 31, 2020, for the Board's information. | |
| 10. | THAT the Board accept the Accounts Receivable Report as at May 31, 2020, as presented by Administration. | Accounts
Receivable
<u>Report</u>
Crush |
| | <i>Carried.</i> | |

Pam Wieler left the meeting at 12:06 p.m.

Noel Roche presented the decision report regarding the Rosthern School Project. This project has had only minor delays due to COVID-19 and Graham Construction is preparing to turn Rosthern Community School over to the Division on June 15, 2020. A review of the budget has identified some additional savings and when combined with the \$189,000 set aside in the 2019 Division Budget in restricted reserves, it is estimated that there would be more than sufficient funding to cover the cost of this demolition project. Therefore, it is proposed that the remaining restricted reserve funds be applied to the cost of purchasing programming materials for courses not previously offered at the Rosthern schools.

11. THAT the Board approve allocating up to \$189,000 of the unused portion of Division Restricted Reserves set aside for the Rosthern school demotion to be used to purchase additional programming materials for Rosthern Community School.

Rosthern
School Project
– Restricted
Reserves
Miller

Carried.

The meeting adjourned for lunch at 12:14 p.m.

Jason Wandy, Office of the Provincial Auditor, and Jarrett Walker, MNP, joined the meeting at 12:59 p.m.

Pam Wieler joined the meeting at 1:00 p.m.

The meeting reconvened at 1:00 p.m.

Jarrett Walker reviewed the Division's Audit Service Plan and Jason Wandy reviewed the Audit Involvement Memorandum with the Board.

Jason Wandy and Jarrett Walker left the meeting at 1:28 p.m.

Noel Roche presented the Quarterly Transportation Report as at May 31, 2020, reviewing areas of risk management, including driver competence, COVID-19 and vehicle maintenance and condition. Noel Roche also highlighted areas of interest, including driver training, student registration and other bus shop initiatives.

12. THAT the Board accept the Quarterly Transportation Report as at May 31, 2020, as presented by Administration.

Quarterly
Transportation
Report
Badrock

Carried.

Noel Roche presented the decision report regarding the Leask Community School playground project requesting approval for an SCC loan and submission of an application to Investing in Canada Infrastructure Program (ICIP) grant.

13. THAT the Board approve a loan to the Leask School Community Council for the Leask Community School playground project in the amount of \$68,332.11 as per the attached application form.

Leask SCC Loan
Application
Wieler

Carried.

14. THAT the Board supports the submission of an application for an Investing in Canada Infrastructure Program (ICIP) grant by Leask Community School for the Leask Community School playground project.

Leask
application for
ICIP Grant
Wieler

Carried.

Clint Reddekopp, Learning Superintendent, joined the meeting at 1:55 p.m. and presented the Privacy Breach Report for the Board regarding a survey conducted by STF in June 2019 and the draft investigation report of the Office of the Saskatchewan Information and Privacy Commissioner. The Board is being asked to authorize the Board Chair to sign a commitment to address recommendations as a result of this Investigation Report.

15. THAT the Board authorize the Board Chair to sign a commitment to address recommendations as a result of the Investigation Report 211-2019, 215-2019 to 241-2109 of the Office of the Saskatchewan Information and Privacy Commissioner.

Privacy Breach
Report
Miller

Carried.

Clint Reddekopp left the meeting at 2:15 p.m.

The Board reviewed the Saskatchewan School Boards Association 2019 Annual Report and proposed 2020/21 budget.

George Janzen, as representative on Public Section, was directed to obtain further information regarding an agreement that the SSBA wil pay the Canadian Catholic School Trustees Association membership fees for the Catholic Section.

Sam Dyck was also directed to obtain further information regarding Note 3 on the SSBA Business Services – Employee Benefits Plan and Insurance Plan, Budgeted Statement of Revenue and Expenses.

Lori Jeschke presented the Information Report regarding a scheduling conflict for the Board's Fall Workshop. Board direction was to change the date of the Board's Fall Workshop from November 27 to November 20, 2020.

Sam Dyck presented the decision report requesting a new Trustee be named to the Superintendent and Coordinator Hiring Committee to fill the vacancy left by Bernie Howe.

16. THAT the Board appoint George Janzen to the Superintendent and Coordinator Hiring Committee.

Superintendent
and
Coordinator
Hiring
Committee
Wieler

Carried.

Dawne Badrock presented the Learning Committee recommendation to invite Chief Commissioner David Arnot to the Board's Fall Workshop to speak about Citizenship Education and seek a volunteer to lead the opening at the Board's Fall Workshop. Dawne Badrock will lead the opening at the Board's Fall Workshop.

The Board received the Prairie Spirit Schools Foundation 2018/19 Unaudited Financial Statements.

