



**Board of Education  
Saskatoon School Division No. 13  
Meeting of the  
Saskatoon Board of Education**

**TUESDAY, NOVEMBER 8, 2011  
Board Room  
310 – 21<sup>st</sup> Street East  
7:00 p.m.**

Please Note: All public Board meetings are audio recorded

## **AGENDA**

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**  
October 18, 2011 (unapproved)
6. **Delegations**
7. **External Reports/Presentations**
  - a. Celebrating Excellence, Treaty Education
8. **Business Arising from the Minutes**
9. **Unfinished Business**
  - a. Items Arising from the Committee of the Whole
  - b. Resolution Submitted for the 2011 Saskatchewan School Boards Association Annual General Meeting
10. **Correspondence**
  - a. Individual Item
11. **Reports of Committees and Trustees**

12. **New Business**

**Decision**

- a. Appointments to the Committees of the Board
- b. Saskatchewan School Boards Association  
2011 Annual General Meeting Voting Delegates

**Information**

- c. Saskatchewan School Boards Association Award of Distinction  
Nominee – Dan Danielson

13. **Reports from Administrative Staff**

- a. Treaty Essential Learnings Survey Results: 2011
- b. Continuous Improvement Report
- c. Strategy Update: Technology
- d. Financial Results for the Period September 1, 2011 to September 30, 2011

14. **Notices of Motion**

15. **Questions by Trustees**

16. **Questions from the Public**

**NEXT REGULAR MEETING:  
At the call of the Chair or  
Tuesday, November 22, 2011  
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, October 18, 2011 at 3:00 p.m.

October 18,  
2011

MEMBERS PRESENT:

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

Mr. Bellamy joined the meeting at 3:05 p.m.

Mr. Danielson and Ms. Kelleher joined the meeting at 3:15 p.m.

Mr. Waugh excused himself from the meeting at 5:00 p.m.

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

CARRIED (9)

The meeting adjourned at 5:15 p.m.

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Secretary of the School Division

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Board Chair

MINUTES OF THE ANNUAL MEETING OF ELECTORS: of the Saskatoon School Division No. 13 of Saskatchewan, held on Tuesday, October 18, 2011 at 7:00 p.m.

October 18, 2011

MEMBERS PRESENT:

Trustees of the Saskatoon School Division No. 13 (Donna Banks, Robin Bellamy, Dan Danielson, Holly Kelleher, Vernon Linklater, Colleen MacPherson, Ray Morrison, Anna Ringstrom, Darrell Utley, and Kevin Waugh) and approximately 20 Electors.

Election of Chairperson: Mr. Garry Benning, Chief Financial Officer for the Board of Education, called the meeting to order, read Section 97 of The Education Act which outlines the procedures for the Annual Meeting of Electors and Section 23 of The Local Government Election Act, which defines the term 'elector'.

Election of Chairperson

Mr. Benning then asked for nominations for Chairperson for the meeting.

Mr. Morrison nominated Ms. MacPherson to serve as Chairperson of the meeting.

Mr. Linklater moved that nominations cease.

CARRIED

Ms. MacPherson accepted the nomination and was declared Chairperson of the meeting.

Election of Secretary: Ms. MacPherson called for nominations for Secretary of the meeting.

Election of Secretary

Mr. Danielson nominated Estelle Allington as Secretary of the meeting.

Ms. Allington accepted the nomination and was declared Secretary of the meeting.

Adoption of the Minutes of the Annual Meeting of Electors – October 19, 2010: Ms. Ringstrom moved the adoption of the minutes of the Annual Meeting of Electors held October 19, 2010.

Adoption of the Minutes of the Annual Meeting of Electors - October 19, 2010

CARRIED

Report of the Board: Board Chair Morrison provided a report of the year's activities on behalf of the Board.

Report of the Board

2010 Financial Statement: Mr. Benning, Chief Financial Officer, presented the 2010 Financial Statement.

2010 Financial Statement

Report of the Director of Education: Mr. George Rathwell, Director of Education, presented the report on the activities of the School Division for the year 2010.

Report of the Director of Education

Open Discussion: Opportunity was provided for electors to ask questions of the trustees relative to the operations of the School Division.

Open  
Discussion

Mr. Utley moved the meeting be adjourned.

CARRIED

The meeting adjourned at 7:20 p.m.

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Secretary of the Annual Meeting of Electors

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Chairperson of the Annual Meeting of Electors

# UNAPPROVED

MINUTES OF A MEETING: of the Board of Education of the Saskatoon School Division No. 13 of Saskatchewan, held on Tuesday, October 18, 2011, immediately following the annual meeting of electors. October 18, 2011

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. Kelleher moved approval of the minutes of the Committee of the Whole and Regular Board Meeting of October 4, 2011.

Minutes

CARRIED (10)

Celebrating Excellence - Education For Sustainability Awards:

Ms. Brenda Green, Superintendent of Education gave a brief background of the Regional Center of Excellence Recognition Award recently awarded to Saskatoon Public Schools by the United Nations University-Regional Centre of Excellence. Dr. Janet McVitte, University of Saskatchewan spoke of the importance of sustainability programs within our schools. Mr. Kevin Hudson, Alternative Energy Engineer with the City of Saskatoon, highlighted the work he did with the students from Aden Bowman Collegiate's earthkeepers class on sustainable electrical systems. Mr. Jarred Regier, teacher at Aden Bowman and former students of the program spoke to their experiences with the earthkeepers program at Aden Bowman. Ms. Jana Miller, teacher at Buena Vista and former student of the program, spoke of their experiences with the Ecoquest program at Buena Vista School.

Celebrating Excellence - Education For Sustainability Awards

Reports Of Committees And Trustees:

Reports Of Committees And Trustees

- Trustee Banks reported on her attendance at Tommy Douglas Collegiate Academic Awards. She also visited Lester B. Pearson School where she read with the students.
- Trustee Linklater reported on his attendance at the "sisters in spirit" walk. He also attended the Academic Awards presentation at Bedford Road Collegiate and a presentation on violence at River Heights School.
- Trustee Waugh reported on his attendance at the City of Saskatoon's Ward 9 meeting.
- Trustee Utley reported on his attendance at Aden Bowman Collegiate's Academic Awards and his visitation to the Saskatoon Misbah school.
- Board Chair Morrison reported on his attendance at a meeting on October 18<sup>th</sup> to discuss the renewal of our Okiciyapi partnership.

Premier's Board Of Excellence Award For Innovation And Excellence In Education: Mr. Bellamy moved that the Board nominate *Collegiate Renewal* for the *Premier's Board Of Education Award For Innovation And Excellence In Education*.

Premier's Board Of Excellence Award For Innovation And Excellence In Education

CARRIED (10)

# UNAPPROVED

on the following issues:

Reports From Administrative Staff: Reports were received, for information,

Reports From Administrative Staff

• Collegiate Renewal Update: Mr. John Dewar, Superintendent of Education, Mr. Brad Hidlebaugh, Lead Literacy Teacher: Collegiate Renewal and Mr. Richard Cossette, teacher at Bedford Road Collegiate updated the Board on initiatives related to student writing.

Collegiate Renewal Update

- Enrolment Update
- Budget Approval Update
- New Willowgrove Elementary School Update
- PotashCorp Eco-Science Centre at Brightwater Update
- Human Resources Report

Mr. Bellamy moved that the Board move to Committee of the Whole.

Move To Committee of the Whole

CARRIED (10)

Following discussions in Committee of the Whole, Ms. Banks moved that

Rise and Report

the Board Rise and Report.

