



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

**TUESDAY, NOVEMBER 28, 2017
W.B. Doyle Board Room
310 – 21st Street East
7:00 p.m.**

Please Note: All public Board meetings are audio recorded

AGENDA

1. **Roll Call**
2. **Acknowledgement of Treaty Land**
3. **Playing of O Canada**
4. **Agenda**
 - a. Adoption of Agenda
 - b. Declaration of Conflict of Interest
5. **Celebrating Excellence: French Immersion**
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: French Immersion
 - ★ b. Financial Results for the Period September 1, 2017 to October 31, 2017

8. **Minutes**
★ a. Approval of Minutes – October 24, 2017 and November 7, 2017

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**

Decision

- a. Audited Financial Statements for September 1, 2016 to August 31, 2017
b. Proposal for Building Envelope and Roof System Consulting Services
c. Tender for Snow Removal Services
d. Tender for School Playground Replacement Project at Brunskill School

15. **Comments/Concerns/Questions from the Public**

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

16. **Notices of Motion**

17. **Questions by Trustees**

**Next Regular Meeting:
At the call of the Chair or
Tuesday, December 12, 2017
7:00 p.m.**



MEETING DATE: NOVEMBER 28, 2017

TOPIC: CELEBRATING EXCELLENCE: FRENCH IMMERSION

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

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

École River Heights School teachers Mme Jessica Brown and Mme Marie-Pierre Michaud have been collaborating on a literacy strategy designed to bolster students’ reading and writing skills in French. Understanding that the explicit teaching of phonics, and phonological and phonemic awareness are necessary in reading instruction, they developed a way to teach literacy through song which has transferred into better reading results.

The strategy is grounded in the music and fully integrated into the PWIM/MIMI (Picture Word Induction Model/Modèle Inductif des Mots Illustrés) model. It is comprised of songs and games for teaching the sounds, formative assessment to ensure that instruction of phonics is continually targeted , and resources for parents so that they can support their child’s learning at home. The music/rhythm/beat supports student regulation which is critical for learning, especially for learning a new language. Teachers note that singing gives students a safe way to express themselves. The results have been exciting, as all students have shown growth.

Presenting are:

- Mme Deena Shyluk, Vice Principal, École River Heights School
- Mme Jessica Brown and Mme Marie-Pierre Michaud, Teachers, École River Heights School
- École River Heights School grades 2 and 3 students

PREPARED BY	DATE	ATTACHMENTS
Mr. Shane Skjerven, Deputy Director of Education Ms. Charlene Scrimshaw, Superintendent of Education	November 22, 2017	None



MEETING DATE: NOVEMBER 28, 2017

TOPIC: CORE STRATEGY UPDATE: FRENCH IMMERSION

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

BACKGROUND

French Immersion in Saskatoon Public Schools is a flourishing program in eight elementary schools and four collegiates. Over the past five years, enrolment in French Immersion programs has grown by 600 students. Saskatoon Public Schools has placed significant energy in supporting French Immersion families, students, staff, and schools. These supports are intended to align with Board learning priorities and improve student achievement through research-based approaches to staff and program development. In 2016-2017 Saskatoon Public Schools embarked on a pilot to increase the capacity of its elementary vice principals to lead and support teacher practice within each of the elementary French Immersion schools.

CURRENT STATUS

In 2017-2018, the French Immersion elementary vice principal coaching pilot continues with each vice principal receiving additional release time to work alongside and coach teachers for improved instruction, support the division's strategic initiatives, and lead school and division professional development. In addition they support aligning the division's math work, assessment practices, tier 2 interventions, and new curriculum.

The presentation will describe, some of the highlights of the French Immersion work over the past year and a half in response to increased enrolment and need.

PREPARED BY	DATE	ATTACHMENTS
Mr. Shane Skjerven, Deputy Director of Education Ms. Charlene Scrimshaw, Superintendent of Education	November 22, 2017	None

RECOMMENDATION

Proposed Board Motion:

That the Board receive the Core Strategy Update: French Immersion for information.



MEETING DATE: NOVEMBER 28, 2017
TOPIC: FINANCIAL RESULTS FOR THE PERIOD SEPTEMBER 1, 2017
TO OCTOBER 31, 2017

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 October 31, 2017 | Pages 1-3 |
| 2. Statement of Financial Activities to October 31, 2017 | Page 4 |
| 3. Cash Flow Requirements | Page 5 |
| 4. Capital Expenditures | Page 6 |
| 5. Internally and Externally Restricted Surplus | Page 7 |

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

PREPARED BY	DATE	ATTACHMENTS
Mr. Garry Benning, Chief Financial Officer Ms. Deanna Scott, General Manager of Financial Services	November 20, 2017	Financial Results Memo

RECOMMENDATION

Proposed Board Motion (if removed from consent items):

That the Board receive the financial results for the period September 1, 2017 to October 31, 2017 for information.



