

**Board Of Education**  
**Saskatoon School Division No. 13**

**Meeting**  
**Of The**  
**SASKATOON BOARD OF EDUCATION**

**TUESDAY, DECEMBER 8, 2009**  
**Board Room**  
**310 21<sup>st</sup> Street East**

**7:00 p.m.**

**Please Note: All public Board meetings are audio taped**

**A g e n d a**

1. **ROLL CALL:**
2. **PLAYING OF O'CANADA:**
3. **ADOPTION OF AGENDA:**
4. **COMMENTS/CONCERNS/QUESTIONS FROM THE PUBLIC:**  
(maximum 5 minutes per speaker; 20 minutes total; comments must be related to specific agenda items)
5. **APPROVAL OF MINUTES OF LAST MEETING:**  
November 17, 2009 (Unapproved)
6. **DELEGATIONS:**
7. **EXTERNAL REPORTS / PRESENTATIONS:**  
(a) Celebrating Excellence, Learning About Our World
8. **BUSINESS ARISING FROM THE MINUTES:**
9. **UNFINISHED BUSINESS:**  
(a) Items Arising From The Committee Of The Whole

10. **CORRESPONDENCE:**
  
11. **REPORTS OF COMMITTEES AND TRUSTEES:**
  
12. **NEW BUSINESS:**  
**Decision**
  - (a) **Audited Financial Statements  
September 1, 2008 To August 31, 2009**
  - (b) **Employee And Family Assistance Program**
  
13. **REPORTS FROM ADMINISTRATIVE STAFF:**  
**Information**
  - (a) **Literacy For Life Update**
  - (b) **Strategic Planning Update**
  - (c) **Facilities For Learning Update**
  - (d) **Fiscal Monitoring Report  
Trustee Education Allowance Accounts**
  - (e) **Response To Trustee Waugh's Question  
Regarding The 2010 Olympics**
  - (f) **Response To Trustee Bellamy's Question Regarding  
The Child Hunger Education Program Meetings**
  
14. **NOTICES OF MOTION:**
  
15. **QUESTIONS BY TRUSTEES:**
  
16. **QUESTIONS FROM THE PUBLIC:**

**Next Regular Meeting**

**At the call of the Chair or  
Tuesday, January 19, 2010  
7:00 p.m.**

# UNAPPROVED

MINUTES OF A MEETING:

of the Board of Education of the Saskatoon School Division No. 13 of Saskatchewan, held on Tuesday, November 17, 2009 at 3:00 p.m. in Committee of the Whole Board.

November 17,  
2009

MEMBERS PRESENT:

Ms. Donna Banks, Mr. Robin Bellamy, Mr. Dan Danielson,  
Ms. Holly Kelleher, Mr. Vernon Linklater, Ms. Colleen MacPherson,  
Mr. Ray Morrison, Ms. Anna Ringstrom, Mr. Darrell Utley, Mr. Kevin Waugh

Mr. Waugh joined the meeting at 3:10 p.m.

Ms. Kelleher joined the meeting at 3:50 p.m.

Following discussions in Committee of the Whole, Mr. Utley moved that the Board rise and report.

CARRIED (10)

Mr. Utley moved that the Board adjourn to the call of the Chair or the Regular Board Meeting of Tuesday, November 17, 2009 at 7:00 p.m.

CARRIED (10)

The meeting adjourned at 5:55 p.m.

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Secretary of the School Division

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Board Chair

# UNAPPROVED

MINUTES OF A MEETING:	of the Board of Education of the Saskatoon School Division No. 13 of Saskatchewan, held on Tuesday, November 17, 2009 at 7:00 p.m.	November 17, 2009
MEMBERS PRESENT:	Mr. Ray Morrison (Board Chair), Ms. Donna Banks, Mr. Robin Bellamy, Mr. Dan Danielson, Ms. Holly Kelleher, Mr. Vernon Linklater, Ms. Colleen MacPherson, Ms. Anna Ringstrom, Mr. Darrell Utley, Mr. Kevin Waugh	
	<u>Agenda:</u> Mr. Bellamy moved approval of the agenda.	Agenda
	CARRIED (10)	
	<u>Minutes:</u> Mr. Danielson moved approval of the minutes of the Committee of the Whole Meeting, Inaugural Board Meeting and Regular Board Meeting of November 3, 2009.	Minutes
	CARRIED (10)	
	<u>Celebrating Excellence – Virtual Archaeological Dig Award Of Excellence By The Saskatchewan Interactive Media Association Inc.:</u> Ms. Donnalee Weinmaster, Superintendent of Education, introduced Tommy Douglas Collegiate staff members Mr. Bob Bevan, Principal; Mr. Ross Tait, School Community Coordinator and Mr. Darryl Isbister, Teacher. Mr. Bevan highlighted the school's work with the Board's two strategic priorities and Mr. Isbister's contributions towards these priorities. Mr. Isbister provided background of how his project got started, gave the Board a brief presentation of how students use the virtual archaeological dig and highlighted his future intentions to improve the project.	Celebrating Excellence-Virtual Archaeological Dig Award Of Excellence By The Saskatchewan Interactive Media Association Inc.
	<u>Director/CEO Evaluation Process:</u> Ms. Banks moved that the Board approve the "Director's Report To The Board" for the period June 2, 2009 to November 11, 2009 to be included as part of the evidence of the quality indicators for the Director's annual evaluation.	Director/CEO Evaluation Process
	CARRIED (10)	
	<u>Reports Of Committees And Trustees:</u>	Reports Of Committees And Trustees
	<ul style="list-style-type: none"><li>Trustee Waugh reported on his attendance at Remembrance Day Ceremonies at Walter Murray Collegiate and Lakeridge School. He also attended School Community Council meetings at Wildwood and Lakeridge Schools.</li><li>Trustee Utley reported on his attendance at the Remembrance Day Ceremony at Greystone Heights School.</li><li>Trustee Linklater reported on his attendance at the Remembrance Day Ceremony at Princess Alexandra School.</li><li>Trustee Banks reported on her attendance at the School Community Council Assembly meeting on November 5<sup>th</sup>. She also attended the Remembrance Day Ceremony at Fairhaven School and volunteered at several H1N1 clinics in our schools.</li><li>Trustee Ringstrom reported on her attendance at the Remembrance Day Ceremony at Walter Murray Collegiate. She attended the Saskatoon Foodbank Tree of Plenty Campaign Kickoff at Victoria School and spoke to Brunskill Grades 5,6,and 7 students, along with Ward 6 Councillor Clark on the recent civic election.</li><li>Board Chair Morrison reported on his attendance at the School Community Council Assembly meeting on November 5<sup>th</sup>. He also attended the Remembrance Day Ceremony at Centennial Collegiate.</li></ul>	

Fiscal Leadership Report 2008-2009 – Ms. Kelleher moved that the Board approve the Fiscal Leadership Report 2008-2009 be included as part of the evidence of the quality indicators for the Director’s annual evaluation.

Fiscal  
Leadership  
Report  
2008-2009

CARRIED (10)

Reports From Administrative Staff: Reports were received, for information,  
on the following issues:

Reports From  
Administrative  
Staff

- Collegiate Renewal Update – Mr. Ryan Brimacombe, Instructional Consultant, updated the Board on Collegiate Renewal activities in relation to mathematical literacy.

- Assessment In Saskatoon Public Schools – Dr. Scott Tunison, Coordinator: Research and Measurement, and Mr. Grant Dougall, Coordinator: Student Assessment and Evaluation, highlighted their report “Assessment in Saskatoon Public Schools”.

Mr. Danielson excused himself from the meeting at 8:15 p.m.

- School Community Councils Update
- Human Resources Report July to November, 2009
- Financial Results For The Period September 1, 2009 to October 31, 2009

Questions By Trustees: Trustee Bellamy asked for an update on whether Trustee representatives are required again this year to attend CHEP meetings. Director Rathwell indicated he would provide the Board with more information in the near future.

Questions By  
Trustees

Ms. MacPherson moved that the Board adjourn to the call of the Chair or the Committee of the Whole Meeting of Tuesday, December 8 , 2009 at 3:00 p.m.

CARRIED (9)

The meeting adjourned at 8:45 p.m.

