



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

**TUESDAY, NOVEMBER 1, 2016
Board Room
310 – 21st Street East
7:00 p.m.**

Please Note: All public Board meetings are audio recorded

AGENDA

1. **Roll Call**
2. **Playing of O Canada**
3. **Adoption of Agenda**
4. **Celebrating Excellence:**

Canada 150 Mosaic Mural Project at North Park Wilson School

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: Mathematics K-12
 - b. Assessment in Saskatoon Public Schools
 - ★ c. Human Resources Report – October 1, 2016
 - ★ d. New School Bundling Project Update
 - ★ e. Financial Results for the Period September 1, 2016 to September 30, 2016

8. **Minutes**
 - ★ a. Approval of Minutes – October 11, 2016
9. **Delegations**
10. **Business Arising from the Minutes**
11. **Unfinished Business**
 - a. Items Arising from the Committee of the Whole
12. **Correspondence**
13. **Reports of Committees and Trustees**
14. **New Business**
15. **Notices of Motion**
16. **Questions by Trustees**

**Next Regular Meeting:
At the call of the Chair or
Tuesday, December 6, 2016
7:00 p.m.**



MEETING DATE: NOVEMBER 1, 2016

TOPIC: CELEBRATING EXCELLENCE: CANADA 150 MOSAIC MURAL PROJECT AT NORTH PARK WILSON SCHOOL

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

BACKGROUND

In 2017, Canada will celebrate its 150th birthday and 150 communities across Canada are participating in a national art project, [Canada 150 Mosaic Mural](#), to commemorate this event. North Park Wilson School, as a center of excellence for arts education, applied, and on the strength of their application they were invited to participate. Thanks to the financial support of the Saskatoon Public Schools Foundation, North Park Wilson School was able to accept the invitation. The school chose the theme for their mosaic, and after consultation with many leaders in the community and school division they chose the theme, *We Are All Treaty People* as a response to the Truth and Reconciliation Commission's Calls to Action. By painting a mosaic in a national project with this theme, North Park Wilson students and staff have found a powerful way to honour our shared past, celebrate our unique contributions to the fabric of Canada, and commit to a shared future.

CURRENT STATUS

On October 17 and 18, 2016, students, staff, and community members painted small tiles that were assembled into an 8-foot by 8-foot mural to be displayed at North Park Wilson School. Each tile on the mural is a student, staff or community member's representation of who they are as a treaty person. As the tiles were assembled, a larger, common image was created that connected this mosaic to the others in the Canada 150 Mosaic Mural project. The mural was unveiled and dedicated on Thursday, October 20, 2016.

To tell the story of this exciting project are:

Mrs. Sharon Champ, Principal of North Park Wilson School

Mrs. Melanie Vanderlinde, North Park Wilson School parent

North Park Wilson School students

PREPARED BY	DATE	ATTACHMENTS
Mr. Shane Skjerven, Deputy Director of Education Mr. Dave Derksen, Superintendent of Education	October 25, 2016	None



MEETING DATE: **NOVEMBER 1, 2016**

TOPIC: **CORE STRATEGY UPDATE: MATHEMATICS K-12**

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

BACKGROUND

Mathematics is a major area of focus in Saskatoon Public Schools. The renewed Literacy for Life goal explicitly refers to mathematics as part of that Board learning priority. As well, in Collegiate Renewal professional educators are working diligently to ensure student engagement and achievement in high school mathematics courses. In every public school in Saskatoon, professional learning support is in place for teachers of mathematics.

CURRENT STATUS

The core strategy for mathematics in Saskatoon Public Schools focuses on developing teachers' ability to assess and respond to students' learning needs. The *Learning Community* model of professional learning is being used to ensure that all teachers have access to assessment tools and instructional supports in each school. Lead teachers from each school are continuously learning and refining approaches to assessment and instruction, and they share those with their colleagues. Currently, the main focus of professional learning for mathematics in Saskatoon Public Schools is on developing number sense, which includes the ability to understand the basic number system, having the ability to do single calculations mentally, and to use numbers effectively in real world situations.

Members of the Saskatoon Public Schools' mathematics leadership team will describe the actions from the core strategy plan for 2016-17.

Presenting the Saskatoon Public Schools' plans for mathematics will be:

- Mr. Dave Derksen, Superintendent of Education
- Mrs. Jennifer Brokofsky, Coordinator: Mathematics K-12
- Mr. David Earl, Instructional Consultant: Mathematics 6-12

PREPARED BY	DATE	ATTACHMENTS
Mr. Shane Skjerven, Deputy Director of Education	October 23, 2016	None
Mr. Dave Derksen, Superintendent of Education		



MEETING DATE: NOVEMBER 1, 2016
TOPIC: ASSESSMENT IN SASKATOON PUBLIC SCHOOLS

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

BACKGROUND

Saskatoon Public Schools is committed to continuous improvement. We monitor our progress toward the goals stated in our *Strategic Direction* using a wide variety of assessments.

