

Minutes of the Regular Meeting of the Board of Education of Prairie Spirit School Division No. 206 held via video conference, on Monday, March 15, 2021, commencing at 10:00 a.m.

Present for the meeting were Board Members: Bernie Howe; Chairperson; Bonnie Hope, Vice Chairperson; Dawne Badrock; Angela Bothner; Ken Crush; Adin Dereniwski; Kate Kading (left at 3:47 p.m.); Pam Wieler; Christa-Ann Willems (left at 12:00 p.m.; joined at 12:30 p.m.); and Grace Wudrick.

Also in attendance: Lori Jeschke, 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: Shawn Davidson, President; Jaimie Smith-Windsor, Vice President; Christine Gradin, Constituency representative; and Darren McKee, Executive Director, Saskatchewan School Boards Association (all joined at 12:30 p.m.; all left at 1:12 p.m.); Sherry Todosichuk, Controller (joined at 1:12 p.m.; left at 2:06 p.m.; joined at 3:12 p.m.; left at 3:46 p.m.); Teresa Korol, Facilities Planner (joined at 2:34 p.m.; left at 2:59 p.m.); Jon Yellowlees, Human Resources Superintendent (joined at 3:03 p.m.; left at 3:08 p.m.).

Absent: Kimberly Greyeyes.

Bernie Howe 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.

Lori Jeschke requested the Urban Transportation Analysis Report be tabled until the next Board meeting due to Tracey Young's absence.

1. THAT the agenda be adopted with the above-noted amendment.

Agenda
Crush

Carried.

2. THAT Kimberly Greyeyes be granted an excused absence for today's meeting.

Excused
Absence
Wieler

Carried.

3. THAT the Minutes of February 22, 2021, be adopted as presented.

Minutes
Willems

Carried.

4. THAT the Board move into closed session at 10:03 a.m. to hear information regarding the Theodore Litigation Matter and the Director Recruitment package.

Closed Session
Wudrick

Carried.

5. THAT the Board return from closed session at 11:15 a.m.

Closed Session
Crush

Carried.

6. THAT the Board move into closed session at 11:24 a.m. to hear information regarding:

Closed Session
Kading

- CUPE Bargaining update
- Legal update
- Muskeg Lake Cree Nation update
- Prairie Spirit Schools Foundation update
- Personnel update

Carried.

Christa Willems left the meeting at 12:00 p.m.

7. THAT the Board return from closed session at 12:01 p.m.

Closed Session
Dereniowski

Carried.

The meeting adjourned for lunch at 12:02 p.m.

The meeting reconvened at 12:30 p.m.

Shawn Davidson, President; Jaimie Smith-Windsor, Vice President; Christine Gradin, Constituency representative; and Darren McKee, Executive Director, Saskatchewan School Boards Association; all joined the meeting at 12:30 p.m.

SSBA presentation included information regarding:

- 2022 Budget
- 2022 Strategic Plan
- Other priorities and services review

Shawn Davidson, Jaimie Smith-Windsor, Christine Gradin and Darren McKee left the meeting at 1:12 p.m.

Sherry Todosichuk, Controller, joined the meeting at 1:12 p.m.

The following two motions arose from the previous closed sessions.

8. THAT the Board approve the CUPE bargaining mandate as presented by Administration.

CUPE
Bargaining
Mandate
Crush

Carried.

9. THAT the Board award the contract for Executive Job Search – External Consultant to Rob Harasymchuk for the estimated cost of \$1,880.

Executive Job
Search –
External
Consultant
Willems

Carried.

Sherry Todosichuk reviewed the Quarterly Financial Report as at February 28, 2021, in detail with the Board.

10. THAT the Board accept the Quarterly Financial Report as at February 28, 2021, as presented by Administration.

Quarterly
Financial
Report
Wudrick

Carried.

Sherry Todosichuk left the meeting at 2:06 p.m.

Lori Jeschke presented two decision reports requesting approval for the secure destruction of student cumulative records at Hague High School and Osler School. The Division is following the process as outlined by the Ministry of Education and the Records Retention and Disposal Guide for Saskatchewan School Divisions (SSBA – 2019).

11. THAT the Board approve the secure destruction of 2,731 Hague High School student cumulative records (DOB 1933-1996).

Hague High
School – File
Destruction
Kading

Carried.

12. THAT the Board approve the secure destruction of 850 Osler School student cumulative records (DOB 1948-1994).

Osler School –
File Destruction
Willems

Carried.

Lori Jeschke presented the decision report requesting the Board approve in principle two 2021/22 school year calendar options for the staff vote to take place later in March.

13. THAT the Board approve in principle calendar options A and B for the 2021/22 school year as presented by Administration.

2021/22 School
Year Calendar
Options
Wieler

Carried.

Bob Bayles presented the decision report requesting approval to modernize Board Policy OL-2 Financial Condition by including “electronic funds transfer (EFT)”.

14. THAT the Board approve the revisions to Board Policy OL-2 Financial Condition as presented by Administration and attached to form part of these minutes.

Board Policy
OL-2
Badrock

Carried.

Teresa Korol, Facilities Planner, joined the meeting at 2:34 p.m.