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Secretary of the School Division

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Board Chair



**MEETING DATE:** DECEMBER 8, 2009  
**TOPIC:** CELEBRATING EXCELLENCE  
LEARNING ABOUT OUR WORLD

FORUM	AGENDA ITEMS	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input type="checkbox"/> Correspondence	<input checked="" type="checkbox"/> Information
<input type="checkbox"/> Committee of the Whole	<input type="checkbox"/> New Business	<input type="checkbox"/> Decision
	<input type="checkbox"/> Reports From Administrative Staff	<input type="checkbox"/> Discussion
	<input checked="" type="checkbox"/> Other: External Reports / Presentations	

## BACKGROUND

**Strengthening Our Learning Community – Strategic Direction: Our Students’ Learning** goal states: *“Our students will engage in relevant and challenging learning opportunities to enhance their academic, personal, and social/cultural growth”*. **Our People** goal states: *“Our people will be committed to a constructive educational culture that values people, excellence, and life-long learning.”* **Our Community** goal states: *“Our community will share ownership and responsibility with us for the well-being and education of our children and youth.”* **Our Organization** goal states: *“Our organization will be principled, innovative, collaborative, accountable, and effective.”*

## CURRENT STATUS

There are many examples of excellent work being done by our students, staff and communities. The Saskatoon Board of Education has much to be proud of and, as such, we celebrate the achievement of our students, staff and communities continually.

The students and staff at Lakeridge School are using the World Junior Hockey Championships and the 2010 Olympics as a basis for study and learning about our place in the world. These two events serve as an avenue to inquire into cross-curricular themes while developing insights into national pride, citizenship, empathy, leadership, teamwork, current events, physical activity, Olympic events, the world as a global village, critical thinking, First Nations, fun, responsibility and Canadian geography, to name but a few! All students and staff experience the benefits of this type of large-scale inquiry.

Taylor Earl (student), Kendra Sepke (student), Mrs. Delainey (Grade 8 teacher) and Mr. Arthurs (Physical Education teacher) will highlight their plans and goals. Activities include: World Junior Hockey Tournament simulation; Olympics: torch relay, guest speakers, Canadian Pride, history, mini-assemblies, student video projects and activity passports.

PREPARED BY	DATE	ATTACHMENTS
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Mrs. Donnalee Weinmaster  
Superintendent of Education

December 2, 2009



**MEETING DATE:** DECEMBER 8, 2009  
**TOPIC:** AUDITED FINANCIAL STATEMENTS  
SEPTEMBER 1, 2008 TO AUGUST 31, 2009

FORUM	AGENDA ITEMS	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input type="checkbox"/> Correspondence	<input type="checkbox"/> Information
<input type="checkbox"/> Committee of the Whole	<input checked="" type="checkbox"/> New Business	<input checked="" type="checkbox"/> Decision
	<input type="checkbox"/> Reports From Administrative Staff	<input type="checkbox"/> Discussion
	<input type="checkbox"/> Other:	

## BACKGROUND

KPMG, Chartered Accountants, have completed their audit for the period September 1, 2008 to August 31, 2009.

## CURRENT STATUS

The Saskatoon Board of Education and Administration met with the auditors to review the Audited Financial Statements.

Attached is the following document:

- Financial Statements of The Board Of Education Of The Saskatoon School Division No. 13 Of Saskatchewan, Year ended August 31, 2009.

## PROS AND CONS

## FINANCIAL IMPLICATIONS

PREPARED BY	DATE	ATTACHMENTS
Mr. Garry Benning, Chief Financial Officer Ms Camille Dobni, Manager of Financial Services	December 2, 2009	Audited Financial Statements

## RECOMMENDATION OF THE DIRECTOR OF EDUCATION

### Proposed Motion:

That the Board approve the Audited Financial Statements for the year ended August 31, 2009.

Financial Statements of

**THE BOARD OF EDUCATION OF  
THE SASKATOON SCHOOL  
DIVISION NO. 13 OF  
SASKATCHEWAN**

Year ended August 31, 2009

DRAFT

## **AUDITORS' REPORT**

To the Trustees of the Board of Education of Saskatoon School Division No. 13 of Saskatchewan

We have audited the statement of financial position of The Board of Education of the Saskatoon School Division No. 13 of Saskatchewan as at August 31, 2009 and the statements of financial activities and fund balances and changes in financial position for the year then ended. These financial statements are the responsibility of the School Division's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the School Division as at August 31, 2009 and the results of its operations and changes in its financial position for the year then ended in accordance with Canadian generally accepted accounting principles.

Chartered Accountants

Saskatoon, Canada

November 23, 2009

**THE BOARD OF EDUCATION OF THE SASKATOON SCHOOL  
DIVISION NO. 13 OF SASKATCHEWAN**

Statement of Financial Position

As at August 31, 2009, with comparative figures for 2008

	Operating Fund	Capital Fund	Other Funds	Consolidated 2009	Consolidated 2008 (restated note 8)
<b>Financial assets</b>					
Cash	\$ 31,963,057	–	–	31,963,057	9,320,897
Short term investments	2,992,170	–	–	2,992,170	22,824,530
Taxes receivable	4,557,272	–	–	4,557,272	6,002,273
Provincial grants receivable	2,160,412	2,378,960	–	4,539,372	81,110
Other receivables	3,451,771	1,122,034	–	4,573,805	1,115,705
Prepaid items	1,019,407	–	–	1,019,407	1,043,125
Other assets	103,525	–	–	103,525	650,825
	46,247,614	3,500,994	–	49,748,608	41,038,465
<b>Financial liabilities</b>					
Payables	3,387,060	1,582,667	–	4,969,727	5,294,216
Capital loans (note 2)	–	29,059,582	–	29,059,582	33,398,711
Accrued employee future benefits (note 6)	3,951,901	–	–	3,951,901	3,644,200
Other liabilities (note 7)	20,844,995	1,878,280	–	22,723,275	13,550,563
Interfund debt	7,615,485	(1,322,832)	(6,292,653)	–	–
	35,799,441	31,197,697	(6,292,653)	60,704,485	55,887,690
Net financial assets	10,448,173	(27,696,703)	6,292,653	(10,955,877)	(14,849,225)
Physical assets (schedule 1)	–	251,491,048	–	251,491,048	230,325,824
Net assets	\$ 10,448,173	223,794,345	6,292,653	240,535,171	215,476,599
Equity in physical assets (schedule 1)	\$ –	222,431,465	–	222,431,465	196,927,112
Fund balances	10,448,173	1,362,880	6,292,653	18,103,706	18,549,487
School position	\$ 10,448,173	223,794,345	6,292,653	240,535,171	215,476,599

See accompanying notes to financial statements.

On behalf of the Board of Education:

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# THE BOARD OF EDUCATION OF THE SASKATOON SCHOOL DIVISION NO. 13 OF SASKATCHEWAN

## Statement of Financial Activities and Fund Balances

For the year ended August 31, 2009, with comparative figures for 2008

		Operating Fund	Capital Fund	Other Fund	Consolidated 2009	Consolidated Budget (Note 9)	Consolidated 2008 (restated note 8)
<b>Revenue:</b>							
Property taxation	\$	94,418,875	-	-	94,418,875	103,824,000	98,198,762
Grants		78,505,813	9,614,007	-	88,119,820	72,777,989	65,498,445
Tuition and related fees		1,036,922	-	-	1,036,922	935,000	1,077,730
School generated funds		5,918,466	-	-	5,918,466	5,500,000	5,690,832
Complementary services		1,350,948	335,000	-	1,685,948	1,086,733	912,773
External services		2,189,912	-	-	2,189,912	2,124,500	1,981,608
Other		1,045,186	-	50,909	1,096,095	1,361,200	1,636,418
		184,466,122	9,949,007	50,909	194,466,038	187,609,422	174,996,568
<b>Expenses:</b>							
Governance		736,118	-	-	736,118	743,463	649,975
Administration		3,344,791	47,260	-	3,392,051	3,259,330	3,091,933
Instruction		129,516,330	2,914,852	-	132,431,182	133,040,950	126,479,173
Plant		20,194,686	18,203,112	-	38,397,798	38,541,182	34,086,239
Transportation		3,562,155	-	-	3,562,155	4,270,251	3,668,981
Tuition and related fees		267,259	-	-	267,259	295,000	277,358
School generated funds		5,677,269	-	-	5,677,269	5,500,000	5,690,832
Complementary services		2,119,389	-	-	2,119,389	1,982,321	1,706,537
External services		2,409,900	-	-	2,409,900	2,067,262	1,952,811
Interest and bank charges		-	1,579,569	-	1,579,569	1,653,219	1,656,731
		167,827,897	22,744,793	-	190,572,690	191,352,978	179,260,570
Excess (deficiency) of revenue over expenses		16,638,225	(12,795,786)	50,909	3,893,348	(3,743,556)	(4,264,002)
Interfund transfers (from) to:							
for capital expenditures		(6,664,574)	7,172,574	(508,000)			-
for debt repayment		(6,493,000)	6,493,000	-			-
for reserves		(688,939)	-	688,939			-
Excess (deficiency) after interfund transfers		2,791,712	869,788	231,848	3,893,348	(3,743,556)	(4,264,002)
Capital debt issued		-	-	-	-	1,453,491	21,491,939
Capital debt repaid		-	(4,339,129)	-	(4,339,129)	(4,638,700)	(17,006,895)
Surplus (deficit) for the year	\$	2,791,712	(3,469,341)	231,848	(445,781)	(6,928,765)	221,042
Fund balances, beginning of year		7,656,461	4,832,221	6,060,805	18,549,487	16,256,230	18,328,445
Fund balances, end of year	\$	10,448,173	1,362,880	6,292,653	18,103,706	9,327,465	18,549,487

See accompanying notes to financial statements.