MEMORANDUM

DATE: November 21, 2017

TO: Trustees/Administrative Council

FROM: Garry Benning, Chief Financial Officer, Deanna Scott, Manager of Financial Services

RE: **FINANCIAL RESULTS TO OCTOBER 31, 2017**

See Schedule 1 and 2 for financial information as of October 31, 2017. The following is an explanation for the main revenues and expenditures:

Revenues

a) Property Taxes

\$20.1 million and 50% of property tax revenue has been recognized as of October 31, 2017. This is based on the accrued estimate for the 2017-18 school year based on the current year budget. This compares to \$18.5 million and 17% in 2016-17. As part of the 2017-18 budget the education property tax system has changed and starting January 1, 2018 the revenue will be paid to the provincial government directly and then paid to school divisions as part of the operating grant. Therefore, we have received 50% of the property tax budgeted which will be fully recognized at December 31, 2017.

b) Provincial Grants

\$16.8 million and 9% of the provincial grants have been recognized for the year, compared to \$19.2 million and 10% in the prior year. For the first four months of 2017-18 the provincial grants are not affected by the new education property tax system. Funding is expected to be lower in the current year based on budget reductions. In addition, when the 2017 property tax reconciliation is finalized, property tax growth revenues recognized in 2016-17 will be deducted from the operating grant resulting in the operating grant being lower than budgeted. The enrolment adjustment has not been finalized for the September 30 enrolment, therefore grant dollars may be further impacted by this change.

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. \$0.6 million and 32% of budget has been realized as of October 31, 2017, compared to \$1.2 million and 48% in 2016-17. The decrease in revenues from the prior year is due to a significant reduction in ISP enrolment.

- d) Complementary Services
Complementary services relate primarily to prekindergarten funding, as well as alternative funding grants. \$0.5 million and 15% of budget has been realized so far in the current year. This compares to \$0.5 million and 15% of budget in 2016-17. Alternate 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 October 31, 2017, \$2.2 million and 33% of budget has been recognized. In 2016-17, \$2.0 million and 29% of budget had been realized for the comparable period. The difference is due to the reclassification of a program from school-generated to external services.
- f) School Generated
School Generated revenue relates to student fees and grants at the school level. Revenues of \$1.8 million and 37% of budget has been realized in the current year. This compares to \$1.5 million and 30% in 2016-17. The difference is due to a combination of timing and the reclassification of a program from school-generated to external services. The account is expected to be on budget for year-end.
- g) Other
Other includes mainly investment and rental income. Other revenues of \$0.1 million and 6% of budget has been realized in the current year compared to \$0.1 million and 9% in the previous year. The current year is lower due to interest not being realized until the investment maturity.

Expenditures

- a) Governance
Expenses related to governance total \$0.1 million and 10% of budget as of October 31, 2017, compared to \$0.3 million and 26% in the prior year. The previous year was higher due to public section costs incurred early in the year.
- b) Administration
Administrative costs are \$1.2 million and 18% of budget as of October 31, 2017. This is slightly higher than 2016-17 levels of \$1.1 million and 16% of budget as some budget reductions will be realized further out into the 2017-18 budget year.
- c) Instruction
Instruction expenses total \$34.4 million and 18% of budget as of October 31, 2017. This is comparable to \$34.0 million and 18% in prior year.
- d) Plant
Plant expenses are currently at \$5.2 million and 14% of budget. This is comparable with 2016-17 levels of \$4.5 million and 13% of budget. Although the amount is higher in the current year the percentages are comparable on a percentage basis as budgeted plant expenditures are higher in 2017-18.

e) School Generated Expense

These expenses currently total \$0.5 million and 10% of budget. This is lower than 2016-17 levels of \$0.6 million and 13% of budget. The timing of these expenditures vary from year-to-year but the account is expected to be at budget for year end.

f) Transportation

Transportation expenditures amount to \$0.3 million and 4% of budget as of October 31, 2017. This compares to \$1.0 million and 13% of budget in the prior year. The total transportation expenditures is expected to be lower in 2017-18 but the difference in percentile is due to delays in invoicing for September and October of 2017.

