AGENDA

1. Roll Call

2. Land Acknowledgement

3. Agenda
   3.1. Adoption of Agenda

   **Proposed Board Motion:** Move approval of the agenda.

   3.2. Declaration of Conflict of Interest

4. Celebrating Excellence:
   4.1. Queen Elizabeth School Literacy and Math Kits to Support Engagement

5. Consent Items
   The Chair will ask for a motion to receive the items, and to approve all recommendations contained therein. Prior to approving the motion, any trustee may request that a consent item be removed.

   **Proposed Board Motion:** That the Board approve the consent items as presented.

5.1. Approval of Minutes – October 20, 2020 and November 16, 2020

   **Proposed Board Motion (if removed from consent items):** That the Board approve the minutes of the Committee of the Whole and Regular Board meetings held October 20, 2020 and the Inaugural Board meeting held November 16, 2020.

5.2. Financial Results for the Period September 1, 2020 to October 31, 2020

   **Proposed Board Motion (if removed from consent items):** That the Board receive the financial results for the period September 1, 2020 to October 31, 2020.
6. Reports from Administrative Staff

6.1. Strategic Plan Update: Engagement

*Proposed Board Motion:* That the Board receive the Strategic Plan Update: Engagement.

7. Delegation

8. Business Arising from the Minutes

9. Unfinished Business

9.1. Items Arising from the Committee of the Whole

10. Correspondence

11. Reports of Committees and Trustees

12. New Business

12.1. Audited Financial Statements for September 1, 2019 to August 31, 2020

*Proposed Board Motion:* That the Board approve the Audited Financial Statements for the year ended August 31, 2020, pending minor changes made after the Office of the Provincial Auditor, Ministry of Education and Ministry of Finance’s format review and approval.

13. Comments/Concerns/Questions from the Public

(Maximum 5 minutes per speaker; 20 minutes total; must be related to a specific agenda item)

14. Notices of Motion

15. Questions by Trustees

15.1 Response to Trustee MacPherson’s Request for an Update on the University Hospital Classroom and the Impact COVID-19 has had on the Classroom

16. Adjournment

*Proposed Board Motion:* That the Board Adjourn to the call of the Chair or the Committee of the Whole meeting of Tuesday, December 8, 2020.
MEETING DATE: NOVEMBER 23, 2020

TOPIC: CELEBRATING EXCELLENCE: QUEEN ELIZABETH SCHOOL LITERACY AND MATH KITS TO SUPPORT ENGAGEMENT

FORUM | AGENDA ITEMS | INTENT
--- | --- | ---
[✓] Board Meeting | [ ] Correspondence | [✓] Information
[ ] Committee of the Whole | [ ] New Business | [ ] Decision
[ ] Reports from Administrative Staff | [ ] Discussion
[✓] Other: Celebrating Excellence

BACKGROUND

Academic excellence, character, engagement, and well-being of students are at the heart of Saskatoon Public Schools’ five-year strategic plan. The plan highlights our vision of each student being known, valued, and believed in. It emphasizes Saskatoon Public Schools’ commitment to creating learning experiences that inspire all students to reach their potential and the importance of relationships, equity and accountability.

CURRENT STATUS

As one way of addressing the engagement goal of the Saskatoon Public Schools’ strategic plan, the primary teachers at Queen Elizabeth School created take-home literacy and numeracy kits in the fall of 2019. The purpose of the kits was to provide math and literacy activities that promote literacy and numeracy in the home while extending the learning for the students. The resource was well received by families and then with the reality of COVID-19 the reason for the kits became more apparent to the staff.

In the spring of 2020, the teachers enhanced their individual literacy and numeracy kits, so each child had access to grade specific materials that were reflective of best practice in Saskatoon Public Schools. These kits allow supplemental literacy and math to continue in the case of a temporary class closure and are particularly important when access to technology or wifi is not available.

PREPARED BY | DATE | ATTACHMENTS
--- | --- | ---
Ms. Charlene Scrimshaw, Deputy Director of Education | November 18, 2020 | None
Mr. Mitch Kachur, Superintendent of Education

SASKATOON BOARD OF EDUCATION

Page 3 of 24
MEETING DATE: NOVEMBER 23, 2020  
TOPIC: APPROVAL OF MINUTES

### FORUM  
- Board Meeting  
- Committee of the Whole  
- New Business  
- Reports from Administrative Staff  
- Other: Approval of Minutes

### AGENDA ITEMS  
- Correspondence  
- Information  
- Decision  
- Discussion

### INTENT

### BACKGROUND

### CURRENT STATUS

Attached are the minutes from the October 20, 2020 Committee of the Whole and Regular Board meetings, and the Inaugural Board Meeting of November 16, 2020.

### PREPARED BY

Mr. Garry Benning, Chief Financial Officer  
November 18, 2020  
- Minutes

### RECOMMENDATION

*Proposed Board Motion (if removed from consent items):*

That the Board approve the minutes of the Committee of the Whole and Regular Board meetings held October 20, 2020 and the Inaugural Board meeting held November 16, 2020.
MINUTES OF A MEETING: of the Board of Education of the Saskatoon School Division No. 13 of Saskatchewan, held on Tuesday, October 20, 2020 at 2:00 p.m.

October 20, 2020

MEMBERS PRESENT: Ms. Donna Banks, Ms. Kathleen Brannen, Ms. Holly Kelleher, Mr. Vernon Linklater, Ms. Colleen MacPherson, Mr. Ray Morrison, Mr. Cameron Scott, Mr. Ross Tait, Dr. Suzanne Zwarych

Following discussions in Committee of the Whole, Ms. Kelleher moved that the Board rise and report.