# THE BOARD OF EDUCATION OF THE SASKATOON SCHOOL DIVISION NO. 13 OF SASKATCHEWAN

## Statement of Changes in Financial Position

For the year ended August 31, 2009, with comparative figures for 2008

	Consolidated 2009	Consolidated 2008 (restated note 8)
<b>Operations:</b>		
Excess of revenue over expenses	\$ 16,638,225	\$ 9,168,590
<b>Changes in non-cash items</b>		
Decrease (increase) in taxes receivable	1,445,001	(1,253,680)
Decrease (increase) in provincial grants receivable	(4,458,262)	6,870,460
Decrease (increase) in other receivables	(3,458,100)	123,234
Decrease (increase) in prepaid items	23,718	(147,197)
Decrease (increase) in other assets	547,300	(244,452)
Increase (decrease) in payables	(324,489)	1,001,707
Increase (decrease) in other liabilities	9,172,712	1,545,086
Increase (decrease) in accrued employee future benefits	307,701	-
<b>Net increase in cash from operations</b>	<b>19,893,806</b>	<b>17,063,748</b>
<b>Investing:</b>		
Capital revenue	9,949,007	2,883,388
Physical asset additions	(21,165,224)	(14,816,498)
Other capital expenses	(1,579,569)	(1,656,731)
Interest on reserves	50,909	157,249
Decrease (increase) in short-term investments	19,832,360	(12,005,590)
<b>Net decrease in cash from investing</b>	<b>7,087,483</b>	<b>(25,438,182)</b>
<b>Financing:</b>		
Capital debt issued	-	21,491,939
Capital debt repaid	(4,339,129)	(17,006,895)
<b>Net increase in cash from financing</b>	<b>(4,339,129)</b>	<b>4,485,044</b>
<b>Net change in cash and equivalents</b>	<b>22,642,160</b>	<b>(3,889,390)</b>
Cash and equivalents, beginning of year	9,320,897	13,210,287
<b>Cash and equivalents, end of year</b>	<b>\$ 31,963,057</b>	<b>\$ 9,320,897</b>

See accompanying notes to financial statements.

# THE BOARD OF EDUCATION OF THE SASKATOON SCHOOL DIVISION NO. 13 OF SASKATCHEWAN

Notes to the Financial Statements

For year ended August 31, 2009

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## **Purpose and authority:**

The Saskatoon School Division No. 13 of Saskatchewan (the "School Division") delivers education programs under the authority of Section 87 of The Education Act, 1995.

The Board of Education (the "Board") is responsible for administering and managing the educational affairs of the School Division in accordance with the intent of The Education Act, 1995 and Regulations.

## **1. Significant accounting policies:**

The financial statements have been prepared in accordance with generally accepted accounting principles for local governments as recommended by the Public Sector Accounting Board of the Canadian Institute of Chartered Accountants (CICA); and reflect the following policies:

### (a) Fund accounting:

A fund is a separate self-balancing group of accounts provided for each accounting entity established within the accounting system to segregate those transactions of a particular activity. The funds established by the School Division are detailed below:

#### *Operating Fund*

The Operating Fund contains the current revenues, expenses, assets and liabilities pertaining to the general operations of the School Division.

#### *Capital Fund*

The Capital Fund contains the physical assets, which are property and equipment, other capital related assets and long-term capital debt, transactions relating to capital fund activities, and the equity in capital fund assets.

Physical assets are recorded at cost and are not depreciated.

#### *Reserve Fund*

The Reserve Fund contains the assets, liabilities, transactions and fund balances of reserves that have been designated by the School Division for anticipated future costs of planned projects.

Reserves are created by authorization of the Board. Contributions to, and expenditures from, reserves are made in accordance with terms and conditions established by the Board.

### (b) Use of estimates:

In the preparation of financial statements, management is required to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the year. Actual results could differ from those estimates.

# THE BOARD OF EDUCATION OF THE SASKATOON SCHOOL DIVISION NO. 13 OF SASKATCHEWAN

Notes to the Financial Statements

For year ended August 31, 2009

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## 1. Significant accounting policies – continued:

### (c) Accrual basis of accounting:

Accrual accounting is used for the preparation of these financial statements. Under the accrual method, an expense and the related liability are recorded at the time the goods or services have been received and an obligation has been incurred.

### (d) Revenue recognition:

The school division's two major sources of revenues are property taxation and provincial operating grants.

Effective in the 2009 calendar year, uniform education property tax mill rates are set by the Ministry of Education. Prior to 2009, each school division in the province was responsible for setting the education property tax mill rate in its jurisdiction.

Property taxes are levied and collected on a calendar year basis. The division estimates the tax revenue for the January to August portion of its fiscal year based on estimate information provided by the City of Saskatoon who levies and collects the property tax. Tax revenues are recognized on the basis of time with an estimated 1/12<sup>th</sup> of total tax revenue recorded in each month of the financial reporting period.

In 2009, the Ministry of Education changed its funding pattern for operating grants. Prior to April 1, 2009, operating grant payments were made by the Ministry in 10 monthly installments over the school year; and, provincial operating grant revenue was recognized in income based on the school year accordingly. In April, 2009, the Ministry of Education started funding grants in 12 monthly installments over their fiscal year; and, provincial operating grant revenue started to be recognized in income on the basis of time with 1/12<sup>th</sup> of total operating grant revenue recorded in each month of the financial reporting period.

Capital grants are recognized over the course of the construction project as the division has earned the entitlement and the amount is measurable. Special project grants are recognized when the related services are provided.

Other revenues are recognized when received or receivable.

### (e) Investments:

Investments are recorded at the lower of cost and net realizable value. The School Division may have investments with the Government of Canada, chartered banks and credit unions.

# THE BOARD OF EDUCATION OF THE SASKATOON SCHOOL DIVISION NO. 13 OF SASKATCHEWAN

Notes to the Financial Statements

For year ended August 31, 2009

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## 1. Significant accounting policies - continued:

### (f) Financial Instruments

For certain of the School Division's financial instruments, including cash, short-term investments, taxes receivable, provincial grants receivable, other receivables and payables, the carrying amounts approximate fair value due to the immediate or short-term maturity of these items. The carrying amount of the capital debt approximates fair value because the stated rate of interest approximates market rates.

### (g) Accrued pension asset

The School Division's employees participate in either the Saskatchewan Teachers' Superannuation Plan or the Pension Plan For The Non-Teaching Employees. Accrued pension assets or liabilities for the Pension Plan For The Non-Teaching Employees are reflected in these financial statements as other assets or liabilities as the School Division is ultimately responsible for the funding of these pension obligations.

Accrued pension assets or liabilities for the Saskatchewan Teachers' Superannuation Plan are not reflected in these financial statements as ultimate responsibility for retirement benefits rests with the Province of Saskatchewan.

The cost of pension benefits earned by non-teaching employees is determined using the projected benefit method. Accordingly, the cost is pro-rated on service and charged to expense as services are rendered. This cost reflects management's best estimates of the pension plan's expected investment yields, salary escalations, mortality of members, terminations and the ages at which members will retire.

For the purpose of calculating the expected return on plan assets, those assets are valued at fair value. Past service costs from plan amendments are deferred and amortized on a straight line basis over the average remaining service life of members active at the date of the amendment.

Actuarial gains (losses) on plan assets arise from the difference between the actual return on plan assets for a period and the expected return on plan assets for that period. Actuarial gains (losses) on the accrued benefit obligation arise from differences between actual and expected experience and from changes in the actuarial assumptions used to determine the accrued benefit obligation.