This report provides Trustees with an overview of the major assessments used in Saskatoon Public Schools and a sense of upcoming assessment reports and updates.

CURRENT STATUS

Dr. Scott Tunison will be present to highlight key aspects of Saskatoon Public Schools' overall assessment strategy and to answer any questions Trustees may have.

PREPARED BY	DATE	ATTACHMENTS
Mr. Shane Skjerven, Deputy Director of Education Dr. Scott Tunison, Coordinator: Research and Measurement	October 25, 2016	Assessment in Saskatoon Public Schools

RECOMMENDATION

Proposed Board Motion:

That the Board receive *Assessment in Saskatoon Public Schools* for information.

Assessment in Saskatoon Public Schools

November 1, 2016

Prepared by:

Dr. Scott Tunison - Coordinator: Research and Measurement
and

Mr. Shane Skjerven – Deputy Director of Education



Educational research consistently shows that data collected from a broad range of assessments, when used appropriately, supports improvements in student learning and/or organizational learning. This process, called *triangulation of evidence*, involves collecting many pieces of “hard” and “soft” data over time that, when considered together, paint a comprehensive picture of progress toward intended outcomes.

This report is intended to provide trustees with:

- An overview of the major assessments used in Saskatoon Public Schools, and
- A sense of upcoming assessment reports and updates.

While there are specific assessments mentioned in this report, the list of those assessments is not meant to be exhaustive but illustrative.

Major Assessments and Upcoming Reports and Updates

Victoria Bernhardt, a leading expert in the use of educational data in supporting continuous improvement in student learning, challenges decision makers at all levels of school divisions to use multiple types of data to gauge progress. In her words,

If [Trustees] want to know if the district is achieving its purpose and how to continually improve all aspects of the district, multiple measures – gathered from varying points of view [and over time] – must be used ... Analyses of i) demographics, ii) perceptions, iii) student learning, and iv) school processes; when used together, give districts the information they need to improve teaching and learning and to get positive results.

In broad terms, the four types of data described above can be separated into those that reflect student achievement and those that reflect student and organizational growth but do not directly reflect student achievement *per se*.

In Saskatoon Public Schools, we regularly use all four types of data recommended by Bernhardt to monitor our continuous improvement efforts. A few examples of data reflecting student and organizational growth include:

<p>Demographics</p> <ul style="list-style-type: none"> • Enrolment, • Gender, and • Ethnicity. 	<p>Perceptions</p> <ul style="list-style-type: none"> • <i>Tell Them From Me</i> • Surveys with parents, staff, business owners, and community members 	<p>School Processes</p> <ul style="list-style-type: none"> • <i>Celebrating Excellence</i> • Priority and core strategy updates
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When we consider monitoring of student learning specifically, there are three broad types of assessment currently in use in Saskatoon Public Schools. These include:

- Assessments for division-wide monitoring,
- Assessments for school-level monitoring, and
- Assessments for classroom-level (as well as for enhancing individual students’ achievement and growth) monitoring.

In some cases individual assessments serve more than one purpose. While the assessments in this report are grouped in separate sections, the lines among these assessments are somewhat artificial.

Division-wide assessment

At the division level, we monitor student achievement using several large-scale assessments – see Figure 1 for an overview of assessments completed in the period from 2013-2014 to 2016-2016 school years inclusively. The *Canadian Achievement Test (CAT)*, *Insight*, *Early Years' Evaluation (EYE)*, *Fountas and Pinnell Levelled Literacy System (F&P)*, and the *Treaty Essential Learnings (TELS)* assessments are key sources of information for division-wide monitoring purposes. Please note that the Board receives regular reports regarding results from these large-scale assessments as well as other types of data at various times during the year.

While these assessments are helpful for division-wide monitoring purposes, it is important to keep in mind that they also have limitations. For example,

- These assessments collect small bits of information about large numbers of students at a particular point in time.
- Results from one of these assessments cannot be compared directly to those from other assessments. These bits of information are simply snapshots of student ability that, when considered along with other information, paint an overall picture of progress.
- Improvement or decline in overall student achievement on one of these assessments does not necessarily translate into improvement or decline in another assessment. This is true because these assessments are intended to measure unique aspects of student achievement in distinctly different ways.

As mentioned earlier, many division-wide assessments also serve important purposes at the school- and/or classroom-level. Results from all of these assessments are also used for classroom-level diagnostic and/or teaching purposes.

School-level assessment

School-level assessments are conducted primarily to monitor progress regarding each school's strategic plan. The set of assessments used at each school varies according to the priorities identified in school plans. Some of these assessments are formal in nature (e.g., tests and surveys) while other assessments are informal (e.g., principal and teacher observations as well as discussions among staff, students, parents, community members).

Classroom-level assessment

According to current educational research, formative assessment is among the most powerful instructional approaches to classroom-level student assessment. The practice of formative assessment includes a comprehensive set of classroom activities that allow multiple opportunities for students to display their learning. In short, teachers develop and select classroom assessments – often in collaboration with students – that align with provincial instructional outcomes defined by provincial curricula and, at the same time, provide students with many different ways to show their mastery of those outcomes.