CARRIED (9)

The meeting adjourned at 4:21 p.m.

_________________________________________  ____________________________
Secretary of the School Division  Board Chair
MINUTES OF A MEETING: of the Board of Education of the Saskatchewan School Division No. 13 of Saskatchewan, held on Tuesday, October 20, 2020 at 5:00 p.m.

MEMBERS PRESENT: Ms. Colleen MacPherson (Board Chair), Ms. Donna Banks, Ms. Kathleen Brannen, Ms. Holly Kelleher, Mr. Vernon Linklater, Mr. Ray Morrison, Mr. Cameron Scott, Mr. Ross Tait, Dr. Suzanne Zwarych

Ms. Colleen MacPherson, Board Chair, called the meeting to order, read the roll call into the minutes, and acknowledged the meeting was being held on Treaty Six territory and traditional homeland of the Métis people.

Agenda: Dr. Zwarych moved approval of the agenda.
CARRIED (9)

Celebrating Excellence – Caretaking and Maintenance Staff: Ms. Charlene Scrimshaw, Deputy Director of Education, introduced managers from the facilities department of contract services (Tyson Robertson), maintenance (Ivan Englesman), and operations (Jeff Haugen) and acknowledged the work of their staff to prepare the schools for a successful re-opening amidst COVID-19.

Consent Items: Ms. Kelleher moved that the following consent agenda items be approved as presented.
CARRIED (9)

Approval of Minutes – September 22, 2020: Ms. Kelleher moved that the Board approve the minutes of the Committee of the Whole and Regular Board meeting held September 22, 2020.
CARRIED (9)

Student Transportation Report: Ms. Kelleher moved that the Board receive the Student Transportation Report for information.
CARRIED (9)

Financial Results for the Period September 1, 2020 to September 30, 2020: Ms. Kelleher moved that the Board receive the financial results for the period September 1, 2020 to September 30, 2020.
CARRIED (9)

Reports From Administrative Staff:

Enrolment Update: Mr. Mitch Kachur, Superintendent of Education, provided an enrolment update emphasizing the impact COVID-19 has had on enrolment at Saskatoon Public Schools.
Ms. Banks moved that the Board receive the enrolment update for information.
CARRIED (9)
Strategic Plan Update: Transitioning to a Quint Model in Saskatoon Public Schools' Collegiates: Mr. Brent Hills, Deputy Director of Education, introduced Mr. Paul Janzen, Superintendent of Education, and Mr. Ryan Brimacombe, Coordinator of Collegiate Renewal, Curriculum and Instruction 9-12. The team highlighted the report describing the transition of teaching in a semester system to teaching in a quint.

Ms. Brannen moved that the Board receive the Strategic Plan Update: Transitioning to a Quint Model for Teaching and Learning.

CARRIED (9)

Unfinished Business:

Director’s Update: August 1, 2020 to October 15, 2020: Mr. Scott moved that the Board approve the “Director’s Update” for the period of August 1, 2020 to October 15, 2020 to be included as part of the evidence of the quality indicators for the Director’s annual evaluation.

CARRIED (9)

C.U.P.E. 8443 Ratification: Mr. Morrison moved that the Board ratify the contract extension between the Board of Education of the Saskatoon School Division No. 13 of Saskatchewan and the Canadian Union of Public Employees Local #8443.

CARRIED (9)

Year End Reserves: Mr. Tait moved that the Board approve the following transfers:

a) The transfer of $2,559,519 from PMR project allocations, to the Unrestricted Accumulated Surplus for PMR operational projects, based on actual project amounts for the year ended August 31, 2020.

b) The transfer of $1,145,274 from CAIF project allocations, to the Unrestricted Accumulated Surplus for CAIF operational projects, based on actual project amounts for the year ended August 31, 2020.

c) The transfer of $43,231 from the Unrestricted Accumulated Surplus to the Capital Surplus for vehicle purchases.

d) The transfer of $3,125,000 from the Unrestricted Surplus to the Internally Restricted Surplus for COVID-19 Pandemic Savings. This will create a separate reserve for COVID-19 savings to be used for student computer technology loan repayments.

e) The transfer of $453,000 from the Internally Restricted Surplus for Technology Replacement to the Unrestricted Surplus. This will draw down the Technology Replacement reserve to reflect payments made for the staff computer technology loan.

f) The transfer of $15,000 from the Unrestricted Accumulated Surplus to the Internally Restricted Surplus for Facility Rentals. This will add funds to the facility rental account to cover future repairs.

g) The transfer of $289,000 from the Unrestricted Accumulated Surplus to the Capital Surplus. This will transfer unspent facility operational funds to the capital surplus to fund equipment purchases.

h) The transfer of $105,000 from the Unrestricted Accumulated Surplus to the Internally Restricted Surplus for Facility Operating. This will transfer unspent facility operating funds to the facility operating reserve to fund playground projects.

CARRIED (9)

Relocatable Classroom Funding Requests 2020-2021: Ms. Brannen moved that the Board approve the 2020-2021 relocatable funding requests, and this information be submitted to the Ministry of Education.

CARRIED (9)

Board Policy 7: Committees of the Board: Mr. Linklater moved that the Board approve the housekeeping changes to Board Policy 7: Committees of the Board.

CARRIED (9)
Saskatchewan School Boards Association – 2020 Annual General Meeting Voting Delegates: Dr. Zwarych moved that the Board approve the following motions:

1. That the Saskatoon Board of Education is entitled to 51 votes.
2. That Trustee MacPherson be the representative authorized to act as voting delegate for the school division.

CARRIED (9)

Board Subcommittee Minutes: Ms. Banks moved that the Board approve the minutes of the Board Human Resources Committee meeting of August 31, 2020.

