

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

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

**TUESDAY, MARCH 30, 2010**  
**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:**  
March 9, 2010 (Unapproved)
- 6. DELEGATIONS:**
- 7. EXTERNAL REPORTS / PRESENTATIONS:**  
(a) Celebrating Excellence, Late French Immersion
- 8. BUSINESS ARISING FROM THE MINUTES:**
- 9. UNFINISHED BUSINESS:**  
(a) Items Arising From The Committee Of The Whole

10. **CORRESPONDENCE:**  
**(a-b) Individual Items**
  
11. **REPORTS OF COMMITTEES AND TRUSTEES:**
  
12. **NEW BUSINESS:**  
**Decision**
  - (a) **Transfer From Reserves To The Operating Fund**
  - (b) **Approval Of Backflow Tenders**
  
13. **REPORTS FROM ADMINISTRATIVE STAFF:**  
**Information**
  - (a) **Literacy For Life Update**
  - (b) **Willowgrove New School Update**
  - (c) **Financial Results For The Period**  
**September 1, 2009 To February 28, 2010**
  
14. **NOTICES OF MOTION:**
  
15. **QUESTIONS BY TRUSTEES:**
  
16. **QUESTIONS FROM THE PUBLIC:**

**Next Regular Meeting**

**At the call of the Chair or**  
**Tuesday, April 27, 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, March 9, 2010 at 3:00 p.m. in Committee of the Whole Board. March 9, 2010

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

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

CARRIED (10)

Mr. Morrison moved that the Board adjourn to the call of the Chair or the Regular Board Meeting of Tuesday, March 9, 2010 at 7:00 p.m.

CARRIED (10)

The meeting adjourned at 5:45 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, March 9, 2010 at 7:00 p.m. March 9, 2010

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

Agenda: Mr. Bellamy moved approval of the agenda. Agenda

CARRIED (10)

Minutes: Ms. Banks moved approval of the minutes of the Committee of the Whole Meeting and Regular Board Meeting of February 9, 2010. Minutes

CARRIED (10)

Celebrating Excellence – Life Skills Work Study Transition Program:  
Mr. George Rathwell, Director of Education, introduced Ms. Linda Stanviloff, Superintendent of Education, who provided a brief background of the Life Skills Work Study Transition Program located at Central Office. Ms. Stanviloff introduced staff members Norman Bull and Donna Sackville and students Erin and Matthew who shared some of the projects the class is involved with, including the pancake breakfast fundraiser for the recent tragedy in Haiti. Celebrating Excellence- Life Skills Work Study Transition Program

Board Reserves: Mr. Bellamy moved the following motions: Board Reserves

- 1) That the Board allocate \$2.8 million from the Operating Fund to the Other Fund as follows: \$1.4 million to Specialized School Equipment reserve and \$1.4 million to Curriculum Renewal reserve.
- 2) That the Board allocate \$3.1 million from the Contingency Reserve as follows: \$1.4 million to Technology Renewal reserve, \$900,000 to System Software Applications reserve, and \$800,000 to Staff Professional Development reserve.

CARRIED (10)

Correspondence: Mr. Danielson moved that the Board receive the correspondence as listed. Correspondence

- a) Correspondence To And From The Honourable Ken Krawetz, Minister Of Education, Re: Education Funding

CARRIED (10)

### Reports Of Committees And Trustees:

- Trustee Linklater reported on his attendance at Princess Alexandra School Community Council meeting last week.
  - Trustee MacPherson reported on her attendance at Silverwood Heights School's Mini Olympics event on February 25<sup>th</sup>.
  - Trustee Waugh reported on his attendance at Lakeridge School's Olympic celebration and Saskatoon Christian School's celebration on March 6<sup>th</sup>.
  - Trustee Utley reported on his attendance at the Care and Share event held at the Willows on February 13<sup>th</sup>. He also attended Roland Michener's School Community Council meeting on February 23<sup>rd</sup> and accompanied Trustee Kelleher to Nutana Collegiate's Powwow on February 24<sup>th</sup>.
  - Trustee Banks reported on her attendance, along with Trustees Kelleher, Linklater and Utley, at the eagle feather ceremony for Director Rathwell. She also attended Fairhaven School's Para Olympic event.
  - Trustee Ringstrom reported on her attendance at the Brightwater camp with Grade 6 students from Brunskill School.
- Reports Of Committees And Trustees

# UNAPPROVED

Five Year Capital Construction Plan 2010 – 2014: Ms. MacPherson moved that the Board approve the Five Year Capital Construction Plan, 2010 – 2014, and that Administration submit the Plan to the Ministry of Education no later than March 12, 2010.

Five Year  
Capital  
Construction  
Plan 2010-  
2014

CARRIED (10)

Tender For Brevoort Park School Early Learning Care Centre Renovations:  
Mr. Utley moved that the Board approve the award of the tender for the early learning care centre renovations at Brevoort Park School in the total amount of \$342,137, plus GST to Total Commercial Construction.