CARRIED (10)

Ms. MacPherson moved that the Board adjourn to the call of the Chair or the Inaugural Board Meeting of Tuesday, November 2, 2011 at 12:00 noon.

CARRIED (10)

The meeting adjourned at 9:00 p.m.

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Secretary of the School Division

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Board Chair



**MEETING DATE:** NOVEMBER 8, 2011  
**TOPIC:** CELEBRATING EXCELLENCE  
 TREATY EDUCATION

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 members of our 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.

In September 2008 mandatory K-12 Treaty education was introduced by the Ministry of Education. The vision for treaty education is to build greater harmony in Saskatchewan and to improve the understanding of treaties and the treaty relationship. The Office of the Treaty Commissioner, in partnership with the Ministry of Education, has identified six Treaty Essential Learnings. Saskatoon Public Schools has worked closely with the Office of the Treaty Commissioner, the Ministry of Education and other partners to ensure that our staff and our school-based administrators have the necessary supports to learn about, and teach, treaties. Some of these supports include print and online resources, professional development sessions (i.e. Ignite; treaty catalyst teacher training) and resource personnel (i.e. treaty catalyst teachers, guest speakers).

Members of our First Nations, Inuit and Métis Education Unit, our instructional consultants and our schools have embraced this learning and are working closely with our schools to ensure that all our learning communities understand Saskatchewan and Canadian history from multiple perspectives and experiences. Together we are working to become culturally responsive as we understand the historical and contemporary contexts of the treaty relationship while celebrating the fact that “we are all treaty people.”

Mayfair Community School was awarded a Treaty Smarts grant during the 2010-2011 school year. Ms Janna Piro, vice principal and treaty catalyst teacher, will speak to the treaty education initiatives in her school and two students will talk about their involvement in the Treaty Smarts project and the creation of the promise card.

## PREPARED BY DATE ATTACHMENTS

Ms Patricia Prowse, Superintendent of Education Mrs. Jennifer Hingley, Coordinator: First Nations, Inuit and Métis Education	November 1, 2011	None
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**MEETING DATE:** NOVEMBER 8, 2011

**TOPIC:** RESOLUTION SUBMITTED FOR THE 2011 SASKATCHEWAN SCHOOL BOARDS ASSOCIATION ANNUAL GENERAL MEETING

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: Unfinished Business	

## BACKGROUND

Some discussion occurred at the September 20, October 4, and October 18, 2011 Committee of the Whole meetings concerning this agenda item.

The 2011 Saskatchewan School Boards Association Annual General Meeting will be held in Saskatoon November 28<sup>th</sup> and 29<sup>th</sup>. The resolutions and bylaw amendments are a key part of the meeting. The Saskatchewan School Boards Association is requesting that resolutions and bylaw amendments be submitted to the Resolutions and Policy Development Committee.

## CURRENT STATUS

On Friday, October 28, 2011 the following resolution was submitted on behalf of Saskatoon Board of Education and Greater Saskatoon Catholic Schools:

Resolution:

*That the Association petition the Government of Saskatchewan and the Ministry of Education to expand Kindergarten programming to a full day, every day program supported by full educational grant resources for Kindergarten aged students in the province of Saskatchewan.*

PREPARED BY	DATE	ATTACHMENTS
Mr. George Rathwell, Director of Education	November 2, 2011	Letter to SSBA regarding the submitted resolution.

## RECOMMENDATION

October 28, 2011

Saskatchewan School Boards Association  
400 – 2222 Thirteenth Avenue  
Regina SK S4P 3M7

by e-mail: [klenius@saskschoolboards.ca](mailto:klenius@saskschoolboards.ca)

ATTENTION: KRISTA LENIUS

Dear Ms Lenius:

**Re: Resolution for the 2011 Annual General Meeting**

Please accept the following resolution for the 2011 Saskatchewan School Boards Association Annual General Meeting submitted by the Saskatoon Board of Education and the Greater Saskatoon Catholic Schools Board of Education:

Resolution:

*That the Association petition the Government of Saskatchewan and the Ministry of Education to expand Kindergarten programming to a full day, every day program supported by full educational grant resources for Kindergarten aged students in the province of Saskatchewan.*

Rationale:

There is ample evidence through educational research that a full day, every day kindergarten program supports higher literacy and achievement outcomes for kindergarten aged students. Data collected in the full day, every day kindergarten classes in Public and Catholic schools in Saskatoon confirms the benefits found in much of the research.

Students enrolled in the full day, every day kindergarten classes show greater learning in terms of key school readiness indicators as measured by the Early Years Evaluation standardized assessment. In full day kindergarten students have scored higher in the learning domains of cognitive and physical development. In addition, social skills development has also been noted as an area of growth for these children. These findings are significant when one considers that the majority of our full day, every day kindergarten programs are placed in schools where vulnerability measures are prevalent. Further evidence of the value of this type of programming exists with the full or ongoing implementation of full day, every day kindergarten in a number of other Canadian provinces.

Cost and Staff Resources Required:

It is anticipated that adequate staffing and learning resources are required and in some cases appropriate space will need to be developed.

Yours truly,

George Rathwell  
Director of Education  
Saskatoon Public Schools

Bev Hanson  
Director of Education  
Greater Saskatoon Catholic Schools



**MEETING DATE:** NOVEMBER 8, 2011

**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) Letter from Leah Fichter, Director, Pensions, Saskatchewan Financial Services Commissions, regarding Pension Plan for the Non-teaching Employees of the Saskatoon Board of Education; Registration No: 0535112

PREPARED BY	DATE	ATTACHMENTS
Mr. George Rathwell, Director of Education	November 2, 2011	Correspondence Document

## RECOMMENDATION

### Proposed Motion For The Public Board Meeting:

That the Board receive the correspondence as listed.



October 17, 2011

Ray Morrison, Chair  
Saskatoon Board of Education  
310 - 21st Street East  
Saskatoon SK S7K 1M7

Dear Mr. Morrison:

**Re: Pension Plan for the Non-teaching Employees of the Saskatoon Board of Education; Registration No: 0535112**

This is to acknowledge receipt of your letter of September 23, 2011, received on September 30, 2011, along with the actuarial valuation (the report) prepared as at December 31, 2010, for the above pension plan.

We note that you have elected the temporary moratorium provided under *The Pension Benefits Regulations, 1993* from making the special payments required to amortize the solvency deficiency established as at December 31, 2010. This relief is for the three year period from January 1, 2011 to December 31, 2013. A full actuarial valuation will be required as at the end of this period.

Thank you for submitting a copy of the disclosure notice provided to members and former members concerning the election of the moratorium. We wish to remind you that should the plan terminate during the moratorium period, the employer will be required to fully fund the plan within five years of the termination date.

Should you have any questions, please feel free to contact our office.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Leah Fichter'.

Leah Fichter  
Director, Pensions

cc: T. Milnthorp, Aon Hewitt  
G. Benning, Saskatoon Board of Education



**MEETING DATE: NOVEMBER 8, 2011**

**TOPIC: APPOINTMENTS TO COMMITTEES OF THE BOARD**

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 Inaugural Meeting of the Board of Education of the Saskatoon School Division No. 13 will be held Tuesday, November 2, 2010, at 12:00 noon.