CARRIED (9)

Reports of Committees and Trustees:

Chair MacPherson noted this was the last meeting of the term for the 2016-2020 Board members. She highlighted the achievements of Trustees Kelleher and Morrison, who did not seek re-election for the 2020-2024 term. Trustees also shared reflections and best wishes to Board members.

- Trustee Banks reported on her participation with virtual governance training modules. She also participated in virtual meeting of ‘Ready Now Let’s Talk’ reflections of Indigenous Trustees across Canada as well as virtual meetings of the SSBA Indigenous Council. Ms. Banks also attended virtual school community council meetings in Ward 3.
- Trustee Linklater reported on his participation in virtual meetings of the SSBA Indigenous Council as well as a virtual Ward 2 election debate.
- Trustee Zwarych reported on her participation in a virtual presentation to U of S ITEP students.

New Business

Request for Proposal T2021-0001 – Snow Removal Services:

Ms. Banks moved that the Board award the contract for Snow Removal Services, RFP T2021-0001 to Custom Lawn Care for a three-year term effective October 20, 2020.

CARRIED (9)

Secure Destruction of Records:

Mr. Morrison moved that the Board approve the secure destruction of 39 boxes of paper records relating to Accounting and Finance and 10 boxes relating to Human Resources eligible for destruction as per SSBA Records Retention and Disposal Guide (Dec. 2012).

CARRIED (9)

Approval of Directors for Saskatoon Public Schools Foundation Corp:

Ms. Brannen proposed a friendly amendment to the motion to read:

“That the Board approve the appointment of Barry MacDougall, Nicole Bishop-Yong, and Shane Skjerven to the Saskatoon Public Schools Foundation Board of Directors effective August 1, 2020 and that pending a formal request from the Saskatoon Public Schools Foundation Corp, the Board approve the addition of Ray Morrison to the Board of the Saskatoon Public Schools Foundation Corp. effective November 17, 2020.

The friendly amendment was accepted unanimously by all board members and the motion was

CARRIED (9)
Comments/Concerns/Questions From the Public:
There were no comments or questions from the Public.

Questions by Trustees:
Chair MacPherson requested a short update on the University Hospital Classroom and the impact COVID-19 has had on the classroom.

Mr. Morrison moved that the Board adjourn to the call of the Chair or the Inaugural Board meeting of Monday, November 16, 2020.

CARRIED (9)

The meeting adjourned at 6:01 p.m.

______________________________       ______________________________
Secretary of the School Division       Board Chair
MINUTES OF THE INAUGURAL MEETING: of the Board of Education of the Saskatoon School Division No. 13 of Saskatchewan, held on Monday, November 16, 2020 at 1:30 p.m.

MEMBERS PRESENT: Ms. Angela Arneson, Ms. Donna Banks, Ms. Charmaine Bellamy, Ms. Kathleen Brannen, Mr. Vernon Linklater, Ms. Colleen MacPherson, Mr. Michael Pidwerbeski, Ms. Kim Strand, Mr. Ross Tait, Dr. Suzanne Zwarych

Mr. Garry Benning, Chief Financial Officer and Secretary Treasurer of the school division, called the meeting to Order, read the roll call into the minutes, and acknowledged the meeting was being held on Treaty Six territory and traditional homeland of the Métis people.

Declaration of Office: Mr. Benning read the successful candidates for each ward into the minutes and Ms. Estelle Allington, Notary Public, administered the Declaration of Office and Endorsement pursuant to Section 319 of The Education Act, 1995.

Election of Board Chair: Mr. Benning, highlighted the procedure for Election of Board Chair in accordance with Part 4, Section 14.2 of The School Division Administration Board Chair Regulations and Policy 6, Section 1.4 of The Board Policy Handbook. He then called for nominations for the office of Board Chair.

Mr. Brannen nominated Ms. MacPherson to serve as Chair of the Board of Education.

Dr. Zwarych moved that nominations cease.

CARRIED (10)

Ms. MacPherson accepted the nomination and was declared Chair of the Board of Education. Ms. MacPherson provided comments as the newly elected Chair.

Election of Vice Chairs: Mr. Tait nominated Dr. Zwarych to serve as Vice Chair for the first six-month term.

Ms. Brannen moved that nominations cease.

CARRIED (10)

Dr. Zwarych accepted the nomination and was declared Vice Chair for the second six-month term.

Dr. Zwarych nominated Ms. Brannen to serve as Vice Chair for the second six-month term.

Ms. Banks moved that nominations cease.

CARRIED (10)

Ms. Brannen accepted the nomination and was declared Vice Chair for the second six-month term.

Minutes of the November 5, 2019 Inaugural Board Meeting: Minutes of the November 5, 2019 Inaugural Board Meeting were approved at the November 26, 2019 Regular Board meeting.
Confirmation of Professional Services:

Insurance Broker – Ms. Arneson moved that the Board appoint AON Reed Stenhouse Inc. to serve as its insurance broker for 2020.

CARRIED (10)

Banking Authority: Ms. Bellamy moved that the requirements with regard to Banking Authority be approved as follows and that they be effective until the next Inaugural Meeting.

(a) Transfers of funds between bank accounts are primarily handled by electronic transmission. The Accounting Branch has been given the security access to enable transfer of funds. If transfers are affected by way of paper transmittals, that the chief financial officer be authorized on his signature alone to transfer funds, as may be necessary, between any and all bank accounts in the name of the Saskatoon School Division No. 13 of Saskatchewan.

(b) That the form required by the bank for signing authorities and temporary borrowing power be duly completed; the chair or vice chair, together with the chief financial officer, act as signing authorities for the Board.