Classroom teachers also use results from standardized tests such as the *CAT*, *Insight*, and *F&P* for diagnostic purposes and, in some cases, to communicate with parents about their children's learning strengths and challenges.

The Future of Assessment in our Division

Given the growing importance of data throughout our division, we have witnessed a corresponding increase in the number and scope of assessments over the last few years. This increase provides us with both opportunities and challenges as outlined below.

Opportunities

The field of research into student and division assessment “promising practices” has led to new understandings of the process of designing and selecting assessments, interpreting results, and developing action plans based upon the results. Through these new understandings, we regularly revisit our assessment practices at the division, school, and classroom levels to determine if these practices continue to meet our needs. In addition, we regularly review assessments processes in our division to make sure we use the assessments that give us the best information possible. In fact, we held an assessment-related Lean event during the 2015-2016 school year in which we examined, in detail, the time commitment required to conduct each assessment, the value of the information gathered from each, information we need for good decisions but do not currently collect, and the alternatives that may exist for data collection. We chose to retain most of the assessments in use at the time but reduced the number of assessment subsections and/or the frequency of assessment administration.

The key to any successful assessment strategy is to administer and score the tests, and then use the results effectively to help students become more effective learners. We continue to work with all staff to help them build capacity to use assessment results more effectively.

Challenges

With respect to assessment, a major challenge in our division is to build capacity. As we explore new assessment possibilities and review existing ones, we must also consider our own capacity to develop and administer the assessments, and to use the data effectively.

In addition, research literature cautions that students and teachers experience “assessment fatigue”; particularly when they are required to complete centralized assessments too often. In short, we continue working toward striking a balance between the time required to complete and analyze student assessments with the loss of instructional time such assessments entail.

Concluding Statement

Overall, a wide variety of assessments are used to monitor progress on numerous fronts. Data collected through these assessments are critical ingredients for effective decision making throughout the division and, at the same time, serve a vital role in monitoring and communicating with our public regarding the Board’s stated priorities, our progress with respect to the ESSP, and the division’s other programs and activities.

Figure 1: Division-wide Assessment and Evaluation Process: 2013-2014 to 2016-2017

Assessment and Evaluation Methods: 2013-2014 to 2016-2017				
Grade	2013-2014	2014-2015	2015-2016	2016-2017
K	Help Me Tell My Story	Help Me Tell My Story	Help Me Tell My Story	Alphabet
	Alphabet	Alphabet	Alphabet	EYE (pre-K and K)
	EYE (pre-K and K)	EYE (pre-K and K)	EYE (pre-K and K)	
		Help Me Talk about Math	Help Me Talk about Math	
1	GB+ (French Immersion)	GB+ (French Immersion)	GB+ (French Immersion)	GB+ (French Immersion)
	Alphabet	Alphabet	Alphabet	Alphabet
	Fountas & Pinnell	Fountas & Pinnell	Fountas & Pinnell	Fountas & Pinnell
2	Fountas & Pinnell	Fountas & Pinnell	Fountas & Pinnell	Fountas & Pinnell
	GB+ (French Immersion)	GB+ (French Immersion)	GB+ (French Immersion)	GB+ (French Immersion)
3	Fountas & Pinnell*	Fountas & Pinnell*	Fountas & Pinnell*	Fountas & Pinnell*
	GB+ (French Immersion)	GB+ (French Immersion)	GB+ (French Immersion)	GB+ (French Immersion)
4	CAT/4 and Insight	CAT/4 and Insight	CAT/4 and Insight	CAT/4 and Insight
	Fountas & Pinnell***	Fountas & Pinnell***	Fountas & Pinnell***	Fountas & Pinnell***
	TTFM	TTFM	TTFM	TTFM
	GB+ (French Immersion)	GB+ (French Immersion)	GB+ (French Immersion)	GB+ (French Immersion)
5	Fountas & Pinnell***	Fountas & Pinnell***	Fountas & Pinnell***	Fountas & Pinnell***
	TTFM	TTFM	TTFM	TTFM
6	Fountas & Pinnell***	Fountas & Pinnell***	Fountas & Pinnell***	Fountas & Pinnell***
	TTFM	TTFM	TTFM	TTFM
7	Fountas & Pinnell***	Fountas & Pinnell***	Fountas & Pinnell***	Fountas & Pinnell***
	TTFM	TTFM	TTFM	TTFM
	TILEF (French Immersion)	TILEF (French Immersion)	GB+ (French Immersion)	GB+ (French Immersion)
	TELS	TELS	TELS	TELS
8	CAT/4	CAT/4	CAT/4 & Insight	CAT/4 & Insight
	Fountas & Pinnell***	Fountas & Pinnell***	Fountas & Pinnell***	Fountas & Pinnell***
	TTFM	TTFM	TTFM	TTFM
			PCAP	
9	TTFM	TTFM	TTFM	TTFM
10	TTFM	TTFM	TTFM	TTFM
	CAT/4	CAT/4	CAT/4	CAT/4
11	TTFM	TTFM	TTFM	TTFM
12	TTFM	TTFM	TTFM	TTFM

	Large Scale Assessments - not specific to priorities
	Literacy for Life Assessments
	Collegiate Renewal Assessments

Fountas & Pinnell*	- This instrument was used as a classroom-level assessment in some K to Grade 8 on a voluntary basis in several schools.
Fountas & Pinnell**	- This instrument is being used in all classrooms in Grades 1, 2, and 3 with all students.
Fountas & Pinnell***	- This instrument is being used in <i>Read to Succeed</i> , <i>Roadways to Reading</i> , <i>Literacy Tutors</i> programs.