Policy 6, Section 1.8, of the *Board Policy Handbook* indicates that at its first Board meeting subsequent to the Inaugural Meeting each year the Board will select representatives to internal committees and external committees. Section 1.8.1 states that at the Inaugural Meeting trustees will review the committees / positions for which representation is needed. Each trustee will indicate, on paper, the committees / positions in which he / she is interested. Trustees may indicate their preference if interested in more than one committee (i.e. 1<sup>st</sup> \_\_\_\_\_, 2<sup>nd</sup> \_\_\_\_\_). The Chair and Vice Chair will then review this information and will recommend candidates for each position. These decisions will be based on the involvement of as many trustees as possible, keeping in mind which trustees have held these positions and which trustees have not yet held positions. If more trustees are interested in a position than can be accommodated for the year, the Chair and Vice Chair may suggest voting by ballot. For 2010 – 2011, it will be necessary to appoint Board representatives to the following committees:

- (a) Public Section, Saskatchewan School Boards Association
- (b) Saskatchewan Assessment Management Agency
- (c) Okicīyapi Educational Partnership  
(Saskatoon Tribal Council, Central Urban Métis Federation Incorporated (CUMFI), Saskatoon Public Schools)
- (d) Saskatoon Public Schools Foundation Inc.

Policy 7, Section 1, of the *Board Policy Handbook* indicates that at its Inaugural Meeting each year the Board shall name such standing committees as it deems necessary for the discharge of Board business. Specifically, the two standing committees named are:

- (a) the Board Pension Trustees Committee
- (b) the Board Discipline Committee.

## CURRENT STATUS

Board representatives will need to be appointed to the following committees:

- (a) Board Pension Trustees Committee (three trustees)
- (b) Board Discipline Committee (three trustees)
- (c) Public Section, Saskatchewan School Boards Association (two trustees)
- (d) Saskatchewan Assessment Management Agency (one trustee)
- (e) Okicīyapi Educational Partnership (two trustees)  
(Saskatoon Tribal Council, Central Urban Métis Federation Incorporated (CUMFI), Saskatoon Public Schools)
- (f) Saskatoon High Schools Athletic Association (one trustee)
- (g) Saskatoon Public Schools Foundation Inc. (two trustees)

PREPARED BY	DATE	ATTACHMENTS
Mr. George Rathwell, Director of Education	November 2, 2011	None

## RECOMMENDATION

### Proposed Motions:

That the Board approve the appointments to the committees of the Board as indicated by trustee interest and recommended by the Board Chair and Vice Chair as follows:

1. Board Pension Trustees Committee: Trustees \_\_\_\_\_ , \_\_\_\_\_ and \_\_\_\_\_.
2. Board Discipline Committee: Trustees \_\_\_\_\_ , \_\_\_\_\_ and \_\_\_\_\_.
3. Public Section, Saskatchewan School Boards Association: Trustees \_\_\_\_\_ and \_\_\_\_\_.
4. Saskatchewan Assessment Management Agency: Trustee \_\_\_\_\_.
5. Okicīyapi Educational Partnership: Trustees \_\_\_\_\_ and \_\_\_\_\_.
6. Saskatoon High Schools Athletic Association: Trustee \_\_\_\_\_.
7. Saskatoon Public Schools Foundation Inc.: Trustees \_\_\_\_\_ and \_\_\_\_\_.



**MEETING DATE:** NOVEMBER 8, 2011

**TOPIC:** SASKATCHEWAN SCHOOL BOARDS ASSOCIATION  
2011 ANNUAL GENERAL MEETING VOTING DELEGATES

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 Saskatchewan School Boards Association 2011 Annual General Meeting will be held November 28<sup>th</sup> and 29<sup>th</sup> at the Saskatoon Inn.

## CURRENT STATUS

In accordance with the Saskatchewan School Boards Association formula, the Saskatoon Board of Education is entitled to 51 votes.

Trustees will need to determine the Board representative authorized to pick up this school division's ballots and provide a list of voting delegates as approved by Board motion.

## PROS AND CONS

## FINANCIAL IMPLICATIONS

PREPARED BY	DATE	ATTACHMENTS
Mr. George Rathwell, Director of Education	November 2, 2011	SSBA Voting Information

## RECOMMENDATION

### Proposed Motions:

1. That the Saskatoon Board of Education is entitled to 51 votes.
2. That Trustee \_\_\_\_\_ be the Board representative authorized by the Board to pick up the school division's ballots at the registration desk.
3. That the list of voting delegates for the school division shall be as follows:  
Trustees:

## MEMORANDUM

October 11, 2011

TO: Chief Financial Officers for Boards of Education

FROM: Bonnie Ozirny, General Counsel

RE: **2011 Annual General Meeting  
Information Requirements for Ballot Voting**

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For the purposes of voting on bylaw amendments and resolutions at the annual general meeting to be held on November 28, 2011 during the Fall General Assembly, attached, please find a form that we ask you to complete and return to this office by November 18, 2011.

This will enable us to prepare a package of ballots for your board that can be picked up at the Ballot station at the General Assembly Registration Desk by an authorized representative of your board.

A copy of Bylaw No. 11, which provides for allocation of votes, is attached for your information.

***If the form is not received by Friday, November 18, 2011, then, you will need to deliver the completed form to the Ballot station during registration for the General Assembly in order to pick up ballots for your board.***

**NOTE:** If a board member who is listed as a “voting” delegate for your board does not attend the general meeting or must leave before votes on resolutions have been completed, your board chair or other person authorized by your board can have that board member’s ballots allocated to another board member. To do this, please see Bonnie Ozirny, General Counsel, or Krista Lenius, during the General Assembly to make a change. It is important to do this prior to the start of the AGM, if possible, so that the AGM is not interrupted after it has begun.

Thanks for your assistance.

**BALLOT INFORMATION**  
**2011 Annual General Meeting Voting Delegates**

FOR: Board of Education of Saskatoon School Division No. 13

The representative authorized to pick up ballots for the board at the General Assembly Registration Desk is: \_\_\_\_\_  
*(Name of authorized representative)*

**Pursuant to Bylaw No. 11, section 4:**

**The number of votes to which your Board is entitled 51**  
**(Based on your September 30, 2010 student count of 20,062.)**

The board of education has determined that its votes will be cast by the following board members in the following numbers:

<b><u>Board members - Voting Delegates</u></b>	<b><u># of Votes</u></b>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

\_\_\_\_\_  
Signature of School Business Official

**PLEASE RETURN THIS FORM, TO THE ATTENTION OF  
KRISTA LENIUS, BY MAIL OR FAX TO THE SASKATCHEWAN  
SCHOOL BOARDS ASSOCIATION @ (306)569-2317  
BY NO LATER THAN NOVEMBER 18, 2011.**

*Thank you!*

For your information:

## **Ballot Voting**

Association Bylaw No. 11 provides:

### **Bylaw No. 11: Delegates and Voting**

1. School board members who register and pay the registration fee are delegates at the general meetings of the Association.
2. Every member shall inform the Association as to which of its delegates it has authorized to be accredited delegates to cast the votes of the member on questions for which a formal ballot is used, and the number of votes each accredited delegate is authorized to cast.
3. Formal ballots shall be used for:
  - (a) election of members to the Executive;
  - (b) adoption of the Association budget;
  - (c) votes on bylaw amendments and resolutions; and
  - (d) approval to the Executive to petition the Legislative Assembly for changes to the Act incorporating the Association.
4. The number of votes to which each board of education is entitled when a formal ballot is used shall be determined in accordance with the following table using the student count of the board of education as of September 30 for the most recent year as provide by the Ministry of Education:

<u>Student Count</u>	<u>Number of Votes</u>
1 to 2000 students	6
2001 to 3000 students	9
3001 to 4000 students	12
4001 to 5000 students	15
5001 to 6000 students	18
6001 to 7000 students	21
7001 to 8000 students	24
8001 to 10,000 students	30
10,001 to 15,000 students	45
15,001 students and over	51

5. Only accredited delegates in attendance at the time a vote is taken shall be entitled to vote.
6. Absentee voting shall not be allowed.
7. On matters where voting is by show of hands, such as motions on procedural matters, each delegate in attendance at the time the vote is taken shall be entitled to vote, and shall have one vote.
8. Delegates who are not accredited delegates may participate in General Assembly and general meeting discussions and debate.