### (h) Employee Future Benefits

The School Division provides certain post-employment and compensated absence benefits to the Division's employees.

The School Division accrues its obligation and related costs under employee future benefits plans. The future benefit is actuarially determined using the projected benefit method pro-rated on service and management's best estimate of expected salary escalation, termination and retirement rates and mortality.

# THE BOARD OF EDUCATION OF THE SASKATOON SCHOOL DIVISION NO. 13 OF SASKATCHEWAN

Notes to the Financial Statements

For year ended August 31, 2009

## 1. Significant accounting policies - continued:

### (i) Tangible Capital Assets

In September 2006, the CICA revised Section PS3150, Tangible Capital Assets. Section PS3150 establishes the standards on how to account for and report tangible capital assets in government financial statements and will be applicable to financial statements for fiscal years beginning on or after January 1, 2009. This section applies to all levels of government, including local governments.

## 2. Capital debt:

Capital loans are in the form of promissory notes. Capital leases are secured by equipment.

	2009	2008
Capital Loans:		
(a) Monthly payments of principal and interest combined of \$133,147, interest rate of 5.07%; due on the last day of each month through to Nov 30, 2016 (BMO-Tommy Douglas Construction Loan);	9,678,447	10,755,805
(b) Monthly payments of principal and interest combined of \$51,691, interest rate of 5.09%; due on the last day of each month through to Nov 30, 2017 (BMO-Energy Efficiency #1);	4,172,560	4,569,487
(c) Monthly payments of principal and interest combined of \$53,322, interest rate of 4.64%; due on the last day of each month through to Jun 30, 2018 (CIBC-Energy Efficiency #2);	4,629,884	5,044,431
(d) Monthly payments of principal and interest combined of \$95,513, interest rate of 4.75%; due on the last day of each month through to Nov 30, 2016 (TD-Centennial Construction Loan);	7,017,611	7,810,295
(e) Annual payments of principal and interest combined of \$532,506, interest rate of 6.29%; due on July 31 of each year through to 2011 (Silverspring School);	972,340	1,415,793
(f) Annual payments of principal and interest combined of \$230,050, interest rate of 5.84%; due on July 31 of each year through to 2012 (Montgomery School);	616,751	800,077
(g) Monthly payments of principal and interest combined of \$15,714, interest rate of 4.94%; due on the last day of each month through to December, 2014 (Centennial Collegiate Land);	882,506	1,023,667

**THE BOARD OF EDUCATION OF THE SASKATOON SCHOOL  
DIVISION NO. 13 OF SASKATCHEWAN**

Notes to the Financial Statements

For year ended August 31, 2009

**2. Capital debt – continued:**

Capital leases:

(h) Voice over Internet Protocol system capital lease financed by Citicorp, blended monthly payments of principal and interest combined of \$22,621, interest rate of 5.1%; repayable over five years from January, 2006 to December, 2010	326,520	557,274
(i) Computer lease financed by HSBC, blended monthly payments of principal & interest combined of \$30,005, interest rate of 5.025% repayable over 48 months from July 31, 2006-June 30, 2010	312,593	670,883
(j) Computer lease financed by HSBC, blended monthly payments of principal & interest combined of \$25,723, interest rate of 4.626% repayable over 48 months from Feb 2007-Jan 2011	450,370	750,999
	<b>\$ 29,059,582</b>	<b>\$ 33,398,711</b>

Principal repayments are estimated as follows:

2010	\$ 4,499,794
2011	4,039,104
2012	3,485,016
2013	3,434,106
2014	3,606,546
Thereafter	9,995,016
	<b>\$ 29,059,582</b>

# THE BOARD OF EDUCATION OF THE SASKATOON SCHOOL DIVISION NO. 13 OF SASKATCHEWAN

Notes to the Financial Statements

For year ended August 31, 2009

### 3. Reserves:

	Balance August 31, 2008	Interfund Transfers to (from) Reserve	Allocation of Revenue	Balance August 31, 2009
<b>Revenue fund:</b>				
Reserve for civic elections	\$ 93,861	75,000	–	168,861
Reserve for replacement of driver education simulators	23,716	(23,716)	–	–
Reserve for equipment replacement	8,149	(7,969)	–	180
School carry forward reserves	641,960	192,330	–	834,290
Reserve for tax appeals	560,000	–	–	560,000
General reserve	95,253	9,000	–	104,253
Reserve for facility repairs related to rentals	126,953	15,000	–	141,953
System application reserve	90,000	(90,000)	–	–
School Community Council	101,408	14,027	–	115,435
Trustee education allowances	51,994	(1,903)	–	50,091
Facility operating reserve	273,514	(830)	–	272,684
	<b>2,066,808</b>	<b>180,939</b>		<b>2,247,747</b>
Capital fund- internally restricted:	–	–	–	–
Capital fund- externally restricted:				
Ministry of Education/Saskatoon	12,263	–	156	12,419
	12,263	–	156	12,419
Contingency reserve	3,981,734	–	50,753	4,032,487
	<b>\$ 6,060,805</b>	<b>180,939</b>	<b>50,909</b>	<b>\$ 6,292,653</b>

All reserve funds are internally restricted with the exception of the Ministry of Education/Saskatoon Board of Education Reserve located in the capital fund which is externally restricted.

Internally restricted reserves have been designated for specific purposes. These internally restricted amounts are not available for other purposes without the approval of the trustees of the Board of Education.

# THE BOARD OF EDUCATION OF THE SASKATOON SCHOOL DIVISION NO. 13 OF SASKATCHEWAN

Notes to the Financial Statements

For year ended August 31, 2009

## 4. Expenses by function and economic classification:

Function	Salaries & Benefits	Goods & Services	Debt Service	Capital Expenditures	2009 Total	2008 Total
Instruction	\$ 119,902,041	9,614,289	–	2,914,852	132,431,182	126,479,173
Plant	10,508,151	9,686,535	–	18,203,112	38,397,798	34,086,239
Transportation	–	3,562,155	–	–	3,562,155	3,668,981
Administration	2,862,840	481,951	–	47,260	3,392,051	3,091,933
Governance	258,952	477,166	–	–	736,118	649,975
Complementary services	1,791,005	328,384	–	–	2,119,389	1,706,537
Interest and bank charges	–	–	1,579,569	–	1,579,569	1,656,731
Tuition and related fees	–	267,259	–	–	267,259	277,358
External services	1,386,020	1,023,880	–	–	2,409,900	1,952,811
School generated funds	–	5,677,269	–	–	5,677,269	5,690,832
<b>Total</b>	<b>\$ 136,709,009</b>	<b>31,118,888</b>	<b>1,579,569</b>	<b>21,165,224</b>	<b>190,572,690</b>	<b>179,260,570</b>

## 5. Pension:

The School Division administers the Pension Plan for the Non-Teaching Employees of the Board of Education of Saskatoon School Division No. 13 of Saskatchewan (the "Plan"). The Plan is a defined benefit plan applying to employees who are not eligible to participate in the Saskatchewan Teachers' Superannuation Plan.

The Plan provides for a benefit that is integrated with Canada Pension Plan and is based on years of contributory service times a percentage of average earnings as defined in the Plan. The average age of the 870 employees accruing services under the Plan is 45 years. There are 145 former employees who are entitled to a deferred pension benefits. At present, the Plan provides benefits for 188 retirees and surviving spouses; benefit payments and refunds for the period September 1, 2008 August 31, 2009 were \$4,342,799.

Employees make contributions of approximately 4.4 percent of salary. The School Division's practice has been to make annual contributions equal to the members' required contributions. However, in 2008-09, the School Division's contribution was close to 8.8 percent of member earnings in order to meet an annual contribution deficiency. Total employee/employer contributions for current service for the year ended August 31, 2009 were \$3,986,162. Pension fund assets are invested entirely in marketable investments of organizations external to the School Division.

# THE BOARD OF EDUCATION OF THE SASKATOON SCHOOL DIVISION NO. 13 OF SASKATCHEWAN

Notes to the Financial Statements

For year ended August 31, 2009

## 5. Pension – continued:

The accrued pension asset includes the following components:

	2009	2008
Market value of plan assets	\$ 75,360,000	\$ 72,011,000
Less: accrued benefit obligations	(75,385,000)	(71,396,000)
<b>Accrued pension asset (liability)</b>	<b>\$ (25,000)</b>	<b>\$ 615,000</b>

Actuarial valuations for accounting purposes are performed at least triennially using the projected accrued benefit actuarial cost method. The most recent valuation was prepared by AON Consulting as at December 31, 2007. The accrued benefit obligation shown for August 31, 2009 is based on extrapolation of the 2007 valuation.

