



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

TUESDAY, FEBRUARY 11, 2020

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. Land Acknowledgement**
- 3. Playing of O Canada**
- 4. Agenda**
 - 4.1. Adoption of Agenda**
Proposed Board Motion: Move approval of the agenda.
 - 4.2. Declaration of Conflict of Interest**
- 5. Celebrating Excellence:**
 - 5.1. SHINE Program – Brunskill School and North Park Wilson School**
- 6. Consent Items**

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

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

 - 6.1. Financial Results for the Period September 1, 2019 to December 31, 2019**
Proposed Board Motion (if removed from consent items): That the Board receive the financial results for the period September 1, 2019 to December 31, 2019 for information.
 - 6.2. Approval of Minutes – January 14, 2020 and February 5, 2020**
Proposed Board Motion (if removed from consent items): That the Board approve the minutes of the Committee of the Whole and Regular Board meetings held January 14, 2020 and the Special Board meeting held February 5, 2020.
- 7. Reports from Administrative Staff**
 - 7.1. Strategic Plan Update: Fulfilling Our Commitment - Relationships**
Proposed Board Motion: That the Board receive the Strategic Plan Update: Fulfilling Our Commitment – Relationships.

- 8. Minutes (please see consent section 6.3)**
- 9. Delegation**
- 10. Business Arising from the Minutes**
- 11. Unfinished Business**
 - 11.1. Items Arising from the Committee of the Whole
- 12. Correspondence**
- 13. Reports of Committees and Trustees**
- 14. New Business**
 - 14.1. Request for Proposal T1920-0008 - Audit Services**

Proposed Board Motion: That the Board award the contract for Audit Services (RFP T1920-0008) to Deloitte LLP for a term of three years with an option to extend for two additional one-year terms.
 - 14.2. Mid-Year Transfer of Funds – Reserve Transfer**

Proposed Board Motion: That the Board approve the transfer of \$43,364 from the Internally Restricted Surplus designated for capital asset expenditures to the Operating Unrestricted Surplus.
- 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**
- 18. Adjournment**

Proposed Board Motion: That the Board adjourn to the call of the Chair or the Board meeting of Tuesday, March 10, 2020.



MEETING DATE: FEBRUARY 11, 2020

TOPIC: CELEBRATING EXCELLENCE: SHINE PROGRAM – BRUNSKILL SCHOOL AND 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 type="checkbox"/> Reports from Administrative Staff	<input type="checkbox"/> Discussion
	<input checked="" type="checkbox"/> Other: Celebrating Excellence	

BACKGROUND

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

CURRENT STATUS

Established in 2002, the SHINE (School Health Initiative with Nursing Education) program is a collaboration between Saskatoon Public Schools and the College of Nursing at the University of Saskatchewan. It is currently housed at North Park Wilson and Brunskill schools. The SHINE program aims to provide a comprehensive, holistic approach to students, families and staff. The focus is to promote health and wellness to the school community through capacity building, advocacy, health promotion, and health education.

Presenting will be nursing instructors Dawna Fletcher-Tung and Jenn Klemmer, nursing students Ben Njaa and Taylor Zablocki and students from North Park Wilson and Brunskill schools.

PREPARED BY	DATE	ATTACHMENTS
Mr. Shane Skjerven, Deputy Director of Education Mrs. Donnalee Weinmaster, Superintendent of Education	February 4, 2020	None



MEETING DATE: FEBRUARY 11, 2020
TOPIC: FINANCIAL RESULTS FOR THE PERIOD SEPTEMBER 1, 2019 TO DECEMBER 31, 2019

Table with 3 columns: FORUM, AGENDA ITEMS, INTENT. Includes rows for Board Meeting, Committee of the Whole, Correspondence, New Business, Reports from Administrative Staff, and 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 December 31, 2019 Pages 1-3
2. Statement of Financial Activities to December 31, 2019 Page 4
3. Cash Flow Requirements Page 5
4. Capital and PMR Project Status Page 6
5. Internally and Externally Restricted Surplus Page 7

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

Table with 3 columns: PREPARED BY, DATE, ATTACHMENTS. Lists Mr. Garry Benning and Mrs. Krista Wei as preparers, dated February 5, 2020, with attachments for Financial Results and Memo.