**MEETING DATE:** NOVEMBER 8, 2011  
**TOPIC:** SASKATCHEWAN SCHOOL BOARDS ASSOCIATION  
AWARD OF DISTINCTION  
NOMINEE – DAN DANIELSON

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 checked="" type="checkbox"/> New Business	<input type="checkbox"/> Decision
	<input type="checkbox"/> Reports From Administrative Staff	<input type="checkbox"/> Discussion
	<input type="checkbox"/> Other:	

## BACKGROUND

The Saskatchewan School Boards Association awards *The Award Of Distinction*. This award is “presented annually to a current or former school board member who has demonstrated outstanding service and made a significant contribution to enhance education, as well as focusing public attention on the role of the school board member.”

## CURRENT STATUS

On October 27<sup>th</sup>, 2011, the Saskatoon Board of Education trustees put forward Dan Danielson's name for this year's recipient of the Saskatchewan School Boards Association Award of Distinction. Attached is the letter of nomination that was submitted.

Clearly, the Saskatoon Board of Education feels that Trustee Dan Danielson is a worthy candidate for this Award.

## PROS AND CONS

## FINANCIAL IMPLICATIONS

PREPARED BY	DATE	ATTACHMENTS
Mr. George Rathwell, Director of Education	November 2, 2011	Award of Distinction - nomination letter

## RECOMMENDATION

**Dan Danielson**  
**Nominee**  
**Saskatchewan School Boards Association Award of Distinction**  
**October 27, 2010**

It is with great pleasure that we, the trustees of Saskatoon Public Schools (SPS), present our colleague Dan Danielson for your consideration as this year's recipient of the Saskatchewan School Boards Association (SSBA) Award of Distinction. A man of the utmost integrity with an abiding interest in and concern for public education in this province, Dan has represented the interests of the electors of Saskatoon and those of school trustees across the province in a way that exemplifies the true meaning of public service. We believe him to be a very worthy of the Award of Distinction.

Dan was first elected to the board of SPS in 2000 and represents a ward in our city that includes both established and developing neighbourhoods. That ward includes four elementary and three secondary schools but as a trustee, Dan's concern for quality education and educational opportunities extends across the division.

*About Saskatoon Public Schools*

Saskatoon Public Schools operates 55 schools as well as two associate schools with a combined enrolment of about 21,000 students. Those schools operate within a wide range of socioeconomic communities, from the poorest neighbourhoods in the inner city to the relatively affluent communities springing up on our city's outskirts. Each presents its own range of particular challenges. On a division-wide basis, SPS has also experienced unprecedented enrolment growth, having welcomed some 1,200 additional students over the past three years. Today, SPS is the province's largest division. This influx of new students, many of whom are also new to Canada, has required the board to sharpen its already strategic and sophisticated approach to infrastructure, deployment of resources and growth management.

At the same time as it is addressing issues of growth, the division has remained committed to improving the educational achievements of its students. Its two strategic priorities – Literacy for Life and Collegiate Renewal – have been fully supported by the board and have matured to the point where data is showing significant gains in student learning.

*About Dan Danielson*

As stated earlier, Dan Danielson was first elected to the board of Saskatoon Public Schools in 2000, bringing to the table a wealth of personal, professional and educational experience, including a Master of Education degree.

Dan has participated on a number of board committees over his four terms, including programming, pension and finance committees and has worked tirelessly in various capacities with the SSBA. He is currently chair of the Trustee Pension Committee which oversees the

pension plan for non-teaching SPS employees. In this role, Dan provides not only leadership that draws on his years of business experience but also mentorship of newer trustees as they learn the complex world of pension management. His affable character has contributed greatly to the good working relationship that has been established between the trustees on the committee and the committee members who represent employees.

Dan has also contributed greatly to improved relationships with our various union groups, administration and externally with a number of groups, particularly those in the Aboriginal community.

In 2006, Dan was elected chair of the board of trustees, a position he held for three years. During his tenure, Dan earned the respect of his fellow trustees for the fairness of his approach to managing meetings, for his insightful leadership and for the wealth of knowledge he shared so freely. As chair, Dan oversaw:

- work on the building of Centennial Collegiate and Tommy Douglas High School, a project that involved close partnerships with Greater Saskatoon Catholic Board, the City of Saskatoon and the Shaw Centre;
- management of the changes made to Mount Royal Collegiate that allowed for the development of the Trades and Skills Centre there;
- an increase in the priority the division has placed on professional development for all staff; and
- a refocusing of the board's efforts on two major system-wide priorities – Literacy for Life and Facilities – that allows the board to speak with a collective voice in supporting those initiatives, and assists administration and staff in ensure their efforts are aligned with the priorities.

Dan continues to work extremely hard for the entire student body and staff. His passion in the area of life-long learning is very evident in his advocacy for and support of older students who want to improve on their education. This is evident in Dan's ongoing work with Collegiate Renewal and the Royal West Campus, which allows students to upgrade or complete their high school education.

In addition to his local role as a trustee, Dan has been very involved at the provincial level with the SSBA in the following ways:

- Worked for the establishment of the Public Section of the Saskatchewan School Boards Association.
- Represented the SSBA as a provincial board member of the Saskatchewan Assessment Management agency (SAMA), which oversees the fair assessment of property for taxation.
- Chaired the SSBA Working Advisory Group (WAG) on finance.
- Represented the SSBA on the Minister's Sub- Committee on finance.
- Currently serves the organization in the role of Urban Public Constituency representative on the SSBA executive.

Throughout his service locally and provincially, Dan has shown himself to be a leader of positive change in education in Saskatchewan. Of particular note is his interest in the development of a new funding model for education, a formula he likes to call “son of FOG.” He is fully committed to the guiding principles underpinning the development of the new funding model and within this model, adequate funding. He is a powerful advocate for the critical role of local school boards at a time when the game is changing in Saskatchewan, and as a representative of the largest school division in the province, brings an important perspective to all funding model discussions.

Over his career as a trustee for SPS, Dan has proven his ability to lead in times of change, to advocate for local autonomy in education, and to ensure trustees are not distracted from their critical governance responsibilities. At the same time, he demonstrates a genuine interest in and concern for the students and employees of the school division. At each board meeting, SPS trustees enjoy a presentation entitled Celebrating Excellence which is an opportunity to hear about the truly innovate or interesting initiatives underway within the division. Invariably, it is Trustee Danielson who leads off the question period that follows in an effort to explore the finer details, the experiences and the insights of the presenters, both adults and young people alike.

While Dan can never be described as a man of few words, when he speaks people are well advised to listen. Whether he is questioning a budget line item, discussing student assessment results or exploring the effectiveness of a career education initiative, Dan speaks with a level of commitment and conviction that sets the standard for school board trustees everywhere. And he often does it with a sense of humour that draws on his farming background. Yes, if you did not know Dan was a farmer, he would be sure to tell you before the conversation is over.

In summary, we believe Dan Danielson is a very deserving candidate for the SSBA Award of Distinction. Since he was first elected as a trustee for Saskatoon Public Schools, he has demonstrated outstanding service to public education both in Saskatoon and throughout the province. In particular, his advocacy for local autonomy and for strong governance on the part of school boards serves to strengthen the entire education sector in Saskatchewan today, as it will for years to come.