Tender For  
Brevoort Park  
School Early  
Learning Care  
Centre  
Renovations

CARRIED (10)

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

Reports From  
Administrative  
Staff

- Collegiate Renewal Update: Mr. Mark Wilderman, Collegiate Renewal Facilitator and Centennial Collegiate Staff members Kevin Kaiser and Jacqueline along with Grade 11 student Matthea Sanderson spoke to the Board about student engagement through the use of technology.

- Continuous Improvement Framework Bi-Annual Meeting
- Trustee Professional Development and Community Events
- Fiscal Results For The Period September 1, 2009 To January 31, 2010
- Response To Trustee Danielson's Request Regarding Progress On Saskatoon Public Schools' History Book

Ms. MacPherson moved that the Board adjourn to the call of the Chair or the Committee of the Whole Meeting of Tuesday, March 30, 2010 at 3:00 p.m.

CARRIED (10)

The meeting adjourned at 8:40 p.m.

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Secretary of the School Division

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Board Chair



**MEETING DATE:** MARCH 30, 2010  
**TOPIC:** CELEBRATING EXCELLENCE  
 LATE FRENCH IMMERSION

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.

Our School Division is committed to providing quality programming that engages students in learning and helps them to reach their potentials. One such example is our Late French Immersion program offered through Henry Kelsey and Lakeview schools, beginning in Grade 6.

Several years ago, Saskatoon Public Schools revisited the concept of providing students with an option to enter French Immersion at a time other than Kindergarten or Grade 1. We investigated this concept with the Ministry of Education, other school divisions across Canada, and through available literature. Strong evidence supporting Late Immersion emerged.

In the spring of 2009, this opportunity was offered to our students and to their families. The result was sufficient interest to proceed with the Late French Immersion option in both Henry Kelsey and Lakeview Schools. On March 23, 2010, an information evening for students and parents interested in registering for Grade 6 Late French Immersion for the 2010 - 2011 school year was held. The response to this evening event was very exciting and was certainly a proud time where our current Late Immersion students and staff were able to share their personal stories of success in this program.

Saskatoon Public Schools is currently the only school division in Saskatchewan to offer this French learning opportunity to students. In their Grade 8 year, our plan is to have students in Late Immersion be integrated into classrooms with their “early” French Immersion, Grade 8, peers as a means of broadening their learning community before entering one of Saskatoon Public Schools’ three French Immersion collegiates (Marion M. Graham, Tommy Douglas and Walter Murray). Upon graduation, these students will receive Bilingual Mention on their transcripts.

During the current school year, we have seen significant growth in both student engagement and students' levels of French language learning in the program. To celebrate the launching of this new learning opportunity for our students, along with the chance to celebrate the learning outcomes we are realizing for our students, stories of celebration will be shared with trustees by:

- Mrs. Stacey Zbeetnoff, Educational Consultant: French Immersion / Instruction;
- Mr. Chris Ford, Grade 6 Late French Immersion Teacher, Henry Kelsey School;
- Ashley Downing, Grade 6 Late French Immersion Student, Henry Kelsey School, and
- Duncan Jardine, Grade 6 Late French Immersion Student, Henry Kelsey School.

## **PROS AND CONS**

## **FINANCIAL IMPLICATIONS**

<b>PREPARED BY</b>	<b>DATE</b>	<b>ATTACHMENTS</b>
Miss Kim Newlove Superintendent of Education	March 24, 2010	

## **RECOMMENDATION**



**MEETING DATE:** MARCH 30, 2010

**TOPIC:** CORRESPONDENCE

FORUM	AGENDA ITEMS	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input checked="" type="checkbox"/> Correspondence	<input checked="" type="checkbox"/> Information
<input type="checkbox"/> Committee of the Whole	<input 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

The following correspondence is included in this file for the information of the Board:

- (a) Correspondence From Audrey Roadhouse, Deputy Minister of Education, Re 2010 – 2011 Number Of School Days
- (b) Correspondence From Andy Iwanchuk, MLA, Saskatoon Fairview, Re Adequate Funding For PreK-12

PREPARED BY	DATE	ATTACHMENTS
Mr. George Rathwell Director of Education	March 24, 2010	Correspondence Document

## RECOMMENDATION OF THE DIRECTOR OF EDUCATION

### Proposed Motion:

That the Board receive the correspondence as listed.



March 18, 2010

Directors of Education

Dear Director:

I am writing to advise you that the Minister of Education, in accordance with clause 3(2)(h) and subsection 163(2) of *The Education Act, 1995*, has ordered that the number of school days in the 2010-2011 school year will be set at 197.

In accordance with the usual practice, the number of school days in the school year has been set after consultation with the Saskatchewan School Boards Association and the Saskatchewan Teachers' Federation.