Teresa Korol presented the decision report requesting Board approval to award the contract for design and construction of the new Blaine Lake School Project.

15. THAT the Board approve awarding the contract for Prime Consultant to 1080 Architecture Planning and Interiors for the Blaine Lake School Project at an estimated cost of \$716,087, as recommended by Administration.

Blaine Lake
School Project –
Design Contract
Wieler

Carried.

Teresa Korol presented the decision report requesting Board approval to award the contract for replacement of the roof of Delisle Composite School.

16. THAT the Board award the contract to Custom Roofing Inc for the roof replacement project at Delisle Composite School in the amount of \$636,401 plus GST and PST.

Delisle
Composite
School Roof
Replacement
Bothner

Carried.

Teresa Korol left the meeting at 2:59 p.m.

Jon Yellowlees, Human Resources Superintendent, joined the meeting at 3:03 p.m.

Jon Yellowlees presented the decision report requesting ratification of the tentative Local Implementation and Negotiation Committee (LINC) Agreement.

17. THAT the Board ratify the tentative LINC Agreement for the period of September 1, 2020, to August 31, 2023.

LINC
Agreement
Ratification
Crush

Carried.

Jon Yellowlees reviewed the Staffing Report as at February 28, 2021, with the Board.

18. THAT the Board accept the Staffing Report as at February 28, 2021, as presented by Administration.

Staffing Report
Dereniowski

Carried.

Bob Bayles reviewed the Accounts Receivable Report as at February 28, 2021, with the Board.

19. THAT the Board accept the Accounts Receivable Report as at February 28, 2021, as presented by Administration.

Accounts
Receivable
Report
Hope

Carried.

Sherry Todosichuk joined the meeting at 3:12 p.m. to present the Pandemic Revenues and Expenditures Report.

20. THAT the Board accept the Pandemic Revenues and Expenditures Report as at February 28, 2021, as presented by Administration.

Pandemic
Revenues and
Expenditures
Report
Wieler

Carried.

Lori Jeschke presented the Quarterly Transportation Report as at February 28, 2021.

21. THAT the Board accept the Quarterly Transportation Report as at February 28, 2021, as presented by Administration.

Quarterly
Transportation
Report
Wudrick

Carried.

Sherry Todosichuk left the meeting at 3:46 p.m.

Kate Kading left the meeting at 3:47 p.m.

Bonnie Hope reported that the Governance Committee met on March 12, 2021, and is nearing completion of their Board Policy review. The Committee plans to bring forward a draft policy manual for the Board's consideration in May.

22. THAT the meeting be adjourned at 3:56 p.m. The next meeting to be held on Monday, April 19, 2021, at 9:00 a.m., via video conference.

Adjournment
Badrock

Carried.

Chairperson

Secretary to the Board

Policy Name: Financial Condition

Number: OL-2

Policy Type: Operational Limits

Date Approved: June 16, 2014

Date Revised: March 15, 2021

General Operational Constraint: The Director will not cause or allow any practice, activity or decision that is unlawful, imprudent, or in violation of commonly accepted business and professional ethics.

2. The Director will not allow the Division to be placed in a position of undue financial risk or deviate materially from the Board's Strategic Plan.
 - 2.1. The Director will not allow funds to be spent beyond the annual budget.
 - 2.2. The Director will not allow expenditures on emergency items in excess of \$500,000 annually without Board approval.
 - 2.3. The Director will not allow staff to borrow funds on behalf of the Division beyond their individual corporate credit limit.
 - 2.4. The Director will not allow payables or receivables to accumulate in an untimely manner.
 - 2.4.1. The Director will not allow the Board to be uninformed about outstanding accounts of \$100,000 or more on a monthly basis.
 - 2.5. The Director will not fail to notify the Board when actual results in a financial category deviate from budget by more than \$50,000 or 10%, whichever is greater.
 - 2.6. The Director will not allow government ordered payments or filings to be overdue or inaccurately filed.
 - 2.7. The Director will not fail to ensure all cheques are signed by two authorized officers.
 - 2.7.1. Signing authorities for electronic fund transfers (EFT) or cheques:
 - 2.7.1.1. \$100,000 or less will be the Chair or Vice Chair of the Board and Deputy Director of Division Services, CFRO, CHRO (electronically).
 - 2.7.1.2. EFT payments exceeding \$100,000 will be the Chair or Vice Chair of the Board and Deputy Director of Division Services, CFO, CHRO (electronically). Furthermore, a list of such payments shall be reviewed and signed off by the Deputy Director of Division Services, CFO, CHRO or designate.
 - 2.7.1.3. Cheque payments exceeding \$100,000 will be the Chair or Vice Chair of the Board (electronically) and personally signed by the Deputy Director of Division Services, CFO, CHRO or designate.

- 2.8. The Director will not fail to include in quarterly financial reports:
 - 2.8.1. Balance sheet and income and expense statements to the end of the current period;
 - 2.8.2. Budget vs. actual year-to-date figures; and
 - 2.8.3. A brief narrative explaining any variance between budget and actual figures that exceeds the lesser of 10% of the budget figure or \$50,000.