Respectfully submitted by the Trustees of Saskatoon Public Schools,

Ray Morrison, chair  
Donna Banks  
Robin Bellamy  
Holly Kelleher  
Vernon Linklater  
Colleen MacPherson  
Anna Ringstrom  
Darrell Utley  
Kevin Waugh



**MEETING DATE: NOVEMBER 8, 2011**

**TOPIC: TREATY ESSENTIAL LEARNINGS SURVEY RESULTS: 2011**

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

Following the December 2007 Saskatchewan Ministry of Education commitment to mandatory treaty education, the Treaty Essential Learnings Survey (TELS) was instituted. The purpose of the TELS is to determine:

1. Student understanding of the six Treaty Essential Learnings, and
2. The level of teacher implementation and satisfaction with the Office Of The Treaty Commissioner.

This survey is in its third year. The first survey was conducted in 2009. The survey is conducted with Grade 7 students, Grades 4 and 7 teachers, and elementary school administrators.

## CURRENT STATUS

Results indicate that student understanding of the Treaty Essential Learnings exceeded provincial results in all areas except one (in this case, the result was equal to the provincial results).

- In comparison to 2009 and 2010 results, Saskatoon Public Schools' student results improved in most areas in 2011.
- In 2011, 92% of administrators indicated that TELS were explicitly incorporated into their school continuous improvement plans (up from 52% in 2009; provincial result for 2011 was 63%).
- In comparison to 2009 results, higher percentages of Grades 4 and 7 teachers reported teaching treaties regularly in their classrooms in 2011.

## PROS AND CONS

## FINANCIAL IMPLICATIONS

PREPARED BY	DATE	ATTACHMENTS
Mrs. Avon Whittles, Deputy Director of Education and Dr. Scott Tunison, Coordinator: Research and Measurement	November 2, 2011	Treaty Essential Learnings Survey Results: 2011

## RECOMMENDATION

# Treaty Essential Learnings Survey Results: 2011

November 8, 2011



Prepared by:  
Dr. Scott Tunison – Coordinator: Research and Measurement  
Mrs. Avon Whittles – Deputy Director of Education

Following the December 2007 Saskatchewan Ministry of Education commitment to ensure mandatory K-12 treaty education, the Treaty Essential Learnings Survey program (TELS) was instituted. The TELS has been developed to determine: i) student understanding of the six Treaty Essential Learnings, and ii) the level of teacher implementation and satisfaction with the Office of the Treaty Commissioner’s treaty learning resources. While all students throughout Saskatchewan’s K-12 system are studying treaties, the target audience for the TELS was: Grade 7 students, Grade 4 and 7 teachers, and elementary school administrators. The TELS has been conducted three times – in 2009, 2010, and 2011.

### Participation Rates

The 2011 TELS survey took place over a three-week period in May 2011. Overall, we are pleased with our students’ and educators’ response rates both in comparison to provincial response rates and in absolute terms (see Table 1). The response rates for the three staff groups compare very well against the provincial results (e.g., 90% of Saskatoon Public Schools’ Grade 7 teachers responded to the TELS survey whereas 69% of the province’s Grade 7 teachers responded). The response rate for our Grade 7 students was also substantially higher than that of the provincial Grade 7 population.

**Table 1 – TELS survey response rates**

	Provincial response rate	SPS response rate
Administrators	62%	82%
Grade 4 teachers	76%	93%
Grade 7 teachers	69%	90%
Grade 7 students	79%	91%

### Student TELS results

The first component of the TELS assessment program was aimed at Grade 7 students’ knowledge and understanding of the Treaty Essential Learnings identified in the Office of the Treaty Commissioner’s publication *Treaty Essential Learnings: We are all Treaty People*. The six Treaty Essential Learnings are:

- *Treaties* – the who, what, where, when, and why of treaties;
- *Treaty Relationship* – responsibilities and partners involved in the treaty relationship;
- *History* – the historical events in the treaty making process;
- *Worldviews* – understanding the differing worldviews of the treaty partners;
- *Symbolism* – the meaning behind the symbols and actions used in the treaty making process; and,
- *Contemporary Issues* – new and current issues related to the treaties.

We view TELS results through two lenses: i) comparisons to provincial results, and ii) Saskatoon Public Schools’ students’ achievement over time.

*Provincial comparisons*

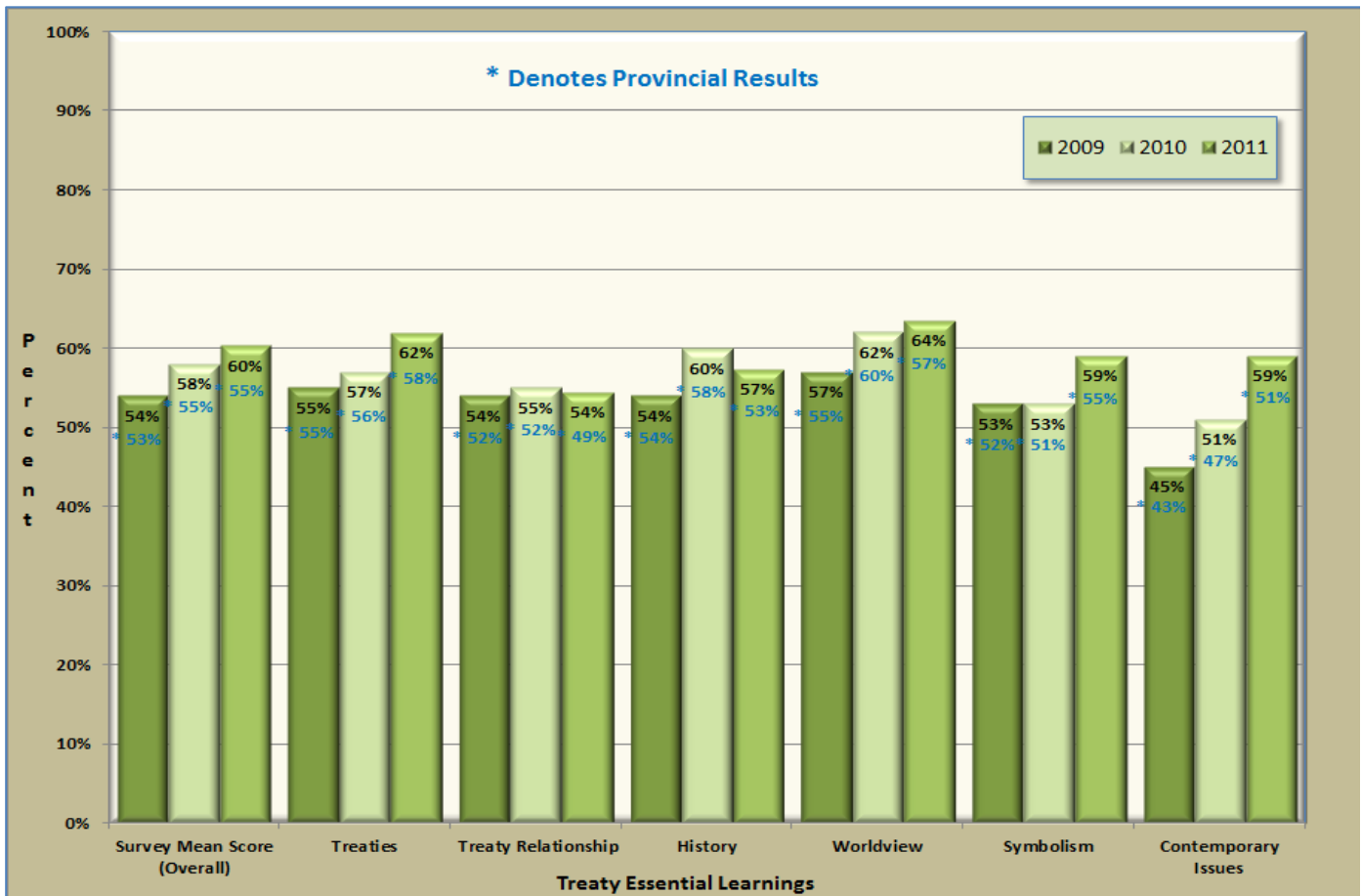
In comparison to provincial results, our Grade 7 students’ achievement was either equal to or higher than the performance of their peers across the province both in terms of their overall mean score and in terms of their scores on the six individual sections of the TELS. For example, the mean score for the whole TELS assessment for the province’s Grade 7 students in 2011 was 55%; Saskatoon Public Schools’ Grade 7 students’ overall mean score was 60% (see Figure 1). Highlights from the results of the TELS subsections include:

