AGENDA

1. Roll Call

2. Playing of O Canada

3. Adoption of Agenda

4. Celebrating Excellence:
   French Immersion – Peer Tutoring

5. Comments/Concerns/Questions from the Public
   (Maximum 5 minutes per speaker; 20 minutes total)

6. Consent Items

   The Chair will ask for a motion to receive the items, which are starred (★), and to approve all recommendations contained therein. Prior to approving the motion, any trustee may request a star(s) be removed.

7. Reports from Administrative Staff
   a. Core Strategy Update: Literacy for Life
   ★ b. New School Bundling Project Update
   ★ c. Changes to Administrative Procedures November 1, 2014 to March 1, 2016
   ★ d. Financial Results for the Period September 1, 2015 to March 31, 2016
8. Minutes
   ★ a. Approval of Minutes – March 15, 2016
   ★ b. Approval of Board Subcommittees Minutes – Board Governance Committee March 15, 2016
9. Delegations
10. Business Arising from the Minutes
11. Unfinished Business
    a. Items Arising from the Committee of the Whole
12. Correspondence
    ★ (a) Individual Item
13. Reports of Committees and Trustees
14. New Business
   Decision
   b. Tender for College Park Window Replacement Project
   c. Tender for Westmount Playground Replacement and Site Upgrade Work
   d. Board Policy 1: Role of the Board
   e. Board Meeting Dates: 2016-2017 School Year
15. Notices of Motion
16. Questions by Trustees

Next Regular Meeting:
   At the call of the Chair or
   Tuesday, May 10, 2016
   7:00 p.m.
MEETING DATE: APRIL 12, 2016

TOPIC: CELEBRATING EXCELLENCE: FRENCH IMMERSION – PEER TUTORING

FORUM
[✓] Board Meeting
[ ] Committee of the Whole

AGENDA ITEMS
[ ] Correspondence
[ ] New Business
[ ] Reports from Administrative Staff
[✓] Other: Celebrating Excellence

INTENT
[✓] Information
[ ] Decision
[ ] Discussion

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: “We seek to build with our community shared ownership and responsibility 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

Peer tutoring is a cooperative learning strategy that has recently been adopted by all elementary French Immersion schools as an effective strategy that supports the Saskatoon Public Schools’ Literacy for Life priority. This fall, a team from each of the seven French Immersion schools gathered to learn more about the necessary components of an effective peer tutoring program. During this meeting, schools explored relevant research, reasons why schools might consider implementing the program, and basic training on the structure and process of the program. Multiple researchers state that daily reading to self and others is beneficial and supports growth in oral fluency, reading fluency, and comprehension.

Staff and students from École Henry Kelsey will share some examples of success from their 2015/2016 implementation of peer tutoring across all grade levels.

Presenting Peer Tutoring will be:
• Mr. Paul Bazin-Webster, Instructional Consultant: French Immersion Education,
• Mrs. Yvonne Denomy, Principal, École Henry Kelsey,
• Ms. Venessa Austin, Grade 2 French Immersion Teacher and Ms. Analee Griffin, Grade 2 French Immersion Teacher, and
• Two students who have participated in the peer tutoring program.

PREPARED BY DATE ATTACHMENTS
Ms. Charlene Scrimshaw, Superintendent of Education April 4, 2016 None
Mr. Paul Bazin-Webster, Instructional Consultant: French Immersion Education
MEETING DATE: APRIL 12, 2016

TOPIC: CORE STRATEGY UPDATE: LITERACY FOR LIFE

<table>
<thead>
<tr>
<th>FORUM</th>
<th>AGENDA ITEMS</th>
<th>INTENT</th>
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</thead>
<tbody>
<tr>
<td>[✓] Board Meeting</td>
<td>[ ] Correspondence</td>
<td>[✓] Information</td>
</tr>
<tr>
<td>[ ] Committee of the Whole</td>
<td>[ ] New Business</td>
<td>[ ] Decision</td>
</tr>
<tr>
<td></td>
<td>[✓] Reports from Administrative Staff</td>
<td>[ ] Discussion</td>
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<td>[ ] Other:</td>
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</table>

BACKGROUND

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

- Literacy Enhanced Kindergarten;
- Literacy in the Early Years (Kindergarten to Grade 2);
- Literacy Instruction with a focus on Inquiry (Grade K - 3);
- Literacy Instruction with a focus on explicit strategies to create independent readers (Grades K-8);
- *Just Read* (Pre-Kindergarten to Grade 12)
- Literacy Interventions

All of these components move us toward our overall goal, while attending to the Education Sector Strategic Plan. We monitor data about our students’ learning; focus on promising practices in assessment and instruction; renew provincial curricula in all subject areas; integrate First Nations, Inuit and Métis content, perspectives and ways of knowing; use technology to enhance instruction; and attend to the needs of our English as an additional language students.

CURRENT STATUS

Dynamic and engaging professional development opportunities and experiences allow teachers to grow and learn. Over the past two years our literacy staff development team has worked to diversify the types of professional development opportunities for our new and experienced teachers. The traditional large group teacher development sessions are still present but more often, teachers are meeting in small cohorts. These small group sessions allow new teachers to observe and learn from master teachers in authentic classroom and school settings.

More than 100 new prekindergarten to grade eight teachers have met with literacy consultants this year to:

- Learn the PWIM model;
- Create understanding of reading strategies;
- Explore differentiated sessions on reading comprehension;
- Discuss classroom libraries and their impact on developing reading skills;
- Explore how to use movement as a way to enhance literacy; and
- Develop and refine classroom management techniques.
In addition to this professional development, a variety of after school learning sessions have focused on topics such as middle years word-work and the Fountas and Pinnell assessment. As part of school-based professional growth, principals have invited the staff development team to share ideas at staff meetings, support individual teachers, and work with collaborative inquiry and data teams. By supporting teachers in a variety of settings, this differentiated approach models the importance of responding to unique learning needs.

Ms. Lisa Fleming, Superintendent of Education and Mrs. Mary-Jo Devine, Coordinator: Literacy for Life and Curriculum and Instruction K-8 will be in attendance to highlight the literacy staff development initiatives for the 2015-2016 school year.

<table>
<thead>
<tr>
<th>PREPARED BY</th>
<th>DATE</th>
<th>ATTACHMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mr. Shane Skjerven, Deputy Director of Education</td>
<td>April 4, 2016</td>
<td>None</td>
</tr>
<tr>
<td>Ms. Lisa Fleming, Superintendent of Education</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mrs. Mary-Jo Devine, Coordinator: Literacy for Life and Curriculum and Instruction K-8</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
MEETING DATE:  APRIL 12, 2016

TOPIC:  NEW SCHOOL BUNDLING PROJECT UPDATE

FORUM     AGENDA ITEMS    INTENT

[ ✓ ] Board Meeting  [ ] Correspondence    [ ✓ ] Information
[    ] Committee of the Whole [ ] New Business    [ ✓ ] Decision
[ ✓ ] Reports from Administrative Staff [ ] Other:    [ ] Discussion

BACKGROUND

Trustees have requested that Administration provide regular updates for the New School Bundling Project.

CURRENT STATUS

The project implementation team has recently received 95% construction drawings for review and comment. It is expected that the kick-off meeting for the Operating Period Joint Committee (OPJC) will be scheduled for some time later in April 2016. A Request for Proposal (RFP) for provision of furniture and equipment is being drafted by the Ministry of Education/SaskBuilds team. It is expected that this draft RFP will be reviewed by members of the Furniture and Equipment Subcommittee some time later in April 2016.

As of March 31, 2016 the four Saskatoon school construction projects are adhering to the approved work schedule and no significant issues have been reported to date.

PREPARED BY DATE ATTACHMENTS

Mr. Stan Laba, Superintendent of Facilities  April 5, 2016  None

RECOMMENDATION

Proposed Board Motion (if removed from consent items):

That the Board receive the New School Bundling Project Update for information.
MEETING DATE:       APRIL 12, 2016

TOPIC:      CHANGES TO ADMINISTRATIVE PROCEDURES
           NOVEMBER 1, 2014 TO MARCH 1, 2016

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

BACKGROUND

The Board Governance committee met on March 15, 2016 and reviewed all changes to Administrative Procedures for the time period November 1, 2014 to March 1, 2016.

CURRENT STATUS

The committee passed the following motion: “That the Board Governance Committee receive the annual changes to Administrative Procedure and forward to the Board for their information at their Regular Board meeting of April 12, 2016.

PREPARED BY       DATE               ATTACHMENTS
Board Governance Committee April 4, 2016 Changes to Administrative Procedures

RECOMMENDATION

Proposed Motion for the Public Board Meeting (as recommended by the Board Governance Committee):
That the Board receive the annual changes to Administrative Procedures as information.
<table>
<thead>
<tr>
<th>Procedure Number</th>
<th>Title</th>
<th>Date Revised</th>
<th>Responsibility</th>
<th>Changes</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Section 100 - General Administration</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>AP 121</td>
<td>Review of Administrative Procedures</td>
<td>October, 2014</td>
<td>G. Benning</td>
<td>Housekeeping - updated titles and clarified procedure of making changes to procedures.</td>
</tr>
<tr>
<td><strong>Section 200 - Instructional Programs and Materials</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>AP 205</td>
<td>Curriculum</td>
<td>October, 2014</td>
<td>B. Green</td>
<td>Housekeeping - updated titles</td>
</tr>
<tr>
<td>AP 207</td>
<td>Pilot Programs</td>
<td>October, 2014</td>
<td>B. Green</td>
<td>Housekeeping - updated titles</td>
</tr>
<tr>
<td>AP 208</td>
<td>Selection of Instructional Materials and Equipment</td>
<td>October, 2014</td>
<td>B. Green</td>
<td>Housekeeping - updated titles</td>
</tr>
<tr>
<td>AP 220</td>
<td>Special Project Credit</td>
<td>October, 2014</td>
<td>B. Green</td>
<td>Housekeeping - updated titles</td>
</tr>
<tr>
<td>AP 221</td>
<td>Course Challenge</td>
<td>October, 2014</td>
<td>B. Green</td>
<td>Housekeeping - updated titles</td>
</tr>
<tr>
<td><strong>Section 300 - Students</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>AP 310</td>
<td>Safety</td>
<td>June, 2015</td>
<td>P. Prowse</td>
<td>went to AC June 22, 2015</td>
</tr>
<tr>
<td>AP 353</td>
<td>Secondary Credit Requirements</td>
<td>June, 2015</td>
<td>B. Green</td>
<td>Housekeeping - updated procedures</td>
</tr>
<tr>
<td>AP 357</td>
<td>Safe and Caring Schools</td>
<td>December, 2014</td>
<td>P. Prowse</td>
<td>No changes - still relevant</td>
</tr>
<tr>
<td>AP 365</td>
<td>Memorials and Memorial Services for Deceased Students</td>
<td>January, 2015</td>
<td>P. Prowse</td>
<td>Housekeeping changes</td>
</tr>
<tr>
<td>AP 367</td>
<td>Student Bullying and Harassment</td>
<td>June, 2015</td>
<td>P. Prowse</td>
<td>changes to reflect current practice</td>
</tr>
<tr>
<td>Procedure Number</td>
<td>Title</td>
<td>Date Revised</td>
<td>Responsibility</td>
<td>Changes</td>
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<tr>
<td><strong>Section 400 - Personnel and Employee Relations</strong></td>
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</tr>
<tr>
<td>AP 402</td>
<td>Employee Files</td>
<td>June, 2015</td>
<td>J. Valentine</td>
<td>Housekeeping - updated to reflect current practice</td>
</tr>
<tr>
<td>AP 410</td>
<td>Redundancy</td>
<td>October, 2014</td>
<td>J. Valentine</td>
<td>Housekeeping - updated titles</td>
</tr>
<tr>
<td>AP 411</td>
<td>Employees on Loan</td>
<td>February, 2015</td>
<td>J. Valentine</td>
<td>significant changes to reflect current practice. Send for stakeholder feedback and final approval by AC February 2015</td>
</tr>
<tr>
<td>AP 413</td>
<td>Retirement</td>
<td>October, 2014</td>
<td>J. Valentine</td>
<td>Housekeeping - updated to reflect current practice</td>
</tr>
<tr>
<td>AP 426</td>
<td>Acting Vice Principal and Vice Principal</td>
<td>December, 2014</td>
<td>P. Prowse</td>
<td>No change, still relevant</td>
</tr>
<tr>
<td>AP 430</td>
<td>Position Descriptions</td>
<td>October, 2014</td>
<td>J. Valentine</td>
<td>No change, still relevant</td>
</tr>
<tr>
<td>AP 461</td>
<td>Reporting Criminal Charges</td>
<td>June, 2015</td>
<td>J. Valentine</td>
<td>new administrative procedure</td>
</tr>
<tr>
<td>AP 480</td>
<td>Volunteers</td>
<td>June, 2015</td>
<td>P. Prowse</td>
<td>Housekeeping - updated to reflect current practice</td>
</tr>
<tr>
<td><strong>Section 500 - Business Administration</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>AP 500</td>
<td>Budget Responsibility</td>
<td>October, 2014</td>
<td>G. Benning</td>
<td>Housekeeping - updated titles</td>
</tr>
<tr>
<td>AP 513</td>
<td>Petty Cash Funds</td>
<td>January, 2015</td>
<td>G. Benning/C. Dobni</td>
<td>added language as a result of audit management letter</td>
</tr>
<tr>
<td>AP 514</td>
<td>Investments</td>
<td>May, 2015</td>
<td>G. Benning/C. Dobni</td>
<td>housekeeping - updated current practice</td>
</tr>
</tbody>
</table>
## Changes to Administrative Procedures
### November 1, 2014 to March 1, 2016

