

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, March 24, 2025, commencing at 10:00 a.m.

Present for the meeting were Board Members: Kate Kading, Chairperson; Kimberly MacLean, Vice Chairperson; Adin Dereniowski; Cindy Friesen; Wendy Friesen; Kimberly Greyeyes; Bernie Martineau; Shelby Poggemiller; Michael Richards; Emily Summach; and Christa-Ann Willems.

Also in attendance: Tracey Young, Director of Education; Dean Broughton, Deputy Director of Education; Bob Bayles, Deputy Director of Business Services, CFO, CHRO; Brenda Erickson, Communication Manager; and Nadine Meister, Assistant to the Director (joined at 1:11 p.m.).

Guests in attendance: Teresa Korol, Superintendent of Business Services (joined at 10:20 a.m.); Fay Cassidy, HR Superintendent (joined at 11:00 a.m.; left at 2:04 p.m.); Peggy Mattila-Bains, Learning Superintendent (joined at 11:00 a.m.; left at 11:15 a.m.); and Mitch Luiten, Learning Superintendent (joined at 2:16 p.m.; left at 2:51 p.m.).

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

New Trustee for Subdivision No. 3, Emily Summach, was introduced and welcomed.

1. THAT the agenda be adopted as presented.

Agenda
Willems

Carried.

Cindy Friesen identified a typo in the last sentence of the first paragraph at the top of page 4 – “The SCC is committee...” should be changed to “The SCC is committed...”.

2. THAT the Board adopt the minutes of February 24, 2025, as revised.

Minutes
MacLean

Carried.

3. THAT the Board accept the Declaration of Results for the By-Election held on March 19, 2025, in Subdivision No. 3 as attached to form part of these minutes.

By-Election
Declaration of
Results
Dereniowski

Carried.

4. THAT the Board accept the Declaration of Office from Emily Summach as attached to form part of these minutes.

Declaration of
Office –
Summach
Richards

Carried.

5. THAT the Board move into closed session at 10:11 a.m. for:
- Board Committee Reports and related Board Policy Revisions Decision Report
 - External Representation Reports
 - Decision Report – French Immersion Programming
 - Quarterly Financial Report as at February 28, 2025
 - 2025/26 High Level Budget
- Closed Session
Friesen W

Carried.

Teresa Korol, Superintendent of Business Services, joined the meeting at 10:20 a.m.

Peggy Mattila-Bains, Learning Superintendent, and Fay Cassidy, HR Superintendent, joined the meeting at 11:00 a.m.

Peggy Mattila-Bains left the meeting at 11:15 a.m.

Adjourned for lunch at 12:10 p.m.

The meeting reconvened in closed session at 12:46 p.m.

Nadine Meister joined the meeting at 1:11 p.m.

Fay Cassidy left the meeting at 2:04 p.m.

6. THAT the Board return from closed session at 2:13 p.m.
- Closed Session
Dereniowski

Carried.

The following three motions arose from the closed session:

7. THAT the Board accept the recommendations of the Governance Committee to rescind Board Policy 101 – Strategic Plan and Framework 2023-2026; and
- Board Policy
101 and 102
Revisions
Friesen W

THAT the Board revise Board Policy 102 – Strategic Planning as attached to form part of these minutes, including renumbering it as Board Policy 101.

Carried.

8. THAT the Board approve the phased expansion plan of the French Immersion program to Grades 9-12 at Warman High School beginning in the 2026/27 school year.
- French
Immersion –
WHS
Dereniowski

Carried.

9. THAT the Board accept the Quarterly Financial Report as at February 28, 2025, as presented by Administration.

Quarterly
Financial
Report
Richards

Carried.

Tracey Young reviewed the Suspensions Report as at February 28, 2025, for the Board's information.

Mitch Luiten, Learning Superintendent, and Teresa Korol joined the meeting at 2:16 p.m.

Mitch Luiten presented a Strategic Plan Update: Goals Report on Reading for the Board's information.

Mitch Luiten left the meeting at 2:51 p.m.

Teresa Korol presented the decision report requesting approval to award Vanscoy School roof replacement contract to Century Roofing.

10. THAT the Board approve awarding the contract for the Vanscoy School roof replacement to Century Roofing in the amount of \$627,539.61, including GST and PST.

Vanscoy Roof
Replacement
Poggemiller

Carried.

Christa Willems presented the Annual Resolution of the Prairie Spirit Schools Foundation for approval.

11. THAT the Board, as the sole member, approve the Annual Resolution of the Prairie Spirit Schools Foundation Corp. as presented, pursuant to the provision of *The Non-Profit Corporations Act, 1995*, and attached to form part of these minutes.

PSSF Annual
Resolution
Willems

Carried.

Kate Kading and Tracey Young presented their respective monthly reports for the Board's information.

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

12. THAT the meeting be adjourned at 3:18 p.m. The next meeting to be held on Monday, April 28, 2025, at 10:00 a.m.

Adjournment
MacLean

Carried.