(c) That payroll cheques be issued on the signature of the chief financial officer alone, provided that both the chair and chief financial officer signs the cheque and voucher each month for the total paid from General Account into Payroll Account.

CARRIED (10)

Borrowing Authority: Ms. Stranden moved that the form required by the bank for borrowing be approved.

SASKATCHEWAN
SCHOOL DIVISION BORROWING RESOLUTION

Whereas pursuant to Section 319 of The Education Act, 1995 the Board of Education of a school division may by resolution authorize its Chair or Vice Chair and Chief Financial Officer to borrow:

a) any sum of money that may be required for necessary expenditures of the board of education pending receipt of the proceeds of taxes and other revenue; and

b) any sum of money that the board of education considers necessary to provide for its current expenditures on the security of operating grants payable to the school division pursuant to Section 310, where borrowing pursuant to clause (a) is insufficient to do so.

Now, therefore, be it resolved by the Board of Education of the Saskatoon School Division No. 13 of Saskatchewan, (hereinafter referred to as "the Board") as follows:

1. That the Board Chair or vice chair and chief financial officer on behalf of the Board are hereby authorized to borrow from institutions approved under the laws of Canada, up to $20,000,000 to meet the expenditures of the said School Division until the proceeds of taxes and operating grants payable to the said School Division are available and to pay or agree to pay interest on the monies borrowed either in advance or at maturity, at such rates as may be agreed upon at the time of borrowing.

2. The said sum of $20,000,000 and interest shall be repayable and shall be a first charge upon the uniform tax levy for the fiscal year in which the loan was made and in addition shall be secured by operating grants which may be payable to the School Division at any time.

3. That the said loan may be secured by the promissory note or an operating loan agreement of the said chair or vice chair and chief financial officer given on behalf of the said Board and the said chair or vice chair and treasurer are hereby authorized and empowered to execute and give such promissory note or an operating loan agreement on behalf of the said Board as may be required by the said Bank.

4. That this resolution shall take effect on January 1, 2021.

CARRIED (10)
Committees of the Board:

Board Audit and Risk Committee: Ms. Bellamy moved that Trustees Banks, Brannen and Zwarych be appointed to the Board Audit and Risk Committee.

CARRIED (10)

Board Governance Committee: Mr. Tait moved that Trustees Arneson, Brannen, Stranden and Tait be appointed to the Board Governance Committee.

CARRIED (10)

Board Human Resources Committee: Mr. Pidwerbeski moved that Trustees Arneson, Banks, Bellamy, Linklater and Pidwerbeski be appointed to the Board Human Resources Committee.

CARRIED (10)

Board of Pension Trustees Committee: Ms. Brannen moved that Trustees Brannen, MacPherson and Zwarych be appointed to the Pension Trustees Committee.

CARRIED (10)

Board Representatives:

Saskatchewan School Boards Association Public Section: Mr. Pidwerbeski moved that Trustee MacPherson be appointed the member at large to the SSBA Public Section, and that Trustee Brannen be appointed the second voting member to the SSBA Public Section.

CARRIED (10)

Saskatoon Public Schools Foundation Inc: Mr. Linklater moved that Trustees MacPherson and Tait be appointed to serve on the Saskatoon Public Schools Foundation Inc.

CARRIED (10)

Adjournment: Dr. Zwarych moved that the Board adjourn the Inaugural Meeting.

CARRIED (10)

The Inaugural Meeting adjourned at 1:46 p.m.
MEETING DATE: NOVEMBER 23, 2020

TOPIC: FINANCIAL RESULTS FOR THE PERIOD SEPTEMBER 1, 2020 TO OCTOBER 31, 2020

FORUM | AGENDA ITEMS | INTENT
--- | --- | ---
[✓] Board Meeting | [ ] Correspondence | [✓] Information
[ ] Committee of the Whole | [ ] New Business | [✓] Decision
[✓] Reports from Administrative Staff | [ ] Other: | [ ] Discussion

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 October 31, 2020 Pages 1-3
2. Statement of Financial Activities to October 31, 2020 Page 4
3. Cash Flow Requirements Page 5
4. Capital and PMR Project Status Page 6
5. Internally and Externally Restricted Surplus Page 7

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

PREPARED BY DATE ATTACHMENTS

<table>
<thead>
<tr>
<th>PREPARED BY</th>
<th>DATE</th>
<th>ATTACHMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mr. Garry Benning, Chief Financial Officer</td>
<td>November 18, 2020</td>
<td>Financial Results</td>
</tr>
<tr>
<td>Mrs. Krista Wei, General Manager of Financial Services</td>
<td></td>
<td>Memo</td>
</tr>
</tbody>
</table>

RECOMMENDATION

Proposed Board Motion (if removed from consent items):
That the Board receive the financial results for the period September 1, 2020 to October 31, 2020 for information.
MEMORANDUM

DATE: November 6, 2020

TO: Board Trustees

FROM: Garry Benning, Chief Financial Officer
Krista Wei, General Manager of Financial Services
Jilleen Kaal, Senior Accountant

RE: FINANCIAL RESULTS TO OCTOBER 31, 2020

See Schedule 1 and 2 for financial information as of October 31, 2020. The following is an explanation for the main revenues and expenditures:

Revenues

a) Provincial Grants
$43.3 million and 18% of the provincial grants have been recognized for the year, compared to $38.2 million and 16% in the prior year. This relates primarily to operating grant revenue which is received equally on a monthly basis. In the current year we have received an additional $3.9 million for Covid-19 related funding.