<table>
<thead>
<tr>
<th>Procedure Number</th>
<th>Title</th>
<th>Date Revised</th>
<th>Responsibility</th>
<th>Changes</th>
</tr>
</thead>
<tbody>
<tr>
<td>AP 515</td>
<td>Purchasing</td>
<td>March, 2015</td>
<td>G. Benning/G. Mortson</td>
<td>changed to comply with auditor's recommendations during the procurement audit</td>
</tr>
<tr>
<td>AP 534</td>
<td>Security of Buildings</td>
<td>May, 2015</td>
<td>S. Laba/R. Holfeld</td>
<td>housekeeping - updated titles and information about security codes and passwords</td>
</tr>
<tr>
<td>AP 539</td>
<td>Rental of Board Facilities</td>
<td>March, 2015</td>
<td>S. Laba/R. Holfeld</td>
<td>to coincide with new administrative procedure 562 split rental and leasing of facilities. Housekeeping changes</td>
</tr>
<tr>
<td>AP 562</td>
<td>Lease of Board Facilities</td>
<td>March, 2015</td>
<td>S. Laba/R. Holfeld</td>
<td>new administrative procedure</td>
</tr>
<tr>
<td>AP 571</td>
<td>Purchasing Card</td>
<td>March, 2015</td>
<td>G. Benning/G. Mortson</td>
<td>changed to comply with auditor's recommendations during the procurement audit</td>
</tr>
<tr>
<td>AP 572</td>
<td>Hazardous Materials</td>
<td>March, 2015</td>
<td>B. Bradshaw</td>
<td>new administrative procedure</td>
</tr>
</tbody>
</table>
MEETING DATE: APRIL 12, 2016

TOPIC: FINANCIAL RESULTS FOR THE PERIOD SEPTEMBER 1, 2015 TO MARCH 31, 2016

FORUM AGENDA ITEMS INTENT

[✓] Board Meeting [ ] Correspondence [✓] Information
[ ] Committee of the Whole [ ] New Business [✓] Decision
[✓] Reports from Administrative Staff [ ] Discussion
[ ] 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 March 31, 2016 Pages 1-4
4. Capital Expenditures Page 7
5. Internally and Externally Restricted Surplus Page 8

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

PREPARED BY DATE ATTACHMENTS

Mr. Garry Benning, Chief Financial Officer April 4, 2016 Financial Results
Ms. Deanna Scott, Budget and Audit Manager

RECOMMENDATION

Proposed Board Motion (if removed from consent items):
That the Board receive the financial results for the period September 1, 2015 to March 31, 2016 for information.
MEMORANDUM

DATE: April 6, 2016
TO: Trustees/Administrative Council
FROM: Deanna Scott, Budget and Audit Manager,
       Garry Benning, Chief Financial Officer
RE: FINANCIAL RESULTS TO MARCH 31, 2016

For the seven months ending March 31, 2016, the revenues and expenditures are within budget on a total basis. See Schedule 1 and 2 for more information. The following is an explanation for the main revenues and expenditures:

Revenues

a) Property Taxes
   $63.8 million and 58% of property tax revenue has been recognized as of March 31, 2016. This is based on the accrued estimate for the 2015/16 school year. This compares to $61.2 million and 58% in 2014-15. The current year numbers are consistent with both budget and the prior year percentages.

b) Provincial Grants
   $77.9 million and 41% of the provincial grants have been reported for the year, compared to $70.3 million and 64% in prior year. 2015-16 is on target with budget. The budgeted grant for 2015-16 and the percentage realized varies significantly from prior year. This is due to the inclusion of $73.6 million for the P3 school project in the budget for the provincial grant for 2015-16. As of March 31, 2016 $10.0 million and 14% of the annual budget for this project was accrued in capital grant revenues based on the status of construction as of November 30, 2015. Otherwise grant revenue is on budget for the year.

c) Tuition and Related Fees
   Tuition and related fees consist of revenues from the international student program (ISP), as well as federal funding for First Nations students. $2.3 million and 69% of budget has been realized as of March 31, 2016. This is down from $2.9 million and 94% of budget recognized at the comparable period in prior year. This revenue is expected to be under budget at year end. The difference is primarily due to current year enrolment for the international student program ISP being lower than budgeted (172 students are enrolled in 2015-16, budget numbers were based on enrolment of 210 students).
d) **Complementary Services**
Complementary services relate primarily to Pre-k funding, as well as alternative funding grants. $1.6 million and 48% of budget has been realized so far in the current year. This compares to $1.9 million and 58% the comparable period in the prior year. The Pre-k funding revenues are expected to be on budget for the current year. Alternative funding revenues in this category can vary based on grants for alternate programs received during the year. These programs had received more funding at this point in time in the prior year than in the current period, therefore resulting in a lower revenue in the current year.

e) **External Services**
External services consist of funding for associate and alliance schools, as well as cafeteria revenues. As of March 31, 2016, $5.3 million and 79% of budget has been recognized. In 2014-15, $3.7 million and 57% of budget have been realized for the comparable period. In the current year, a higher proportion of the funding for the alliance school at Whitecap Dakota First Nation for the year has been received when compared to 2014/15, mainly due to timing of the distributions.

f) **School Generated**
School Generated revenue relates to student fees and grants at the school level. Revenues of $3.6 million and 72% of budget has been realized in the current year. The collection of school generated funds can vary from year to year and is higher than previous year, mainly due to timing of revenues.

g) **Other**
Other includes investment and rental income. Other revenues of $0.7 million and 53% of budget have been recognized so far this year and is expected to be slightly under budget for the year due to interest income being lower than budgeted.

**Expenditures**

a) **Governance**
Expenses related to governance total $0.6 million and 74% of budget as of March 31, 2016. This is slightly higher than 2014-15 which showed expense of $0.4 million or 51% of budget for the comparable period. Professional membership and dues (SSBA) are slightly higher in the current year, compared to prior year. The expenses are expected to be on budget for the year.

b) **Administration**
Administrative costs are $3.8 million and 56% of budget as of March 31, 2016. This is consistent with the comparable period in 2014-15 which showed expense of $3.9 million and 58% of budget.
c) **Instruction**
Instruction expenses total $121.8 million and 66% of budget as of March 31, 2016. This is comparable to prior year when expenses were at 66% of budget. Within this category of expense, teacher salary and benefits represent $92.0 million. Teacher staffing levels are currently slightly under budget in total. Secondary teacher salaries are currently under budget due to slightly lower than budgeted salary levels and staffing. Elementary salaries are marginally over budget due to higher than budgeted staffing levels and salary levels are slightly higher than budgeted. Program support costs (including Educational Assistants and support staff) are currently on budget. IS supplies and service related costs are currently slightly higher than prior year levels due to recognition of some expenses relating to the prior year in the current year, but these accounts are still expected to be aligned with budget for year.

d) **Plant**
Plant expenses are current at $18.1 million and 51% of budget. This compares to $17.7 million or 52% of budget in the prior year. This account includes maintenance salary and benefits, building operating expenses as well as amortization. Expenditures are at consistent levels with prior year and expected to be within budget for the year.

e) **School Generated Expense**
These expenses are currently $2.7 million and 54% of budget. This is lower than prior year as timing of expenditures can vary, but the account is expected to be at budget for year end.

f) **Transportation**
Transportation expenditures amount to $4.3 million and 59% of budget as March 31, 2016. This compares to $4.8 million or 70% of budget in the prior year. The lower price of fuel has reduced the fuel surcharge and results in actual costs being approximately $0.5 million lower than budgeted so far this year. Transportation is expected to remain under budget for the current year.

g) **Complementary Services**
Complementary service expenditures are currently $2.1 million and 59% of budget. This is comparable to 2014-15 levels of $2.0 million and 60% of budget as of the same time period.

h) **External Services**
External service expenditures were $4.0 million and 58% of budget as of March 31, 2016. This compares to $4.1 million and 62% of budget in 2014-15. Remittances to the associate schools have been distributed as of December 31, 2015. The remittance will be booked on an actual basis in 2015-16 in the period when the remittance is made as opposed to the monthly accrual booked in 2014/15. Therefore the costs are slightly lower than reported in the comparable period last year. Overall the costs are in line with budget for the year.
i) **Interest/Allowances**  
Interest expenditures are currently $0.4 million or 58% of budget. This is comparable to 2014-15 levels.

**Capital Expenditures**

Capital expenditures total $4.0 million for the first seven months of the year (see Schedule 2 – Cash Flow Requirements). The costs incurred in the current year relate primarily to the City Park repurposing project ($1.4 million), roofing projects continuing from last year and preparing for the upcoming year ($1.3 million) and the installation of portables at Henry Kelsey and Alvin Buckwold Schools ($0.8 million). $0.5 million has been incurred on technology related capital expenditures. $10.0 million relating to the Joint Use School Projects have been incurred by the province on behalf of SPS as of November 30, 2015. Progress billings for the Joint Use Schools are received periodically from the province and no updates have been recorded since the November report.