The statutory holidays and vacation periods to be observed by schools during the 2010-2011 school year are outlined below:

### Holidays

Labour Day – Monday, September 6, 2010  
Thanksgiving Day – Monday, October 11, 2010  
Remembrance Day – Thursday, November 11, 2010  
Family Day – Monday, February 21, 2011  
Good Friday – Friday, April 22, 2011  
Victoria Day – Monday, May 23, 2011

### Vacation Periods

Christmas vacation shall commence not later than December 23, 2010, or such earlier date as a board of education may determine and shall extend up to and include January 2, 2011, or such later date as a board of education may determine.

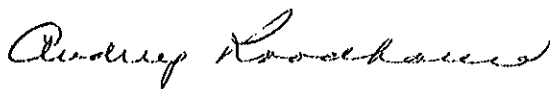
. . . 2

Directors of Education  
March 18, 2010  
Page 2

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Spring vacation shall consist of the five days immediately following Easter Sunday. Summer vacation shall consist of a period that is at least six consecutive weeks from the last school day in one school year to the first school day in the following school year and that ends no earlier than the first Monday in August.

Sincerely,



Audrey Roadhouse

cc: Honourable Ken Krawetz, Deputy Premier and Minister of Education  
Phil Benson, Executive Director  
Saskatchewan Association of School Business Officials  
Ernie Cychmistruk, Executive Director  
Saskatchewan School Boards Association  
Gwen Dueck, General Secretary, Saskatchewan Teachers' Federation  
Dick Nieman, Executive Director  
League of Educational Administrators, Directors and Superintendents  
Darlene Krell, President, Saskatchewan Association of School Councils  
Regional Directors of Education, Ministry of Education



Saskatchewan Legislative Assembly

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Member

February 22, 2010

Mr. Ray Morrison, Chairman  
Saskatoon Board of Education  
310 – 21<sup>st</sup> Street East  
SASKATOON, SK S7K 1M7

Dear Mr. Morrison,

Thank you for making me aware of the situation you face with PreK – 12 in our School Division. We are all waiting to see the budget plans for our province.

Our Leader, Dwain Lingenfelter and our NDP Caucus, will continue to pressure the Ministry of Education and the Government of Saskatchewan to adequately fund the education of our children on a province-wide basis as we recognize the importance and necessity of a properly funded PreK – education system.

Yours truly,

A handwritten signature in black ink, appearing to read "Andy Iwanchuk".

Andy Iwanchuk, MLA  
Saskatoon Fairview

AI/llg  
Ccope 397





**MEETING DATE:** MARCH 30, 2010  
**TOPIC:** TRANSFER FROM RESERVES  
TO THE OPERATING FUND

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

The 2010 - 2011 school year calendar had not yet been set at the time the 2009 - 2010 Budget (September 1, 2009 to August 31, 2010) was passed. The 2010 - 2011 school year calendar affects the 2009 - 2010 Budget in that teachers will start work one day earlier in August 2010 than they did in August 2009. Due to accrual accounting methodology (matching expenditures to the time when work is completed), a transfer from Reserves to the Operating Fund will be required to cover the cost of teachers starting back to work one day earlier than the previous year. It should be noted that the number of teaching days per year has not changed.

## CURRENT STATUS

As a result of the current transition funding by the Ministry of Education, Saskatoon Public Schools no longer requires a Tax Appeals reserve account. Therefore, Administration recommends that the Board discontinue the Tax Appeals reserve account and transfer the amount to Operating Fund to cover the cost of teachers starting back to work one day earlier in August 2010 (when compared to August 2009). Administration also recommends that the balance remaining in the Tax Appeals reserve be transferred to the Curriculum Renewal reserve.

## PROS AND CONS

## FINANCIAL IMPLICATIONS

### PREPARED BY

Mr. Garry Benning, Chief Financial Officer  
and  
Ms Wanda McLeod, Budget and Audit Manager

### DATE

March 24, 2010

### ATTACHMENTS

## RECOMMENDATION OF THE DIRECTOR OF EDUCATION

### Proposed Motion:

That the Board approve the transfer of \$500,000 from the Tax Appeals reserve to the Operating Fund to cover the cost of teachers starting back to work one day earlier in August 2010 and that the remaining balance of \$60,000 in the Tax Appeals reserve be transferred to the Curriculum Renewal reserve account.



**MEETING DATE:** MARCH 30, 2010

**TOPIC:** APPROVAL OF BACKFLOW TENDERS

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

A top priority for 2009 – 2010 Facilities work is the completion of backflow prevention work at all schools.

## CURRENT STATUS

Tenders were received at 2:00 p.m. on Friday, February 26, 2010. The summary of bid results is attached. The low and acceptable bidder for the West work is SaskWest Mechanical Ltd. The low and acceptable bidder for the South and North East work is Black & McDonald Ltd.

## PROS AND CONS

## FINANCIAL IMPLICATIONS

PREPARED BY	DATE	ATTACHMENTS
Mr. Stan Laba Superintendent of Facilities	March 24, 2010	Backflow Work Summary Of Bids Received

## RECOMMENDATIONS OF THE DIRECTOR OF EDUCATION

### Proposed Motions:

That the Board approve the awarding of the work for Backflow Prevention Phase 2 - West to SaskWest Mechanical Ltd. in the amount of \$99,250, plus GST.