b) Tuition and Related Fees
Tuition and related fees consist of revenues from Whitecap and the international student program (ISP). $0.2 million and 13% of budget has been realized as of October 31, 2020, compared to $0.3 million and 16% of budget in the prior year. The current year is lower than the prior year as we have fewer international students which pay tuition in September.

c) Complementary Services
Complementary services relate primarily to prekindergarten funding, as well as alternative funding grants. $2.1 million and 37% of budget has been realized so far in the current year. This compares to $2.0 million and 44% of budget in 2019-20. Both years are high on a percentile basis as lump-sum funding was received for specific programs at the beginning of the year.
d) **External Services**
External services consist of funding for associate and alliance schools, cafeteria revenues, and qualified donee and foundation donations. As of October 31, 2020, $0.5 million and 11% of budget has been recognized. In 2019-20, $0.8 million and 15% of budget had been realized for the comparable period. The current year is lower as there is one less associate school and the Foundation revenues, which were increased, will not be recorded until year-end consolidation.

e) **School Generated**
School Generated revenue relates to student fees and grants at the school level. Revenues of $1.0 million and 20% of budget has been realized in the current year. This is comparable to $2.0 million and 40% in 2019-20. The current year is expected to be under budget due to Covid-19 activity restrictions.

f) **Other**
Other includes mainly investment and rental income. Other revenues of $0.04 million and 2% of budget has been realized in the current year compared to $0.4 million and 27% in the previous year. The current year is lower as rentals have been cancelled due to Covid-19 restrictions.

**Expenditures**

a) **Governance**
Expenses related to governance total $0.1 million and 10% of budget as of October 31, 2020, compared to $0.1 million and 20% in the prior year. The current year is lower due to the timing of membership fees and election expenses have not yet been incurred.

b) **Administration**
Administrative costs are $1.7 million and 27% of budget as of October 31, 2020. This is higher than 2019-20 levels of $1.0 million and 16% of budget due to unexpected Covid-19 expenditures which will be covered through additional grant funding.

c) **Instruction**
Instruction expenses total $35.1 million and 17% of budget as of October 31, 2020. This is comparable to $34.4 million and 17% in the prior year.

d) **Plant**
Plant expenses are currently at $5.0 million and 12% of budget. This is comparable with 2019-20 levels of $5.6 million and 12% of budget.

e) **School Generated Expense**
These expenses currently total $0.2 million and 5% of budget. This is lower than 2019-20 levels of $0.8 million and 15% of budget. The current year is expected to be lower due to Covid-19 activity restrictions and will align with lower school generated revenues.

f) **Transportation**
Transportation expenditures amount to $0.9 million and 13% of budget as of October 31, 2020. This is comparable with 2019-20 levels of $0.8 million and 12% of budget.
g) **Tuition and Related Fees**
These expenses relate primarily to disbursements to homebased students. There is no expense at October 31, 2020, compared to $0.04 million and 10% of budget in 2019-20. The current year includes a reversed tuition payment from the prior year and is lower as there has been no payments made to other organizations for students attending their facilities.

h) **Complementary Services**
Complementary services expenditures relate primarily to prekindergarten and alternative funding grants. Expenses are currently $0.9 million and 16% of budget. This is comparable to 2019-20 levels of $0.9 million and 20% of budget and will align with complementary services revenues.

i) **External Services**
External services include expenses related to the associate and alliance schools, cafeterias, qualified donee, and the foundation. These amount to $0.4 million as of October 31, 2020 and 9% of budget. In 2019-20, $0.8 million and 13% of budget had been realized for the comparable period. The current year is lower as there is one less associate school and the Foundation expenses, which were increased, will not be recorded until year-end consolidation.

j) **Interest/Allowances**
Interest expenditures are currently $0.06 million and 17% of budget. This is comparable to 2019-20 levels which were $0.05 million and 14% of budget.

**Capital Expenditures**

The attached schedule (Schedule 3) provides information regarding the unaudited financial status as of October 31, 2020 for capital projects which are considered in progress or have had financial activity during the year. This includes the inception to date costs and budget.

**Internally and Externally Restricted Surplus**

There are no significant changes to the restricted surplus accounts other than budgeted allocations and allocations from funds outside the operating fund. See Schedule 4 for more information.
Schedule 1

Saskatoon Public Schools
Consolidated Statement of Financial Activities
For the Month Ended October 31, 2020