RECOMMENDATION

Proposed Board Motion (if removed from consent items):

That the Board receive the financial results for the period September 1, 2019 to December 31, 2019 for information.



MEMORANDUM

DATE: January 24, 2020

TO: Board Trustees

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

RE: FINANCIAL RESULTS TO DECEMBER 31, 2019

See Schedule 1 and 2 for financial information as of December 31, 2019. The following is an explanation for the main revenues and expenditures:

Revenues

- a) Property Taxes
Property tax for Treaty Land Entitlement was fully recognized in 2018-19.
- b) Provincial Grants
Provincial Grants relate primarily to operating grant revenue which is received equally on a monthly basis. \$76.9 million and 32% of the provincial grants have been recognized for the year, compared to \$75.7 million and 33% in the prior year. Operating grant revenue will be higher than budgeted as the increase in enrolment was more than projected and will be reflected in the remaining monthly payments.
- c) Tuition and Related Fees
Tuition and related fees consist primarily of revenues from the international student program (ISP). \$0.6 million and 31% of budget has been realized as of December 31, 2019, compared to \$0.4 million and 25% of budget in the prior year. This account is expected to be under budget as revenues received from the Whitecap Dakota First Nation, which were budgeted as related fees, will be recorded as external services revenue to align with external services expenses.
- d) Complementary Services
Complementary services relate primarily to prekindergarten funding, as well as alternative funding grants. \$3.0 million and 68% of budget has been realized so far in the current year. This compares to \$1.3 million and 30% of budget in 2018-19. The current year is expected to be higher than budgeted due to additional revenues received for specific programming.

e) External Services

External services consist of funding for associate and alliance schools, as well as cafeteria revenues. As of December 31, 2019, \$1.9 million and 35% of budget has been recognized. In 2018-19, \$2.7 million and 39% of budget had been realized for the comparable period. The prior year was higher in December related to the timing of Whitecap federal funding.

f) School Generated

School Generated revenue relates to student fees and grants at the school level. Revenues of \$2.8 million and 56% of budget has been realized in the current year. This is comparable to \$2.8 million and 57% in 2018-19.

g) Other

Other includes mainly investment and rental income. Other revenues of \$0.9 million and 56% of budget has been realized in the current year compared to \$0.6 million and 40% in the previous year. The current year is higher as individuals are making more advanced rental bookings.

Expenditures

a) Governance

Expenses related to governance total \$0.2 million and 32% of budget as of December 31, 2019, compared to \$0.2 million and 22% in the prior year. The current year is higher due to the timing of membership fees and public relations expenditures.

b) Administration

Administrative costs are \$2.0 million and 33% of budget as of December 31, 2019. This is comparable to 2018-19 levels of \$2.0 million and 33% of budget.

c) Instruction

Instruction expenses total \$72.2 million and 37% of budget as of December 31, 2019. This is slightly higher than 2018-19 levels of \$70.1 million and 36% due to the timing of purchasing instructional aids and supplies and services.

d) Plant

Plant expenses are currently at \$11.5 million and 26% of budget. This is comparable with 2018-19 levels of \$11.4 million and 26% of budget. A significant portion of these budgeted costs are related to preventative maintenance and renewal projects which typically occur in the summer months.

e) School Generated Expense

These expenses currently total \$1.4 million and 27% of budget. This is comparable to 2018-19 levels of \$1.6 million and 31% of budget. The timing of these expenditures vary from year-to-year but correspond with School Generated revenues.

f) Transportation

Transportation expenditures amount to \$2.2 million and 34% of budget as of December 31, 2019. This is lower than the prior year of \$2.4 million and 37% of budget and relates to the timing of receiving invoices.

g) Tuition and Related Fees

These expenses relate primarily to disbursements to homebased students. Tuition expenses total \$0.04 million and 10% of budget. The current year is slightly higher than the prior year as there were payments made to other organizations for students attending their facilities.

h) Complementary Services

Complementary services expenditures relate primarily to prekindergarten and alternative funding grants. Expenses are currently \$2.0 million and 46% of budget. This is higher than 2018-19 levels of \$1.6 million and 36% but is expected to align with higher than budgeted complementary services revenues.

i) External Services

External services include expenses related to the associate schools, cafeterias, donations, Whitecap and the foundation. These amount to \$1.8 million as of December 31, 2019 and 28% of budget. This is slightly higher than 2018-19 levels of 1.9 million and 26% but is expected to be on budget.

j) Interest/Allowances

Interest expenditures are currently \$0.1 million and 28% of budget. This is lower than 2018-19 levels which were \$0.1 million and 34% of budget. The current year is expected to be under budget due to the deferral of capital expenditures which would have required an additional loan and therefore interest expense.