17. THAT the Board, as the sole Member, approves the annual resolution of the Prairie Spirit Schools Foundation Corp., as presented, pursuant to the provisions of *The Non-Profit Corporations Act, 1995 (Saskatchewan)* and attached to these minutes.

PSSF Annual
Resolution
Crush

Carried.

The Board acknowledged Noel Roche's pending retirement on June 30, 2020, and congratulated him on a long and distinguished career with Prairie Spirit School Division.

18. THAT the meeting be adjourned at 4:15 p.m. The next meeting to be held on Monday, August 17, 2020, at 9:00 a.m., via video conference.

Adjournment
Dyck

Carried.

Chairperson

Secretary to the Board

Appendix A – SCC Project Loan Application

School: Leask Community School

Principal: Lindsey Burym



Recoverable Signature

X

Lindsey Burym

Principal

Signed by: a263ac98-999b-49d7-899c-b5af455b9c9d

Date of Application: June 8, 2020

Type of Project:

☒ Playground Equipment

☒ Playground Site enhancements (signage, landscaping, etc)

☐ Sport Surface

☐ Other (please describe): _____

Attachments:

- ☒ SSC motion of support (letter of approval from SCC chair, with approval emails from members in place of motion until SCC can reconvene to make a motion)
- ☒ Detailed project plan (design, cost, site preparation, labor and other resources deemed necessary to complete the proposed project.

Resource Plan:

Estimated cost of project \$ 82,101.00

Estimated Taxes GST (5%) \$ 4,105.05

PST (6%) \$ 4,926.06

Total Estimate cost of project \$ 91,132.11

Project down payment (minimum of 25% of total project) Note: we have \$15850.71 being donated from Happy Hands and Fee daycare which now closed and \$6835.33 Fundraising money. All is/will be in school generated. \$ 22,800.00

Balance to be repaid (minimum 20% per year to a maximum of 5 years) \$68,332.11

Plan for repayment (please attach a separate page if required):

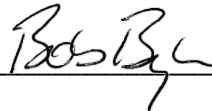
We applied for \$60,000.00 to the Investing in Canada Infrastructure Program Grant, as well as the Shercom grant for the ground cover. We will continue fundraising and include the \$1666.43 per year loan payment in our decentralized budget plan for the next five years. If our grant application for the \$60,000.00 is declined, we would hope for the option to withdraw our loan application until sometime in the future when we are able to raise more money to put toward the new playground. We are requesting this knowing the dynamics of our school community and the difficulty we may have to

raise the appropriate amount of funds each year required for our loan payment. If we receive the grant we are confident paying any remaining loan amounts would not be an issue.

Amy from facilities was in Leask on Monday, June 1st to look at the possibilities for our new playground in regard to location, and landscaping. She indicated a possibility of her team coming out to Leask to support our new playground with some landscaping for the anticipated new playground, and to bring some of our old structures up to code. We are waiting to hear back regarding this possibility. We have \$4000.00 in our school generated budget committed to upgrading existing swings and tires to make them useable and in line with the regulations.



June 15, 2020



June 9, 2020

Approval: Superintendent of Learning / Date

Approval: CFO / Date

☒ Board Motion June 15, 2020 (Date)

PRAIRIE SPIRIT SCHOOL DIVISION FOUNDATION CORP.
(the "Corporation")

ANNUAL RESOLUTIONS OF THE SOLE MEMBER OF **PRAIRIE SPIRIT SCHOOLS FOUNDATION CORP.**, A CORPORATION INCORPORATED UNDER *THE NON-PROFIT CORPORATIONS ACT, 1995*, PASSED BY THE SOLE MEMBER, EFFECTIVE AS OF THE 27th DAY OF JANUARY, 2020.

BE IT RESOLVED THAT:

1. The Corporations annual financial statements and report of the auditor thereon for the most recently completed fiscal year end of the Corporation (August 31, 2019), be and the same are hereby received and approved.
2. The following persons are declared to be elected as Directors of the Corporation to hold office for a three-year term, until the next Annual Meeting of the Members of the Corporation, or until their successors are duly elected or appointed:

Bonnie Hope
Sam Dyck
Keith Wagner
Jolayne Rempel
Dallas Huard
Michael Wright
Pamela Anne Wieler
Michael Collins
3. That Laskowski & Wright LLP be appointed as auditor of the Corporation.
4. That these resolutions may be signed by facsimile or other means of electronic communication producing a printed copy, which so signed shall be deemed to be an original and, notwithstanding the date of execution, shall be deemed to bear the date first written above.

WITNESS the signature of the sole member as of the day and year set forth above.

PRAIRIE SPIRIT SCHOOL DIVISION No. 206

Per: Sam Dyck
Name: Sam Dyck
Title: Board Chair
I have authority to bind the School Division