The attached schedule (Schedule 3) provides information regarding the financial status as of March 31, 2016 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.

No significant over expenditures compared to budget are expected for projects in progress at the current time. Some portable projects have exceeded budget due to additional scope requirements. These overages will be funded by surplus from previous projects.

**Internally and Externally Restricted Surplus**

There are no significant changes to the restricted surplus accounts other than budgeted allocation 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 Seven Months Ended March 31, 2016**

<table>
<thead>
<tr>
<th></th>
<th>2015-16</th>
<th></th>
<th>2014-15</th>
<th></th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Consolidated Actual</td>
<td>Percentage of Consolidated Budget</td>
<td>Consolidated Actual</td>
<td>Percentage of Consolidated Budget</td>
</tr>
<tr>
<td><strong>Revenues</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Property taxes</td>
<td>$63,786,675</td>
<td>58%</td>
<td>$61,193,106</td>
<td>58%</td>
</tr>
<tr>
<td>Provincial grants</td>
<td>77,928,640</td>
<td>41%</td>
<td>70,388,764</td>
<td>64%</td>
</tr>
<tr>
<td>Tuition and related fees</td>
<td>2,322,064</td>
<td>69%</td>
<td>2,863,392</td>
<td>94%</td>
</tr>
<tr>
<td>Complementary services</td>
<td>1,616,453</td>
<td>48%</td>
<td>1,874,030</td>
<td>58%</td>
</tr>
<tr>
<td>External services</td>
<td>5,334,874</td>
<td>79%</td>
<td>3,745,191</td>
<td>57%</td>
</tr>
<tr>
<td>School-generated</td>
<td>3,575,948</td>
<td>72%</td>
<td>3,242,593</td>
<td>65%</td>
</tr>
<tr>
<td>Other</td>
<td>669,867</td>
<td>53%</td>
<td>881,412</td>
<td>71%</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>155,234,520</td>
<td>49%</td>
<td>144,188,488</td>
<td>61%</td>
</tr>
<tr>
<td><strong>Expenses</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Governance</td>
<td>625,495</td>
<td>74%</td>
<td>415,328</td>
<td>51%</td>
</tr>
<tr>
<td>Administration</td>
<td>3,825,200</td>
<td>56%</td>
<td>3,883,693</td>
<td>58%</td>
</tr>
<tr>
<td>Instruction</td>
<td>121,847,923</td>
<td>66%</td>
<td>115,779,091</td>
<td>66%</td>
</tr>
<tr>
<td>Plant</td>
<td>18,076,346</td>
<td>51%</td>
<td>17,723,939</td>
<td>52%</td>
</tr>
<tr>
<td>School-generated</td>
<td>2,675,406</td>
<td>54%</td>
<td>2,808,265</td>
<td>57%</td>
</tr>
<tr>
<td>Transportation</td>
<td>4,319,466</td>
<td>59%</td>
<td>4,771,050</td>
<td>70%</td>
</tr>
<tr>
<td>Tuition and related fees</td>
<td>317,552</td>
<td>112%</td>
<td>274,409</td>
<td>99%</td>
</tr>
<tr>
<td>Complementary services</td>
<td>2,116,833</td>
<td>59%</td>
<td>2,012,972</td>
<td>60%</td>
</tr>
<tr>
<td>External services</td>
<td>3,987,435</td>
<td>58%</td>
<td>4,130,833</td>
<td>62%</td>
</tr>
<tr>
<td>Interest/allowances</td>
<td>352,609</td>
<td>58%</td>
<td>416,484</td>
<td>59%</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td>158,144,265</td>
<td>63%</td>
<td>152,216,063</td>
<td>64%</td>
</tr>
<tr>
<td><strong>Surplus/(deficit)</strong></td>
<td>(2,909,745)</td>
<td></td>
<td>(8,027,575)</td>
<td></td>
</tr>
</tbody>
</table>
## Schedule 2

**Saskatoon Public Schools**  
**Cash Flow Requirements**  
**For the Seven Months Ended March 31, 2016**

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Surplus/(deficit)</td>
<td>(2,909,745)</td>
<td>66,452,883</td>
<td>(8,027,575)</td>
<td>(3,690,822)</td>
</tr>
<tr>
<td><strong>CASH REQUIREMENTS:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tangible capital assets:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Purchases</td>
<td>(3,961,256)</td>
<td>(7,507,012)</td>
<td>(6,462,160)</td>
<td>(7,235,098)</td>
</tr>
<tr>
<td>Joint Use School Project</td>
<td>(9,951,913)</td>
<td>(73,600,000)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Long term debt:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Repayments</td>
<td>(3,173,702)</td>
<td>(4,857,000)</td>
<td>(2,557,855)</td>
<td>2,037,920</td>
</tr>
<tr>
<td>Debt issued</td>
<td></td>
<td>455,000</td>
<td></td>
<td>(4,425,000)</td>
</tr>
<tr>
<td>Non-cash items included in surplus/deficit:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Amortization expense</td>
<td>7,221,667</td>
<td>12,380,000</td>
<td>7,168,015</td>
<td>11,670,000</td>
</tr>
<tr>
<td>Employee Future Benefits expenses</td>
<td>-</td>
<td>363,000</td>
<td></td>
<td>363,000</td>
</tr>
<tr>
<td>Pension Plan Adjustment</td>
<td>-</td>
<td>956,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>NET EXCESS (REQUESTED) CASH</strong></td>
<td>(12,774,949)</td>
<td>(5,812,129)</td>
<td>(9,424,575)</td>
<td>1,280,000</td>
</tr>
<tr>
<td>Reserves:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Use/timing difference for Capital Reserves</td>
<td>993,926</td>
<td>3,084,783</td>
<td>4,464,863</td>
<td>1,045,000</td>
</tr>
<tr>
<td>Contributions to Other Reserves</td>
<td>(2,088,516)</td>
<td>(764,904)</td>
<td>(955,873)</td>
<td>(715,000)</td>
</tr>
<tr>
<td>From unrestricted accumulated surplus</td>
<td>730,549</td>
<td>3,492,250</td>
<td>554,167</td>
<td>950,000</td>
</tr>
<tr>
<td><strong>ADJUSTED CASH REQUIREMENT</strong></td>
<td>(13,138,991)</td>
<td>-</td>
<td>(5,361,418)</td>
<td>-</td>
</tr>
</tbody>
</table>
### Schedule 3

#### Capital Projects Status
**As of March 31, 2016**

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Actual</th>
<th>Budget</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Roofing Projects</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Greystone</td>
<td>511,769</td>
<td>511,380</td>
<td>9,389</td>
</tr>
<tr>
<td>Evan Hardy Collegiate</td>
<td>276,555</td>
<td>280,530</td>
<td>(3,975)</td>
</tr>
<tr>
<td>Brevoort Park</td>
<td>219,520</td>
<td>218,650</td>
<td>1,270</td>
</tr>
<tr>
<td>Lakeridge S30 &amp; 15A</td>
<td>94,400</td>
<td>92,000</td>
<td>2,400</td>
</tr>
<tr>
<td>Lakeridge - 15B, 15C, 16D</td>
<td>131,603</td>
<td>140,000</td>
<td>(8,397)</td>
</tr>
<tr>
<td>Fairhaven - 1A, 1B 1C, 2, 3 (13-14)</td>
<td>1,118,359</td>
<td>1,191,369</td>
<td>(73,110)</td>
</tr>
<tr>
<td>Lawson - 2A, 2B, 2C, 3, 4, 5, 6 (13-14)</td>
<td>672,882</td>
<td>822,182</td>
<td>(149,300)</td>
</tr>
<tr>
<td>City Park - 2, 2A, 4, 4A, 5</td>
<td>646,375</td>
<td>650,151</td>
<td>(3,776)</td>
</tr>
<tr>
<td>Brevoort Park - 2, 2A, 6, 6A</td>
<td>628,748</td>
<td>662,560</td>
<td>(33,812)</td>
</tr>
<tr>
<td>Pleasant Hill - 2, 4, 7</td>
<td>207,073</td>
<td>220,941</td>
<td>(13,868)</td>
</tr>
<tr>
<td>Vincent Massey 1, 2, 3</td>
<td>274,686</td>
<td>283,646</td>
<td>(8,960)</td>
</tr>
<tr>
<td>Evan Hardy Collegiate</td>
<td>318,163</td>
<td>510,000</td>
<td>(191,837)</td>
</tr>
<tr>
<td>2016/17 PMR Projects</td>
<td>130,904</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Roofing</strong></td>
<td>5,261,337</td>
<td>5,586,409</td>
<td>(455,976)</td>
</tr>
<tr>
<td><strong>Portables</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Henry Kelsey - 2</td>
<td>499,754</td>
<td>537,000</td>
<td>(37,246)</td>
</tr>
<tr>
<td>Dundonald - 2</td>
<td>399,126</td>
<td>350,000</td>
<td>49,126</td>
</tr>
<tr>
<td>Forest Grove - 3</td>
<td>1,109,827</td>
<td>1,250,000</td>
<td>(140,173)</td>
</tr>
<tr>
<td>Alvin Buckwald - 2</td>
<td>764,084</td>
<td>700,000</td>
<td>64,084</td>
</tr>
<tr>
<td>Henry Kelsey - 2</td>
<td>743,324</td>
<td>700,000</td>
<td>43,324</td>
</tr>
<tr>
<td><strong>Total Portables</strong></td>
<td>1,516,114</td>
<td>3,537,000</td>
<td>(20,886)</td>
</tr>
<tr>
<td><strong>Pre-K, Early Learning, Childcare</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Caroline Rotins - Early Learning Centre</td>
<td>636,327</td>
<td>649,998</td>
<td>(13,671)</td>
</tr>
<tr>
<td>Royal West Childcare</td>
<td>148,038</td>
<td>149,000</td>
<td>(922)</td>
</tr>
<tr>
<td><strong>Total Pre-K, Early Learning, Childcare</strong></td>
<td>784,365</td>
<td>798,998</td>
<td>(14,633)</td>
</tr>
<tr>
<td><strong>Special Projects</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Willowgrove</td>
<td>20,153,572</td>
<td>21,141,302</td>
<td>(947,730)</td>
</tr>
<tr>
<td>City Park Repurposing - Phase 1</td>
<td>2,311,884</td>
<td>2,568,179</td>
<td>(256,295)</td>
</tr>
<tr>
<td><strong>Total Special Projects</strong></td>
<td>22,565,456</td>
<td>23,709,481</td>
<td>(1,204,025)</td>
</tr>
</tbody>
</table>
## Schedule 4