The actuarial valuation was based on a number of assumptions about future events, such as inflation rates, interest rates, wage and salary increases, and employees turnover and mortality. The assumptions used represents the School Division's best estimates. The expected inflation rate is 3.0%. The discount rate used to determine the accrued benefit obligation is 6.0%.

Pension fund assets are valued using a market-related value which amortizes realized and unrealized gains and losses over a four-year period. The expected rate of return on Plan assets is 6.0%. The actual rate of return on Plan assets for the 12-month period ended August 31, 2009 is estimated at 7.68%.

The total expenditures related to the Plan include the following components:

	2009	2008
Current period benefit cost	\$ 4,057,000	\$ 3,610,000
Interest cost on the average accrued benefit obligation	4,275,000	3,938,000
Expected return on average pension plan assets	(4,276,000)	(4,082,000)
Employee contributions	(1,323,000)	(1,182,000)
Actuarial adjustments	(5,000)	(102,000)
<b>Total expenses related to pensions</b>	<b>\$ 2,728,000</b>	<b>\$ 2,182,000</b>

# THE BOARD OF EDUCATION OF THE SASKATOON SCHOOL DIVISION NO. 13 OF SASKATCHEWAN

Notes to the Financial Statements

For year ended August 31, 2009

## 6. Employee Future Benefits:

The Division provides certain post-employment and compensated absence benefits to its employees. These benefits include accumulating non-vested sick leave, severance retirement allowance or gratuity, and vacation banks. The liability associated with these benefits is calculated based on the present value of expected future payments pro-rated for service and is reported as accrued employee future benefits.

	2009
Reconciliation of Accrued Benefit Obligation	
Accrued Benefit Obligation – September 1, 2008	\$ 3,644,200
Service cost	313,700
Interest cost	170,301
Expected benefit payments	(176,300)
Accrued Benefit Obligation – August 31, 2009	\$ 3,951,901

Prior to 2009, the Division did not recognize employee future benefit obligations (note 8). As a result, the financial statements have been restated for the year ended August 31, 2008 to recognize \$3,644,200 of employee future benefits, the majority of which had accumulated in periods prior to September 1, 2007.

## 7. Other liabilities:

	2009	2008
Deferred revenue:		
Property tax	\$ 13,779,567	\$ 10,844,938
Provincial operating grants	5,978,315	848,941
Provincial capital grants	1,878,281	655,144
Other liabilities	1,087,112	1,201,540
	\$ 22,723,275	\$ 13,550,563

## 8. Change in Accounting Policy - Retroactive Adjustment:

In response to direction received from the Ministry of Education and the Ministry of Finance, the school division has adopted generally accepted accounting principles (GAAP) for local governments. Adoption of GAAP has resulted in the inclusion of school generated funds in the division's financial statements.

As well, recognition of employee future benefit obligations commenced on September 1, 2008. The Division recorded the full value of the obligation related to these benefits for employees' past service at this time.

# THE BOARD OF EDUCATION OF THE SASKATOON SCHOOL DIVISION NO. 13 OF SASKATCHEWAN

Notes to the Financial Statements

For year ended August 31, 2009

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As a result of these changes, which have been adopted on a retroactive basis, the Operating Fund Balance has been reduced by \$640,945 from \$8,297,406 to \$7,656,461. The Consolidated Fund Balance decreased to \$18,549,487 from \$19,190,432 accordingly.

## 9. Budget amounts:

The budget was prepared by School Division management with Board of Education approval. It is presented for information purposes only and has not been audited.

DRAFT

**THE BOARD OF EDUCATION OF THE SASKATOON SCHOOL  
DIVISION NO. 13 OF SASKATCHEWAN**

## Schedule of Physical Assets

	Land	Buildings	Equipment	2009 Total	2008 Total
Physical assets – at cost:					
Cost, beginning of year	\$ 10,549,017	207,234,675	12,542,132	230,325,824	215,509,326
Additions	1,319,788	16,864,469	2,980,967	21,165,224	14,816,498
Disposals	–	–	–	–	–
<b>Cost, end of year</b>	<b>11,868,805</b>	<b>224,099,144</b>	<b>15,523,099</b>	<b>251,491,048</b>	<b>230,325,824</b>
Equity in physical assets:					
Balance, beginning of year	\$ 10,549,017	173,818,968	12,559,127	196,927,112	186,595,658
Physical asset additions	1,319,788	16,864,469	2,980,967	21,165,224	14,816,498
Debentures and long term debt issued	–	–	–	–	(7,935,300)
Debentures and long term debt principal repaid	–	4,339,129	–	4,339,129	3,450,256
<b>Balance, end of year</b>	<b>\$ 11,868,805</b>	<b>195,022,566</b>	<b>15,540,094</b>	<b>222,431,465</b>	<b>196,927,112</b>



**MEETING DATE:** DECEMBER 8, 2009

**TOPIC:** EMPLOYEE AND FAMILY ASSISTANCE PROGRAM

FORUM	AGENDA ITEMS	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input type="checkbox"/> Correspondence	<input type="checkbox"/> Information
<input type="checkbox"/> Committee of the Whole	<input checked="" type="checkbox"/> New Business	<input checked="" type="checkbox"/> Decision
	<input type="checkbox"/> Reports From Administrative Staff	<input type="checkbox"/> Discussion
	<input type="checkbox"/> Other:	

## BACKGROUND

An Employee and Family Assistance Program (EFAP) has been offered to Division employees and immediate family members since 1990. The program offers voluntary and confidential assistance to employees and their families.

## CURRENT STATUS

The contract with our current EFAP service provider, Personnel Performance Consultants, expires at the end of December, 2009.

Tenders were requested to provide confidential counseling services to employees of the School Division and their families.

Tenders were received from seven companies (please refer to attachment). Tenders were evaluated by the Superintendent of Human Resources and the Manager of Purchasing based on price, delivery, staff qualifications, services offered and vendor references.

## PROS AND CONS

The attachment shows that Penney Murphy & Associates provided the best overall proposal for delivery over the three-year period.

## FINANCIAL IMPLICATIONS

### PREPARED BY

Mr. Jaime Valentine  
Superintendent of Human Resources

### DATE

December 2, 2009

### ATTACHMENTS

EFAP Request  
For Proposal

## RECOMMENDATION OF THE DIRECTOR OF EDUCATION

### Proposed Motion:

That the Board approve the tender from Penney Murphy & Associates for the delivery of Employee and Family Assistance services for the period January 1, 2010 until August 31, 2013 with an option to renegotiate for a further two years.





**MEETING DATE: DECEMBER 8, 2009**

**TOPIC: LITERACY FOR LIFE UPDATE**

FORUM	AGENDA ITEMS	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input type="checkbox"/> Correspondence	<input checked="" type="checkbox"/> Information
<input type="checkbox"/> Committee of the Whole	<input type="checkbox"/> New Business	<input type="checkbox"/> Decision
	<input checked="" type="checkbox"/> Reports From Administrative Staff	<input type="checkbox"/> Discussion
	<input type="checkbox"/> Other:	

## BACKGROUND

The School Division is in its sixth year of implementing the Board’s priority, *Literacy For Life*. The overall goal of *Literacy For Life* is to have all students, K – 12, reading at or above grade level. The initiative is comprised of the following components:

- Literacy Enhanced, Full Day Kindergarten;
- Literacy in the Early Years (Kindergarten to Grade 2);
- Literacy Instruction with a focus on Inquiry (Grade 3);
- Literacy Instruction with a focus on explicit strategies to create independent readers (Grades 4 - 8);
- *Just Read* (PreKindergarten to Grade 12);
- *Read To Succeed* (Grades 3 – 12).

## CURRENT STATUS

As we move toward the goal of having all of our students, K - 12, reading at or above grade level, we are called upon to monitor our students’ achievements through a variety of assessment methods. Through our *Literacy For Life* professional development sessions, as well as through school-based strategic plans, our teachers have been learning about and incorporating Assessment For Learning (AfL) techniques in their classrooms. Products, observations and conversations are indicating that both students and teachers are motivated by, and benefiting from, the use of AfL techniques. One such example is the work Elaine Krause has undertaken in her Grade 3 classroom at Victoria School. Ms Krause has co-constructed criteria for successful writing with her students and through this co-construction process, her class created a writing continuum that is now used on a daily basis. The results of this work indicate that students are now self-assessing their development in writing and are able to have rich conversations with their teacher, Ms Krause, about their strengths and areas requiring more focus. Ms Krause will be present at the Board meeting to share her work in this area.