That the Board approve the awarding of the work for Backflow Prevention Phase 2 – South and North East to Black & McDonald Ltd. in the amount of \$90,278, plus GST, and \$116,898, plus GST, respectively.

<b>SUMMARY OF BIDS RECEIVED</b> <b>Backflow Prevention Phase 2</b> <b>West</b> Opened in Public 2:00pm Friday February 26 2010			
Bidder	Base Bid	Alternate Price A	Alternate Price B
Black & McDonald Ltd.	108,780	7,880	43,440
SaskWest Mechanical Ltd.	99,250	6,000	39,000

<b>SUMMARY OF BIDS RECEIVED</b> <b>Backflow Prevention Phase 2</b> <b>South</b> Opened in Public 2:00pm Friday February 26 2010			
Bidder	Base Bid	Alternate Price A	Alternate Price B
Black & McDonald Ltd.	90,278	25,338	39,555
SaskWest Mechanical Ltd.	98,000	28,750	41,500

<b>SUMMARY OF BIDS RECEIVED</b> <b>Backflow Prevention Phase 2</b> <b>North East</b> Opened in Public 2:00pm Friday February 26 2010			
Bidder	Base Bid	Alternate Price A	Alternate Price B
Black & McDonald Ltd.	116,898	15,600	39,555
SaskWest Mechanical Ltd.	121,500	18,650	41,500



**MEETING DATE: MARCH 30, 2010**

**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 – 8).

## CURRENT STATUS

Since the onset of *Literacy For Life* in 2004, Saskatoon Public Schools has continued to learn much as an organization about systemic change, implementation, and the sustainability of change efforts. These learnings include, but are not limited to:

- The critical nature of the support and leadership of the Saskatoon Board of Education, along with those in various instructional leadership positions.
- A laser-like focus on student learning outcomes.
- The importance of sustained and intensive professional development based on research, data and brutal facts.
- A focus on powerful instruction and assessment models.
- When appropriate, learning from external consultants or experts in language development.

In past years, Saskatoon Public Schools has been fortunate to receive external support for *Literacy For Life* from international researchers such as Dr. Bruce Joyce, Dr. Emily Calhoun, Ms Lori Rogg, and Dr. Anne Davies. Since the spring of 2009, professional development sessions in *Literacy For Life* have also been strengthened by the leadership of external consultant Mrs. Debbie Miller.

Debbie Miller has taught and learned from children in Denver Public Schools for thirty years. She is the author of *Teaching with Intention: Defining Beliefs, Aligning Practice, and Taking Action*, *Reading with Meaning*, and the video series *Happy Reading!* and *The Joy of Conferring*. Mrs. Miller frequently facilitates professional development in a variety of countries and works extensively with schools and districts on long-range planning and the development of literacy initiatives. She comes to us with both a passion for and deep understanding about the developmental needs of literacy learners, as well as an inquiry stance toward enriching our own professional knowledge, skills and abilities when it comes to improving students’ learning outcomes.

Mrs. Miller will be present at the Board meeting to share her insights into our *Literacy For Life* learning priority and to respond to questions trustees may have.

PREPARED BY	DATE	ATTACHMENTS
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Miss Kim Newlove, Superintendent of Education

March 24, 2010



**MEETING DATE: MARCH 30, 2010**

**TOPIC: WILLOWGROVE NEW SCHOOL 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 checked="" type="checkbox"/> Discussion
	<input type="checkbox"/> Other:	

## BACKGROUND

Since August 2009, Saskatoon Public Schools, Greater Saskatoon Catholic Schools and City of Saskatoon officials and architectural representatives have met periodically to discuss joint-use program opportunities and challenges for all partners.

## CURRENT STATUS

On March 28, 2010, the Ministry of Education announced Stage 2 (Approval-in-Principle) Funding for this project. It is expected that the partners will meet in the near future to discuss the next steps. Potential next steps could be as follows:

- Continue to refine concept plan(s) for the project.
- Meet with the partners to discuss a tentative schedule for community input / feedback.
- Outline potential time / work schedules and key deadlines to suit the partners' requirement.
- Confirm with the Ministry of Education as per above.

Tentative deadlines could be as follows:

- |   |                   |
|---|-------------------|
| • Community / stakeholder input:        | October 31, 2010  |
| • Design development / design approval: | January 31, 2011  |
| • Tender documentation:                 | June 30, 2011     |
| • Tender award:                         | July 31, 2011     |
| • Construction start:                   | September 1, 2011 |
| • Occupancy:                            | September 1, 2013 |

## PROS AND CONS

## FINANCIAL IMPLICATIONS

## PREPARED BY

Mr. Stan Laba  
Superintendent of Facilities

## DATE

March 24, 2010

## ATTACHMENTS

## RECOMMENDATION



**MEETING DATE: MARCH 30, 2010**  
**TOPIC: FINANCIAL RESULTS FOR THE PERIOD SEPTEMBER 1, 2009 TO FEBRUARY 28, 2010**

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 attached financial information shows the School Division’s year-to-date consolidated financial position, as well as the operating, capital and reserve funds separately.