**Saskatoon Public Schools**  
**Internally and Externally Restricted Surplus**  
**As of March 31, 2016**

<table>
<thead>
<tr>
<th>Internally Restricted</th>
<th>Opening Balance</th>
<th>Additions/Transfers</th>
<th>As of March 31, 2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Civic Elections</td>
<td>135,139</td>
<td>60,000</td>
<td>195,139</td>
</tr>
<tr>
<td>School Generated Funds</td>
<td>2,548,517</td>
<td>1,124,930</td>
<td>3,673,447</td>
</tr>
<tr>
<td>Facility Rental Reserve</td>
<td>231,953</td>
<td>15,000</td>
<td>246,953</td>
</tr>
<tr>
<td>System Application Reserve</td>
<td>1,125,000</td>
<td></td>
<td>1,125,000</td>
</tr>
<tr>
<td>Trustee Education Allowance</td>
<td>43,000</td>
<td></td>
<td>43,000</td>
</tr>
<tr>
<td>Facility Operating Reserve</td>
<td>332,201</td>
<td></td>
<td>332,201</td>
</tr>
<tr>
<td>Specialized School Equipment Reserve</td>
<td>1,000,000</td>
<td></td>
<td>1,000,000</td>
</tr>
<tr>
<td>Curriculum Renewal Reserve</td>
<td>1,460,000</td>
<td></td>
<td>1,460,000</td>
</tr>
<tr>
<td>Technology Renewal Reserve</td>
<td>650,000</td>
<td>600,000</td>
<td>1,250,000</td>
</tr>
<tr>
<td>Mount Royal Facility Partnership Reserve</td>
<td>169,486</td>
<td></td>
<td>169,486</td>
</tr>
<tr>
<td>Staff Professional Development Reserve</td>
<td>800,000</td>
<td></td>
<td>800,000</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>1,584,567</td>
<td></td>
<td>1,584,567</td>
</tr>
<tr>
<td>Contingency Fund Reserve</td>
<td>-</td>
<td></td>
<td>-</td>
</tr>
<tr>
<td>Alternative Funds</td>
<td>216,872</td>
<td>46,881</td>
<td>263,753</td>
</tr>
<tr>
<td>Whitecap</td>
<td>141,246</td>
<td></td>
<td>141,246</td>
</tr>
<tr>
<td><strong>Total Internally Restricted</strong></td>
<td>10,487,981</td>
<td>1,846,811</td>
<td>12,334,792</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Externally Restricted</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Donations</td>
<td>423,418</td>
<td>241,706</td>
<td>665,124</td>
</tr>
<tr>
<td>Foundation</td>
<td>207,368</td>
<td></td>
<td>207,368</td>
</tr>
<tr>
<td><strong>Total Externally Restricted</strong></td>
<td>630,786</td>
<td>241,706</td>
<td>872,492</td>
</tr>
</tbody>
</table>
MEETING DATE: APRIL 12, 2016

TOPIC: APPROVAL OF MINUTES – MARCH 15, 2016

FORUM

[✓] Board Meeting
[ ] Committee of the Whole

AGENDA ITEMS

[ ] Correspondence
[ ] New Business
[ ] Reports from Administrative Staff
[✓] Other: Approval of Minutes

INTENT

[ ] Information
[✓] Decision
[ ] Discussion

BACKGROUND

CURRENT STATUS

Attached are the minutes from the March 15, 2016 Committee of the Whole and Regular Board meetings.

PREPARED BY

Mr. Garry Benning, Chief Financial Officer

DATE

April 4, 2016

ATTACHMENTS

Board Meeting 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 March 15, 2016.
MINUTES OF A MEETING: of the Board of Education of the Saskatoon School Division No. 13 of Saskatchewan, held on Tuesday, March 15, 2016 at 3:30 p.m.

MEMBERS PRESENT: Ms. Donna Banks, Ms. Charmaine Bellamy, Ms. Kathleen Brannen, Ms. Holly Kelleher, Mr. Vernon Linklater, Ms. Colleen MacPherson, Mr. Ray Morrison, Mr. Darrell Utley

Ms. Kelleher joined the meeting at 3:14 p.m.

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

CARRIED (8)

The meeting adjourned at 5:42 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, March 15, 2016 at 7:00 p.m.

MEMBERS PRESENT: Mr. Ray Morrison (Board Chair), Ms. Donna Banks, Ms. Charmaine Bellamy,
Ms. Kathleen Brannen, Mr. Dan Danielson, Ms. Holly Kelleher, Mr. Vernon Linklater,
Ms. Colleen MacPherson, Mr. Darrell Utley

Agenda: Mr. Morrison asked the Board’s permission to add agenda
Item #7b) Ward Boundaries into the Consent Items category. Ms. Banks moved approval of the agenda as
amended.

CARRIED (9)

Celebrating Excellence: Indigenous Art, Song, and Dance Instructional
Program: Mr. Dean Newton, Superintendent of Education, introduced Mr. Don Speidel, Cultural
Resource Liaison, who spoke to the Board about the Indigenous Art, Song and Dance program which took
place at W.P. Bate School between October 13, 2015 and December 13, 2015. Saskatoon Public Schools’
students Raina Buffalo and Bluejay Linklater spoke to the Board about their positive experiences they
had with the program.

Comments/Concerns/Questions from the Public: Mr. Kevin Boychuk
addressed the Board regarding concerns he had with surprise lockdowns at schools.

Consent Items: Ms. Banks moved that the following consent agenda items be
received and recommendations be approved as presented.

★ 7b) Ward Boundaries
★ 7c) New School Bundling Project Update
★ 7d) Facilities for Learning Update
★ 7e) Trustee Professional Development and Community Events Account Reports
★ 7f) Financial Results for the Period September 1, 2015 to February 29, 2016
★ 8a) Minutes – Approval of February 9, 2016 minutes
★ 12) Correspondence

CARRIED (9)

Reports from Administrative Staff:

Core Strategy Update: Safe, Caring and Accepting Schools: Mr. Shane
Skjerven, Deputy Director of Education, introduced Ms. Charlene Scrimshaw, Superintendent of Education and
Mrs. Pamela Goulden-McLeod, Consultant: Safe, Caring and Accepting Schools. The group provided background
of their role with this core strategy focusing on the implementation of the school division’s Traumatic Response
Guide.
Saskatchewan School Boards Association Public Section Payment: Ms. MacPherson moved that the Board approve payment, from unrestricted accumulated surplus, of the assessment of the Public Section of the Saskatchewan School Boards Association in the amount of $153,548.50.

CARRIED (9)

Transfer from Reserves – Information Services: Ms. Kelleher moved that the Board approve the transfer of $407,000 from Unrestricted Accumulated Surplus to Internally Restricted Surplus designated for tangible capital asset expenditures for the purchase of IS technology and infrastructure.

CARRIED (9)

Enterprise Risk Management: Mr. Linklater moved that the Board approve the Enterprise Risk Management document and the top ten risks to Saskatoon Public Schools.

CARRIED (9)

Board Subcommittee Minutes: Ms. Brannen moved that the Board approve the minutes of the Audit and Risk Committee meeting of September 8, 2015 and the Pension Committee meeting of November 18, 2015.

CARRIED (9)

Saskatchewan School Boards Association 2016 Spring General Assembly Voting Delegates: Ms. MacPherson moved the following motions regarding SSBA 2016 Spring General Assembly:
1. That the Saskatoon Board of Education is entitled to 51 votes.
2. That Trustee Morrison be the 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 be as follows: Trustees Banks, Linklater and Morrison.

CARRIED (9)

Reports of Committees and Trustees:
- Trustee Linklater reported on his attendance at a recent Board Pension Committee meeting and the cultural diversity and race relations month flag raising ceremony at City Hall.
- Trustee Banks reported on her attendance at City Park School’s open house and the provincial wrestling championship at Holy Cross Collegiate.
- Trustee MacPherson reported on her attendance at a recent Board Pension Committee meeting, several school community council meetings at ward 5 schools and a recent meeting with Saskatoon Leadership Assembly. She also reported on her upcoming attendance, along with Trustee Banks, at the professional director’s course.
- Trustee Brannen reported on her school visits at Holliston School and Nutana Collegiate. She also reported on her attendance at a recent Saskatoon Public Schools Foundation Board retreat.
- Trustee Utley reported on his attendance at Greystone Heights School Community Council meeting, the talent night at Roland Michener School, a retirement celebration at Brevoort Park School, family dance at College Park School and the CHEP fundraising event on March 12th.
- Trustee Bellamy reported on her school visit to Lakeview School and her attendance at the CHEP fundraising event on March 12th.
- Board Chair Morrison reported on his attendance at the joint dinner with members from Saskatoon Public Schools, Saskatoon Greater Catholic Schools and the Saskatoon Teachers’
Association. He also reported on meetings with the teacher time committee and task force, the Board’s Audit and Risk Committee meeting and Whitecap Dakota Governance meeting. Mr. Morrison reported on his attendance at media announcements concerning the New School Bundling Project and Relocatables for school divisions, We Day celebration activities and the School Community Council meeting at Dr. John G. Egnatoff School.

2016-2017 School Calendar: Ms. MacPherson moved that the Saskatoon Board of Education adopt the proposed 2016-2017 school year calendar. CARRIED (9)

Transfer of Funds – Central Resource Centre Cargo Van: Ms. Banks moved that the Board approve the transfer of $20,000 from Unrestricted Accumulated Surplus to Internally Restricted Surplus designated for tangible capital asset expenditures for the purchase of the cargo van. CARRIED (9)

Secure Destruction of Records: Mr. Utley moved that the Board approve the secure destruction of 41 boxes of paper records from the finance department relating to supplier invoices, cheques, journal entries, Quickbooks records, bank statements, grant analyses, donation documents and T2202 forms, spanning years 1993 to 2008 using the secure destruction services under contract with Crown Enterprises. CARRIED (9)

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

Five Year Capital Construction Plan 2016-2020: Ms. MacPherson moved that the Board approve the Five Year Capital Construction Plan 2016-2020 dated March 8, 2016 and direct Capital Administration to forward it to the Ministry of Education no later than March 18, 2016. CARRIED (8)

Tenders for Supply of Seven New Relocatable Classrooms: Ms. Bellamy moved that the Board approve the award of the tender for the supply of seven new relocatable classrooms in a total amount of $1,293,000 plus GST to CampCorp Structures. CARRIED (8)

Accountability Agreement for the New School Bundling Project: Ms. Kelleher moved that the March 3, 2016 draft of the Accountability Agreement between the Board of Education of the Saskatoon School Division Number Thirteen of Saskatchewan and Her Majesty the Queen in the Right of the Province of Saskatchewan (as represented by the Minister of Education) be approved substantially in the form presented and the Board signing authorities be authorized to execute the same. CARRIED (8)

Ms. MacPherson moved that the Board adjourn to the call of the Chair or the Committee of the Whole Board meeting of Tuesday, April 12, 2016 at 3:00 p.m. CARRIED (8)

The meeting adjourned at 8:27 p.m.
MEETING DATE: APRIL 12, 2016

TOPIC: APPROVAL OF SUBCOMMITTEE MINUTES - BOARD GOVERNANCE COMMITTEE MARCH 15, 2016

FORUM

[✓] Board Meeting
[ ] Committee of the Whole

AGENDA ITEMS

[ ] Correspondence
[✓] New Business
[ ] Reports from Administrative Staff
[ ] Other

INTENT

[ ] Information
[✓] Decision
[ ] Discussion

BACKGROUND

At the November 25, 2014 Inaugural meeting, the Board established three new standing committees: Audit and Risk, Governance, and Human Resources. The Board Pension Committee is a long-standing committee of the Board.

CURRENT STATUS

The Board Governance Committee met on March 15, 2016. The minutes from that meeting are attached for Board approval.