Capital Expenditures

The attached schedule (Schedule 3) provides information regarding the unaudited financial status as of December 31, 2019 for capital projects which are considered in progress or have had financial activity during the year. This includes the inception to date costs and budget.

Internally and Externally Restricted Surplus

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

Schedule 1

**Saskatoon Public Schools
Consolidated Statement of Financial Activities
For the Month Ended December 31, 2019**

	2019-20		2018-19	
	Consolidated Actual	Percentage of Consolidated Budget	Consolidated Actual	Percentage of Consolidated Budget
<u>Revenues</u>				
Property taxes	\$ -	0%	\$ 200,845	
Provincial grants	76,949,708	32%	75,708,915	33%
Tuition and related fees	655,102	31%	425,135	25%
Complementary services	3,015,075	68%	1,321,253	30%
External services	1,867,769	35%	2,739,543	39%
School-generated	2,766,156	56%	2,813,809	57%
Other	876,709	56%	565,066	40%
Total Revenues	86,130,518	34%	83,774,566	33%
<u>Expenses</u>				
Governance	229,617	32%	153,362	22%
Administration	2,015,834	33%	1,981,189	33%
Instruction	72,235,478	37%	70,094,613	36%
Plant	11,480,549	26%	11,432,339	26%
School-generated	1,350,558	27%	1,550,279	31%
Transportation	2,191,103	34%	2,337,999	37%
Tuition and related fees	39,522	10%	-	0%
Complementary services	1,965,785	46%	1,564,681	36%
External services	1,783,348	28%	1,879,923	26%
Interest/allowances	109,812	28%	95,068	34%
Total Expenses	93,401,605	34%	91,089,454	34%
Surplus/(deficit)	(7,271,087)		(7,314,888)	

Schedule 2

**Saskatoon Public Schools
Cash Flow Requirements
For the Month Ended December 31, 2019**

	Actual 2019-20	Annual Budget 2019-20
Surplus/(deficit)	(7,271,087)	(15,882,012)
CASH REQUIREMENTS:		
Tangible capital assets:		
Purchases	(994,097)	(6,545,750)
Long term debt:		
Repayments	(512,502)	(1,537,505)
Debt issued		4,300,000
Non-cash items included in surplus/deficit:		
Amortization expense	5,176,667	15,530,000
Employee Future Benefits expenses	-	366,750
Pension Plan Adjustment	-	-
NET EXCESS (REQUESTED) CASH	(3,601,019)	(3,768,517)

Schedule 3

Saskatoon Public Schools

Capital and PMR Project Status

Includes Capital Projects (all) and PMR Projects (budgets \geq \$150,000)

As of December 31, 2019

Project Name	Actual	Budget	Variance
PMR Projects			
Evan Hardy ROOF REPL #3,14	196,393 *	213,700	17,307
Forest Grove ROOF REPL #3A-D	524,039 *	815,000	290,961
Hugh Carins WINDOW REPL	18,689 *	300,000	281,311
Marion Graham SMALL GYM UPDATES	197,211 *	250,000	52,789
Holliston ROOF REPL #5	38,800 *	160,500	121,700
Confederation Park ROOF REPL #109011	233,878 *	347,800	113,922
Aden Bowman ROOF REPL #10	342,453 *	381,100	38,647
City Park PAINTING	132,860 *	169,780	36,920
Lester B. Pearson PAINTING	133,477 *	156,400	22,923
Prince Philip ROOF REPL #7-8	204,980 *	199,900	(5,080)
Wildwood ROOF REPL #2	147,898 *	163,800	15,902
John Dolan ROOF REPL #5,12	247,203 *	242,000	(5,203)
Total PMR Projects	2,417,882	3,399,980	982,098
Portables			
Lakeridge/Forest Grove	370,364 *	500,000	129,636
Alvin Buckwold	270,808 *	360,000	89,192
Willowgrove	617,581 *	720,000	102,419
Total Portables	1,258,753	1,580,000	321,247