AFL	Assessment for Learning
CAT/4	Canadian Achievement test ver. 4
EDI	Early Development Instrument
EYE	Early Years Evaluation
GB+	Le Groupe Beauchemin Language Test

PCAP	Pan-Canadian Assessment Program
PISA	Programme for International Student Assessment
TILEF	Test Informel de Lecture En Francais
TELS	Treaty Essential Learning Survey
TTFM	Tell Them From Me



MEETING DATE: NOVEMBER 1, 2016

TOPIC: HUMAN RESOURCES REPORT – OCTOBER 1, 2016

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

BACKGROUND

The Board annual work plan indicates Administration will provide a semi-annual report on Human Resources.

The attached report provides information on the operations of the Human Resources Department as of October 1, 2016.

CURRENT STATUS

Mr. Jaime Valentine, Superintendent of Human Resources, addressed the following areas in this report:

- New Hires;
- Number of Aboriginal Employees;
- Active Full-Time Equivalent Employees by Category;
- Demographic: Age and Gender;
- Terminations: Voluntary;
- Terminations: Involuntary.

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

PREPARED BY	DATE	ATTACHMENTS
Mr. Jaime Valentine, Superintendent of Human Resources	October 21, 2016	Human Resources Report

RECOMMENDATION

Proposed Board Motion (if removed from consent items)

That the Board receive the Human Resources Report for information.

As of October 1st HUMAN RESOURCES REPORT

(For date range July to October 1 each year)

CATEGORY	TEACHERS		CUPE 8443		Saskatoon Community Educators Association (SCEA)		NON TEACHERS		TOTAL	
	2015	2016	2015	2016	2015	2016	2015	2016	2015	2016
New Hires <i>Full Time Equivalents (Brand new to SPS July.1 – Oct.1)</i>	84.5	86.25	34.24	33.93	2	0	3	0	123.74	120.18
% Variance	+2.07%		-0.91%		-100%		-66.67%		-2.88%	
Number of Aboriginal Employees <i>Bodies</i>	135	148	46	49	4	4	5	5	190	206
% Variance	+9.63%		+6.52%		0%		0%		+8.42%	
Active Full-Time Equivalent Employees by Category <i>Full Time Equivalents-No Leaves Included (as of Oct 1) (Elementary/Secondary/Central Office)</i>	E- 998.40 S- 505.25 C- 69.50 <hr/> 1573.15	E- 1032.45 S- 524.25 C- 64.50 <hr/> 1621.20	807.02	814.51	15	14	78.1	80.2	2473.27	2529.91
% Variance	+3.05%		+0.93%		-6.67%		2.69%		+2.29%	
Demographic: Age and Gender <i>Bodies</i>	Female 1227 Male 486	F 1271 M 501	F 695 M 252	F 698 M 251	F 15 M 2	F 14 M 1	F 54 M 26	F 60 M 25	F 1991 M 766	F 2043 M 778
% Variance	+3.44%		+0.21%		-11.76%		+6.25%		+2.32%	
Terminations: Voluntary <i>(Resignation, Retirement, Superannuation) Bodies</i>	11	6	23	15	0	0	2	0	36	21
Terminations: Involuntary <i>(Terminated, Deceased) Bodies</i>	4	0	1	2	0	0	0	0	5	2



MEETING DATE: NOVEMBER 1, 2016

TOPIC: NEW SCHOOL BUNDLING PROJECT UPDATE

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

BACKGROUND

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

CURRENT STATUS

The New School Bundling Project passed another major milestone, with the completion of the exterior masonry. The Independent Certifier reports a 71% completion of the project.

Playground design layouts have commenced. Draft designs will be reviewed in November.

Milestones in the next twelve months include:

- Landscape – October 2016
- Steel stud and interior drywall completion – November 2016
- Project and design change log amendments – November 2016
- Exterior cladding – December 2016
- Interior painting – March 2017
- Interior finishes – May 2017
- Mechanical and electrical – May 2017
- Deficiency review and clean-up – June 2017
- Service commencement – June 2017
- LEED testing – June 2017
- Building hand-over – July 1, 2017
- Furniture and equipment delivery – July - August 2017
- Playground installation – July – August 2017
- Classes commence – September 2017

The four Saskatoon projects are adhering to the approved construction work schedule and are expected to be completed by the target service commencement date of June 30, 2017.