PREPARED BY

Mr. Barry MacDougall, Director of Education
Mr. Garry Benning, Chief Financial Officer

DATE

April 4, 2016

ATTACHMENTS

- Board Governance Committee Minutes of March 15, 2016

RECOMMENDATION

Proposed Board Motion (if removed from consent items):
That the Board approve the minutes of the Board Governance Committee held March 15, 2016.
Governance Committee
Tuesday, March 15, 2016
11:30 a.m. – Room 1806

MINUTES

In attendance:
Committee Trustees: Trustees Kelleher, MacPherson and Morrison
Administration: Mr. Garry Benning, Chief Financial Officer and Mr. Barry MacDougall, Director of Education

1. Approval of Agenda
   Trustee Kelleher moved approval of the agenda.

   CARRIED

2. Minutes from Board Governance Committee meeting of January 26, 2016:
   Board Chair Morrison moved that the Board Governance Committee approve the minutes of January 26, 2016 and forward to the Board for approval.

   CARRIED

3. Policy 1: Role of the Board
   Trustee Kelleher moved that the Board Governance Committee approve the housekeeping changes to Board Policy 1: Role of the Board and forward to the Board for approval at their Regular Board Meeting of April 12, 2016.

   CARRIED

4. Changes to Administrative Procedures 2015-2016
   Board Chair Morrison moved that the Board Governance Committee receive the annual changes to Administrative Procedures and forward to the Board for their information at their Regular Board meeting of April 12, 2016.

   CARRIED
   Trustee Kelleher moved that the Board Governance Committee receive the Board Annual Work Plan 2016-2017 and Board Advocacy Plan 2016-2017 and forward to the Board for their information in Committee of the Whole.
   
   CARRIED

6. **Board Subcommittees Structure Review**
   Committee members reviewed the structure of Board subcommittees and discussed if any improvements could be made.

7. **Trustee Eyre’s Suggestion regarding Professional Development reporting to the Board**
   Committee members continued their discussion on how to best report their attendance at professional development events.

8. **Other Items**
   a) **Board Policies**
      Committee members briefly discussed outstanding policies still requiring their review within their term and indicated their desire to have this complete for a June Board meeting.

   b) **Board Meeting Dates 2016-2017 School Year**
      Committee members requested this information be brought forward for review at a future Board Governance meeting and then to the Board as soon as possible.

9. **Adjournment**
   Trustee Kelleher moved that the meeting be adjourned.
   
   CARRIED

The meeting adjourned at 12:40 p.m.

__________________________________________  ___________________________________________
Colleen MacPherson                           Garry Benning,
Chair, Board Governance Committee            Chief Financial Officer, Saskatoon Public Schools
MEETING DATE: APRIL 12, 2016
TOPIC: CORRESPONDENCE

FORUM
[✓] Board Meeting
[ ] Committee of the Whole

AGENDA ITEMS
[✓] Correspondence
[ ] New Business
[ ] Reports from Administrative Staff
[ ] Other:

INTENT
[✓] Information
[✓] Decision
[ ] Discussion

BACKGROUND

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

(a) Correspondence from Joanne Sproule, City Clerk, City of Saskatoon, regarding new ward boundaries.

PREPARED BY
Mr. Barry MacDougall, Director of Education

DATE
April 5, 2016

ATTACHMENTS
Correspondence Documents

RECOMMENDATION

Proposed Board Motion:

That the Board receive the correspondence as listed.
March 7, 2016

Mr. Ray Morrison, Chair of the Board of Education
Saskatoon Public Schools
310 – 21st Street East
Saskatoon, SK S7K 1M7

Dear Mr. Morrison:

Re: New Ward Boundaries
(File No. CK. 265-2)

The Municipal Wards Commission has established new ward boundaries for the City of Saskatoon, which will become effective with the municipal election to be held on Wednesday, October 26, 2016.

I am enclosing a copy of the report of the Municipal Wards Commission, together with a map of the new boundaries.

Please do not hesitate to contact me if you have any questions.

Yours truly,

Joanne Sproule
City Clerk

JS:rmr

cc: Mr. Barry MacDougall, Director of Education
    Saskatoon Public Schools
    310 – 21st Street East
    Saskatoon, SK S7K 1M7
Establishment of Municipal Ward Boundaries

Effective October 26, 2016

Municipal Wards Commission

Presented to Saskatoon City Council – February 29, 2016
Your Worship and Members of City Council:

The Municipal Wards Commission is pleased to file this report with City Council concerning its review of ward boundaries for the ten wards in the City of Saskatoon. A map detailing the revised ward boundaries is attached. The revised ward boundaries will be effective October 26, 2016.

Background
The Municipal Wards Commission is comprised of Mr. Richard Danyliuk, Justice of the Court of Queen’s Bench as Chair; Professor Joseph Garcea, Political Studies, University of Saskatchewan and Ms. Joanne Sproule, City Clerk.

The current wards were established by the Municipal Wards Commission in 2012, and were effective October 24, 2012. In accordance with Section 59 of The Cities Act each ward of the city must have, as nearly as is reasonably practicable, the same population. The Act states that the Municipal Wards Commission shall establish a quotient for each ward by dividing the total population of the city by the number of wards into which the city is divided, and that the population of each ward must not vary by more than 10% from this quotient.

Section 60 of The Cities Act provides that the Municipal Wards Commission, at the request of City Council or on its own initiative, may review the boundaries of the wards at any time and for any reason but, in any event, such review must occur at least once every three election cycles or when the population of a ward exceeds the acceptable 10% variation limit. The Wards Commission must complete its work 180 days prior to the municipal election.

In September of 2015, a review of ward populations showed that the population of Wards Four and Seven exceeded the 10% variation limit and that the population of Ward Nine fell slightly below the variation limit. The Municipal Wards Commission utilized 2014 Saskatchewan Health population information to conduct its review.

The Municipal Wards Commission has now reviewed the ward boundaries and submits revised ward boundaries that will take effect on October 26, 2016, the date of the next municipal election.
Mandate

The Cities Act details the responsibilities of the Commission as:

"61(1) In determining the area to be included in any ward and in establishing the boundaries of any ward, the municipal wards commission shall:

(a) hold public hearings and consultations; and

(b) take into consideration:

(i) current and prospective geographic conditions, including density and relative rate of growth of population;

(ii) any special diversity or community of interest of the inhabitants; and

(iii) the boundaries of the polling areas established by the council pursuant to section 25 of The Local Government Election Act, 2015.

(2) On completion of its duties:

(a) the municipal wards commission shall file its report with the city; and

(b) the areas within the boundaries established by the municipal wards commission constitute the wards of the city.

(3) On receipt of the report of the municipal wards commission pursuant to clause (2)(a), the clerk shall give public notice that the report is available for public inspection in the city office during normal business hours."

Population

The population of the City as of December 2014, according to figures obtained from professional staff in the City's Planning and Development Branch, utilizing 2014 Saskatchewan Health Information, is 252,538. Applying the statutory formula to this population, each ward is required to have a population of 25,254 with a variance of plus or minus ten percent. Thus the permissible population range is 22,729 – 27,779. The following is a listing of the ward populations as of December 31, 2014:

<table>
<thead>
<tr>
<th>Ward</th>
<th>Population</th>
<th>Ward</th>
<th>Population</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>25,980</td>
<td>6</td>
<td>24,639</td>
</tr>
<tr>
<td>2</td>
<td>24,670</td>
<td>7</td>
<td>30,263 too large</td>
</tr>
<tr>
<td>3</td>
<td>24,779</td>
<td>8</td>
<td>22,769</td>
</tr>
<tr>
<td>4</td>
<td>28,241 too large</td>
<td>9</td>
<td>22,717 too small</td>
</tr>
<tr>
<td>5</td>
<td>23,149</td>
<td>10</td>
<td>25,331</td>
</tr>
</tbody>
</table>
Process
The Commission engaged in a public consultation process which consisted of two public meetings, held in Committee Room E, City Hall, on Wednesday, December 16, 2015 and Thursday, February 4, 2016. Public notification of these meetings was given by PSA, newspaper, the City’s website, social media and dissemination at City Hall. Citizens were also invited to submit written comments by e-mail or comment sheet.

The first consultation meeting, on December 16, 2015, was attended by three people. In addition, three written submissions were received. The Commission reviewed the issues and, since there were no ward boundary options available at that time, heard comments of a general nature only.

Three ward boundary options were prepared by the City Clerk in January, 2016. During the week of January 25th, the options were posted on the City’s website and displayed in the lobby of City Hall, in order that the Commission could obtain feedback on the specific proposals. Notification of the availability of the three options was provided by newspaper advertisements, Public Service Announcements and social media, as well as notice on the City’s website.

Five written submissions were received regarding the ward boundary options. In addition, verbal submissions were made by three individuals at the public meeting held on February 4, 2016, which was attended by approximately nine people.

Input
The submissions to the Commission were varied, but the following themes emerged:

- Changes should be kept to a minimum and minimally intrusive.
- The principle that wards should not cross the river should not have the same degree of primacy or centrality that it has had historically until the past decade.
- Eastview is more closely connected to neighbourhoods in Ward 7 and thus should not be removed from Ward 7.
- Westmount shares a community of interest with neighbourhoods in Ward 2 such as Caswell Hill and therefore moving Westmount to Ward 2 will reduce the population of Ward 4 without compromising the sense of community in either of those two wards.
- A preference by some to not split community associations between two councillors (where more than one neighbourhood shares a community association) is not necessarily a problem.
Deliberation
The Commission considered the following principles in making its decision:

- The ward populations must meet legislated variance requirement of plus/minus ten per cent.
- The integrity of neighbourhood boundaries must be respected; i.e. a ward boundary should not divide a neighbourhood.
- Relationships between neighbourhoods should be respected as much as possible.
- There should be a minimum of change to existing ward boundaries so as to minimize confusion to electors.
- The ward boundaries are used for electing Public School Board Trustees.

After having carefully reviewed all of the submissions and presentations, and in accordance with the above principles, the Municipal Wards Commission has established the ward boundaries as outlined on the attached map. The new ward boundaries incorporate the following changes from the existing ward boundaries:

- Westmount moves from Ward 4 to Ward 2
- Nutana SC moves from Ward 7 to Ward 9

The option chosen has the least amount of change – only those wards which do not meet the 10% variation limit are affected.

The populations of the wards as a result of the recommended boundary changes are as follows:

<table>
<thead>
<tr>
<th>Ward</th>
<th>Population</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>25,980</td>
</tr>
<tr>
<td>2</td>
<td>27,472</td>
</tr>
<tr>
<td>3</td>
<td>24,779</td>
</tr>
<tr>
<td>4</td>
<td>25,438</td>
</tr>
<tr>
<td>5</td>
<td>23,149</td>
</tr>
<tr>
<td>6</td>
<td>24,639</td>
</tr>
<tr>
<td>7</td>
<td>27,217</td>
</tr>
<tr>
<td>8</td>
<td>22,769</td>
</tr>
<tr>
<td>9</td>
<td>25,764</td>
</tr>
<tr>
<td>10</td>
<td>25,331</td>
</tr>
</tbody>
</table>
Additional Comments

1. Wards 3, 4, 8, 9 and 10 are projected to grow in population over the next few years. With so many wards growing, and with the 10% variation limit, it is virtually impossible to allow sufficient room for growth in all of these wards and consequently it is very likely that further ward modifications will be required prior to the 2020 municipal election.