* Includes multiple years (actual cost = total project spend to date)

Schedule 4

**Saskatoon Public Schools
Internally and Externally Restricted Surplus
As of December 31, 2019**

<u>Internally Restricted</u>	Opening Balance	Additions/Transfers	As of December 31, 2019
<i>Civic Elections</i>	-		-
<i>School Generated Funds</i>	2,598,878	1,415,598	4,014,476
<i>Facility Rental Reserve</i>	291,953	15,000	306,953
<i>System Application Reserve</i>	-		-
<i>Governance Reserve</i>	43,000		43,000
<i>Facility Operating Reserve</i>	332,201		332,201
<i>Curriculum Renewal Reserve</i>	100,000		100,000
<i>Technology Renewal Reserve</i>	2,975,000		2,975,000
<i>Mount Royal Facility Partnership Reserve</i>	169,486		169,486
<i>Staff Professional Development Reserve</i>	-		-
<i>Secondary Security Camera</i>	50,000		50,000
<i>School Carry Forwards</i>	1,205,666		1,205,666
<i>Alternative Funds</i>	506,920	1,050,924	1,557,844
<i>Whitecap</i>	22,772		22,772
Total Internally Restricted	8,295,876	2,481,522	10,777,398
<u>Externally Restricted</u>			
<i>Donations</i>	545,253	(28,121)	517,132
<i>Foundation</i>	1,094,643		1,094,643
Total Externally Restricted	1,639,896	(28,121)	1,611,775



MEETING DATE: FEBRUARY 11, 2020

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 January 14, 2020 Committee of the Whole and Regular Board meetings and February 5, 2020 Special Board Meeting.

PREPARED BY	DATE	ATTACHMENTS
Mr. Garry Benning, Chief Financial Officer	February 6, 2020	- Minutes

RECOMMENDATION

Proposed Board Motion (if removed from consent items):

That the Board approve the minutes of the Committee of the Whole and Regular Board meetings held January 14, 2020 and the Special Board meeting held February 5, 2020.

UNAPPROVED

MINUTES OF A MEETING: of the Board of Education of the Saskatchewan School Division No. 13 of Saskatchewan, held on Tuesday, January 14, 2020 at 7:00 p.m. January 14, 2020

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

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

Agenda: Dr. Zwarych moved approval of the agenda.

Agenda

CARRIED (10)

Celebrating Excellence: Aden Bowman Collegiate's Mental Health Expo: Mr. Dean Newton, Superintendent of Education, introduced staff and students from Aden Bowman Collegiate. Staff members Joelle Krysak and Rick Bowes highlighted the mental health expo held for students on October 23, 2019. Student leaders Zach Digoo and Quinn Prior shared the impact of the expo from a student's perspective.

Celebrating Excellence: Aden Bowman Collegiate's Mental Health Expo

Celebrating Excellence: Award of Excellence: Mr. Shane Skjerven, Deputy Director of Education, highlighted the 2018-2019 Award of Excellence winner Harkirat Bhullar, a graduate from Evan Hardy Collegiate.

Celebrating Excellence: Award of Excellence

Celebrating Excellence: 2018-2019 Proficiency Award Winners: Mr. Shane Skjerven, Deputy Director of Education, highlighted the division's proficiency awards for 2018-2019.

Celebrating Excellence: 2018-2019 Proficiency Award Winners

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

Consent Items

CARRIED (10)

School Community Councils Update: Ms. Kelleher moved that the Board receive the School Community Councils update for information.

School Community Councils Update

CARRIED (10)

Financial Results for the Period September 1, 2019 to November 30, 2019: Ms. Kelleher moved that the Board receive the financial results for the period September 1, 2019 to November 30, 2019 for information.

Financial Results for the Period September 1, 2019 to November 30, 2019

CARRIED (10)

Approval of Minutes – December 10, 2019: That the Board approve the minutes of the Committee of the Whole and Regular Board meetings held December 10, 2019.