- Worldview: Saskatoon Public Schools’ students’ mean score was 64%; the provincial score was 57%, and
- Contemporary issues: Saskatoon Public Schools’ students’ mean score was 59%; the provincial score was 51%.

*Achievement over time*

Saskatoon Public Schools’ students’ overall mean score improved from 54% in 2009 to 60% in 2011. Students’ achievement also improved in 2011 on four of the six TELS subtests (their achievement declined by 3% on the questions related to *History* and by 1% on *Treaty Relationship*).

**Figure 1 – Overall mean percent survey score and TELS subtest scores by province and division (2009-2011)**



## Administrator and teacher results

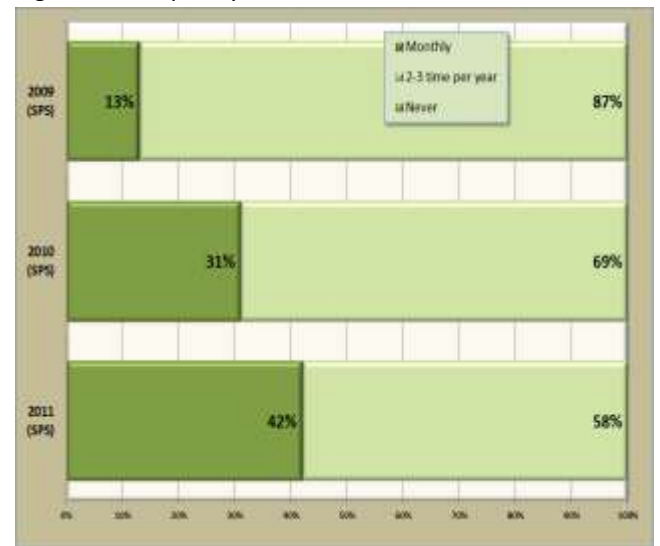
Elementary school administrators as well as Grade 4 and 7 teachers were asked to complete surveys related to implementation of treaty education. They were also asked to comment on the availability and use of the instructional resources produced by the Office of the Treaty Commissioner.

### Administrator results

Results from administrators' responses are as follows:

- In 2009, 52% of Saskatoon Public Schools' (SPS) administrators indicated that mandatory treaty education was part of their schools' strategic plan (the provincial average was 44%); by 2011, 92% responded that their schools' strategic plan included mandatory treaty education (the provincial average was 63%).
- Administrators are increasingly positive about the frequency of teachers' use of OTC materials to teach treaties. In 2009, 13% of administrators said that teachers used OTC resources monthly (by 2011, the result improved to 42%); in each of the three years of the TELS survey, the remainder of SPS's administrators said that teachers used the OTC resources 2-3 times per year (provincially, 14% of administrators said that teachers never used OTC resources in 2009 and 3% indicated this in 2010 and 2011).
- In 2011, 86% of administrators indicated that they had received treaty education training (in 2009, 57% and in 2010, 69% said that this was so).
- Nearly two-thirds of administrators (58%) expressed the desire for additional training for supporting treaty education.

Figure 2 – Frequency of teachers' use of OTC materials



### Teacher results

Results from teachers' responses are as follows:

- Teachers in both Grade 4 and 7 reported an increase in their use of OTC resources to teach treaties, for example:
  - 32% of Grade 7 teachers reported using OTC resources regularly/once per month in 2011; whereas, 12% reported doing so in 2009;
  - 26% of Grade 4 teachers reported using the OTC resources regularly in 2009; whereas, 37% reported doing so in 2011;
  - 13% of Grade 4 teachers and 19% of Grade 7 teachers reported that they never use OTC resources in 2011 – for the most part, those teachers said that they were subject specialists and did not teach treaty-related subjects (provincially, 25% of Grade 4 teachers and 24% of Grade 7 teachers reported never using OTC resources).

- In 2009, about one-third (32%) of Grade 4 teachers indicated that they had received treaty education training, in 2011, the percentage of teachers receiving treaty education training increased to 83%; in 2009, 29% of Grade 7 teachers received treaty education training, in 2011, 62% received this training.
- A majority of both Grade 4 and Grade 7 teachers expressed the desire for further treaty education training (60% of Grade 4 teachers and 55% of Grade 7 teachers).

## ***Reflections***

When reflecting on the Treaty Essential Learnings Survey results, there is much to celebrate.

- Nearly all administrators (92%) indicated their school's continuous improvement plan explicitly included treaty education;
- Over 80% of both teachers and administrators received treaty education training in 2011 (this represents considerable improvement for both groups); and,
- A considerably higher percentage of Grade 4 and 7 teachers reported teaching treaties in their classrooms regularly.

Looking ahead to the 2011-2012 school year, we intend to continue our work toward improving the implementation of Treaty Essential Learning instruction, the inclusion of First Nations, Inuit, and Métis content and the development of culturally responsive schools. We continue to look for ways to support student and staff learning in the area of treaty education. A few examples include:

- We have contracted with key resource persons to support teachers to actualize treaty education. They will facilitate the further development of existing instructional support materials as well as the creation of new resources.
- Through our close relationship with the Office of the Treaty Commissioner, we are providing teachers with the opportunity to participate in treaty catalyst teacher training. Our goal is to have at least one treaty catalyst teacher at every school.
- Our First Nations, Inuit, and Métis Unit continues to support teachers and students to enhance our capacity to create a culturally responsive environment.

We believe that all students and staff should be able to articulate the purpose of treaties, understand the differing worldviews and symbolism expressed in treaties, know how they benefit from the treaty relationship, and know their responsibilities within the treaty relationship. This understanding is developed over years. While Grade 4 and 7 teachers are involved directly in the TELS survey, we believe that all K-12 teachers must nurture that understanding with students. We want to graduate young people who are well informed about treaties and have an appreciation of the contributions that First Nations people have made and continue to make in our society. We have many examples of student work in the forms of art, music, dance, essays, poems, photo essays, and stories that represents what students know and understand about the treaties and the treaty relationship. This is powerful evidence of learning in treaty education.



**MEETING DATE:** NOVEMBER 8, 2011

**TOPIC:** CONTINUOUS IMPROVEMENT REPORT

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.

As part of this annual planning and monitoring process, trustees have been provided with an electronic version of the School Division’s 2011 – 2012 Continuous Improvement Report. This report is shared with stakeholders and is submitted to the Ministry of Education as part of the Continuous Improvement Framework planning cycle. The Continuous Improvement Report contains the following:

- Our student learning results and strategic actions related to the four provincial priorities within the Continuous Improvement Framework:
  - (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.
- Our Board’s 2011 – 2012 Strategic Plan.
- A section on financial planning and facility / capital planning.
- Inclusion of the province’s learner outcomes and targets.