2. During the public meetings it was suggested that ward boundaries should be reviewed and confirmed at least one year prior to the upcoming municipal election. The Commission endeavours to complete its work as quickly as possible so as to provide clarity and certainty to prospective candidates regarding the boundaries of municipal wards for the upcoming election. In order to have the most up-to-date and accurate population figures, the Commission typically relies on the most current population by utilizing Saskatchewan Health Information. The City Clerk receives updated population figures approximately one year in advance and determines whether they meet the requirements of The Cities Act. If data other than the latest census data is used, the City Clerk must undertake to firstly receive the approval of the Minister before the Wards Commission can begin its review.

3. The Commission wishes to acknowledge with appreciation the contributions made by staff in the Planning and Development Branch for the development of background information, providing population data and estimates, and preparation of the final ward map options; staff of the IT Business Solutions Section for their assistance in the development of options; staff of the Communications Branch for their assistance in communicating the options and public consultations; and to staff in the City Clerk’s Office for posting and maintaining ward boundary options on the City’s website and providing for logistical arrangements for the public consultations.

Respectfully submitted,

SASKATOON MUNICIPAL WARDS COMMISSION

Justice Richard Danyliuk, Chair

Joseph Garcea

Joanne Sproule

Attachment
- New Ward Boundary Map (effective October 26, 2016)
BACKGROUND

As part of the strategic planning process, Administration collects information bi-annually from stakeholder groups. During the 2015-2016 school year, information was collected from our parents. During the 2016-2017 school year, information will be collected from members of the public who do not have children attending school, business owners, and staff members.

This report provides results from our 2016 parent survey. This marks the fifth iteration of Saskatoon Public Schools’ parent perceptions research. Previously, we conducted parent research during the 2007-2008, 2009-2010, 2011-2012, and 2013-2014 school years.

CURRENT STATUS


A major finding from this survey is that at least 95% of parents somewhat agreed or strongly agreed that their child feels safe at school and that the school has a respectful and caring atmosphere with positive and supportive relationships between students and teachers. A second major finding is that at least 87% of parents somewhat agreed or strongly agreed that Saskatoon Public Schools’ decision-making processes encourage growth and innovation, are financially responsible, and that parents have the appropriate level of input and involvement.

Dr. Scott Tunison, Coordinator: Research and Measurement, will be in attendance at the meeting to answer questions as required.

RECOMMENDATION

Proposed Board Motion:
That the Board receive the Assessing Our Learning Community: Parent Perceptions 2015-2016 report to be included as part of the evidence of the quality indicators for the Director’s annual evaluation.
Assessing Our Learning Community:
Parent Perceptions

2015-2016

Public Board Meeting
April 12, 2016

Prepared by:
Dr. Scott Tunison – Coordinator: Research and Measurement
Mr. Shane Skjerven – Deputy Director of Education
Saskatoon Public Schools (SPS) contracted Insightrix Research Services to conduct the biannual telephone survey of parents with children currently in the Division. The purpose of the study is to provide parents with an opportunity to offer their opinions and suggestions regarding the operation and direction of the school division.

Between February 24th and March 17th, 2016, telephone interviews were conducted with a statistically representative sample of 370 parents (selected at random) of children in SPS. This report provides results from the 2016 survey and, where possible, highlights comparisons to previous studies conducted in 2006, 2008, 2010, 2012, and 2014.

Parents’ Impressions of Saskatoon Public Schools

98% of respondents agreed that they feel welcome at their child’s school (84% strongly agreed). 95% of parents agreed that student/teacher relationships in their children’s schools are positive and supportive and 93% said that their children have a positive attitude toward attending their school (70% strongly agreed with both of these items).

Overall, the proportion of respondents who strongly agreed with the survey items was statistically similar to or higher than the 2014 results (margin of error ± 5%). There have been substantial improvements in parents’ perceptions of all survey items since 2006.

Parents’ Perceptions of Key School Environment Factors

At least 95% of parents agreed with the three school environment-related items (as highlighted in the chart to the left). At least 70% of parents strongly agreed with these survey items. The percentage of parents who strongly agreed with these items was statistically similar to 2014 results.

Parents’ Perceptions of Key School Division Decision-Making Factors Over Time

Overall, at least 87% parents agree or strongly agree with the three key aspects of decision making examined in this survey. As noted in the chart to the right, the percentage of parents who strongly agree with these factors over time, parents’ perceptions of the extent to which SPS makes decisions encouraging growth and innovation has been stable. Over time, there has been a 5% improvement (on the threshold of statistical significance) in parents’ strong agreement that SPS makes responsible financial decisions. There has been a 6% decline since 2012 in strong agreement among parents that they have the appropriate level of input and involvement in the school division.
**Introduction**

A key aspect of Saskatoon Public Schools’ Strategic Direction is to provide stakeholders in our organization (i.e., students, parents, staff, and the community-at-large) with the opportunity to offer their input and advice regarding the operation and direction of the school division.

As part of the planning process, we regularly poll our stakeholder groups. Through the online perception survey *Tell Them From Me*, students’ perceptions are surveyed annually. Parents, staff, members of the public who do not have children attending school, and business owners are surveyed biannually for their perceptions and input. During the 2015-2016 school year, we collected information from our parents. During the 2016-2017 school year, we will collect information from members of the public who do not have children attending school, business owners, and staff members.

Insightrix Research Services administered a telephone survey of a statistically representative sample of 370 parents whose children attend Saskatoon Public Schools. The survey is grounded in learning community theory to assess the extent to which we have been successful in building a learning community in Saskatoon Public Schools from the point of view of our parents. Note: the margin of error for the sample is ±5.0 percentage points – this means that the results for individual survey items would be within ±5.0% 19 times out of 20.

The survey asked parents to indicate their level of agreement with a series of statements on a four-point scale (strongly disagree, somewhat disagree, somewhat agree, and strongly agree). This report provides results in two ways:

- This year’s results,
- Longitudinal comparisons.

**This year’s survey results**

Overall, parents are very positive about Saskatoon Public Schools. In fact, all survey items received 83% agreement or higher when both somewhat agree and strongly agree are added together. Given that the agreement levels when “agree” and “strongly agree” are combined is so high for all survey items, this report focuses on the percentage of parents who “strongly agree” to facilitate conversation regarding the ultimate goal of having all parents strongly agree with the aspects of learning community assessed through this survey. Figure 1 shows the full range of parents’ responses for each item from strongly agree to strongly disagree.

Parents were particularly positive about the welcoming atmosphere in their children’s schools – 98% of parents said that they feel welcome at their son or daughter’s school (84% strongly agreed) – the highest rating of any statement. Parents were also particularly positive about the following items:

- Students’ safety at school (96% agreement overall – 73% strong agreement),
- Positive and supporting relationships between students and staff (95% agreement overall – 70% strong agreement), and
- Respectful and caring environment at Saskatoon Public Schools (95% agreement overall – 70% strong agreement).

Parents were positive about the remaining survey items as well. However, their responses identify areas for improvement with respect to decision-making processes. For example,

- 44% of parents strongly believed that Saskatoon Public Schools makes decisions encouraging growth and innovation (46% somewhat agreed),
- 41% of parents strongly felt that they have sufficient input and involvement in decision-making in Saskatoon Public Schools (45% somewhat agreed), and
- 33% of parents strongly agreed that the Division makes responsible financial decisions (56% somewhat agreed).
Longitudinal comparisons

There has been substantial improvement in the percentage of parents who strongly agree with all survey items over the course of the six surveys (See Figure 2). In fact, results for 14 of the 17 survey items have improved by 20% or more since 2010. Having said that, results over the last few rounds of data collection have been statistically similar with one exception. There was a statistically significant decline between 2012 and 2014 in parents’ perceptions of the extent to which children have developed a satisfactory level of reading; then in 2016, there was a statistically significant increase this year to 71% (the highest result to date).

Drivers of Satisfaction

One of the benefits of interacting with our parents in a consistent manner for many years is that we can conduct analyses of the data to look for underlying trends and patterns that can inform our work into the future. Specifically, we try to understand the factors that influence parents’ overall satisfaction with the education their children receive in Saskatoon Public Schools.

We found that there are five primary factors that influence parents’ overall satisfaction with their child’s education (see below). In other words, a school (and by extension the division) can increase parents’ overall satisfaction with their children’s education by focusing on improving perceptions of the following survey items (in rank order):

- My child is developing the skills and knowledge that will be necessary for success once he/she completes K-12 education.
- The discipline in my child’s school is appropriate and fair.
- Make decisions that encourage growth, improvement, and innovation.
- The environment at my child’s school is respectful and caring.
- My child is developing (or has developed) a satisfactory level of mathematics.

There are many ways to respond to the results from our regression analyses. However, there are three key potential responses:

- Identify parents’ understandings and expectations of these items. For example,
  - Engage in dialogue with parents about what they perceive to be the skills and knowledge that will be necessary for their children’s futures as well as what research suggests to be these skills. Then, create a shared vision about what it means to be well-prepared for the future.
- Create the conditions described in the above five items (i.e., skills and knowledge development, fair and appropriate discipline, etc.) consistently and effectively.
- Communicate regularly with parents about our efforts in these areas.
Reflections and Implications

Overall, the results of this survey indicate that parents of children who attend Saskatoon Public Schools are very satisfied with most aspects of our learning community. One of the main determinants of effectiveness in a learning community is the extent to which members of the learning community feel a sense of belonging and attachment to each other. Based on the results from this survey, it appears that, from the points of view of our students’ parents, our learning community continues to improve and grow.

Our parents indicated that they feel welcome in our schools and that their children both enjoy attending their schools and feel safe while at school. Parents also felt that the interpersonal relationships among students, parents, and staff are positive, supportive, and caring.

While there is a high level of agreement on all items included on this survey, the results also highlight opportunities to improve further the quality of our learning community. For example, the three items that received the lowest ratings were:

- Saskatoon Public Schools make decisions that encourage growth and innovation,
- Overall, parents have the appropriate level of input and involvement in Saskatoon Public Schools, and
- Saskatoon Public Schools makes responsible financial decisions.

In response to parents’ perceptions, Saskatoon Public Schools will examine current processes and potential alternative means to engage parents more effectively in dialogue about the deliberations underpinning our decisions and the various mechanisms that are available for parents to offer their input and suggestions. In particular, these findings will be shared with our manager of communications and marketing to inform the development of a comprehensive plan in regards to sharing information with families and other school stakeholders as well as with the external community. In addition, some recent and ongoing improvements in our communication efforts include:

- Increased use of social media and media releases to enhance communication related to current events and decision making,
- Increased focus on sharing information with parents through school portals, and
- Increased use of our public website to share student achievement and other data.

School effectiveness and improvement research has consistently shown a strong relationship between authentic parent involvement and engagement in the school and students’ learning outcomes. We recognize that parents (and students of course) are our most significant partners in students’ learning. We will continue to provide the very best educational experiences possible and communicate more effectively about our students’ learning successes and our progress toward continuous improvement.