Chairperson

Secretary to the Board



Prairie Spirit School Division No. 206

FORM CC
[Clause 139(1)(b) of the Act]

Declaration of Results

Board Member: Prairie Spirit School Division No. 206 **Subdivision No. 3**
for the election held on the 19th day of March, 2025.

Names of Candidates	Number of Votes
Dawne Badrock	3
Emily Summach	99

Number of rejected ballots, except those on which no vote was made: 0
Number of ballots counted but objected to: 0
Spoiled: (e.g. Issued to a person who declined to vote)..... 0
Total number of voters who voted
as indicated on each Form Z 102

I declare that this is an accurate statement of the votes cast for the office of Board Member for
Prairie Spirit School Division No. 206, Subdivision No. 3.

Dated this 20th day of March, 2025.


Kylie Reitenbach
Returning Officer

Note: A separate Declaration of Results must be completed for each office.



Prairie Spirit School Division No. 206

FORM A

[Subsection 71(1) of the Act] / [Subsection 9(1) of the Regulations]

Declaration of Office

I, Emily Summach, do hereby accept the office of member of the Board of Education of the Prairie Spirit School Division No. 206 of Saskatchewan, to which I have been elected in Subdivision No. 3, and I will, to the best of my ability honestly and faithfully discharge the duties devolving on me as such member.

Dated at Warman, Saskatchewan, this 21st day of March,
2024



Member, Board of Education

FORM B

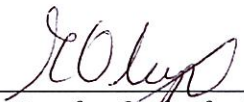
[Subsection 71(2) of the Act]/[Subsection 9(2) of the Regulations]

Endorsement Certificate by Commissioner for Oaths

I, Erin Olexyn, of Warman, Saskatchewan, do hereby certify that Emily Summach, a person elected as a member of the Board of Education of the Prairie Spirit School Division No. 206 for Subdivision No. 3, has this day made before me the required declaration of office.

Dated at Warman, Saskatchewan, this 21 day of March,
2023
2025




Commissioner for Oaths for Saskatchewan
My commission expires on:

A notary public.
My appointment expires
April 30 2027.
Erin Olexyn

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 13TH DAY OF MARCH, 2025.

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, 2024), 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, or until the dissolution of the Foundation, whichever occurs first:

Adin Dereniwski

Bernie Howe

Christa-Ann Willems

3. That Laskowski, Wright & Baker 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: _____

Name: Kate Kading

Title: Chairperson

I have authority to bind the School Division.

Prairie Spirit Schools Foundation Corp.

Financial Statements

Unaudited

August 31, 2024

Independent Practitioner's Review Engagement Report

To the directors of
Prairie Spirit Schools Foundation Corp.

We have reviewed the accompanying financial statements of Prairie Spirit Schools Foundation Corp. that comprise the statement of financial position as at August 31, 2024, and the statements of operations and changes in net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with ASNPO, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Practitioner's Responsibility

Our responsibility is to express a conclusion on the accompanying financial statements based on our review. We conducted our review in accordance with Canadian generally accepted standards for review engagements, which require us to comply with relevant ethical requirements.

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, we do not express an audit opinion on these financial statements.

Basis for Qualified Conclusion

The foundation derives a material amount of revenue from donations and fundraising activities, the completeness of which is not susceptible to satisfactory review procedures. Accordingly, verification of these revenues was limited to amounts recorded in the records of Prairie Spirit Schools Foundation. Therefore, we were not able to determine whether any adjustments might be necessary to revenue or excess of revenue over expenditures for the year ended August 31, 2024 and current assets and net assets as at August 31, 2024.

Independent Practitioner's Review Engagement Report, continued

Qualified Conclusion

Based on our review, except for the effects of the matter described in the Basis for Qualified Conclusion paragraph, nothing has come to our attention that causes us to believe that the financial statements do not present fairly, in all material respects, the financial position of Prairie Spirit Schools Foundation Corp. as at August 31, 2024, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Lastowski Wright & Baker LLP

Chartered Professional Accountants

Warman, Saskatchewan

January 15, 2025

Prairie Spirit Schools Foundation Corp.

Statement of Financial Position

Unaudited

As at August 31

2024

2023

Assets

Current

Cash

Unrestricted cash

\$ 82,454 \$ 67,091

Restricted cash

128,948 12,981

GST receivable

- 494

211,402 80,566

Investments

- 115,967

\$ 211,402 \$ 196,533

Liabilities

Current

Accounts payable and accrued liabilities

\$ 2,800 \$ 2,000

Unearned revenue (Note 3)

133,948 133,948

Due to Prairie Spirit School Division

2,775 -

139,523 135,948

Net assets

Unrestricted net assets

71,879 60,585

\$ 211,402 \$ 196,533

Approved by the Board



Member

Member

See accompanying notes

Prairie Spirit Schools Foundation Corp.