PREPARED BY	DATE	ATTACHMENTS
Mr. Stan Laba, Superintendent of Facilities Ms. Lyndi Dyck, Facilities Project Planner	October 25, 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: NOVEMBER 1, 2016
TOPIC: FINANCIAL RESULTS FOR THE PERIOD SEPTEMBER 1, 2016
TO SEPTEMBER 30, 2016

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

BACKGROUND

The attached financial information shows the school division's year-to-date financial position.

CURRENT STATUS

Attached are the following documents:

- | | |
|---|-----------|
| 1. Memorandum regarding Financial Results to September 30, 2016 | Pages 1-4 |
| 2. Statement of Financial Activities to September 30, 2016 | Page 5 |
| 3. Statement of Cash Flow Requirements | Page 6 |
| 4. Capital Expenditures | Page 7 |
| 5. Internally and Externally Restricted Surplus | Page 8 |

Trustees with specific questions are asked to contact Ms. Deanna Scott prior to the Board meeting.

PREPARED BY	DATE	ATTACHMENTS
Mr. Garry Benning, Chief Financial Officer Ms. Deanna Scott, Budget and Audit Manager	October 21, 2016	Financial Results Memo

RECOMMENDATION

Proposed Board Motion (if removed from consent items):

That the Board receive the financial results for the period September 1, 2016 to September 30, 2016 for information.



MEMORANDUM

DATE: October 25, 2016
TO: Trustees/Administrative Council
FROM: Deanna Scott, Budget and Audit Manager
RE: FINANCIAL RESULTS TO SEPTEMBER 30, 2016

For the month ending September 30, 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

\$9.2 million and 8% of property tax revenue have been recognized as of September 30, 2016. This is based on the accrued estimate for the 2016-17 school year based on the current year budget. This compares to \$11.0 million and 10% in 2015-16.

b) Provincial Grants

\$9.5 million and 5% of the provincial grants have been recognized for the year, compared to \$9.2 million and 5% in prior year. The budgeted grant for 2016-17, consistent with prior year will be low as a percentage basis for the first half of the year due to timing of the recognition of P3 building cost accruals (capital grants) which are only updated semi-annually.

c) Tuition and Related Fees

Tuition and related fees consist of revenues from the international student program (ISP), as well as federal tuition for First Nations students. \$1.2 million and 46% of budget has been realized as of September 30, 2016, compared to \$1.5 million and 46% in 2015-16. The revenues are slightly lower due to reduced enrolment in the international student program in the current year.

d) Complementary Services

Complementary services relates primarily to Pre-k funding, as well as alternative funding grants. \$0.3 million and 8% of budget has been realized so far in the current year. This compares to \$0.2 million and 7% 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.

e) External Services

External services consist of funding for associate and alliance schools, as well as cafeteria revenues. As of September 30, 2016, \$1.4 million and 15% of budget has been recognized. In 2015-16, \$1.3 million and 19% of budget had been realized for the comparable period.

f) School Generated

School Generated revenue relates to student fees and grants at the school level. Revenues of \$0.8 million and 15% of budget has been realized in the current year. The collection of school generated funds is consistent with the prior year revenue of \$0.8 million and 16%.

g) Other

Other includes mainly investment and rental income. Other revenues are minimal as the reversal of year end accruals have not been fully offset at this point in the year.

Expenditures

a) Governance

Expenses related to governance total \$0.03 million and 3% of budget as of September 30, 2016. This is slightly lower than 2015-16 which showed expense of \$0.08 million and 10% of budget for the comparable period. The current year balance is lower due to timing of payment of memberships and dues.

b) Administration

Administrative costs are \$0.5 million and 8% of budget as of September 30, 2016. This is comparable with 2015-16 levels of \$0.5 million and 7%.

c) Instruction

Instruction expenses total \$15.0 million and 8% of budget as of September 30, 2016, compared to \$14.2 million and 8% in prior year. Instruction costs are higher on a total basis due to the budget staffing increase and salary adjustment in the current year, but are consistent with budget on a percentage basis.

d) Plant

Plant expenses are current at \$1.8 million and 5% of budget. This compares to \$1.0 million and 3% of budget in the prior year. This account includes maintenance salary and benefits, building operating expenses as well as amortization. The current year expense appears

higher due to amortization which in 2016 is accrued on a monthly basis. This practice was not yet implemented in September of 2015.

e) School Generated Expense

These expenses are currently \$0.2 million and 5% of budget. This is lower than prior year which was at \$0.3 million and 7% of budget for the comparable period. Timing of expenditures can vary, but aligns closely with the related school generated revenues by year end.

f) Transportation

Transportation expenditures amount to \$0.2 million and 3% of budget as of July 31, 2016. This compares to \$0.1 million and 2% of budget in the prior year. The budget for transportation has increased significantly year over year, therefore the actual costs are higher than prior year, but are at a similar percentage of budget.