<table>
<thead>
<tr>
<th></th>
<th>2020-21 Consolidated Actual</th>
<th>Percentage of Consolidated Budget</th>
<th>2019-20 Consolidated Actual</th>
<th>Percentage of Consolidated Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenues</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Property taxes</td>
<td>$ 0</td>
<td>0%</td>
<td>$ 0</td>
<td>0%</td>
</tr>
<tr>
<td>Provincial grants</td>
<td>43,316,882</td>
<td>18%</td>
<td>38,183,489</td>
<td>16%</td>
</tr>
<tr>
<td>Tuition and related fees</td>
<td>204,413</td>
<td>13%</td>
<td>327,346</td>
<td>16%</td>
</tr>
<tr>
<td>Complementary services</td>
<td>2,097,277</td>
<td>37%</td>
<td>1,962,614</td>
<td>44%</td>
</tr>
<tr>
<td>External services</td>
<td>467,680</td>
<td>11%</td>
<td>802,936</td>
<td>15%</td>
</tr>
<tr>
<td>School-generated</td>
<td>1,011,376</td>
<td>20%</td>
<td>1,978,449</td>
<td>40%</td>
</tr>
<tr>
<td>Other</td>
<td>36,218</td>
<td>2%</td>
<td>417,260</td>
<td>27%</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>47,133,847</td>
<td>18%</td>
<td>43,672,095</td>
<td>17%</td>
</tr>
<tr>
<td><strong>Expenses</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Governance</td>
<td>104,023</td>
<td>10%</td>
<td>143,827</td>
<td>20%</td>
</tr>
<tr>
<td>Administration</td>
<td>1,748,774</td>
<td>27%</td>
<td>997,317</td>
<td>16%</td>
</tr>
<tr>
<td>Instruction</td>
<td>35,078,417</td>
<td>17%</td>
<td>34,371,654</td>
<td>17%</td>
</tr>
<tr>
<td>Plant</td>
<td>4,963,092</td>
<td>12%</td>
<td>5,553,574</td>
<td>12%</td>
</tr>
<tr>
<td>School-generated</td>
<td>237,492</td>
<td>5%</td>
<td>767,137</td>
<td>15%</td>
</tr>
<tr>
<td>Transportation</td>
<td>908,320</td>
<td>13%</td>
<td>809,068</td>
<td>12%</td>
</tr>
<tr>
<td>Tuition and related fees</td>
<td>(3,000)</td>
<td>-1%</td>
<td>39,522</td>
<td>10%</td>
</tr>
<tr>
<td>Complementary services</td>
<td>924,925</td>
<td>16%</td>
<td>855,080</td>
<td>20%</td>
</tr>
<tr>
<td>External services</td>
<td>445,002</td>
<td>9%</td>
<td>844,590</td>
<td>13%</td>
</tr>
<tr>
<td>Interest/allowances</td>
<td>55,957</td>
<td>17%</td>
<td>52,827</td>
<td>14%</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td>44,463,002</td>
<td>16%</td>
<td>44,434,593</td>
<td>16%</td>
</tr>
<tr>
<td><strong>Surplus/(deficit)</strong></td>
<td>2,670,845</td>
<td></td>
<td>(762,499)</td>
<td></td>
</tr>
</tbody>
</table>
### Saskatoon Public Schools
### Cash Flow Requirements
### For the Month Ended October 31, 2020

<table>
<thead>
<tr>
<th></th>
<th>Actual 2020-21</th>
<th>Annual Budget 2020-21</th>
</tr>
</thead>
<tbody>
<tr>
<td>Surplus/(deficit)</td>
<td>2,670,845</td>
<td>(13,012,706)</td>
</tr>
<tr>
<td><strong>CASH REQUIREMENTS:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tangible capital assets:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Purchases</td>
<td>(1,103,963)</td>
<td>(6,545,750)</td>
</tr>
<tr>
<td>Long term debt:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Repayments</td>
<td>(256,251)</td>
<td>(1,537,505)</td>
</tr>
<tr>
<td>Debt issued</td>
<td>-</td>
<td>4,300,000</td>
</tr>
<tr>
<td>Non-cash items included in surplus/deficit:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Amortization expense</td>
<td>2,588,333</td>
<td>15,530,000</td>
</tr>
<tr>
<td>Employee Future Benefits expenses</td>
<td>-</td>
<td>366,750</td>
</tr>
<tr>
<td>Pension Plan Adjustment</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>NET EXCESS (REQUESTED) CASH</strong></td>
<td>3,898,965</td>
<td>(899,211)</td>
</tr>
</tbody>
</table>
Schedule 3

Saskatoon Public Schools
Capital and PMR Project Status
Includes Capital Projects (all) and PMR Projects (budgets > $150,000)
As of October 31, 2020

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Actual</th>
<th>Budget</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>PMR Projects</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Forest Grove ROOF REPL #3A-D</td>
<td>734,128</td>
<td>815,500</td>
<td>81,372</td>
</tr>
<tr>
<td>Hugh Carins WINDOW REPL</td>
<td>304,312</td>
<td>300,000</td>
<td>(4,312)</td>
</tr>
<tr>
<td>Confederation Park ROOF REPL #109011</td>
<td>316,229</td>
<td>347,800</td>
<td>31,571</td>
</tr>
<tr>
<td>Aden Bowman ROOF REPL #10</td>
<td>408,158</td>
<td>381,100</td>
<td>(27,058)</td>
</tr>
<tr>
<td>Prince Philip ROOF REPL #7-8</td>
<td>206,661</td>
<td>199,900</td>
<td>(6,761)</td>
</tr>
<tr>
<td>John Dolan ROOF REPL #5,12</td>
<td>247,203</td>
<td>242,000</td>
<td>(5,203)</td>
</tr>
<tr>
<td>River Heights ROOF REPL #3</td>
<td>178,439</td>
<td>222,000</td>
<td>43,561</td>
</tr>
<tr>
<td>Dr. John G. Egnatoff ROOF REPL #1,5,6</td>
<td>184,252</td>
<td>644,000</td>
<td>459,748</td>
</tr>
<tr>
<td>Mount Royal PAINTING</td>
<td>173,295</td>
<td>175,000</td>
<td>1,705</td>
</tr>
<tr>
<td>John Dolan ROOF REPL #7-10</td>
<td>154,988</td>
<td>170,800</td>
<td>15,812</td>
</tr>
<tr>
<td>City Park CLASSROOM/LRC RENO</td>
<td>138,400</td>
<td>160,000</td>
<td>21,600</td>
</tr>
<tr>
<td>HCVC WINDOW REPL &amp; Evan Hardy BOILER</td>
<td>27,650</td>
<td>278,700</td>
<td>251,050</td>
</tr>
<tr>
<td>Walter Murray PAINTING, DOOR REPLC</td>
<td>572,685</td>
<td>1,144,952</td>
<td>572,267</td>
</tr>
<tr>
<td>Marion Graham PAINTING</td>
<td>122,616</td>
<td>170,000</td>
<td>47,384</td>
</tr>
<tr>
<td><strong>Total PMR Projects</strong></td>
<td>3,769,016</td>
<td>5,251,752</td>
<td>1,482,736</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Portables</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Willowgrove</td>
<td>617,994</td>
<td>720,000</td>
<td>102,006</td>
</tr>
<tr>
<td>Centennial</td>
<td>405,718</td>
<td>720,000</td>
<td>314,282</td>
</tr>
<tr>
<td><strong>Total Portables</strong></td>
<td>1,023,712</td>
<td>1,440,000</td>
<td>416,288</td>
</tr>
</tbody>
</table>
Schedule 4