The goal is to provide the Board with comprehensive financial information, by way of viewing each section separately, and then as a total picture.

### CURRENT STATUS

Attached are the following documents:

- |  |             |
|--|-------------|
| 1. Memorandum regarding consolidated financial results to February 28, 2010.                                   | Pages 1 – 4 |
| 2. Consolidated financial statements to February 28, 2010.   | Page 5      |
| 3. A breakdown of the consolidated statement into the three fund accounts of: Operating, Capital and Reserves. | Page 6      |
| 4. Reserves showing balances, allocations and expenditures by classification.                                  | Pages 7 - 8 |
| 5. Capital expenditures to February 28, 2010.  | Page 9      |

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	March 24, 2010	Financial Results Attachment

### RECOMMENDATION



## MEMORANDUM

**DATE:** March 24, 2010

**TO:** Trustees  
Administrative Council

**FROM:** Garry Benning, Chief Financial Officer  
Wanda McLeod, Budget and Audit Manager

**RE: CONSOLIDATED FINANCIAL RESULTS TO FEBRUARY 28, 2010**

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For the period September 1, 2009 to February 28, 2010, the majority of consolidated revenues and expenditures are on budget. The following is an explanation for several of the revenues and expenditures:

1. Revenues

a) Total Revenue

Total consolidated revenue to date is approximately \$99.9 million which is 48.6% of budget. This is 2.5% less than the six months ending February 28, 2009 (prior year) actual results. The total operating revenues to February 28, 2010 of \$95.8 million or 50.2% is 2.7% less than the prior year. This difference is primarily due to the provincial grant revenue in 2009-10 being recognized over a twelve month period. The September 2008 through March 2009 provincial grants (during the 2008-09 fiscal year) were recognized over a ten month period.

b) Property Taxes

\$45.6 million or 54.2% of property tax has been recognized (which is 7.4% more than the prior year). The property taxes for 2009 are based on the final information from the City of Saskatoon. Based on the mill rate information available at budget time for 2009-10 from the Ministry of Education, property taxes were estimated to be higher in 2009 than 2010. This compares to the prior year when the 2008-09 Budget estimates included lower property taxes for 2008 when compared to 2009.

c) Provincial Grants

\$47.6 million or 42.9% (12.2% less than the prior year) of consolidated grants have been reported. For the six months ending February 28, 2010, \$43.7 million or 45.3% (prior year was 60.7%) of the Operating Fund provincial grant revenue has been recognized. In 2009-10, the provincial grants are recognized over a twelve month period and in 2008-09, the September 2008 through March 2009 grants were recognized over a ten month period. At the direction of the Ministry of Education and in accordance with the guidelines of the Public Sector Accounting Board, this change started in April 2009.

In addition, the provincial government has notified the school division that the additional costs associated with the enrolment increase in September 2009 will not be funded during the government's 2009-10 fiscal year. This could result in the provincial grants in the Operating Fund being about \$1.5 million under budget. The shortfall will be funded using the Operating Fund reserves.

For the six months ending February 28, 2010, there was \$4.0 million (27.4%) reported in the Capital Fund for provincial grant revenue recognized. At February 28, 2009, \$1.8 million (18.4%) of the Capital Fund provincial grant revenue has been recognized. The provincial grants for capital projects are recognized as the projects progress. For example, a project that is 60% completed would have 60% of the related provincial funding recognized in the financial statements.

- d) Tuition and Related Fees  
\$463,323 or 44.3% (4.9% less than the prior year) of tuition and related fee revenue is estimated at February 28, 2010. This is an estimate based on the budgeted revenues for the tuition fees from other school divisions and the Federal government. The 2009-10 Budget includes tuition payments from other school divisions.
- e) Complementary Services  
Complementary services revenues recognized at February 28, 2010 totaled \$79,798. In 2008-09, complementary services budgeted revenue included Pre-Kindergarten funding. The revenue for the Pre-Kindergarten program was recognized as the expenses for the program are recognized. In 2009-10, the Ministry of Education did not provide conditional funding for the Pre-Kindergarten programs. This funding is included with the provincial grants. The revenue recognized to date in 2009-10 is for a Youth in Custody grant that was not expected when the budget was developed.
- f) External Services  
\$1.7 million or 63.0% (4.5% more than the prior year) of external services revenue has been recorded. External services revenue includes adult education, cafeteria revenues and provincial funding for the associate school. In 2009-10, there is more revenue reported for the secretarial course at Walter Murray Collegiate.
- g) School-Based  
\$3.7 million or 66.7% (5.5% less than the prior year) of school-based revenue has been recorded. School-based revenue includes student fees and grants at the school level.
- h) Other  
\$661,370 or 51.8% (2.8% less than the prior year) of other revenue has been recognized. The timing of the payments in this category varies from year to year. Other includes investment and rental income.

