

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.

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| 1. | THAT the agenda be adopted as presented. | <u>Agenda</u>
Wieler |
| | Carried. | |

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| 2. | THAT the Board approve an excused absence for Angela Bothner and Kate Kading for today's meeting. | <u>Excused
Absence</u>
Wieler |
| | Carried. | |

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| 3. | THAT the minutes of March 20, 2023, be adopted as presented. | <u>Minutes</u>
Wudrick |
| | Carried. | |

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

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| 4. | THAT the Governance Reports be accepted as presented. | <u>Governance
Reports</u>
Hope |
| | Carried. | |

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| 5. | THAT the Board move into closed session at 10:11 a.m. to receive: | <u>Closed Session</u>
Crush |
| | <ul style="list-style-type: none">• 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.

Chairperson

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 1st and April 1st.
- 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
3	4	5	6	7	8	9
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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
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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
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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
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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
	School year begins/ends for students	
	School year begins/ends for staff	
	Statutory Holidays (no classes)	
	School Holidays (no classes)	
	Preparation Time (no classes)	11.0
	PSTA General Assembly (no classes)	1.0
	Professional Development (no classes)	1.5
	School Op Day - school can choose date by must be prior to Sept 1	0.5
	Summative Evidence Collection/Departmental Exams for schools on semestered calendars	
	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)