Approval of Minutes

CARRIED (10)

UNAPPROVED

Correspondence: Ms. Kelleher moved that the Board receive the correspondence items as listed:

Correspondence

a) Correspondence from Kelly Jackson, Director, Premier's Correspondence Unit, re: Receipt of Saskatoon Public Schools' 2018-2019 Report to the Community

CARRIED (10)

Reports From Administrative Staff:

Strategic Plan Update: Measuring Student Success – Assessment and Response :

Mr. Shane Skjerven, Deputy Director of Education, introduced Mr. Paul Janzen, Superintendent of Education. Mr. Janzen introduced Ms. Krista Siba and Ms. Cindilee Hayden from North Park Wilson School and Mr. David Fisher and Ms. Shauna Pierce from Bedford Road Collegiate. The group provided examples on how new assessment practices in schools are guiding instructional processes at the classroom level.

Strategic Plan Update: Measuring Student Success Assessment and Response

Mr. Morrison moved that the Board receive the Strategic Plan Update: Measuring Student Success-Assessment and Response for information.

CARRIED (10)

Unfinished Business:

Amendments for Preventative Maintenance and Renewal Project Priorities: Ms. Bellamy moved that the Board approve the amendment of its Three-Year Preventative Maintenance and Renewal Plan to include the following projects:

Amendments for Preventative Maintenance and Renewal Project Priorities

1. City Park interior renovation for enrolment increase at an estimated cost of \$150,000.
2. Dr. John G. Egnatoff partial roofing replacement section #1D, 1E, 1F, and 1G at an estimated cost of \$920,000.
3. École Henry Kelsey re-core school at an estimated cost of \$30,000.
4. Hugh Cairns upgrade to FLS personal care space at an estimated cost of \$110,000.
5. John Dolan replacement of roof top unit at an estimated cost of \$140,000.
6. École Lakeview School replacement of roof top unit at an estimated cost of \$40,000.
7. Sutherland front door replacement at an estimated cost of \$30,000.
8. Various school's masonry repair at an estimated cost of \$100,000.
9. Various schools roof safety systems at an estimated cost of \$100,000
10. Walter Murray home economics upgrade at an estimated cost of \$400,000.

CARRIED (10)

Saskatchewan School Boards Association's Annual Membership Fees: Ms. Banks moved that the Board authorize payment of 2020 Saskatchewan School Boards Association membership fees of \$145,527.92 plus GST.

SSBA Annual Membership Fees

CARRIED (10)

Board Subcommittee Minutes: Ms. Kelleher moved that the Board approve the minutes of the Board Audit and Risk Committee meeting of November 26, 2019.

Board Subcommittee Minutes

CARRIED (10)

Special Meeting of the Board: Mr. Linklater moved that the Board approve the special Board meeting of February 5, 2020.

Special Meeting of the Board

CARRIED (10)

Reports of Committees and Trustees:

- Trustee Tait reported on his visits to Ward 7 schools in December for various holiday celebrations. He also reported on attending the Indigenous Culture Arts and Language celebration at Hugh Cairns V. C. School on December 17 and the Board's Award of Excellence Luncheon on January 6.

- Trustee Zwarych reported on her attendance at Evan Hardy's musical performance of Tarzan in December.

- Trustee Bellamy reported on her attendance at the Board's Award of Excellence Luncheon on January 6.

UNAPPROVED

- Trustee Linklater reported on his attendance at Bedford Road Collegiate's Care and Share luncheon in December and the Board's Award of Excellence Luncheon on January 6.

- Trustee Banks reported on her attendance at the Indigenous Culture Arts and Language celebration at Hugh Cairns V. C. School on December 17, the Board's Award of Excellence Luncheon on January 6, Bedford Road Collegiate's BRIT basketball tournament, and school visits within Ward 3.

- Trustee Scott reported on school visits and community meetings within Ward 4. He also reported on his attendance at the Saskatoon Blades hockey game where student art was highlighted.

- Trustee Brannen reported on her attendance at the Board's Award of Excellence Luncheon on January 6.

- Chair MacPherson reported on her attendance at upcoming events: School Community Council assembly on January 23, a citizenship ceremony at École River Heights, touring guests through City Park School, and many kindergarten and collegiate open houses.