2. Expenditures

a) Total Expenditures

Total expenditures to date are \$106.5 million which is 51.6% of the budget (0.7% less than in 2008-09). The total Operating Fund expenditures are 54.6% of the Operating Fund budget at February 28, 2010 (53.9% at February 28, 2009).

b) Governance

Governance expenses for the six months ending February 28, 2010 total \$377,085 or 41.9% of budget and are 8.5% more than the prior year. The 2009-10 Budget includes the cost of the civic elections. The elections took place in October so the cost of the elections has been reported in the financial statements for 2009-10. There were no election costs in 2008-09.

c) Administration

Administration expenses for the six months ending February 28, 2010 total \$1.8 million or 51.1% of budget and are 1.4% more than the prior year. The timing of a few expenditures in this category varied compared to the prior year.

d) Instruction

Instruction expenses total \$80.6 million or 55.6% of the budget for the six months ending February 28, 2010 which is 0.8% less than prior year. In the Operating Fund, the instruction expenses are 56.8% spent at February 28, 2009 (0.5% less the prior year).

At February 28, 2010, there had been \$920,820 (20.1% of budget) in capital expenditures. The 2009-10 Budget included loans for technology purchases (including the renewal of Phase 1 of computer leases) totaling approximately \$4.2 million. The Regulations of the Education Act have not been issued; therefore, Saskatoon Public Schools cannot borrow funds until the regulations are released by the Ministry of Education.

e) Plant

Plant expenses totaling \$14.7 million or 36.0% of the consolidated budget has been incurred (compared to \$14.4 million or 37.3% in the prior year). For the six months ending February 28, 2010, \$9.3 million or 42.6% (3.3% less than the prior year) of the plant expenses in the operating budget had been spent.

For the same period of time, there were \$5.3 million (28.4%) in capital expenditures to report. At February 28, 2009, \$4.8 million (27.1%) of the plant expenses in the capital budget had been spent.

f) School-based

School-based expenses totaled \$2.7 million or 48.4% of the budget for the six months ending February 28, 2010 (50.5% in the prior year). As required by the Ministry of Education, 2008-09 was the first year that school-based revenues and expenses have been reported in the financial statements. There are more school-based revenues than expenses because a greater percentage of the student fees are collected in the first part of the school year and then disbursements are made throughout the year.

g) Transportation

Transportation expenses of \$2.4 million or 57.1% are estimated at February 28, 2010 (and 55.1% in 2009). The transportation costs are expected to be approximately \$200,000 below budget in 2009-10. The cost of fuel is less than expected at budget time.

h) Tuition and Related Fees

Tuition and related fees totaling \$242,628 or 86.3% of the consolidated budget have been incurred (compared to 84.8% in the prior year). Tuition and related fees include home-based education costs and tuition fees paid to other school divisions

i) Complementary Services

\$1.4 million or 62.9% (compared to 63.1% in the prior year) of the budget for complementary services has been spent at the end of February 2010. Complementary services expenses report the Pre-Kindergarten and Youth in Custody costs.

j) External Services

In 2009-10, \$1.7 million or 64.6% (compared to 64.1% in the prior year) of the budget for external services has been spent. External services include expenses related to the associate school and cafeterias.

k) Interest/Allowances

In 2009-10, \$701,852 or 47.9% of the budget for interest/allowances has been spent. This is 1.4% less than in the prior year.

3. Interfund Transfers

The interfund transfers to the Reserve Fund have been reported at 100% of budget. Any amounts from the Reserve Fund to the Operating Fund (as included in Budget 2009-10) will be reported as the money is spent in the Operating Fund.

**SASKATOON PUBLIC SCHOOLS**  
**Consolidated Statement of Financial Activities**  
**For the Six Month Period Ended February 28, 2010**