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 services expenditures relate primarily to prekindergarten and alternative funding grants. Expenses are currently \$0.6 million and 19% of budget. This is comparable to 2016-17 levels of \$0.6 million and 17% of budget as of the same time period.

i) External Services

External services include expenses related to the associate schools, cafeterias, qualified donee, Whitecap and the foundation. These amount to \$0.8 million as of October 31, 2017 and 12% of budget. This is comparable to 2016-17 levels of 0.9 million and 12%.

j) Interest/Allowances

Interest expenditures are currently \$0.05 million and 17% of budget. This is comparable to 2016-17 levels which were \$0.07 million and 18% of budget. Although the amount is higher in the prior year the percentages are comparable on a percentage basis as budgeted interest expenditures are lower in 2017-18.

Capital Expenditures

The attached schedule (Schedule 3) provides information regarding the unaudited financial status as of October 31, 2017 for capital projects which are considered in progress or have had financial activity during the year. This includes the inception to date costs and budget.

Internally and Externally Restricted Surplus

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

Schedule 1

Saskatoon Public Schools
Consolidated Statement of Financial Activities
For the Two Months Ended October 31, 2017

	2016-17		2015-16	
	Consolidated Actual	Percentage of Consolidated Budget	Consolidated Actual	Percentage of Consolidated Budget
<u>Revenues</u>				
Property taxes	\$ 20,092,213	50%	\$ 18,475,000	17%
Provincial grants	16,787,440	9%	19,216,932	10%
Tuition and related fees	649,303	32%	1,201,765	48%
Complementary services	485,727	15%	493,790	15%
External services	2,185,390	33%	2,039,249	29%
School-generated	1,816,699	37%	1,495,225	30%
Other	81,230	6%	102,812	9%
Total Revenues	42,098,002	17%	43,024,772	14%
<u>Expenses</u>				
Governance	61,532	10%	275,408	26%
Administration	1,171,263	18%	1,069,333	16%
Instruction	34,434,590	18%	34,013,226	18%
Plant	5,231,970	14%	4,487,281	13%
School-generated	495,387	10%	635,333	13%
Transportation	283,390	4%	1,036,781	13%
Tuition and related fees	-	0%	-	0%
Complementary services	638,062	19%	557,356	17%
External services	808,300	12%	888,655	12%
Interest/allowances	53,455	17%	72,396	18%
Total Expenses	43,177,949	17%	43,035,769	17%
Surplus/(deficit)	(1,079,947)		(10,997)	

Schedule 2**Saskatoon Public Schools****Cash Flow Requirements****For the Two Months Ended October 31, 2017**

	Actual 2017-18	Annual Budget 2017-18
Surplus/(deficit)	(1,079,947)	(10,925,122)
CASH REQUIREMENTS:		
Tangible capital assets:		
Purchases	(402,220)	(8,170,985)
Long term debt:		
Repayments	(305,870)	(1,835,221)
Debt issued		
Non-cash items included in surplus/deficit:		
Amortization expense	2,588,333	15,530,000
Employee Future Benefits expenses	-	362,500
Pension Plan Adjustment	-	
NET EXCESS (REQUESTED) CASH	800,296	(5,038,828)