## CURRENT STATUS

The Continuous Improvement Report is located on our Division website under Division Information – Reports and Publications at [www.saskatoonpublicschools.ca](http://www.saskatoonpublicschools.ca). Trustees are also reminded that the website contains the 2010 – 2011 “*Report to the Community*” which shares student results related to the Continuous Improvement Framework, the Board’s priorities and core strategy areas. Copies of the Report to the Community 2010 – 2011 have been sent to all School Community Councils and to various stakeholders in our community.

PREPARED BY	DATE	ATTACHMENTS
Mrs. Avon Whittles, Deputy Director of Education and Dr. Scott Tunison, Coordinator: Research and Measurement	November 2, 2011	None

## RECOMMENDATION



**MEETING DATE:** NOVEMBER 8, 2011

**TOPIC:** STRATEGY UPDATE: TECHNOLOGY

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

Technology for Learning is a core strategy area which aims to help students use technologies in rich learning environments with teachers who use a variety of technologies to improve the conditions for learning. Our work is intended to support Saskatoon Public Schools' vision, our learning priorities, and the Continuous Improvement Framework.

## CURRENT STATUS

We have been fortunate over the last year to be able to work with Ms Bernajean Porter, an external consultant who believes that technology empowers learners and teachers alike to engage in a partnership that brings fundamental differences to classrooms today. Her work focuses on using transformational teaching and high yielding instructional practices in the classroom.

Ms Porter has worked with groups of classroom teachers, teacher-librarians, school-based administrators, and consultants to enhance our ability to facilitate the use of technology in our classrooms and enable our students to go places they could not go without the technology. Questioning techniques, how to assess the level of technology usage, digital storytelling, the writing of graphic novels and the use of Web 2.0 tools such as Voice Threads and collaborative word processing are just some of the focal points of her work with us. Ms Porter will be in attendance to discuss how she is helping us learn to use technology to create powerful learning opportunities for our students in support of *Literacy for Life* and *Collegiate Renewal*.

## PROS AND CONS

## FINANCIAL IMPLICATIONS

PREPARED BY	DATE	ATTACHMENTS
Mr. Barry MacDougall, Superintendent of Education	November 2, 2011	None

## RECOMMENDATION



**MEETING DATE:** NOVEMBER 8, 2011

**TOPIC:** FINANCIAL RESULTS FOR THE PERIOD SEPTEMBER 1, 2011  
TO SEPTEMBER 30, 2011

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 financial position.

## CURRENT STATUS

Attached are the following documents:

- |   |           |
|---|-----------|
| 1) Memorandum regarding Financial Results to September 30, 2011 | Pages 1-4 |
| 2) Statement of Financial Activities to September 30, 2011      | Page 5    |
| 3) Statement of Cash Flow Requirements                          | Page 6    |
| 4) Restricted Accumulated Surplus Detail at September 30, 2011  | Pages 7-8 |

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 Ms. Wanda McLeod, Budget and Audit Manager	November 1, 2011	- Financial Results Memo

## RECOMMENDATION



## MEMORANDUM

**DATE:** October 27, 2011

**TO:** Trustees  
Administrative Council

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

**RE: FINANCIAL RESULTS TO SEPTEMBER 30, 2011**

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At the request of the Ministry of Education, the teachers' salary increase in 2011-12 was not included in the budget. This results in the instructional expenses being over budget. The Ministry of Education has indicated that this funding will come from the Ministry.

For the month of September 2011, the majority of revenues and expenditures are on budget. The following is an explanation for several of the revenues and expenditures:

1. Revenues

a) Total Revenue

Total revenue to date is approximately \$17.7 million which is 8.4% of budget. This is 0.2% more than the one month ending September 30, 2010 (prior year) actual results. The total operating revenues to September 30, 2011 of \$17.6 million or 8.7% and is 0.7% more than the prior year.

b) Property Taxes

\$7.7 million or 8.3% of property tax has been recognized (which is 0.1% less than the prior year). The property tax revenue for 2010 is based on the final information from the City of Saskatoon. The actual property tax revenue for 2011 is based on the information as estimated by the City of Saskatoon.

c) Provincial Grants

\$8.6 million or 8.3% (0.7% more than the prior year) of the grants have been reported. For the one month ending September 30, 2011, \$8.6 million or 9.0% (prior year was 8.1%) of the operating provincial grant revenue has been recognized.

The provincial grant revenue for 2011-12 includes approximately \$700,000 for the salary increases in September 2011. At the direction Ministry of Education, the salary increases for the teachers and the corresponding operating grant revenue are not included in the 2011-12 Budget.

- d) Tuition and Related Fees  
\$136,520 or 12.1% (2.1% more than the prior year) of tuition and related fee revenue is the total estimated billings to September 30, 2011. In 2011-12, there is more revenue reported for the International Student Program.
  - e) Complementary Services  
The complementary services revenues of \$23,594 (0.6% more than the prior year) primarily relates to revenues for alternate funding at September 30, 2011. Alternate funding includes grants for specific projects from third parties and donations for scholarships, playground and other projects.
  - f) External Services  
\$406,154 or 11.0% (1.2% 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 schools.
  - g) School-Based  
\$736,764 or 14.9% (2.2% more 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  
\$82,066 or 7.8% (0.6% 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 \$17.1 million which is 8.2% of the budget (0.1% more than in 2010-11).
  - b) Governance  
Governance expenses for the one month ending September 30, 2011 total \$57,849 or 7.7% of budget (2.3% more than in 2010-11). In 2011-12, there was more money spent on marketing. The timing of the expenses in this category varies from year to year. It is expected to be on budget at year end.
  - c) Administration  
Administration expenses for the one month ending September 30, 2011 total \$250,876 or 6.1% of budget and are 1.9% less than the prior year. There was no amortization expense included in the administration budget for 2010-11. Amortization does not impact the cash flow for the school division.

d) Instruction

Instruction expenses total \$14.0 million or 9.2% of the budget for the one month ending September 30, 2011 which is the same percentage as the prior year. At the direction of the Ministry, the 2011-12 Budget did not include estimates for the teachers' salary increases as a result of the most recent collective agreement. As a result, instruction expenses include approximately \$700,000 in salary increases that were not included in the budget.

If the \$700,000 was not included in the 2011-12 actual results, instruction expenses as a percentage of the budget would be the same as than the prior year.

e) Plant

Plant expenses totaling \$1.5 million or 4.9% of the budget has been incurred (compared to \$1.8 million or 5.8% in the prior year).

f) School-based

School-based expenses totaled \$234,660 or 4.7% of the budget for the one month ending September 30, 2011 (4.0% in the prior year).

g) Transportation

Transportation expenses of \$521,536 or 10.0% are estimated at September 30, 2011 (compared to 10.0% in 2009-10).

h) Tuition and Related Fees

Tuition and related fees totaling \$227,353 or 87.4% of the budget have been incurred (compared to 84.8% in the prior year). Tuition and related fees includes the payments to the home based educators.

i) Complementary Services

\$456,195 or 10.9% (1.7% less than the prior year) of the budget for complementary services has been spent at the end of September 30, 2011. Complementary services expenses report the Pre-Kindergarten programs and expenditures related to alternate funding.

j) External Services

In 2011-12, \$434,481 or 12.3% (compared to 10.4% 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 2011-12, \$92,862 or 7.3% of the budget for interest/allowances has been spent. This is 0.9% less than in the prior year.