(April 5, 2016)
**Figure 1 – 2015-16 Parent Perceptions Survey Results**

<table>
<thead>
<tr>
<th>Statement</th>
<th>Strongly disagree</th>
<th>Somewhat disagree</th>
<th>Somewhat agree</th>
<th>Strongly agree</th>
</tr>
</thead>
<tbody>
<tr>
<td>Overall, I am satisfied with the education my child receives in SPS</td>
<td>9.2%</td>
<td>34.4%</td>
<td>53.9%</td>
<td></td>
</tr>
<tr>
<td>Overall, parents have the appropriate level of input and involvement in SPS</td>
<td>9.4%</td>
<td>45.3%</td>
<td>41.4%</td>
<td></td>
</tr>
<tr>
<td>As a parent, I feel welcome at the school</td>
<td>14.7%</td>
<td></td>
<td>83.7%</td>
<td></td>
</tr>
<tr>
<td>My child feels safe at his/her school</td>
<td>23.0%</td>
<td></td>
<td>73.4%</td>
<td></td>
</tr>
<tr>
<td>My child is developing (or has developed) a satisfactory level of reading</td>
<td>22.7%</td>
<td></td>
<td>71.4%</td>
<td></td>
</tr>
<tr>
<td>The environment at my child’s school is respectful and caring</td>
<td>24.7%</td>
<td></td>
<td>70.4%</td>
<td></td>
</tr>
<tr>
<td>The relationships between student and staff are positive and supportive</td>
<td>25.1%</td>
<td></td>
<td>70.0%</td>
<td></td>
</tr>
<tr>
<td>In general, my child has a positive attitude toward attending his/her school</td>
<td>23.0%</td>
<td></td>
<td>70.0%</td>
<td></td>
</tr>
<tr>
<td>Provides an appropriate range of academic programs and activities</td>
<td></td>
<td>35.2%</td>
<td>58.5%</td>
<td></td>
</tr>
<tr>
<td>The academic assessment/evaluation of my child is appropriate and fair</td>
<td></td>
<td>32.6%</td>
<td>58.0%</td>
<td></td>
</tr>
<tr>
<td>Students’ ideas and opinions are valued at my child’s school</td>
<td></td>
<td>37.4%</td>
<td>57.5%</td>
<td></td>
</tr>
<tr>
<td>The discipline in my child’s school is appropriate and fair</td>
<td></td>
<td>34.4%</td>
<td>56.7%</td>
<td></td>
</tr>
<tr>
<td>I receive adequate feedback regarding my child’s academic progress</td>
<td></td>
<td>6.8%</td>
<td>34.4%</td>
<td>56.1%</td>
</tr>
<tr>
<td>Child is developing skills and knowledge necessary for success after K-12</td>
<td></td>
<td>7.5%</td>
<td>36.2%</td>
<td>52.5%</td>
</tr>
<tr>
<td>Provides an appropriate range of non-academic programs and activities</td>
<td></td>
<td>8.1%</td>
<td>35.1%</td>
<td>52.1%</td>
</tr>
<tr>
<td>Child is developing (or has developed) a satisfactory level of mathematics</td>
<td></td>
<td>8.7%</td>
<td>8.5%</td>
<td>33.5%</td>
</tr>
<tr>
<td>SPS make decisions that encourage growth and innovation</td>
<td></td>
<td>8.3%</td>
<td>45.7%</td>
<td>43.5%</td>
</tr>
<tr>
<td>SPS make responsible financial decisions</td>
<td></td>
<td>6.6%</td>
<td>56.1%</td>
<td>33.3%</td>
</tr>
</tbody>
</table>

(April 5, 2016)
Figure 2 - Parent Perception Survey Results: Trends over time in percentage of parents who strongly agree

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Overall, I am satisfied with the education my child receives in SPS</td>
<td>32.6%</td>
<td>52.5%</td>
<td>57.9%</td>
<td>59.0%</td>
<td>58.0%</td>
<td>53.9%</td>
</tr>
<tr>
<td>Overall, parents have the appropriate level of input and involvement in SPS</td>
<td>21.0%</td>
<td>39.9%</td>
<td>42.5%</td>
<td>47.4%</td>
<td>44.3%</td>
<td>41.4%</td>
</tr>
<tr>
<td>As a parent, I feel welcome at the school</td>
<td>55.5%</td>
<td>74.9%</td>
<td>80.0%</td>
<td>83.3%</td>
<td>83.8%</td>
<td>83.7%</td>
</tr>
<tr>
<td>My child feels safe at his/her school</td>
<td>46.0%</td>
<td>63.7%</td>
<td>69.4%</td>
<td>75.9%</td>
<td>78.3%</td>
<td>73.4%</td>
</tr>
<tr>
<td>My child is developing (or has developed) a satisfactory level of reading</td>
<td>50.4%</td>
<td>63.7%</td>
<td>68.0%</td>
<td>69.9%</td>
<td>64.5%▼</td>
<td>71.4%▲</td>
</tr>
<tr>
<td>The environment at my child's school is respectful and caring</td>
<td>42.5%</td>
<td>58.5%</td>
<td>68.1%</td>
<td>70.7%</td>
<td>70.6%</td>
<td>70.4%</td>
</tr>
<tr>
<td>The relationships between student and staff are positive and supportive</td>
<td>40.3%</td>
<td>58.8%</td>
<td>69.2%</td>
<td>72.1%</td>
<td>73.2%</td>
<td>70.0%</td>
</tr>
<tr>
<td>In general, my child has a positive attitude toward attending his/her school</td>
<td>50.3%</td>
<td>64.3%</td>
<td>70.7%</td>
<td>72.6%</td>
<td>72.9%</td>
<td>70.0%</td>
</tr>
<tr>
<td>Provides an appropriate range of academic programs and activities</td>
<td>46.2%</td>
<td>52.8%</td>
<td>59.3%</td>
<td>59.0%</td>
<td>60.7%</td>
<td>58.5%</td>
</tr>
<tr>
<td>The academic assessment/evaluation of my child is appropriate and fair</td>
<td>33.4%</td>
<td>50.9%</td>
<td>59.6%</td>
<td>60.1%</td>
<td>58.4%</td>
<td>58.0%</td>
</tr>
<tr>
<td>Students ideas and opinions are valued at my child's school</td>
<td>27.8%</td>
<td>46.0%</td>
<td>54.1%</td>
<td>58.2%</td>
<td>56.3%</td>
<td>57.5%</td>
</tr>
<tr>
<td>The discipline in my child's school is appropriate and fair</td>
<td>33.3%</td>
<td>48.4%</td>
<td>55.8%</td>
<td>56.4%</td>
<td>54.2%</td>
<td>56.7%</td>
</tr>
<tr>
<td>I receive adequate feedback regarding my child's academic progress</td>
<td>38.3%</td>
<td>55.3%</td>
<td>62.1%</td>
<td>62.5%</td>
<td>61.2%</td>
<td>56.1%</td>
</tr>
<tr>
<td>Child is developing skills and knowledge necessary for success after K-12</td>
<td>34.0%</td>
<td>45.9%</td>
<td>55.4%</td>
<td>54.0%</td>
<td>55.6%</td>
<td>52.5%</td>
</tr>
<tr>
<td>Provides an appropriate range of non-academic programs and activities</td>
<td>34.1%</td>
<td>46.2%</td>
<td>51.1%</td>
<td>51.9%</td>
<td>51.3%</td>
<td>52.1%</td>
</tr>
<tr>
<td>My child is developing (or has developed) a satisfactory level of mathematics</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>50.7%</td>
<td>49.3%</td>
</tr>
<tr>
<td>SPS make decisions that encourage growth and innovation</td>
<td>19.6%</td>
<td>37.6%</td>
<td>44.5%</td>
<td>44.5%</td>
<td>45.4%</td>
<td>43.5%</td>
</tr>
<tr>
<td>SPS make responsible financial decisions</td>
<td>12.9%</td>
<td>27.9%</td>
<td>27.8%</td>
<td>31.7%</td>
<td>33.4%</td>
<td>33.3%</td>
</tr>
</tbody>
</table>

Statistically significant differences are denoted by ▲ or ▼
MEETING DATE: APRIL 12, 2016

TOPIC: TENDER FOR COLLEGE PARK WINDOW REPLACEMENT PROJECT

FORUM AGENDA ITEMS INTENT

[✓] Board Meeting [ ] Correspondence [ ] Information
[ ] Committee of the Whole [✓] New Business [✓] Decision
[ ] Reports From Administrative Staff [ ] Discussion
[ ] Other:

BACKGROUND

The College Park Window Replacement Project is a top priority for Facilities work in 2016. Up to $150,000 is available in the 2015-2016 Facilities Operating Budget to fund this work.

CURRENT STATUS

Seven tenders were received on Tuesday April 5, 2016 at 2:00 p.m. The lowest and acceptable tender is from Con-Tech General Contractors Ltd., based on the base bid and Alternate Price No. 1 (window tinting). Please note that the work of separate price #1 (new air barrier and siding above entrance) is included in the base price. Please refer to the attached Summary of Tender Results.

PREPARED BY DATE ATTACHMENTS

Mr. Stan Laba, Superintendent of Facilities April 5, 2016 Summary of Tender Results

RECOMMENDATION

Proposed Board Motion:

That the Board approve the award of the Tender for College Park Window Replacement in a total amount of $109,854.94 plus GST to Con-Tech General Contractors Ltd.
### SUMMARY OF TENDER RESULTS

**Tender for College Park Elementary School Window Replacement Phase 1**  
Tuesday April 5, 2016 at 2:00 p.m.

<table>
<thead>
<tr>
<th>Bidder</th>
<th>Signed Bid</th>
<th>Bid Bond</th>
<th>Consent of Surety</th>
<th>Base Bid</th>
<th>Adjustment to Base Bid</th>
<th>TOTAL BID</th>
<th>Alternate Price 1</th>
<th>Separate Price 1</th>
</tr>
</thead>
<tbody>
<tr>
<td>Haid General Construction</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>$145,526.00</td>
<td>$4,451.00</td>
<td>$149,977.00</td>
<td>$953.00</td>
<td>$9,687.00</td>
</tr>
<tr>
<td>Rely-Ex Contracting Inc.</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>$179,000.00</td>
<td>-</td>
<td>$179,000.00</td>
<td>$800.00</td>
<td>$15,500.00</td>
</tr>
<tr>
<td>D2 Construction</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>$129,600.00</td>
<td></td>
<td>$129,600.00</td>
<td>$1,080.00</td>
<td>$7,200.00</td>
</tr>
<tr>
<td>VCM Construction Ltd.</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>$1,000,000.00</td>
<td>$(847,177.00)</td>
<td>$152,823.00</td>
<td>$849.00</td>
<td>$12,140.00</td>
</tr>
<tr>
<td>Carmont Construction Ltd.</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>$1,000,000.00</td>
<td>$(856,727.00)</td>
<td>$143,273.00</td>
<td>$1,000.00</td>
<td>$15,191.00</td>
</tr>
<tr>
<td>KIM Constructors Ltd.</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>$134,150.00</td>
<td></td>
<td>$134,150.00</td>
<td>$800.00</td>
<td>$6,300.00</td>
</tr>
</tbody>
</table>
MEETING DATE: APRIL 12, 2016

TOPIC: TENDER FOR WESTMOUNT PLAYGROUND REPLACEMENT AND SITE UPGRADE WORK

FORUM AGENDA ITEMS INTENT

[✓] Board Meeting [ ] Correspondence [ ] Information
[ ] Committee of the Whole [✓] New Business [✓] Decision
[ ] Reports from Administrative Staff [ ] Discussion
[ ] Other:

BACKGROUND

The Westmount Playground Replacement Project has been a top priority for the Westmount Playground Committee for more than five years. During this time, the committee has fundraised $46,608.77 towards the cost of this project while the school division has recently committed up to $90,000 (from its 2015-2016 Facilities Operating Budget) with $35,000 as a contribution to the cost of the playground replacement and up to $55,000 for the associated site upgrade work, which is required to improve long-standing site drainage issues at the school. In total, up to $136,608.77 is available to fund the playground replacement and site upgrade work.