Schedule 3

Capital Projects Status
As of October 31, 2017

Project Name	Actual	Budget	Variance
Roofing Projects			
2016/17 Projects			
Alvin Buck #1, 1a, 5, 10, 14 - Covertite Roofing and Sheet Metal	426,691	479,000	52,309
Confederation Pk - #4 & 7	505,528	537,000	31,472
LB Pearson #5 & 10	141,119	199,000	57,881
Prince Philip #6 - Covertite Roofing and Sheet Metal	193,177	212,000	18,823
River Heights #2 & 7	303,869	330,000	26,131
Roland Mich #6 - Covertite Roofing and Sheet Metal	158,222	225,000	66,778
Vincent Massy #9	249,975	267,000	17,025
Bedford Road Control System	213,360	210,000	(3,360)
Royal West Control System	83,705	85,000	1,295
WMCI #8 & 10 - Covertite Roofing and Sheet Metal	188,698	256,000	67,302
Evan Hardy #16	11,649	330,000	318,351
Marion Graham #4	70,011	271,919	201,909
2017-18 Projects			
Brunskill ROOF REPL 9, 10, 11	58,089	88,000	29,911
Caswell ROOF REPL 3A, 3b, 7	56,525	177,000	120,475
Confederation Park ROOF REPL 8	171,762	191,000	19,238
Confederation Park ROOF REPL 3, 9, 10	420,755	646,000	225,246
Fairhaven ROOF REPL 4	144,516	163,000	18,484
Lakeview ROOF REPL 3 THRU 8	368,916	417,000	48,084
Marion Graham ROOF REPL 4	141,862	770,000	628,138
Mount Royal Collegiate	391,832	595,000	203,168
North Park Wilson REPI S#6	46,171	34,000	(12,171)
RWEST ROOF REPL 3	91,496	90,000	(1,496)
Total Roofing	4,437,929	6,572,919	2,134,990
Portables			
Centennial - 4	1,171,893	1,300,000	128,107
Willowgrove - 2	578,131	650,000	71,869
Henry Kelsey /Willowgrove- 1	436,826	325,000	(111,826)
Centennial Portable Reconstruction	862,112	1,400,000	537,888
Total Portables	3,048,962	3,675,000	626,038
Special Projects			
Willowgrove	21,097,325	21,141,303	43,978
City Park Repurposing - Phase 1	2,649,888	2,568,179	(81,709)
City Park Repurposing - Phase 2	749,790	1,400,000	650,210
Furniture Refresh	70,402	1,200,000	1,129,598
Total Special Projects	24,567,405	26,309,482	1,742,077

Schedule 4

Saskatoon Public Schools
Internally and Externally Restricted Surplus
As of October 31, 2017

Internally Restricted	Opening Balance	Additions/Transfers	As of October 31, 2017
<i>Civic Elections</i>	-	-	-
<i>School Generated Funds</i>	2,531,606	1,321,313	3,852,918
<i>Facility Rental Reserve</i>	261,953	15,000	276,953
<i>System Application Reserve</i>	1,125,000	-	1,125,000
<i>Governance Reserve</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>	1,850,000	600,000	2,450,000
<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>	1,164,758	-	1,164,758
<i>Alternative Funds</i>	126,853	68,560	195,413
<i>Whitecap</i>	78,170	-	78,170
Total Internally Restricted	10,993,027	2,004,872	12,997,900
Externally Restricted			
<i>Donations</i>	608,384	272,045	880,428
<i>Foundation</i>	1,100,408	-	1,100,408
Total Externally Restricted	1,708,792	272,045	1,980,836



SASKATOON BOARD OF EDUCATION

8a

MEETING DATE: NOVEMBER 28, 2017
TOPIC: APPROVAL OF MINUTES

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 24 Inaugural, Committee of the Whole, and Regular Board meetings and the November 7 Committee of the Whole Meeting.

PREPARED BY	DATE	ATTACHMENTS
Mr. Garry Benning, Chief Financial Officer	October 13, 2017	- October 24, 2017 Minutes (3) - November 7, 2017 Minutes (1)

RECOMMENDATION

Proposed Board Motion (if removed from consent items):

That the Board approve the minutes of the Inaugural, Committee of the Whole and Regular Board meetings held September October 24, 2017 and the Committee of the Whole meeting held November 7, 2017.

UNAPPROVED

MINUTES OF THE INAUGURAL MEETING: of the Board of Education of the Saskatoon School Division No. 13 of Saskatchewan, held on Tuesday, October 24, 2017 at 12:00 noon. October 24, 2017

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

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

Ms. Kelleher nominated Mr. Morrison to serve as Chair of the Board of Education.

Ms. Banks moved that nominations cease.

CARRIED (8)

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

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

Ms. Bellamy moved that nominations cease.

CARRIED (8)

Ms. Banks accepted the nomination and was declared Vice Chair for the first six-month term.

Mr. Linklater nominated Ms. Kelleher to serve as Vice Chair for the second six-month term.

Ms. MacPherson moved that nominations cease.

CARRIED (8)

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

Dr. Zwarych joined the meeting at 12:06 p.m.

Minutes of the November 1, 2016 Inaugural Board Meeting: Minutes of the November 1, 2016 Inaugural Board Meeting were approved at the December 6, 2016 regular Board meeting. Minutes of November 1, 2016 Inaugural Board Meeting

Confirmation of Professional Services:

Confirmation of Professional Services

Board Solicitor – Ms. Bellamy moved that the Board extend the contract for legal services to Robertson Stromberg for the first one-year term. Board Solicitor

CARRIED (9)

Insurance Broker – Dr. Zwarych moved that the Board appoint Marsh Canada to serve as its insurance broker for 2018.

Insurance Broker

CARRIED (9)

Confirmation of External Audit Services - Ms. Kelleher moved that the Board extend the contract for audit services to Deloitte LLP for the first one-year term.