3. Cash Flow Requirements

The Cash Flow Requirements statement converts the Statement of Financial Activities into more of a cash basis.

The Cash Flow Requirements statement provides financial information that is not included in the Statement of Financial Activities such as the purchase of tangible capital assets and the repayment of long-term debt. The statement also adjusts for non-cash items included in the Statement of Financial Activities such as amortization expense.

4. Internally Restricted Surplus

The budget allocations for 2011-12 have been completed and more detailed information is included in the attached schedule. The August 31, 2011 balances are unaudited and estimates based on the year end work completed to date.

**Saskatoon Public Schools**  
**Consolidated Statement of Financial Activities**  
**For the One Month Period Ended September 30, 2011**

	2011-12		2010-11	
	Consolidated Actual	Percentage of Consolidated Budget	Consolidated Actual	Percentage of Consolidated Budget
<u>Revenues</u>				
Property taxes	\$ 7,686,697	8.3%	\$ 7,674,340	8.4%
Provincial grants	8,580,033	8.3%	7,539,574	7.6%
Tuition and related fees	136,520	12.1%	106,005	10.0%
Complementary services	23,594	0.6%	54,725	0.0%
External services	406,154	11.0%	294,345	9.8%
School-based	736,764	14.9%	700,588	12.7%
Other	82,066	7.8%	96,979	8.4%
Total Revenues	17,651,828	8.4%	16,466,556	8.2%
<u>Expenses</u>				
Governance	57,849	7.7%	42,149	5.4%
Administration	250,876	6.1%	306,341	8.0%
Instruction	13,958,532	9.2%	13,132,068	8.8%
Plant	1,543,620	4.9%	1,773,969	5.8%
School-based	234,660	4.7%	220,915	4.0%
Transportation	521,536	10.0%	444,054	10.0%
Tuition and related fees	227,353	87.4%	233,276	84.8%
Complementary services	456,195	10.9%	298,510	12.6%
External services	434,481	12.3%	298,918	10.4%
Interest/allowances	92,862	7.3%	110,914	8.2%
Total Expenses	17,777,963	8.6%	16,861,114	8.4%
Surplus/(deficit)	(126,135)		(394,558)	

**Saskatoon Public Schools**  
**Cash Flow Requirements**  
**For the One Month Period Ended September 30, 2011**

	Actual 2011-12	Budget 2011-12	Actual 2010-11	Restated Budget 2010-11
Surplus/(deficit)	(126,135)	3,949,619	(394,558)	301,980
CASH REQUIREMENTS:				
Tangible capital assets:				
Purchases	-	(14,306,619)	-	(13,351,321)
Long term debt:				
Repayments	(355,919)	(4,654,000)	(390,740)	(4,830,000)
Debt issued	-	6,681,500	-	1,855,000
Non-cash items included in surplus/deficit:				
Amortization expense	912,039	11,006,000	800,000	10,300,000
Employee Future Benefits expenses		530,000		530,000
Other cash requirements:				
Expected Employee Future Benefits payments		(200,000)		(200,000)
NET EXCESS (REQUESTED) CASH	429,985	3,006,500	14,702	(5,394,341)
Reserves:				
Use/timing difference for Capital Reserves	-	(3,681,500)	-	1,579,341
Contributions to Other Reserves	(75,000)	(75,000)	(185,000)	(185,000)
<i>Use of Operating Reserves:</i>				
For Capital Project at Nutana Collegiate	-	-	175,000	2,100,000
For Unfunded Enrolment Increase	62,500	750,000	75,000	900,000
For Unfunded LINC Agreement	-	-	-	1,000,000
ADJUSTED CASH REQUIREMENT	417,485	-	79,702	-

Memo to Trustees and Administrative Council  
 Financial Results to September 30, 2011

Page | 7

**Saskatoon Public Schools**  
**Internally and Externally Restricted Surplus**  
**As at September 30, 2011**

**Internally Restricted**

*Civic Elections*

Balance, August 31, 2011	109,139	
Add: 2011-12 Budget allocation	75,000	
Deduct: Expenses	-	
Balance, September 30, 2011		184,139

*School Generated Funds*

Balance, August 31, 2011	2,337,345	
Add: Revenues		
Deduct: Expenses		
Balance, September 30, 2011		2,337,345

*General*

Balance, August 31, 2011	113,253	
Add: 2011-12 Budget allocation	-	
Deduct: Expenses	-	
Balance, September 30, 2011		113,253

*Facility Rental Reserve*

Balance, August 31, 2011	171,953	
Add: 2011-12 Budget allocation	-	
Deduct: Expenses	-	
Balance, September 30, 2011		171,953

*System Application Reserve*

Balance, August 31, 2011	1,050,000	
Add: 2011-12 Budget allocation	75,000	
Deduct: Expenses	-	
Balance, September 30, 2011		1,125,000

*Trustee Education Allowance*

Balance, August 31, 2011	43,000	
Add: 2011-12 Budget allocation	-	
Deduct: Expenses	-	
Balance, September 30, 2011		43,000

*Facility Operating Reserve*

Balance, August 31, 2011	332,201	
Add: 2011-12 Budget allocation	-	
Deduct: Expenses	-	
Balance, September 30, 2011		332,201

*Specialized School Equipment Reserve*

Balance, August 31, 2011	1,400,000	
Add: 2011-12 Budget allocation	-	
Deduct: Expenses	-	
Balance, September 30, 2011		1,400,000

*Curriculum Renewal Reserve*

Balance, August 31, 2011	1,460,000	
Add: 2011-12 Budget allocation	-	
Deduct: Expenses	-	
Balance, September 30, 2011		1,460,000

*Technology Renewal Reserve*

Balance, August 31, 2011	1,400,000	
Add: 2011-12 Budget allocation	-	
Deduct: Expenses	-	
Balance, September 30, 2011		1,400,000

Memo to Trustees and Administrative Council  
Financial Results to September 30, 2011

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**Saskatoon Public Schools**  
**Internally and Externally Restricted Surplus**  
**As at September 30, 2011**

*Staff Professional Development Reserve*

Balance, August 31, 2011	800,000	
Add: 2011-12 Budget allocation	-	
Deduct: Expenses	-	
Balance, September 30, 2011	<u>          </u>	800,000

*Secondary Security Camera*

Balance, August 31, 2011	40,000	
Add: 2011-12 Budget allocation	10,000	
Deduct: Expenses	-	
Balance, September 30, 2011	<u>          </u>	50,000

*School Carry Forwards*

Balance, August 31, 2011	1,007,524	
Add: 2011-12 Budget allocation	-	
Net increase	-	
Balance, September 30, 2011	<u>          </u>	1,007,524

*Contingency Fund Reserve*

Balance, August 31, 2011	966,346	
Add: 2011-12 Budget allocation	-	

Grand Total - September 30, 2011                           966,346

Total Internally Restricted, September 30, 2011                   11,390,761

**Externally Restricted**

*Alternative Funds*

Balance, August 31, 2011	277,557	
Add: 2011-12 Budget allocation	-	
Deduct: Expenses	-	
Balance, September 30, 2011	<u>          </u>	277,557

*Donations*

Balance, August 31, 2011	298,333	
Deduct: Expenses	-	
Balance, September 30, 2011	<u>          </u>	298,333

*Foundation*

Balance, August 31, 2011	65,110	
Deduct: Expenses	-	
Balance, September 30, 2011	<u>          </u>	65,110

Total Externally Restricted, September 30, 2011                   641,000

**Grand Total - September 30, 2011                   12,031,761**