	2009-10		2008-09	
	Consolidated Actual	Percentage of Consolidated Budget	Consolidated Actual	Percentage of Consolidated Budget
<b>Revenues</b>				
Property taxes	\$ 45,643,326	54.2%	\$ 48,567,081	46.8%
Provincial grants	47,642,594	42.9%	40,115,771	55.1%
Tuition and related fees	463,323	44.3%	460,187	49.2%
Complementary services	79,798	-	806,756	74.2%
External services	1,748,599	63.0%	1,242,218	58.5%
School-based	3,668,672	66.7%	3,973,449	72.2%
Other	661,370	51.8%	743,296	54.6%
<b>Total Revenues</b>	<b>99,907,682</b>	<b>48.6%</b>	<b>95,908,758</b>	<b>51.1%</b>
<b>Expenditures</b>				
Governance	377,085	41.9%	248,170	33.4%
Administration	1,766,396	51.1%	1,624,124	49.7%
Instruction	80,642,856	55.6%	75,050,270	56.4%
Plant	14,652,378	36.0%	14,350,273	37.3%
School-based	2,663,667	48.4%	2,778,938	50.5%
Transportation	2,354,787	57.1%	2,352,151	55.1%
Tuition and related fees	242,628	86.3%	250,132	84.8%
Complementary services	1,390,904	62.9%	1,277,846	63.1%
External services	1,702,669	64.6%	1,326,123	64.1%
Interest/allowances	701,852	47.9%	817,425	49.3%
<b>Total Expenditures</b>	<b>106,495,222</b>	<b>51.6%</b>	<b>100,075,451</b>	<b>52.3%</b>
Excess (deficiency) of revenues over expenditures before interfund transfers	(6,587,540)		(4,166,693)	
Interfund transfers from (to):				
For capital expenditures				
For debt repayment				
For reserves				
Total interfund transfers				
Excess (deficiency) of revenues over expenditures after interfund transfers	(6,587,540)		(4,166,693)	
Long-term debt issued	-		-	
Long-term debt repaid	(1,923,443)		(1,845,341)	
Surplus/(deficit) for the year	(8,510,983)		(6,012,034)	
Fund balance, beginning of year	18,103,706		20,969,390	
Fund balance, end of year	\$ 9,592,723		\$ 14,957,356	

**SASKATOON PUBLIC SCHOOLS**  
**Consolidated Statement of Financial Activities and Fund Balances**  
**For the Six Month Period Ended February 28, 2010**

	Operating Fund Actual	Capital Fund Actual	2009-10 Reserve Fund Actual	Consolidated Actual	Consolidated Budget
<b>Revenues</b>					
Property taxes	\$ 45,643,326			\$ 45,643,326	\$ 84,145,000
Provincial grants	43,651,898	3,990,696		47,642,594	110,955,510
Tuition and related fees	463,323			463,323	1,045,000
Complementary services	79,798			79,798	-
External services	1,748,599			1,748,599	2,775,000
School-based	3,668,672			3,668,672	5,500,000
Other	586,370		75,000	661,370	1,277,200
<b>Total Revenues</b>	<b>95,841,986</b>	<b>3,990,696</b>	<b>75,000</b>	<b>99,907,682</b>	<b>205,697,710</b>
<b>Expenditures</b>					
Governance	377,085			377,085	898,947
Administration	1,766,396			1,766,396	3,458,940
Instruction	79,722,036	920,820		80,642,856	145,027,451
Plant	9,307,157	5,345,221		14,652,378	40,711,402
School-based	2,663,667			2,663,667	5,500,000
Transportation	2,354,787			2,354,787	4,124,645
Tuition and related fees	242,628			242,628	281,000
Complementary services	1,390,904			1,390,904	2,210,493
External services	1,702,669			1,702,669	2,636,817
Interest/allowances	-	701,852		701,852	1,464,015
<b>Total Expenditures</b>	<b>99,527,329</b>	<b>6,967,893</b>	<b>-</b>	<b>106,495,222</b>	<b>206,313,710</b>
Excess (deficiency) of revenues over expenditures before interfund transfers	(3,685,343)	(2,977,197)	75,000	(6,587,540)	(616,000)
Interfund transfers from (to):					
For capital expenditures	(3,675,606)	3,675,606		-	
For debt repayment	(6,774,000)	6,774,000		-	-
For reserves	(109,278)	-	109,278	-	-
<b>Total interfund transfers</b>	<b>(10,558,884)</b>	<b>10,449,606</b>	<b>109,278</b>	<b>-</b>	<b>-</b>
Excess (deficiency) of revenues over expenditures after interfund transfers	(14,244,227)	7,472,409	184,278	(6,587,540)	(616,000)
Long-term debt issued	-		-	-	4,193,000
Long-term debt repaid	-	(1,923,443)		(1,923,443)	(5,043,000)
<b>Surplus/(deficit) for the year</b>	<b>(14,244,227)</b>	<b>5,548,965</b>	<b>184,278</b>	<b>(8,510,983)</b>	<b>(1,466,000)</b>
Fund balance, beginning of year	10,448,173	1,362,880	6,292,653	18,103,706	13,997,399
<b>Fund balance, end of year</b>	<b>\$ (3,796,054)</b>	<b>\$ 6,911,845</b>	<b>\$ 6,476,931</b>	<b>\$ 9,592,723</b>	<b>\$ 12,531,399</b>

Memo to Trustees and Administrative Council  
 Consolidated Financial Results to February 28, 2010  
 March 24, 2010

**Saskatoon Public Schools  
 Reserves  
 As at February 28, 2010**

**Revenue Fund Reserves**

*Civic Elections*

Balance, August 31, 2009	168,861	
Add: 2009-10 budget allocation	-	
Deduct: Trsf from reserves into operations	(134,722)	
Balance, February 28, 2010		34,139