Confirmation of External Audit Services

CARRIED (9)

Mr. Scott joined the meeting at 12:07 p.m.

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

Banking Authority

- (a) Transfers of funds between bank accounts are primarily handled by electronic transmission. The Accounting Branch has been given the security access to enable transfer of funds. If transfers are affected by way of paper transmittals, that the chief financial officer be authorized on his signature alone to transfer funds, as may be necessary, between any and all bank accounts in the name of the Saskatoon School Division No. 13 of Saskatchewan.
- (b) That the form required by the bank for signing authorities and temporary borrowing power be duly completed; the chair or vice chair, together with the chief financial officer, act as signing authorities for the Board.
- (c) That payroll cheques be issued on the signature of the chief financial officer alone, provided that both the chair signs the cheque and voucher each month for the total paid from General Account into Payroll Account.

CARRIED (10)

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

Borrowing Authority

SASKATCHEWAN

SCHOOL DIVISION BORROWING RESOLUTION

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

- a) any sum of money that may be required for necessary expenditures of the board of education pending receipt of the proceeds of taxes and other revenue; and;
- b) any sum of money that the board of education considers necessary to provide for its current expenditures on the security of operating grants payable to the school division pursuant to Section 310, where borrowing pursuant to clause (a) is insufficient to do so.

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

1. That the Board Chair or vice chair and chief financial officer on behalf of the Board are hereby authorized to borrow from institutions approved under the laws of Canada, up to \$35,000,000 to meet the expenditures of the said School Division until the proceeds of taxes and operating grants payable to the said School Division are available and to pay or agree to pay interest on the monies borrowed either in advance or at maturity, at such rates as may be agreed upon at the time of borrowing
2. The said sum of \$35,000,000 and interest shall be repayable and shall be a first charge upon the uniform tax levy for the fiscal year in which the loan was made and in addition shall be secured by operating grants which may be payable to the School Division at any time.
3. That the said loan may be secured by the promissory note or an operating loan agreement of the said chair or vice chair and chief financial officer given on behalf of the said Board and the said chair or vice chair and

treasurer are hereby authorized and empowered to execute and give such promissory note or an operating loan agreement on behalf of the said Board as may be required by the said Bank.

4. That this resolution shall take effect on January 1, 2018.

CARRIED (10)

Committees of the Board: Policy 6, Section 1.8, of *The Board Policy Handbook* indicates that selection of representatives to internal committees and external committees will be determined at the first Board meeting subsequent to the Inaugural Meeting. Therefore, representation to these committees will be found in the minutes of the Regular Board Meeting of October 24, 2017.

Committees
of The
Board

Ms. Bellamy moved that the Board adjourn the Inaugural Meeting.

CARRIED (10)

The Inaugural Meeting adjourned at 12:11 p.m.

Secretary of the School Division

Board Chair

UNAPPROVED

MINUTES OF A MEETING:

of the Board of Education of the Saskatoon School Division No. 13 of Saskatchewan, held on Tuesday, October 24, 2017 at 2:00 p.m.

October 24,
2017

MEMBERS PRESENT:

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

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

CARRIED (10)

The meeting adjourned at 5:00 p.m.

Secretary of the School Division

Board Chair

UNAPPROVED

MINUTES OF A MEETING: of the Board of Education of the Saskatchewan School Division No. 13 of Saskatchewan, held on Tuesday, October 24, 2017 at 7:00 p.m. October 24, 2017

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

Agenda: Dr. Zwarych moved approval of the agenda.

CARRIED (10)

No declarations of conflict of interest were stated.

Celebrating Excellence: Cross Country Running Extra-Curricular Programs:
Mr. Dean Newton, Superintendent of Education, introduced Ms. Tammy Wilson, Teacher, Willowgrove School, Grade 8 student Mya McKinnon and Ms. Janet Christ, Teacher, Walter Murray Collegiate and Grade 12 student Cindy Lee. Ms. Wilson and Ms. Christ provided the Board with information on elementary and secondary cross-country programs from a teacher's perspective. Students Mya and Cindy shared their experiences from a student's perspective. Celebrating Excellence: Cross Country Running Extra-Curricular Programs

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

- 6c) Human Resources Report – October 1, 2017
That the Board receive the Human Resources Report for information.
- 6d) Trustee Professional Development and Community Events Account Reports
That the Board receive the Trustee professional development and community events account report for information.
- 6e) Financial Results for the Period September 1, 2017 to September 30, 2017
That the Board receive the financial results for the period September 1, 2017 to September 30, 2017 for information.
- 7a) Minutes – Approval of September 26, 2017 Board meetings
That the Board approve the minutes of the Committee of the Whole and Regular Board meetings held September 26, 2017.
- 11) Correspondence – Correspondence from Honourable Bronwyn Eyre, Minister of Education, regarding the bulk fuel purchase agreement.
That the Board receive the correspondence as listed.