g) Tuition and Related Fees

These expenses relate primarily to disbursements to homebased students. No disbursement has been made so far in the current year.

h) Complementary Services

Complementary service expenditures are currently \$0.3 million and 8% of budget. This is comparable to 2016-17 levels of \$0.2 million and 7% of budget as of the same time period.

i) External Services

External service expenditures were \$0.3 million and 4% of budget as of September 30, 2016, compared to \$-0.3 million and -4% in the prior year. The expenses are primarily related to the associate schools and remittances of funding under the related agreements. Remittances to the associate schools are made on a periodic basis; therefore expenses will be uneven throughout the year in this category, based on the timing of settlements paid to the associate schools.

j) Interest/Allowances

Interest expenditures are currently \$0.04 million or 9% of budget. This is comparable to 2015-16 levels which were at \$0.05 million and 9% of budget for the comparable period.

Capital Expenditures

Capital expenditures as of September 30, 2016 are impacted by the reversal of year end accruals, as the accrued costs have not yet been fully invoiced and paid. Therefore a detailed September 30, 2016 update is not provided.

The attached schedule (Schedule 3) provides information regarding the unaudited financial status as of August 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.

Internally and Externally Restricted Surplus

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

Schedule 1**Saskatoon Public Schools
Consolidated Statement of Financial Activities
For One Month Ended September 30, 2016**

	2016-17		2015-16	
	Consolidated Actual	Percentage of Consolidated Budget	Consolidated Actual	Percentage of Consolidated Budget
<u>Revenues</u>				
Property taxes	\$ 9,237,500	8%	\$ 11,013,188	10%
Provincial grants	9,469,537	5%	9,232,020	5%
Tuition and related fees	1,153,095	46%	1,544,691	46%
Complementary services	259,262	8%	247,990	7%
External services	1,368,170	19%	1,309,558	19%
School-generated	754,952	15%	789,348	16%
Other	(3,081)	0%	(11,434)	-1%
Total Revenues	22,239,435	7%	24,125,360	10%
<u>Expenses</u>				
Governance	28,591	3%	80,425	10%
Administration	517,456	8%	504,686	7%
Instruction	14,998,188	8%	14,195,748	8%
Plant	1,836,102	5%	968,862	3%
School-generated	233,419	5%	333,073	7%
Transportation	249,824	3%	111,479	2%
Tuition and related fees	-	0%	13,121	5%
Complementary services	260,471	8%	247,882	7%
External services	292,887	4%	(256,980)	-4%
Interest/allowances	37,064	9%	54,552	9%
Total Expenses	18,454,002	7%	16,252,848	6%
Surplus/(deficit)	3,785,433		7,872,512	

Schedule 2**Saskatoon Public Schools****Cash Flow Requirements****For One Month Ended September 30, 2016**

	Actual 2016-17	Annual Budget 2016-17
Surplus/(deficit)	4,006,276	53,947,523
CASH REQUIREMENTS:		
Tangible capital assets:		
Purchases	100,155	(8,192,447)
Joint Use School Project	-	(62,704,000)
Long term debt:		
Repayments	(250,751)	(3,009,011)
Debt issued		
Non-cash items included in surplus/deficit:		
Amortization expense	1,031,667	12,380,000
Employee Future Benefits expenses	-	290,000
Pension Plan Adjustment	-	-
NET EXCESS (REQUESTED) CASH	4,887,347	(7,287,935)

* Cash flow is currently positive. Budgeted cash flow deficit is balanced through use of operating and capital reserves.