In October, Ms Krause presented her AfL learnings at the *Finding Our Way: Assessment, Evaluation and Accountability* conference where she generated much discussion and thinking with teaching colleagues and administrators from across our province. Saskatoon Public Schools was well represented at this conference by Ms Krause’s thoughtfulness as a professional educator.

PREPARED BY	DATE	ATTACHMENTS
Mrs. Avon Whittles, Deputy Director of Education Miss Kim Newlove, Superintendent of Education Mrs. Lori Kindrachuk, Facilitator: Literacy for Life	December 2, 2009	

## RECOMMENDATION



**MEETING DATE: DECEMBER 8, 2009**

**TOPIC: STRATEGIC PLANNING UPDATE**

FORUM	AGENDA ITEMS	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input type="checkbox"/> Correspondence	<input checked="" type="checkbox"/> Information
<input type="checkbox"/> Committee of the Whole	<input type="checkbox"/> New Business	<input type="checkbox"/> Decision
	<input checked="" type="checkbox"/> Reports From Administrative Staff	<input type="checkbox"/> Discussion
	<input type="checkbox"/> Other:	

## BACKGROUND

The Strategic Direction for Saskatoon Public Schools is established by the Board and is influenced by the needs of the organization and its stakeholders. The “Strategic Plan” is the “tool” that the Board uses to determine its priorities, and the resources required to fund these priorities. The annual strategic planning and budgetary process is what brings the Strategic Direction to life, and it is influenced by the Ministry of Education through the Continuous Improvement Framework.

Trustees have recently been provided with an updated version of the School Division’s 2009 - 2010 Strategic Plan. This plan is shared with stakeholders and is submitted to the Ministry of Education as part of the Continuous Improvement Framework planning cycle. The Strategic Plan contains the following:

1. Information related to the Ministry of Education’s Continuous Improvement Framework:
  - Our strategies aligned to provincial priorities (page 12).
    - (a) Higher Literacy and Achievement;
    - (b) Equitable Opportunities to learn and succeed;
    - (c) Smooth Transitions into and through the Division, and
    - (d) Strong system-wide Accountability and Governance.
  - A section on financial planning and facility / capital planning (page 13).
  - Inclusion of the province’s learner outcomes and targets (page 14).
2. A revised School Division Plan (Appendix I):
  - Inclusion of the two priorities: *Literacy For Life* and *Collegiate Renewal*.
  - New ways to measure achievement of our goals related to the priorities and to the core strategy areas.
3. Updated Action Plans (Appendix II) related to each of our priorities and core strategies.
4. A revised formation for sharing Our Results on our website (Appendix III).
5. Inclusion of a Strategic Planning Timeline (Appendix IV).

## CURRENT STATUS

This updated plan is located on our website under Division information. Trustees are also reminded of the “Our Results” section of our public website and the 2008 – 2009 “Report to the Community” (Annual Report) which share student results related to the Continuous Improvement Framework, the Board’s priorities and core strategy areas.

PREPARED BY	DATE	ATTACHMENTS
Mrs. Avon Whittles Deputy Director of Education	December 2, 2009	

## RECOMMENDATION



**MEETING DATE:** DECEMBER 8, 2009

**TOPIC:** FACILITIES FOR LEARNING UPDATE

FORUM	AGENDA ITEMS	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input type="checkbox"/> Correspondence	<input checked="" type="checkbox"/> Information
<input type="checkbox"/> Committee of the Whole	<input type="checkbox"/> New Business	<input type="checkbox"/> Decision
	<input checked="" type="checkbox"/> Reports From Administrative Staff	<input type="checkbox"/> Discussion
	<input type="checkbox"/> Other:	

## BACKGROUND

Included in the Board Annual Work Plan is a quarterly Facilities For Learning update.

## CURRENT STATUS

Attached for trustee information is the Facilities For Learning Update dated December 2, 2009.

## PROS AND CONS

## FINANCIAL IMPLICATIONS

PREPARED BY	DATE	ATTACHMENTS
Mr. Stan Laba Superintendent of Facilities	December 2, 2009	Facilities For Learning Update

## RECOMMENDATION

**1. Saskatoon Trades And Skills Centre Project At Mount Royal Collegiate**

Construction work continues in many parts of the building. It is expected that the Construction Manager will be able to turn over major parts of the completed building to occupants starting June 1, 2010. The project is expected to be 100% complete by August 31, 2010. Saskatoon Public Schools has committed \$793,000, to be cost shared with the Ministry, for additional work in the collegiate's south end. The design and construction team continues to work collaboratively with Saskatoon Public Schools staff and administration in delivering this project.

**2. Multi-Use Building At Mount Royal Collegiate**

Phase 1 tenders and Phase 2 construction management services contract have been awarded to Quorex Construction (same as Item 1 above). Phase 2 sub-trade tenders are to close on December 17, 2009 and construction work has begun on site. The project is fast-tracked, to be 80% complete by March 31, 2010 and 100% complete by July 31, 2010.

**3. Nutana Collegiate Renovations**

Construction work continues in various parts of the building. Phase 2 tenders, awarded in late November 2009, point to the project being within overall budget, based on approximately 80% of project scope priced to date. It is expected that stakeholder meetings will be held later in December 2009 and January 2010, to discuss other project and budget priorities – ie. additional Information Technology requirements, industrial arts and home economics lab upgrading, etc. The design and construction team continues to work collaboratively with SPS staff and administration in delivering this project.

**4. Energy Smart Program**

This program has provided physical upgrades to existing buildings for lighting replacement, automated building control systems, window replacements, boiler replacements, etc. Construction work of Phases 1 and 2 is 99% complete. Ongoing monitoring and verification of energy savings has indicated approx. \$1.1 million in savings in the past year. Work is expected to be 100% complete, with all required documentation and training manuals turned over by August 2010.

**5. New Early Learning Care Centre At Queen Elizabeth School**

Construction is underway. It is expected that the current scope of the work will be complete by June 2010.

**6. Middle Years Industrial Arts At Aden Bowman Collegiate**

Construction is underway. It is expected that work will be 100% complete by January 2010.

**7. Expanded Early Learning Care Centre At John Lake School**

Design work is underway. It is expected that tenders will be issued and a contract awarded in January 2010. Construction work is expected to be largely complete by March 31, 2010.

**8. Expanded Early Learning Care Centre At Brevoort Park School**

Design work is underway. It is expected that tenders will be issued and a contract awarded in February 2010. Construction work is expected to be 100% complete by August 31, 2010.

**9. Existing Collegiate Theatre Upgrading**

Tender documentation for Marion Graham Collegiate's Theatre Upgrading is being undertaken with a goal of tendering in January 2010. Construction work is expected to be 100% complete by August 31, 2010. Other theatre upgrading work will be undertaken at other collegiates in the future.

**10. Re-Roofing And Roofing Repair Projects**

It is hoped that a minimum of \$1 million of roofing projects can be tendered within the next month, for work to be undertaken in 2010. Re-roofing and roofing repair at existing schools remains the highest priority of the School Division, and is the most significant category of work to be addressed regarding the deferred maintenance backlog.

**11. Willowgrove New School Project**

A conceptual design concept for the connecting link of a possible joint use project was forwarded to other partners last month. A public meeting organized by the Willowgrove Community Association, with representatives from the provincial and municipal governments, and both school divisions was held on November 25, 2009. No clear timelines were provided for the project's next stage of approval. It is hoped that conceptual design concept(s) can be refined, and mutually agreed upon, in the near future.

**12. Landscaping Upgrades At North Park Wilson School**

This work has been tendered. Tenders are expected to close on December 17, 2009. Work is expected to be undertaken in spring / summer 2010 and this will complete the capital work required at North Park Wilson School.

**13. Portable Relocations To Tommy Douglas Collegiate And Centennial Collegiate**

The Board has requested that the portable relocation process begin earlier in the calendar year. Currently, the Facilities department is developing tenders for relocation of portables to these two collegiates. Funding sources will need to be confirmed in the new year.

**14. FAME/RECAPP Transition Initiative**

FAME / RECAPP are facility software systems that are required for a variety of Facility department functions, such as maintenance work orders and capital asset management. Integration of FAME with the Saskatoon Public Schools accounting system (i.e. SRB [software vendor] / TSC interface), to streamline functionality, is currently being reviewed. It is expected that a more detailed report from Administration with recommendations re FAME / RECAPP Transition Initiative, will be brought to the Board in 2010.