CARRIED (10)

UNAPPROVED

Reports from Administrative Staff:

Core Strategy Update: Staff Development: Mr. Shane Skjerven, Deputy Director of Education, introduced Mr. Dave Derksen, Superintendent of Education, Mr. Shaun McEachern, Coordinator: Staff Development and Mr. Shane Armstrong, Principal, Willowgrove School. The group updated the Board on the leadership for learning framework and how it reflects the professional learning of school-based administrators.

Core Strategy Update:
Staff Development

Ms. Banks moved that the Board receive the Core Strategy Update: Staff Development for information.

CARRIED (10)

Enrolment Update: Mr. Withman Jaigobin, Superintendent of Education, updated the Board on 2017-2018 enrolment information.

Enrolment Update

Mr. Scott moved that the Board receive the Enrolment Update for information.

CARRIED (10)

Unfinished Business:

Appointments to Committees of the Board: Dr. Zwarych moved that the Board approve the appointments to the committees of the Board as indicated by Trustee interest and recommended by the Board Chair and Vice Chair as follows:

Appointments

1. Board Audit and Risk Committee: Trustees Banks, Brannen, Kelleher, Scott, and Zwarych.
2. Board Discipline Committee: Trustees Banks, Linklater, Morrison, Tait, and Zwarych.
3. Board Governance Committee: Trustees Banks, Bellamy, MacPherson, Scott, and Tait.
4. Board Human Resources Committee: Trustees Banks, Bellamy, MacPherson, Scott, and Tait.
5. Board Pension Committee: Trustees Brannen, Linklater, and MacPherson
6. Public Section, Saskatchewan School Boards Association: Trustees Kelleher (Executive Member) and Banks (Voting Member)
7. Okiciyapi Educational Partnership: Trustees Bellamy and Kelleher
8. Saskatchewan High Schools Athletic Association: Trustee Scott
9. Saskatoon Public Schools Foundation Inc.: Trustees Brannen and Morrison

CARRIED (10)

Saskatchewan School Boards Association 2017 Annual General Meeting Voting Delegates: Ms. Kelleher moved the following motions:

Saskatchewan School Boards Association 2017 Annual General Meeting Voting Delegates

1. That the Saskatoon Board of Education is entitled to 51 votes.
2. That Trustee Banks 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, Kelleher, and Morrison.

CARRIED (10)

Board Governance – Board Policy 6: Board Operations: Mr. Scott moved that the Board approve the housekeeping changes to Policy 6: Board Operations.

Board Governance- Board Policy 6: Board Operations

CARRIED (10)

UNAPPROVED

Board Subcommittee Minutes: Mr. Scott moved that the Board approve the minutes of the Human Resources subcommittee meeting of May 16, 2017 and the Board Governance subcommittee meeting of September 19, 2017

Board
Subcommittee
Minutes

CARRIED (10)

Reports of Committees and Trustees:

- Trustee Linklater reported on his attendance at the Pleasant Hill School Community walk, Orange T-shirt day events, Missing and Murdered Indigenous Women's Walk, community presentation at Princess Alexandra School, academic awards presentation at Bedford Road Collegiate, and the Care and Share partners' reception on October 24.

- Trustee Banks reported on her attendance at school community council meetings at James L. Alexander School, Fairhaven School, and Tommy Douglas Collegiate. She also participated in the academic awards events at Tommy Douglas Collegiate, school sports week events, executive meetings of the Saskatchewan School Boards Associations, provincial cross-country meet in Turtleford, and the Care and Share partners' reception on October 24.

- Trustee MacPherson reported on her attendance at Silverwood Heights School expert fair.

- Trustee Bellamy reported on her attendance at Orange T-shirt day events at Lakeridge School.

- Trustee Kelleher reported on her involvement with a Junior Achievement event at Princess Alexandra School.

- Board Chair Morrison reported on his attendance at a meeting with Education Minister Eyre regarding math. He also reported on his attendance at Board Governance subcommittee meetings, a luncheon on governance hosted by KPMG, academic awards ceremony at Centennial Collegiate, a recognition and re-signing event for the Restorative Action Program and, along with Trustee MacPherson, attended the ABEX awards.