Saskatoon Public Schools
Internally and Externally Restricted Surplus
As of October 31, 2020

<table>
<thead>
<tr>
<th>Internally Restricted</th>
<th>Opening Balance</th>
<th>Additions/Transfers</th>
<th>As of October 31, 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Civic Elections</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>School Generated Funds</td>
<td>3,487,517</td>
<td>1,211,312</td>
<td>4,698,829</td>
</tr>
<tr>
<td>Facility Rental Reserve</td>
<td>306,953</td>
<td></td>
<td>306,953</td>
</tr>
<tr>
<td>Governance Reserve</td>
<td>43,000</td>
<td></td>
<td>43,000</td>
</tr>
<tr>
<td>Facility Operating Reserve</td>
<td>437,201</td>
<td></td>
<td>437,201</td>
</tr>
<tr>
<td>Curriculum Renewal Reserve</td>
<td>100,000</td>
<td></td>
<td>100,000</td>
</tr>
<tr>
<td>Technology Renewal Reserve</td>
<td>3,122,000</td>
<td></td>
<td>3,122,000</td>
</tr>
<tr>
<td>Covid-19 Savings Reserve</td>
<td>3,125,000</td>
<td></td>
<td>3,125,000</td>
</tr>
<tr>
<td>Mount Royal Facility Partnership Reserve</td>
<td>169,486</td>
<td></td>
<td>169,486</td>
</tr>
<tr>
<td>Secondary Security Camera</td>
<td>50,000</td>
<td></td>
<td>50,000</td>
</tr>
<tr>
<td>School Carry Forwards</td>
<td>1,896,944</td>
<td></td>
<td>1,896,944</td>
</tr>
<tr>
<td>Alternative Funds</td>
<td>1,017,459</td>
<td>1,057,366</td>
<td>2,074,825</td>
</tr>
<tr>
<td>Whitecap</td>
<td>29,339</td>
<td></td>
<td>29,339</td>
</tr>
<tr>
<td><strong>Total Internally Restricted</strong></td>
<td><strong>13,784,899</strong></td>
<td><strong>2,268,678</strong></td>
<td><strong>16,053,577</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Externally Restricted</th>
<th>Opening Balance</th>
<th>Additions/Transfers</th>
<th>As of October 31, 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Donations</td>
<td>490,983</td>
<td>13,353</td>
<td>504,336</td>
</tr>
<tr>
<td>Foundation</td>
<td>1,145,136</td>
<td></td>
<td>1,145,136</td>
</tr>
<tr>
<td><strong>Total Externally Restricted</strong></td>
<td><strong>1,636,119</strong></td>
<td><strong>13,353</strong></td>
<td><strong>1,649,472</strong></td>
</tr>
</tbody>
</table>
MEETING DATE: NOVEMBER 23, 2020

TOPIC: STRATEGIC PLAN UPDATE: ENGAGEMENT

FORUM | AGENDA ITEMS | INTENT
--- | --- | ---
[✓] Board Meeting | [ ] Correspondence | [✓] Information
[ ] Committee of the Whole | [ ] New Business | [ ] Decision
[✓] Reports from Administrative Staff | [ ] Discussion
[ ] Other:

BACKGROUND

Academic excellence, character, engagement, and well-being of students are at the heart of Saskatoon Public Schools’ five-year strategic plan. The plan highlights our vision of each student being known, valued, and believed in. It emphasizes Saskatoon Public Schools’ commitment to creating learning experiences that inspire all students to reach their potential and the importance of relationships, equity and accountability.

CURRENT STATUS

In his research on engagement, Dylan Willms identifies three dimensions of student engagement: social, academic, and intellectual. In order to ensure engagement in all three dimensions during reopening, schools adopted and adapted new ways to learn and connect with student and families. Schools reimagined welcome back initiatives and orientations to foster a sense of security and belonging. Digital classroom platforms such as Google Classrooms were developed for all students to support academics and to strengthen the home and school connection. Student, parent, and teacher learning conferences were hosted virtually to ensure students shared their evidence of learning and set collaborative learning targets. A report outlining how these initiatives were enacted at the school level is attached.

PREPARED BY | DATE | ATTACHMENTS
--- | --- | ---
Ms. Charlene Scrimshaw, Deputy Director of Education | November 17, 2020 | Report
Mrs. Nicola Bishop-Yong, Superintendent of Education

RECOMMENDATION

Proposed Board Motion:
That the Board receive the Strategic Plan Update: Engagement.
Strategic Plan Update | Engagement

In his research on engagement, Dylan Willms identifies three dimensions of student engagement: social, academic, and intellectual. In order to ensure engagement in all three dimensions during reopening, schools adopted and adapted new ways to learn and connect with student and families:

- Schools reimagined welcome back initiatives and orientations, to foster a sense of security and belonging;
- Digital classroom platforms such as Google Classrooms were developed to supplement academics and to strengthen the home and school connection; and
- Student, parent, and teacher learning conferences were hosted virtually to ensure learners shared their evidence of learning and set collaborative learning targets.