Schedule 3**Capital Projects
As of August 31, 2016**

Project Name	Actual	Budget	Variance
Roofing Projects			
Greystone	521,769	512,380	(9,389)
Evan Hardy Collegiate	276,555	280,530	3,975
Brevoort Park	219,920	218,650	(1,270)
Lakeridge S30 & 15A	94,400	92,000	(2,400)
Lakeridge - 15B, 15C, 15D	131,603	140,000	8,397
Fairhaven - 1A, 1B 1C, 2, 3 (13-14)	1,118,259	1,193,369	75,110
Lawson - 2A, 2B, 2C, 3, 4, 5, 6 (13-14)	763,381	822,182	58,801
City Park - 2, 2A, 4, 4A, 5	665,050	650,151	(14,899)
Brevoort Park - 2, 2A, 6, 6A	630,485	662,560	32,075
Pleasant Hill - 2, 4, 7	207,073	220,941	13,868
Vincent Massey 1, 2, 3	274,686	283,646	8,960
Evan Hardy Collegiate	479,086	508,030	28,944
2016/17 PMR Projects			-
Alvin Buck #1, 1a, 5, 10, 14 - Covertite Roofing and	40,268	479,000	438,732
Confederation Pk - #4 & 7	40,573	537,000	496,427
LB Pearson #5 & 10	21,106	199,000	177,894
Prince Philip #6 - Covertite Roofing and Sheet Me	21,689	212,000	190,311
River Heights #2 & 7	29,759	330,000	300,241
Roland Mich #6 - Covertite Roofing and Sheet Me	23,220	225,000	201,780
Vincent Massy #9	27,174	267,000	239,826
Bedford Road Control System	125,379	210,000	84,621
Royal West Control System	381	85,000	84,619
WMCI #8 - Covertite Roofing and Sheet Metal	39,086	256,000	216,914
Project Planning	14,344	-	(14,344)
Total Roofing	5,765,246	8,384,439	2,619,193
Portables			
Henry Kelsey - 2	499,754	537,000	37,246
Dundonald - 2	399,126	350,000	(49,126)
Forest Grove - 3	1,109,827	1,250,000	140,173
Alvin Buckwold - 2	767,823	700,000	(67,823)
Henry Kelsey - 2	756,122	700,000	(56,122)
Centennial - 4	792,822	1,300,000	507,178
Willowgrove - 2	431,858	650,000	218,142
Henry Kelsey - 1	144,498	325,000	180,502
Total Portables	4,901,829	5,812,000	910,171
Pre-K, Early Learning, Childcare			
Caroline Robins - Early Learning Centre	636,327	649,998	13,671
Royal West Childcare	148,038	149,000	962
Total Pre-K, Early Learning, Childcare	784,365	798,998	14,633
Special Projects			
Willowgrove	20,676,269	21,141,303	465,034
City Park Repurposing - Phase 1	2,626,333	2,568,179	(58,154)
Vehicles	25,032	78,797	53,765
School Bundling Furniture	35,184	-	(35,184)
Total Special Projects	23,302,602	23,709,482	460,645

Schedule 4**Saskatoon Public Schools
Internally and Externally Restricted Surplus
As of September 30, 2016**

Internally Restricted	Opening Balance (Unaudited)	Additions/Transfers	As of September 30, 2016
<i>Civic Elections</i>	195,319	(195,319)	-
<i>School Generated Funds</i>	2,300,207	521,533	2,821,740
<i>Facility Rental Reserve</i>	246,953	15,000	261,953
<i>System Application Reserve</i>	1,125,000		1,125,000
<i>Trustee Education Allowance</i>	43,000		43,000
<i>Facility Operating Reserve</i>	332,201		332,201
<i>Specialized School Equipment Reserve</i>	1,000,000		1,000,000
<i>Curriculum Renewal Reserve</i>	1,460,000		1,460,000
<i>Technology Renewal Reserve</i>	1,250,000	600,000	1,850,000
<i>Mount Royal Facility Partnership Reserve</i>	169,486		169,486
<i>Staff Professional Development Reserve</i>	800,000		800,000
<i>Secondary Security Camera</i>	50,000		50,000
<i>School Carry Forwards</i>	1,262,244		1,262,244
<i>Alternative Funds</i>	165,859		165,859
<i>Whitecap</i>	20,289		20,289
Total Internally Restricted	10,420,558	941,214	11,361,772
Externally Restricted			
<i>Donations</i>	423,418	17,081	440,499
<i>Foundation</i>	207,368		207,368
Total Externally Restricted	630,786	17,081	647,867



MEETING DATE: NOVEMBER 1, 2016

TOPIC: APPROVAL OF MINUTES – OCTOBER 11, 2016

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

BACKGROUND

CURRENT STATUS

Attached are the minutes from the October 11, 2016 Committee of the Whole and Regular Board meetings.

PREPARED BY	DATE	ATTACHMENTS
Mr. Garry Benning, Chief Financial Officer	October 21, 2016	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 October 11, 2016.

UNAPPROVED

MINUTES OF A MEETING:

of the Board of Education of the Saskatoon School Division No. 13 of Saskatchewan, held on Tuesday, October 11, 2016 at 3:00 p.m.

October 11,
2016

MEMBERS PRESENT:

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

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

CARRIED (9)

The meeting adjourned at 5:59 p.m.

Secretary of the School Division

Board Chair

MINUTES OF A MEETING: of the Board of Education of the Saskatchewan School Division No. 13 of Saskatchewan, held on Tuesday, October 11, 2016 at 7:00 p.m. October 11, 2016

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: Board Chair Morrison asked the Board's permission to move agenda item #14a) New Business – Naming of New Schools ahead in the agenda to follow agenda item #4) Celebrating Excellence: Roland Michener School – Sustainable Development Project. Agenda

Mr. Utley moved approval of the agenda, as amended.

CARRIED (9)

Celebrating Excellence: Roland Michener School – Sustainable Development Project: Mr. Shane Skjerven, Deputy Director of Education, introduced Mr. Jeff Shepherd, Principal of Roland Michener School, who described the poster contest at Roland Michener School. Mr. Shepherd introduced students Sumaya Murabit and Rianna Kish. Sumaya described her efforts to bring awareness to the United Nations' goals for sustainability by suggesting the poster contest and Rhianna spoke to the Board about her poster which won the contest. Celebrating Excellence: Roland Michener School - Sustainable Development Project

Naming of New Schools: Mr. Danielson moved that the Board approve Ernest Lindner School as the name for the new school in Hampton Village. Naming of New Schools

CARRIED (9)

Mr. Linklater moved that the Board approve Chief Whitecap School as the name for the new school in Stonebridge.