**MEETING DATE:** DECEMBER 8, 2009

**TOPIC:** FISCAL MONITORING REPORT  
TRUSTEE EDUCATION ALLOWANCE ACCOUNTS

FORUM	AGENDA ITEMS	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input type="checkbox"/> Correspondence	<input checked="" type="checkbox"/> Information
<input type="checkbox"/> Committee of the Whole	<input type="checkbox"/> New Business	<input type="checkbox"/> Decision
	<input checked="" type="checkbox"/> Reports From Administrative Staff	<input type="checkbox"/> Discussion
	<input type="checkbox"/> Other:	

## BACKGROUND

At the June 25, 2002 Board meeting, the Board passed a motion regarding Trustee Education which reads, in part, “.... *quarterly financial reports of accounts to be made to the Board by Administration ....*”.

## CURRENT STATUS

Attached are summaries as of November 30, 2009 of Trustee Education Accounts.

Trustees with specific questions are asked to contact Mr. Garry Benning prior to the Board meeting.

## PROS AND CONS

## FINANCIAL IMPLICATIONS

PREPARED BY	DATE	ATTACHMENTS
Mr. Garry Benning Chief Financial Officer	December 2, 2009	Trustee Education Reports

## RECOMMENDATION

Trustee Education Allowance - Trustee Banks  
November 1, 2009 - August 31, 2010

Date	Convention	Expenses	Amount Spent	net gst	Amount Left
Base Education Amount at November 18, 2008					\$ 4,500.00
COLA @ 2.05%					\$ 92.25
<b>Education Amount at November 1, 2009</b>					<b>\$ 4,592.25</b>
November 18, 2009	SSBA 2009 Fall General Assembly	Registration	\$ 330.75	<u>\$ 320.04</u>	\$ 4,272.21
				\$ 320.04	
<b>Total Spent/Balance at November 30, 2009</b>				<b>\$ 320.04</b>	<b>\$ 4,272.21</b>

Trustee Education Allowance - Trustee Bellamy  
September 1, 2009 - August 31, 2010

Date	Convention	Expenses	Amount Spent	net gst	Amount Left
Base Education Amount at November 18, 2008			\$ 4,500.00		
COLA @ 2.05%			\$ 92.25		
<b>Education Amount at September 1, 2009</b>			<b>\$ 4,592.25</b>		
<b>Total Spent/Balance at November 30, 2009</b>				<b>\$ -</b>	<b>\$ 4,592.25</b>

Trustee Education Allowance - Trustee Cherkewich  
September 1, 2009 - October 31, 2009

Date	Convention	Expenses	Amount Spent	net gst	Amount Left
Base Education Amount at November 18, 2008					\$ 4,500.00
COLA @ 2.05%					\$ 92.25
<b>Education Amount at September 1, 2009</b>					<b>\$ 4,592.25</b>
October 14, 2009	Chamber luncheon	Ticket	\$ 25.00	\$ 25.00	\$ 4,567.25
					\$ 25.00
<b>Total Spent/Balance at October 31, 2009</b>				<b>\$ 25.00</b>	<b>\$ 4,567.25</b>

Trustee Education Allowance - Trustee Danielson  
September 1, 2009 to August 31, 2010

Date	Convention	Expenses	Amount Spent	net gst	Amount Left
				Base Education Amount at November 18, 2008	\$ 4,500.00
				COLA @ 2.05%	\$ 92.25
				<b>Education Amount at September 1, 2009</b>	<b>\$ 4,592.25</b>
November 3, 2009	SSBA 2009 Fall General Assembly	Registration	\$ 330.75	\$ 320.04	\$ 4,272.21
				\$ 320.04	
<b>Total Spent/Balance at November 30, 2009</b>				<b>\$ 320.04</b>	<b>\$ 4,272.21</b>

Trustee Education Allowance - Trustee Day-Wapass  
September 1, 2009 to October 31, 2010

Date	Convention	Expenses	Amount Spent	net gst	Amount Left
Base Education Amount at November 18, 2008			\$		4,500.00
COLA @ 2.05%			\$		92.25
<b>Education Amount at September 1, 2009</b>			<b>\$</b>		<b>4,592.25</b>
<b>Total Spent/Balance at October 31, 2009</b>			<b>\$</b>	<b>-</b>	<b>\$ 4,592.25</b>

Trustee Education Allowance - Trustee Kelleher  
November 1, 2009 - August 31, 2010

Date	Convention	Expenses	Amount Spent	net gst	Amount Left
Base Education Amount at November 18, 2008					\$ 4,500.00
COLA @ 2.05%					\$ 92.25
<b>Education Amount at November 1, 2009</b>					<b>\$ 4,592.25</b>
November 18, 2009	SSBA 2009 Fall General Assembly	Registration	\$ 330.75	<u>\$ 320.04</u>	\$ 4,272.21
				\$ 320.04	
<b>Total Spent/Balance at November 30, 2009</b>				<b>\$ 320.04</b>	<b>\$ 4,272.21</b>

Trustee Education Allowance - Trustee Kozak  
September 1, 2009 to October 31, 2010

Date	Convention	Expenses	Amount Spent	net gst	Amount Left
Base Education Amount at November 18, 2008					\$ 4,500.00
COLA @ 2.05%					\$ 92.25
<b>Education Amount at September 1, 2009</b>					<b>\$ 4,592.25</b>
<b>Total Spent/Balance at October 31, 2009</b>			<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,592.25</b>

Trustee Education Allowance - Trustee Linklater  
 November 1, 2009 - August 31, 2010

Date	Convention	Expenses	Amount Spent	net gst	Amount Left
Base Education Amount at November 18, 2008					\$ 4,500.00
COLA @ 2.05%					\$ 92.25
<b>Education Amount at November 1, 2009</b>					<b>\$ 4,592.25</b>
<b>Total Spent/Balance at November 30, 2009</b>				<b>\$ -</b>	<b>\$ 4,592.25</b>

Trustee Education Allowance - Trustee MacPherson  
November 1, 2009 - August 31, 2010

Date	Convention	Expenses	Amount Spent	net gst	Amount Left
Base Education Amount at November 18, 2008					\$ 4,500.00
COLA @ 2.05%					\$ 92.25
<b>Education Amount at November, 2009</b>					<b>\$ 4,592.25</b>
November 3, 2009	SSBA 2009 Fall General Assembly	Registration	\$ 330.75	\$ 320.04	\$ 4,272.21
				\$ 320.04	
<b>Total Spent/Balance at November 30, 2009</b>				<b>\$ 320.04</b>	<b>\$ 4,272.21</b>

Trustee Education Allowance - Trustee Morrison  
September 1, 2009 to August 31, 2010

Date	Convention	Expenses	Amount Spent	net gst	Amount Left
Base Education Amount at November 18, 2008					\$ 4,500.00
COLA @ 2.05%					\$ 92.25
<b>Education Amount at September 1, 2009</b>					<b>\$ 4,592.25</b>
October 14, 2009	Chamber luncheon	Ticket	\$ 25.00	\$ 25.00	\$ 4,567.25
October 14, 2009	SSBA Members Council	Registration	\$ 120.75	\$ 116.84	\$ 4,450.41
October 20, 2009	B'nai Brith Silver Plate Dinner	Ticket	\$ 200.00	\$ 200.00	\$ 4,250.41
November 3, 2009	SSBA 2009 Fall General Assembly	Registration	\$ 330.75	\$ 320.04	\$ 3,930.37
				\$ 661.88	
<b>Total Spent/Balance at November 30, 2009</b>				<b>\$ 661.88</b>	<b>\$ 3,930.37</b>

Trustee Education Allowance - Trustee Ringstrom  
November 1, 2009 - August 31, 2010

Date	Convention	Expenses	Amount Spent	net gst	Amount Left
Base Education Amount at November 18, 2008					\$ 4,500.00
COLA @ 2.05%					\$ 92.25
<b>Education Amount at November 1, 2009</b>					<b>\$ 4,592.25</b>
November 3, 2009	SSBA 2009 Fall General Assembly	Registration	\$ 330.75	<u>\$ 320.04</u>	\$ 4,272.21
				\$ 320.04	
<b>Total Spent/Balance at November 30, 2009</b>				<b>\$ 320.04</b>	<b>\$ 4,272.21</b>