Welcome Back Initiatives and Orientations

School staff gave careful consideration during reopening as to how they would re-engage our families and students to school and learning. Student and parent welcome back initiatives were designed to help re-engage and deepen relationships and inspire confidence and optimism between home and school.

Hugh Cairns’ staff ensured open communication by offering a series of virtual experiences for the learning community including administrative video updates, welcome videos from staff, a virtual town hall, and other virtual community building experiences. Feedback from parents and guardians indicated that these actions provided a reassuring and affirming school message about the safe and caring aspects of returning to face to face instruction. School staff has discovered that many of the “new” methods of parental and student engagement they have employed will become part of their future practice at the school.

In order to support grade 9 orientation, Centennial Collegiate staff, with assistance from the School Community Council (SCC), created a virtual site that housed information for students and parents. The virtual site contained welcoming video messages from administration, staff, and the SCC. As a result, students and parents were able to put a name to a face with respect to the staff at the school. Parent/guardians were appreciative that the videos were recorded in the classrooms and safety protocols were shown and explained by each teacher.

Digital Classrooms

Our teachers recognized the value of creating a digital platform to foster student academic engagement. Many teachers have applied their digital teaching experience from supplemental learning to help inform current digital classroom usage and design. Digital classrooms are being utilized to post important information for our families and students regarding the learning. In this regard, the continuity of learning is supported by digital classrooms should there be an interruption to in-person instruction. Increasingly, teachers are leveraging our digital classrooms to foster student independence. Teachers are explicitly teaching how to engage with the digital classroom during in-person instruction so that students have the confidence to use the platform to its full potential in our classrooms and homes. The staff development team of coordinators and consultants provide school administration and teachers with ongoing professional learning to ensure digital classrooms support student engagement across the division.

Elementary Student Conferences

Learning conferences between student, parent/guardian, and teacher(s) is a critical component of effective home and school partnership. In order to maintain this rich tradition of learning collaboration, schools shifted their learning conferences online. Shifting their practice to using a Zoom platform for learning conferences resulted in a noted increase in participation among our students and families.

Engagement Moving Forward

The OurSchool student survey which all schools administer allows our division to measure student perception with respect to the factors that have a direct impact on student learning. When this annual survey is completed by the end of January, 2021, we will be able to affirm the impact of our actions with respect to student engagement.
MEETING DATE: NOVEMBER 23, 2020

TOPIC: AUDITED FINANCIAL STATEMENTS FOR SEPTEMBER 1, 2019 TO AUGUST 31, 2020

FORUM | AGENDA ITEMS | INTENT
---|---|---
[✓] Board Meeting | [ ] Correspondence | [ ] Information
[ ] Committee of the Whole | [✓] New Business | [✓] Decision
[ ] Reports from Administrative Staff | [ ] Discussion
[ ] Other:

BACKGROUND

Our auditors, Deloitte, have completed the audit for the period of September 1, 2019 to August 31, 2020.

CURRENT STATUS

The audited financial statements will be made available to the public after the Board has approved the statements.

PREPARED BY | DATE | ATTACHMENTS
---|---|---
Mr. Garry Benning, Chief Financial Officer | November 18, 2020 | None
Ms. Krista Wei, General Manager of Financial Services

RECOMMENDATION

*Proposed Board Motion:*

That the Board approve the Audited Financial Statements for the year ended August 31, 2020, pending minor changes made after the Office of the Provincial Auditor, Ministry of Education and Ministry of Finance’s format review and approval.
MEETING DATE: NOVEMBER 23, 2020

TOPIC: RESPONSE TO TRUSTEE MACPHERSON’S REQUEST FOR AN UPDATE ON THE UNIVERSITY HOSPITAL CLASSROOM AND THE IMPACT COVID-19 HAS HAD ON THE CLASSROOM

FORUM

| [✓] Board Meeting | [ ] Committee of the Whole | [ ] New Business | [ ] Reports from Administrative Staff | [✓] Other: Response to Trustee Question |

AGENDA ITEMS

| [ ] Correspondence | [✓] Information | [ ] Decision | [ ] Discussion |

INTENT

BACKGROUND

At the October 20, 2020 Board meeting, Trustee MacPherson asked Administration for an update on the University Hospital classroom and the impact COVID-19 has had on the classroom.

CURRENT STATUS

From March through June 2020, the Jim Pattison Children's Hospital (JPCH) teachers supported students in various ways. Teachers held weekly online meetings with hospital staff and weekly lesson plans were provided to students to supplement their neighbourhood school's online support. Some direct online teaching occurred to support both in-patient and homebound students. The teachers also created a document that Saskatoon Health Region staff offered new patients that provided information for in-room learning activities, online learning supports and sites, and contact information to reach the hospital school team. Marty Hoehn, a JPCH teacher, attended weekly rounds at the Dube Youth Mental Health Unit and supported many students with direct teaching online. Both teachers continued to work as a liaison between the hospital staff and the student's home or neighbourhood school teams.

The classroom and in-room support continue this year. Some changes from services offered last spring include:

- students from outside JPCH (for example Dube Center) cannot come to the classroom; teachers must go to the unit they are on at RUH,
- more patients than usual are under contact precautions and must be seen at their bedside,
- in the classroom, students are limited to one per table, and family members must be in another location,
- sanitization is required after each school session,
- mask must be worn by students and staff,
- any materials lent out must be sanitized or isolated for 72 hours, and
- extra time is required to go out of the hospital to see patients (for example, to Dube twice a day) and to put on the necessary PPE to enter a student's room.

PREPARED BY

Ms. Charlene Scrimshaw, Deputy Director of Education
Mrs. Trish Reeve, Superintendent of Education

DATE

November 17, 2020

ATTACHMENTS

None