Expenditure Over \$100,000 for SRB/PowerSchool Annual Maintenance/Support: Ms. MacPherson moved that the Board approve the budgeted expenditure of \$165,117 plus applicable taxes, to PowerSchool Canada for annual maintenance and support.

Expenditure
Over \$100,000
for SRB/
PowerSchool
Annual
Maintenance/
Support

CARRIED (10)

Tender for Gymnasium Floor Replacement at Evan Hardy Collegiate: Dr. Zwarych moved that the Board approve the tender for the Gymnasium Floor Replacement at Evan Hardy Collegiate in a total amount of \$183,400 plus applicable taxes to Carmont Construction Ltd. This amount includes the work of Separate Price One, and does not include the work on Separate Price Two.

Tender for
Gymnasium
Floor
Replacement at
Evan Hardy
Collegiate

CARRIED (10)

Ms. Brannen moved that the Board adjourn to the call of the Chair or the Board meeting of Tuesday, November 28, 2017.

The meeting adjourned at 8:36 p.m.

CARRIED (10)

Secretary of the School Division

Board Chair

UNAPPROVED

MINUTES OF A MEETING:

of the Board of Education of the Saskatoon School Division No. 13 of
of Saskatchewan, held on Tuesday, November 7, 2017 at 5:00 p.m.

November 7,
2017

MEMBERS PRESENT:

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

The Board unanimously agreed to move into a special session of Committee of the Whole,

Mr. Linklater excused himself from the meeting at 5:31 p.m.

Following discussions in Committee of the Whole, Dr. Zwarych moved that the Board rise and report.

CARRIED (9)

The meeting adjourned at 5:38 p.m.

Secretary of the School Division

Board Chair



MEETING DATE: NOVEMBER 28, 2017
TOPIC: AUDITED FINANCIAL STATEMENTS FOR SEPTEMBER 1, 2016
TO AUGUST 31, 2017

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

BACKGROUND

Our auditors, Deloitte, have completed the audit for the period of September 1, 2016 to August 31, 2017 and have presented their findings to the Audit and Risk Committee.

CURRENT STATUS

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

PREPARED BY	DATE	ATTACHMENTS
Mr. Garry Benning, Chief Financial Officer Ms. Deanna Scott, General Manager of Financial Services	November 20, 2017	None

RECOMMENDATION

Proposed Board Motion:

That the Board approve the Audited Financial Statements for the year ended August 31, 2017, pending minor changes made after the Ministry of Education and Ministry of Finance's format review and approval.



MEETING DATE: NOVEMBER 28, 2017

TOPIC: PROPOSAL FOR BUILDING ENVELOPE AND ROOF SYSTEM CONSULTING SERVICES

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

BACKGROUND

The procurement of building envelope and roof system consulting services is a top priority for the Facilities Department. Up to \$250,000 has been budgeted for this work, for construction projects to be funded with Preventative Maintenance and Renewals funds in 2018 – 2019.

CURRENT STATUS

Five proposals were received on Wednesday, November 22, 2017. At the time of print the successful bidder was unknown. Administration will provide Board members with the successful bidder and attachment prior to the Board meeting.

PREPARED BY	DATE	ATTACHMENTS
Mr. Stan Laba, Superintendent of Facilities	November 22, 2017	Evaluation of Proposals

RECOMMENDATION

Proposed Board Motion:

That the Board approve the Proposal for building envelope and roof system consulting services for a one year period, starting December 1, 2017 and ending November 30, 2018 to <> , based on its Proposal dated November 22, 2017. Total cost of these services shall not exceed \$250,000 without additional Board review and/or approval.



MEETING DATE: NOVEMBER 28, 2017

TOPIC: TENDER FOR SNOW REMOVAL SERVICES

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

BACKGROUND

The procurement of snow removal services is a top priority for the facilities department. Up to \$70,000 per year (or up to \$210,000 over a three-year period) has been budgeted for this work. Actual cost of the work on an annual basis is based on the corresponding seasonal snowfall, and subject to variance in any given year.

CURRENT STATUS

Fourteen tenders were received on November 10, 2017 for this work. Three tenders were disqualified based on not meeting mandatory stipulated insurance requirements, while two tenders were disqualified based on not meeting minimum stipulated service requirements. The information from nine acceptable tenderers was evaluated by administration and Keystone Paving Corporation has been deemed the most appropriate service provider of snow removal services. Please refer to attached Evaluation of Acceptable Bidders for additional details.