*Equipment Replacement Sch Services*

Balance, August 31, 2009	179	
Add: 2009-10 budget allocation	15,000	
Deduct:		
2009-10 expenses	-	
Balance, February 28, 2010		15,179

*Tax Appeals*

Balance, August 31, 2009	560,000	
Add: no activity included in budget 2009-10	-	
Balance, February 28, 2010		560,000

*General*

Balance, August 31, 2009	104,253	
Add: 2009-10 budget allocation	9,000	
Trustee edn allowances	-	
Deduct: trustee edn allowances expenditures	-	
Balance, February 28, 2010		113,253

*Facility Rental Reserve*

Balance, August 31, 2009	141,953	
Add: 2009-10 budget allocation	125,000	
Deduct: Trsf to operations - budget 2009-10	-	
Balance, February 28, 2010		266,953

*System Application Reserve*

Balance, August 31, 2009	-	
Add: 2009-10 budget allocation	75,000	
Deduct: expenditures	-	
Balance, February 28, 2010		75,000

*Trustee Education Allowance*

Balance, August 31, 2009	50,098	
Add: 2009-10 budget allocation	-	
Deduct: expenditures	-	
Balance, February 28, 2010		50,098

*Facility Operating Reserve*

Balance, August 31, 2009	272,684	
Add: 2009-10 budget allocation	-	
Deduct: expenditures	-	
Balance, February 28, 2010		272,684

Memo to Trustees and Administrative Council  
 Consolidated Financial Results to February 28, 2010  
 March 24, 2010

**Saskatoon Public Schools  
 Reserves  
 As at February 28, 2010**

*Reserve for August Salary Accrual*

Balance, August 31, 2009	-	
Add: 2009-10 budget allocation	-	
Deduct: expenditures	-	
Balance, February 28, 2010	<hr/>	-

*School Community Council Carryforwards*

Balance, August 31, 2009	115,436	
Add: 2009-10 budget allocation	-	
Deduct: expenditures	-	
Balance, February 28, 2010	<hr/>	115,436

*Secondary Security Camera*

Balance, August 31, 2009	-	
Add: 2009-10 budget allocation	20,000	
Deduct: expenditures	-	
Balance, February 28, 2010	<hr/>	20,000

*School Carry Forwards*

Balance, August 31, 2009	834,285	
Add: 2009-10 operating surpluses	-	
Deduct: purchases throughout the year	-	
Balance, February 28, 2010	<hr/>	834,285

Balance, February 28, 2010 **2,357,027**

**Contingency Fund Reserve**

Balance, August 31, 2009	4,032,487	
Add:		
Interest Allocation - budget	75,000	
	<hr/>	

Balance, February 28, 2010 **4,107,487**

**Capital Fund Reserve**

Externally Restricted:		
Balance, August 31, 2009	12,417	
Add: Interest income	-	
Balance, February 28, 2010	<hr/>	<b>12,417</b>

**Reserve Fund - Grand Total February 28, 2010** **6,476,931**

Memo to Trustees and Administrative Council  
 Consolidated Financial Results to February 28, 2010  
 March 24, 2010

**SASKATOON PUBLIC SCHOOLS**  
**Capital Expenditures**  
**As at February 28, 2010**

Facility	Project Description	Total Available in 2009-10	Expenditures to February 28, 2010	Percent Expended to February 28, 2010
<b>PROJECTS FROM PRIOR YEARS</b>				
	Day Cares	205,243	151,644	73.9%
	Energy Smart Program	1,289,566	114,385	8.9%
	Program Priorities	602,043	-	-
Tommy Douglas Collegiate	New Collegiate	368,140	10,442	2.8%
Mount Royal Collegiate	Saskatoon Trades and Skills Centre	10,516,293	3,202,739	30.5%
Various	Other Projects	581,704	238,251	41.0%
<b>NEW PROJECTS IN 2009-10 BUDGET</b>				
Centennial Collegiate & WP Bate School	Portables	418,168	486,589	116.4%
Mount Royal Collegiate	Multi-use Building	3,298,000	383,996	11.6%
Nutana Collegiate	Renovations	4,061,149	488,842	12.0%
Mount Royal	Additional Renovations	799,000	-	-
Various	Other Projects	465,635	281,433	60.4%
<b>TOTALS - FACILITIES DEPARTMENT</b>		19,306,941	5,358,321	19.5%
<b>TOTALS - OTHER DEPARTMENTS</b>		4,669,383	907,720	19.4%
		23,976,324	6,266,041	17.4%

<b>Long-term Projects</b>						
	Total Original Budget	Additional Budget Added	Budget Dollars Reallocated	Total Available	Total Expense to Date	Total Budget Remaining
Tommy Douglas Collegiate	24,278,858	445,552	117,857	24,842,267	24,461,527	380,740
Centennial Collegiate	21,361,000	-	(117,857)	21,243,143	21,224,274	18,869
Nutana Collegiate	13,500,000	-	-	13,500,000	1,300,122	12,199,878