CURRENT STATUS

Five tenders were received on Thursday March 24, 2016 at 2:00 p.m. The lowest and acceptable tender is from SMG Operating Ltd.

Please refer to the attached Summary of Tender Results for details.

The base price of the tender is $125,000 plus Alternate Price C (installation of playground equipment by the contractor) of $3,000 minus Alternative Price E (reduction of the scope of site upgrade work) of $-22,500, which brings the total tender amount to $105,500 plus GST, which is reflected in the proposed motion.

PREPARED BY DATE ATTACHMENTS

Mr. Stan Laba, Superintendent of Facilities April 5, 2016 Summary of Tender Results

RECOMMENDATION

Proposed Board Motion:

That the Board approve the award of the tender for the Westmount Playground Replacement and Site Upgrade Work in a total amount of $105,500 plus GST to SMG Operating Ltd.
# SUMMARY OF TENDER RESULTS

Westmount Playground Replacement and Site Upgrade Work  
2:00 p.m. Thursday March 24, 2016

## BID COMPARISON - Alternate Bids C & E

<table>
<thead>
<tr>
<th>OWNER</th>
<th>SMG OPERATING LTD.</th>
<th>ACADIA CONSTRUCTION</th>
<th>KAPS CONSTRUCTION</th>
<th>KIM CONSTRUCTION</th>
<th>J&amp;D PENNER</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>CHA Pre-Tender Cost Est.</td>
<td>Base Bid $125,000.00</td>
<td>$197,700.00</td>
<td>$173,012.00</td>
<td>$219,657.00</td>
</tr>
<tr>
<td></td>
<td>Alternate Price C</td>
<td>$3,000.00</td>
<td>$17,622.00</td>
<td>$9,445.74</td>
<td>$4,417.00</td>
</tr>
<tr>
<td></td>
<td>Alternate Price E</td>
<td>$22,500.00</td>
<td>$15,223.00</td>
<td>$24,089.00</td>
<td>$22,757.00</td>
</tr>
<tr>
<td></td>
<td>TOTAL</td>
<td>$105,500.00</td>
<td>$-</td>
<td>$200,099.00</td>
<td>$-</td>
</tr>
</tbody>
</table>

## FOR INFORMATION ONLY

<table>
<thead>
<tr>
<th>OWNER</th>
<th>SMG OPERATING LTD.</th>
<th>ACADIA CONSTRUCTION</th>
<th>KAPS CONSTRUCTION</th>
<th>KIM CONSTRUCTION</th>
<th>J&amp;D PENNER</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Alternate Price A</td>
<td>$500.00</td>
<td>$787.00</td>
<td>$350.00</td>
<td>$650.00</td>
</tr>
<tr>
<td></td>
<td>Alternate Price B</td>
<td>$17,100.00</td>
<td>$25,400.00</td>
<td>$18,679.70</td>
<td>$14,961.00</td>
</tr>
<tr>
<td></td>
<td>Alternate Price C</td>
<td>$3,000.00</td>
<td>$17,622.00</td>
<td>$9,445.74</td>
<td>$4,417.00</td>
</tr>
<tr>
<td></td>
<td>Alternate Price D</td>
<td>$4,500.00</td>
<td>$51,531.00</td>
<td>$13,760.00</td>
<td>$8,193.00</td>
</tr>
<tr>
<td></td>
<td>Alternate Price E</td>
<td>$22,500.00</td>
<td>$15,223.00</td>
<td>$24,089.00</td>
<td>$22,757.00</td>
</tr>
<tr>
<td></td>
<td>Alternate Price F</td>
<td>$2,900.00</td>
<td>$7,419.00</td>
<td>$1,600.00</td>
<td>$1,250.00</td>
</tr>
<tr>
<td></td>
<td>Alternate Price G</td>
<td>$3,600.00</td>
<td>$5,098.00</td>
<td>$2,647.00</td>
<td>$2,037.00</td>
</tr>
</tbody>
</table>
MEETING DATE: APRIL 12, 2016

TOPIC: BOARD POLICY 1: ROLE OF THE BOARD

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

BACKGROUND

The Board Governance committee met on March 15, 2016 and reviewed recommended housekeeping changes to Board Policy 1: Role of the Board to incorporate Enterprise Risk Management as one of the Board’s responsibilities.

CURRENT STATUS

The committee passed the following motion: “That the Board Governance Committee approve the housekeeping changes to Board Policy 1: Role of the Board and forward to the Board for approval at their Regular Board meeting of April 12, 2016.”

PREPARED BY DATE ATTACHMENTS
Board Governance Committee April 4, 2016 Board Policy 1: Role of the Board

RECOMMENDATION

Proposed Motion for the Public Board Meeting (as recommended by the Board Governance Committee):
That the Board approve the minor housekeeping changes to Board Policy 1: Role of the Board.
POLICY 1 – ROLE OF THE BOARD

As the corporate body elected by the voters and the ratepayers that support the Saskatoon School Division No. 13 of Saskatchewan, herein after called Saskatoon Public Schools, the Board of Education is responsible for the development of strategic directions, goals and policies to guide the provision of educational services rendered within the Division, in keeping with the requirements of provincial legislation and the values of the electorate.

Specific areas of responsibility are:

1. Accountability to Provincial Government - Increase Accountability
   1.1. Act in accordance with all statutory requirements to implement provincial educational standards and policies.
   1.2. Perform Board functions required by governing legislation and existing Board policy.

2. Accountability to Community - Increase Accountability
   2.1. Make decisions that reflect Saskatoon Public Schools’ principles and belief statements and that represent the interests of the entire school division.
   2.2. Establish processes and provide opportunities for information sharing with the community and for community input.
   2.3. Report division results at least annually.
   2.4. Develop procedures for and hear appeals as required by statute and/or Board policy.
   2.5. Model a culture that reflects the Board’s Code of Ethics.
   2.6. Provide for two-way communications between the Board and the School Community Council Assembly (SCCA) and the school community councils of individual schools.

3. Strategic Plan (Increase Focus)
   3.1. Provide overall direction for the school division by establishing purpose, vision, principles and belief statements, and goals.
   3.2. Annually set priorities and outcomes.
   3.3. Approve annual report for distribution to the public.
   3.4. Annually approve budget (driven by the Strategic Plan).
   3.5. Annually evaluate the effectiveness of the school division in achievement of student learning.
   3.6. Monitor progress toward the achievement of outcomes.
   3.7. Provide governance oversight of the Enterprise Risk Management program.
4. Enterprise Risk Management (Mitigate Risks)
   4.1. Ranking of risks to the school division
   4.2. Establish processes to mitigate risk to the school division
   4.3. Conduct annual review of risks and actions taken to address the risks

4.5. Policy (Increase Clarity of Boundaries and Processes)
   4.5.1. Identify the purpose to be achieved before creating a new policy.
   4.5.2. Approve policy statements that meet criteria identified by the Board.
   4.5.3. Evaluate policy impact to determine if policy has created the desired change.
   4.5.4. Determine policies that outline how the Board is to function.

5.6. Director / Board Relations (Increase Potency)
   5.6.1. Select the director.
   5.6.2. Provide the director with clear corporate direction.
   5.6.3. Delegate, in writing, administrative authority and identify responsibility subject to provisions and restrictions in the Education Act.
   5.6.4. Annually evaluate the director in regard to the director’s job description and additional Board direction (e.g., hold director accountable for achievements of the Strategic Plan).
   5.6.5. Annually review director’s compensation.

6.7. Political / Advocacy (Increase Influence)
   6.7.1. Annually review a plan for advocacy. Consider the focus for such advocacy, key messages and advocacy mechanisms.

7.8. Board Development (Increase Capacity)
   7.8.1. Annually evaluate Board effectiveness.
   7.8.2. Develop yearly plan for trustee development. Consider increasing knowledge of:
   7.8.2.1. Role
   7.8.2.2. Processes
   7.8.2.3. Issues
   7.8.2.4. Cultural awareness
   7.8.3. Consider Saskatchewan School Boards Association and Canadian School Boards Association (CSBA) resources.
   7.8.4. Time activate the plan.
8.9. Fiscal (Increase Stewardship)

8.9.1. Annually approve budget and ensure resources are allocated to achieve desired results.
8.9.2. Annually approve the five-year capital plan and review facilities master plan.
   Submit the five-year capital plan to the Ministry of Education by the due date.
8.9.3. Responsibility to provide budget information to the Ministry of Education by August 31st.
8.9.4. Authorize, by resolution, the borrowing of required monies to cover necessary expenditures while waiting for the proceeds of taxes or other revenue.
8.9.5. Approve the awarding of all capital projects in excess of $100,000 and the debt financing of capital projects.
8.9.6. Approve the awarding of operational contracts in excess of $100,000 that are not flow through agreements.
8.9.7. Approve the submission of emergency block capital projects to the Ministry of Education.
8.9.8. Approve unanticipated expenditures of over $100,000, which cannot be covered within the current budget.
8.9.9. Approve annual individual sponsorships in excess of $100,000.
8.9.10. Appoint an auditor.
8.9.11. Receive the audit report and the management letter and ensure quality indicators are met.
8.9.13. Set the mandate for employee group negotiations.
8.9.15. Annually approve compensation levels for out-of-scope staff.
8.9.16. On a semi-annual basis, the Budget and Audit Manager will submit an audit plan to the Board and then present significant findings.

Selected Responsibilities

1. Approval of individual professional development leaves of beyond six weeks for senior administration.
2. Acquisition and disposal of land and buildings, including expropriation proceedings.
3. Naming of schools and other Board-owned facilities.
5. Approval of the purchase of Board memberships in non-educational associations.
6. Encouragement of qualified and interested candidates to run for the office of public school trustee.

Date Last Revised: December 16, 2014 February 18, 2016
MEETING DATE: APRIL 12, 2016

TOPIC: BOARD MEETING DATES: 2016 – 2017 SCHOOL YEAR

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

BACKGROUND

The following are the proposed Board meeting dates for the 2016–2017 school year.

<table>
<thead>
<tr>
<th>Board Meeting Dates</th>
<th>Regular Meeting</th>
<th>Regular Meeting</th>
<th>Regular Meeting</th>
<th>Regular Meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td>September 6 September 20</td>
<td>September 20</td>
<td>February 14</td>
<td>October 11 Regular Meeting</td>
<td></td>
</tr>
<tr>
<td>October 11 Regular Meeting</td>
<td>March 14 Regular Meeting</td>
<td>November 1 Inaugural Meeting (12:00 noon) / Regular Meeting</td>
<td>April 11 Regular Meeting</td>
<td></td>
</tr>
<tr>
<td>December 6 Regular Meeting</td>
<td>May 9 Regular Meeting</td>
<td>January 17 Regular Meeting</td>
<td>June 6 Regular Meeting</td>
<td></td>
</tr>
<tr>
<td>January SCC Assembly (date tbd)</td>
<td>Annual Meeting of Electors</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

PREPARED BY | DATE | ATTACHMENTS
---|---|---
Board Governance Committee | April 5, 2016 | None

RECOMMENDATION

Proposed Board Motion:
That the Board approve the Board meeting dates for the 2016-2017 school year.