Statement of Operations and Changes in Net Assets

Unaudited

For the year ended August 31	2024	2023
Revenues		
Interest income	\$ 20	\$ 17
Division Wide Literacy Project donations	-	16,125
Fundraising events	-	5,143
Donations	-	200
	<u>20</u>	<u>21,485</u>
Expenditures		
Advertising and promotion	-	1,070
Contractor costs	-	16,644
Da Vinci and other grants	-	2,000
Division Wide Literacy Project	-	23,250
Golf team fees	-	770
Insurance	-	890
Interest and bank charges	1,148	1,270
Memberships	-	250
Office	-	237
Professional fees	3,694	2,120
	<u>4,842</u>	<u>48,501</u>
Deficiency of revenues over expenditures before undernoted item	(4,822)	(27,016)
Other income		
Investment income	16,116	30,581
	<u>11,294</u>	<u>3,565</u>
Excess of revenues over expenditures	11,294	3,565
Balance, beginning of year	60,585	57,020
Balance, end of year	<u>\$ 71,879</u>	<u>\$ 60,585</u>

See accompanying notes

Prairie Spirit Schools Foundation Corp.

Statement of Cash Flows

Unaudited

For the year ended August 31	2024	2023
Operating activities		
Excess of revenues over expenditures	\$ 11,294	\$ 3,565
Change in non-cash working capital items		
Prepaid expenses	-	770
GST receivable	494	142
Accounts payable and accrued liabilities	799	(6,564)
	12,587	(2,087)
Investing activity		
Increase of investments	115,968	12,981
Financing activity		
Advances from Prairie Spirit School Division	2,775	-
Increase in cash	131,330	10,894
Cash, beginning of year	80,072	69,178
Cash, end of year	<u>\$ 211,402</u>	<u>\$ 80,072</u>
Cash consists of:		
Cash	\$ 82,454	\$ 67,091
Restricted cash	128,948	12,981
	<u>\$ 211,402</u>	<u>\$ 80,072</u>

See accompanying notes

Prairie Spirit Schools Foundation Corp.

Notes to the Financial Statements

Unaudited

August 31, 2024

1. Nature of operations

Prairie Spirit Schools Foundation Corp. is a not-for-profit organization incorporated under The Non-Profit Corporations Act, 1995. The foundation was created to encourage and facilitate community and corporate support and involvement in public education. The funds raised through this foundation are used to enhance learning opportunities for the students of Prairie Spirit School Division.

The foundation is a registered charity under the Income Tax Act and is exempt from income taxes.

2. Accounting policies

The foundation applies the Canadian accounting standards for not-for-profit organizations.

(a) Cash

Cash consists of balances with financial institutions.

(b) Investments

The foundation's investments, consisting entirely of exchange traded funds on Canadian exchanges are initially recognized and subsequently measured at fair value without adjustment for transaction costs that would be incurred on disposal and changes in fair value are recognized in income in the period. Transaction costs associated with the acquisition of these investments are recognized in net income in the period incurred.

(c) Revenue recognition

The organization follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

(d) Contributed materials and services

Contributions of materials are recognized in the financial statements at fair value at the date of contribution, but only when a fair value can be reasonably estimated and when the materials and services are used in the normal course of operations, and would otherwise have been purchased.

Volunteers contributed time to assist in then organization's activities. A reasonable estimate of their amount and fair value cannot be made and, accordingly, these contributed services are not recognized in the financial statements.

(e) Use of estimates

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the balance sheet date and the reported amounts of revenues and expenses during the year. Actual results could differ from those estimates.

Prairie Spirit Schools Foundation Corp.

Notes to the Financial Statements

Unaudited

August 31, 2024

2. Accounting policies, continued

(f) Financial instruments

The organization initially measures its financial assets and liabilities at fair value. The organization subsequently measures all its financial assets and financial liabilities at amortized cost, except for investments in equity instruments that are quoted in an active market, which are measured at fair value. Changes in fair value are recognized in net income.

Financial assets measured at amortized cost include cash and accounts receivable.

Financial liabilities measured at amortized cost include accounts payable and accrued liabilities and deferred revenue.

3. Unearned revenue

	Balance, beginning of year	Balance, end of year
Con-Tech General Contractors Ltd. - Da Vinci Project	\$ 5,000	\$ 5,000
Student scholarships	128,948	128,948
	<u>\$ 133,948</u>	<u>\$ 133,948</u>

4. Subsequent events

Subsequent to the year end, the foundation intends to transfer funds to Prairie Spirit Schools Division and dissolve the charity.

5. Related party transactions

Included in professional fees is \$2,775 paid to Laskowski Wright & Baker by Prairie Spirit Schools Division, a related party that can influence the strategic direction of the Foundation.

These transactions are in the normal course of operations and are measured at the exchange amount which is the amount of consideration established and agreed to by the related parties.

6. Financial instruments

(a) Liquidity risk

Liquidity risk is the risk that the organization cannot repay its obligations when they become due to its creditors. The organization reduces its exposure to liquidity risk by ensuring that it documents when authorized payments become due. The organization is exposed to liquidity risk on its accounts payable and accrued liabilities.