CARRIED (9)

Ms. Bellamy moved that the Board approve Colette Bourgonje School for the name for the new school in Rosewood.

CARRIED (9)

Mr. Morrison moved that the Board approve Sylvia Fedoruk School as the name for the new school in Evergreen.

CARRIED (9)

The school principal for each school were also introduced and individuals/and or family members representing the new schools were provided an opportunity to speak to the Board.

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

- ★ 7c) New School Bundling Project Update
- ★ 7d) Trustee Professional Development and Community Events Account Reports
- ★ 8 a) Minutes – Approval of September 20, 2016

CARRIED (9)

Reports from Administrative Staff:

Board Priority Update: Arts Education: Mr. Shane Skjerven, Deputy Director of Education, introduced Ms. Lisa Fleming, Superintendent of Education and Ms. Kara Helms, Arts Education Consultant. The group updated the Board on the success of the 'band pilot' project.

Board
Priority Update:

Ms. Brannen moved that the Board receive the Core Strategy Update: Arts Education, for information.

CARRIED (9)

Enrolment Update: Mr. Shane Skjerven, Deputy Director of Education and Mr. Withman Jaigobin, Superintendent of Education, updated the Board on September 2016 enrolment data.

Enrolment
Update

Mr. Utley moved that the Board receive the Enrolment Update information.

CARRIED (9)

Director of Education's Contract: Ms. Banks moved that the Board approve the amendment to the Director's contract as recommended by the Board Human Resources Committee.

Director of
Education's
Contract

CARRIED (9)

Out of Scope Compensation Report 2016: Ms. Brannen moved that the Board approve the recommendation contained in the report "2016 Compensation Report – Out of Scope Compensation – Saskatoon Public Schools", as amended.

Out of Scope
Compensation
Report 2016

CARRIED (9)

SSBA Public Section Payment: Mr. Utley moved that the Board approve the payment of the assessment of the Saskatchewan School Boards Association Public Section in the amount of \$168,566.25 (Invoice #11628).

SSBA
Public Section
Payment

CARRIED (9)

Pension Trust Agreement – Appointment of Independent Trustees: Ms. MacPherson moved that the Board approve appointment of the following personnel to serve on the Pension Committee: Laura Kennedy, Independent Trustee; Doug Matheson, Independent Trustee; and Garry Benning, Executive Staff Trustee, and that the independent Trustees receive a \$2,000 a year stipend from the pension plan.

Pension
Trust Agreement-
Appointment of
Independent
Trustees

CARRIED (9)

Board Subcommittee Minutes: Ms. MacPherson moved that the Board approve the following subcommittee minutes:

Board
Subcommittee
Minutes

1. Pension Committee minutes of September 7, 2016.
2. Human Resources Committee minutes of September 13, 2016.

CARRIED (9)

Correspondence: Ms. Bellamy moved that the Board receive, in confidence, the correspondence from the closed session of the Committee of the Whole.

Correspondence

CARRIED (9)

Reports of Committees and Trustees:

Reports of
Committees
and Trustees

Given that it was Trustee Utley's last meeting as a Trustee with the Board of Education, Trustees each took the opportunity to pay tribute to him and thank him for his years of service as a Trustee and his contribution to children at Saskatoon Public Schools.

- Trustee Banks reported on her involvement with Saskatchewan School Boards Association meetings. She also attended school community council meetings at Fairhaven School and Tommy Douglas Collegiate, the fall supper at Confederation Park School, Academic Awards ceremony at Tommy Douglas Collegiate and Saskatoon Public Schools' Foundation fall roast event.

- Trustee Linklater reported on his attendance at the first annual smudge walk hosted by the Federation of Sovereign Indigenous Nations, the Sisters in Spirit walk on October 4, and meetings of the Board Pension Committee.

- Trustee Kelleher reported on her attendance at Saskatoon Public Schools' Foundation fall roast event.

- Trustee Bellamy reported on her attendance at Saskatoon Public Schools' Foundation fall roast event.

Mr. Morrison asked the Board's permission to waive agenda items #15 – Notices of Motion and #16 – Questions by Trustees to provide Mr. Utley an opportunity to say a few words and to officially adjourn the meeting. All Board members unanimously agreed.

Mr. MacDougall, Director of Education, thanked Mr. Utley, on behalf of Administration, division staff and students for his service to Saskatoon Public Schools. He also thanked Board members for their dedication to Saskatoon Public Schools.

Mr. Morrison thanked all Board members from the 2012-2016 term for all their work and dedication over the four-year term.

Mr. Utley provided a reflection of his time on the Board.

Mr. Utley moved that the Board adjourn to the call of the Chair or the Inaugural Board meeting of Tuesday, November 1, 2016 at 12:00 p.m.

CARRIED (9)

The meeting adjourned at 8:57 p.m.

Secretary of the School Division

Board Chair