PREPARED BY	DATE	ATTACHMENTS
Mr. Stan Laba, Superintendent of Facilities	November 21, 2017	Evaluation of Acceptable Bidders

RECOMMENDATION

Proposed Board Motion:

That the Board approve the tender for the procurement of snow removal services for up to three seasons, starting December 1, 2017 and ending May 15, 2020 to Keystone Paving Corporation, based on its proposal dated November 10, 2017. Total cost of the service over the three seasons shall not to exceed \$210,000 without additional Board review and/or approval.

Saskatoon Public Schools Evaluation of Acceptable Bidders
SNOW REMOVAL
RFT #T1718-0004



	Points Available	Keystone Paving Corporation	All Star Parking Lot Maintenance Inc.	SMG Operating Ltd.	Trinity Excavating Ltd.	ULS Maintenance & Landscaping Inc.	Allan's Landscaping Ltd.	K3 Excavating Ltd.	Lafarge Canada Inc.	Maxies Excavating
Product / Model										
		Points	Points	Points	Points	Points	Points	Points	Points	Points
Project Sub-total (inclusive of all materials & labour; taxes are not included)	80%	72	80	80	76	70	70	66	26	26
Technical Experience and references Equipment (type and number of units) vs. requirements Ability to meet time schedule Ability to comply with SPS policies and requirements Insurance	20%	18	9	9	13	15	11	15	No evaluation for technical. Impossible for Contractor to win based on Commercial score. 0	No evaluation for technical. Impossible for Contractor to win based on Commercial score. 0
Total Score	100%	90	89	89	89	85	81	81	26	26

The following Bidders were eliminated prior to evaluation based on mandatory requirements and/or capability of meeting service requirements:

- Delta Paving Ltd.
- Mr. Asphalt
- Points Athabasca Contracting
- Warman Excavating & Trenching Ltd.
- Wilco Contractors Southwest Inc.



MEETING DATE: NOVEMBER 28, 2017

TOPIC: TENDER FOR SCHOOL PLAYGROUND REPLACEMENT PROJECT AT BRUNSKILL SCHOOL

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

BACKGROUND

The School Playground Replacement Project at Brunskill School is a top priority for the Brunskill Playground Committee for construction in 2018. The committee has up to \$250,000 available to fund this project.

CURRENT STATUS

Two tenders were received on November 8, 2017 for this project. Park N Play Design Company has submitted the low and acceptable tender in the amount of \$220,286.44 (base bid). After deducting Alternate C, and adding applicable taxes, the revised amount of this tender is \$233,800.21. Refer to attached Bid Summary for details.

PREPARED BY	DATE	ATTACHMENTS
Mr. Stan Laba, Superintendent of Facilities	November 21, 2017	Bid Summary

RECOMMENDATION

Proposed Board Motion:

That the Board approve the tender for the School Playground Replacement Project at Brunskill School, in a total amount including all applicable taxes of \$233,800.21 to Park N Play Design Company.

**BRUNSKILL SCHOOL PLAYGROUND REPLACEMENT
 BID COMPARISON**

		Park N Play		VCM Construction
Base Bid	\$	220,286.44	\$	299,000.00
GST	\$	11,014.32	\$	14,950.00
PST	\$	13,217.19	\$	17,940.00
TOTAL	\$	244,517.95	\$	331,890.00

ALTERNATE PRICE DEDUCTIONS

Alternate Price A

Provide one (1) half roof in lieu of one (1) full roof, as shown on drawings	\$	(1,000.00)	\$	(1,427.00)
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Alternate Price B

Remove one (1) full roof, as shown on drawing	\$	(1,500.00)	\$	(4,713.00)
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Alternate Price C

Provide two (2) half roofs in lieu of two (2) full roofs, as shown on drawings	\$	(3,000.00)	\$	(2,855.00)
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UNIT PRICES - FOR INFORMATION ONLY

a. Spin cup	\$	1,000.00	\$	1,069.00
b. Stationary buttons (x3)	\$	1,200.00	\$	989.00
c. Panel on structure	\$	950.00	\$	1,207.00
d. Store panel on structure	\$	950.00	\$	-

Low bidder:

Park N Play

Total initial Contract Value	\$	220,286.44
Deduct Alternate C	\$	(3,000.00)
Subtotal	\$	217,286.44
GST (SPS Rebated)	\$	3,476.58
PST	\$	13,037.19
Total	\$	233,800.21