Trustee Education Allowance - Trustee Siemens  
September 1, 2009 to October 31, 2010

Date	Convention	Expenses	Amount Spent	net gst	Amount Left
Base Education Amount at November 18, 2008					\$ 4,500.00
COLA @ 2.05%					\$ 92.25
<b>Education Amount at September 1, 2009</b>					<b>\$ 4,592.25</b>
<b>Total Spent/Balance at October 31, 2009</b>			<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,592.25</b>

Trustee Education Allowance - Trustee Underwood  
September 1, 2009 to October 31, 2010

Date	Convention	Expenses	Amount Spent	net gst	Amount Left
Base Education Amount at November 18, 2008					\$ 4,500.00
COLA @ 2.05%					\$ 92.25
<b>Education Amount at September 1, 2009</b>					<b>\$ 4,592.25</b>
<b>Total Spent/Balance at October 31, 2009</b>			<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,592.25</b>

Trustee Education Allowance - Trustee Utley  
September 1, 2009 to June 30, 2010

Date	Convention	Expenses	Amount Spent	net gst	Amount Left
					Base Education Amount at November 18, 2008 \$ 4,500.00
					COLA @ 2.05% \$ 92.25
					<b>Education Amount at September 1, 2009 \$ 4,592.25</b>
September 1, 2009	2009 Lieutenant Governor's Arts Awards	Ticket	\$ 75.00	\$ 75.00	\$ 4,517.25
October 15, 1009	Chamber/NSBA luncheon	Ticket	\$ 25.00	\$ 25.00	\$ 4,492.25
October 14, 2009	SSBA Members Council	Registration	\$ 120.75	\$ 116.84	\$ 4,375.41
November 3, 2009	SSBA 2009 Fall General Assembly	Registration	\$ 330.75	\$ 320.04	\$ 4,055.37
				\$ 536.88	
<b>Total Spent/Balance at November 30, 2009</b>				<b>\$ 536.88</b>	<b>\$ 4,055.37</b>

Trustee Education Allowance - Trustee Waugh  
September 1, 2009 to August 31, 2010

Date	Convention	Expenses	Amount Spent	net gst	Amount Left
Base Education Amount at November 18, 2008					\$ 4,500.00
COLA @ 2.05%					\$ 92.25
<b>Education Amount at September 1, 2009</b>					<b>\$ 4,592.25</b>
October 20, 2009	B'nai Brith Silver Plate Dinner	Ticket	\$ 200.00	\$ 200.00	\$ 4,392.25
November 3, 2009	SSBA 2009 Fall General Assembly	Registration	\$ 330.75	\$ 320.04	\$ 4,072.21
				\$ 520.04	
<b>Total Spent/Balance at November 30, 2009</b>				<b>\$ 520.04</b>	<b>\$ 4,072.21</b>



**MEETING DATE:** DECEMBER 8, 2009

**TOPIC:** RESPONSE TO TRUSTEE WAUGH’S QUESTION REGARDING THE 2010 OLYMPICS

FORUM	AGENDA ITEMS	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input type="checkbox"/> Correspondence	<input checked="" type="checkbox"/> Information
<input type="checkbox"/> Committee of the Whole	<input type="checkbox"/> New Business	<input type="checkbox"/> Decision
	<input type="checkbox"/> Reports From Administrative Staff	<input type="checkbox"/> Discussion
	<input checked="" type="checkbox"/> Other: Response To Questions By Trustees	

## BACKGROUND

At the September 8, 2009 Board meeting, Trustee Waugh asked the following question:

*“What learning activities are Saskatoon Public schools doing in classrooms to celebrate the Olympics?”*

## CURRENT STATUS

The Olympic spirit is alive and growing in Saskatoon Public Schools as the Winter Olympics in Vancouver draw closer. Many schools have already incorporated the Olympic theme into their classrooms and are in the midst of planning school-wide events. Schools have had the opportunity to invite Olympic and Paralympic athletes to their schools as guest speakers thanks to the Legacy Fund that is associated with the Torch Run across Canada. The schools that have hosted these speakers speak highly of the message and impact these Olympians had on their students.

Credit is extended to the creative teachers and administrators who have found multiple ways to begin celebrating the Winter Olympics on Canadian soil. Many schools have integrated the Olympic theme into their *Literacy For Life* initiatives. For example, the Forest Grove School community has begun its “Read Our Way To Whistler” campaign where every 10 books read equals one kilometre toward their destination. Students at Lawson Heights School are clipping Olympic articles and posting them on bulletin boards throughout the school. These articles will be used as resources for the students as they research and investigate Olympic sports and Canadian athletes. The *Literacy For Life* team is also preparing a Just Read package for the elementary schools that will connect Just Read and the Olympics.

The entire student body at Vincent Massey School has been divided into four countries and will be taking part in Olympic challenges during their Physical Education time. Points will be accumulated for each country and shared at their Thursday assemblies. Many of the *In Motion* activities have also taken on an Olympic theme in various schools. Shannon Kekula-Kristiansen, a teacher from Vincent Massey School and member of the Saskatoon Sports Hall of Fame, will be in attendance in Vancouver and will create a blog for the students and staff to visit. Other “mini-Olympic” activities and events have been planned by many of our schools and will amount to some very exciting and commemorative times as February approaches.

When the Olympic torch passes through Saskatoon on Monday, January 11, 2010, there will be an opportunity for school-aged children to participate in the events of the day. Those exact details are still being planned. Two students from Tommy Douglas Collegiate have the privilege of being Olympic Torch Bearers on the flames trek across the country. Elektra Charles was chosen by the Lac LaRonge First Nations band and the province of Saskatchewan, and participated in the Torch Relay as it passed through Lac LaRonge on November 7<sup>th</sup>. Another Tommy Douglas Collegiate student, Brady Anderson, was selected based on his essay submission relating the importance of activity and friendships and will carry the torch on January 11<sup>th</sup> as it passes through Saskatoon.

Nutana Collegiate and Centennial Collegiate art students are taking part in an ice sculpture event with the mentorship of Patricia Leguen, an internationally renowned sculptor from Saskatoon. The students will be designing three high relief panels of their pre-assigned Olympic sports on snow blocks. These blocks will serve as part of the staging area for the welcome of the Olympic Torch to Saskatoon. The Saskatoon Public Schools Online Learning Centre has also compiled and created an Olympics Resource website that has numerous opportunities for students and staff as they continue to learn and celebrate the Olympic Games in Vancouver.

The torch is lit and the spirit is growing as the students of Saskatoon Public Schools learn, experience and celebrate the Olympic Spirit as Canadian citizens and together as a host nation.

## **PROS AND CONS**

## **FINANCIAL IMPLICATIONS**

### **PREPARED BY**

Mr. George Rathwell, Director of Education  
and  
Mr. Paul Janzen, Educational Consultant: Instruction

### **DATE**

December 2, 2009

### **ATTACHMENTS**

## **RECOMMENDATION**



**MEETING DATE:**            **DECEMBER 8, 2009**

**TOPIC:**                      **RESPONSE TO TRUSTEE BELLAMY’S QUESTION  
REGARDING THE CHILD HUNGER EDUCATION  
PROGRAM MEETINGS**

FORUM	AGENDA ITEMS	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input type="checkbox"/> Correspondence	<input checked="" type="checkbox"/> Information
<input type="checkbox"/> Committee of the Whole	<input type="checkbox"/> New Business	<input type="checkbox"/> Decision
	<input type="checkbox"/> Reports From Administrative Staff	<input type="checkbox"/> Discussion
	<input checked="" type="checkbox"/> Other: Response To Questions By Trustees	

### BACKGROUND

At the November 17, 2009 Board meeting, Trustee Bellamy asked the following question regarding the Child Hunger Education Program (CHEP) committee meetings:

*“Are trustee representatives required again this year to attend CHEP committee meetings?”*

### CURRENT STATUS

The CHEP Ad Hoc Committee was part of CHEP’s communication strategy last year to strengthen relationships and improve awareness between CHEP and the school divisions. The Ad Hoc Committee involves partners who wish to be informed about CHEP’s initiatives. The Saskatoon Board of Education trustees have attended various meetings. In the past, Trustees Bellamy and Utley have attended. Trustees continue to be welcome to attend these meetings as they are called by the CHEP organization.

A future meeting date has not yet been established.

### PROS AND CONS

### FINANCIAL IMPLICATIONS

PREPARED BY	DATE	ATTACHMENTS
Ms Brenda Green Superintendent of Education	December 2, 2009	

### RECOMMENDATION