New Business

Classroom/Art/Office Supplies and Copy Paper Request for Proposal T1920-01: Ms. Kelleher moved that the Board award a contract in joint with Regina Public Schools and Regina Catholic School Division to Supreme Office Products for the supply of classroom/art/office supplies and copy paper commencing January 14, 2020 with an initial term of five years and an option to renew for an additional two years.

Classroom/
Art/Office
Supplies and
Copy Paper
Request for
Proposal
T1920-01

CARRIED (10)

Contract Approval for Caretaking Supplies Request for Proposal T1920-0002: Mr. Tait moved that the Board approve the award for tender for caretaking supplies to Pinnacle Distribution, Acklands-Grainger, and Vallen for a three-year period beginning January 1, 2020 with up to two additional years.

Contract
Approval for
Caretaking
Supplies Request
for Proposal
T1920-0002

CARRIED (10)

Dr. Zwarych moved that the Board adjourn to the call of the Chair or the Special Board meeting of Tuesday, February 5, 2020.

CARRIED (10)

The meeting adjourned at 8:30 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, January 14, 2020 2019 at 4:00 p.m.

January 14, 2020

MEMBERS PRESENT:

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

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

CARRIED (9)

The meeting adjourned at 5:51 p.m.

Secretary of the School Division

Board Chair

UNAPPROVED

MINUTES OF A SPECIAL MEETING: of the Board of Education of the Saskatchewan School Division No. 13 of Saskatchewan, held on Wednesday, February 5, 2020 at 8:10 a.m. February 5, 2020

MEMBERS PRESENT: Ms. Colleen MacPherson (Board Chair), Ms. Donna Banks,
Ms. Charmaine Bellamy, Ms. Kathleen Brannen, Mr. Vernon Linklater,
Mr. Ray Morrison, Mr. Cameron Scott, Dr. Suzanne Zwarych (via video conference)

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

Appointment of the Director of Education: Mrs. MacPherson moved that the Board approve the recommendation from the Board Human Resources Committee to appoint Mr. Shane Skjerven to the position of Director of Education with the Saskatoon Public School Division effective August 1, 2020, subject to the signing of a contract with the candidate.

Appointment
of the
Director of
Education

CARRIED (8)

Ms. Brannen moved that the Board adjourn to the call of the Chair or the Committee of the Whole meeting of Tuesday, February 11, 2020.

CARRIED (8)

The meeting adjourned at 8:11 a.m.

Secretary of the School Division

Board Chair



MEETING DATE: FEBRUARY 11, 2020

TOPIC: STRATEGIC PLAN UPDATE: FULFILLING OUR COMMITMENT – RELATIONSHIPS

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

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

CURRENT STATUS

Relationships are foundational within school learning environments. Saskatoon Public Schools fosters caring and supportive relationships by creating welcoming and joyful spaces. Several measures from the provincial *OurSCHOOL* survey provide student voice in the area of relationships. These measures provide insight into student to student relationships as well as student to teacher relationships. The data from these measures will provide a baseline for future growth as we fulfill our commitment in the area of relationships.

Principal Shanna Strueby and Vice Principal Tiffany McCannell of Prince Philip School will be sharing how they are building relationships within their school.

PREPARED BY	DATE	ATTACHMENTS
Mr. Shane Skjerven, Deputy Director of Education Mr. Paul Janzen, Superintendent of Education	February 4, 2020	Report

RECOMMENDATION

Proposed Board Motion:

That the Board receive the Strategic Plan Update: Fulfilling Our Commitment - Relationships.

STRATEGIC PLAN UPDATE

RELATIONSHIPS

Educational research continues to stress the importance of relationships within the learning process. Within the research, "relationship" has many meanings within the complex social environment that is our schools. Youth can have relationship with their peers as well as with the adults at school.

The importance of relationship is also evident within an indigenous worldview. The knowledge and wisdom from indigenous communities and elders has been shared within multiple reports (such as Following Their Voices, Student First) stressing the importance of relationship in the learning process.

To measure our current state and future growth in the area of relationships, several measures have been identified within the OurSCHOOL survey. Saskatoon Public Schools has been using OurSCHOOL division wide for several years. The Ministry of Education facilitates provincial implementation of the mandatory survey which provides a valued source of student voice for schools and divisions.

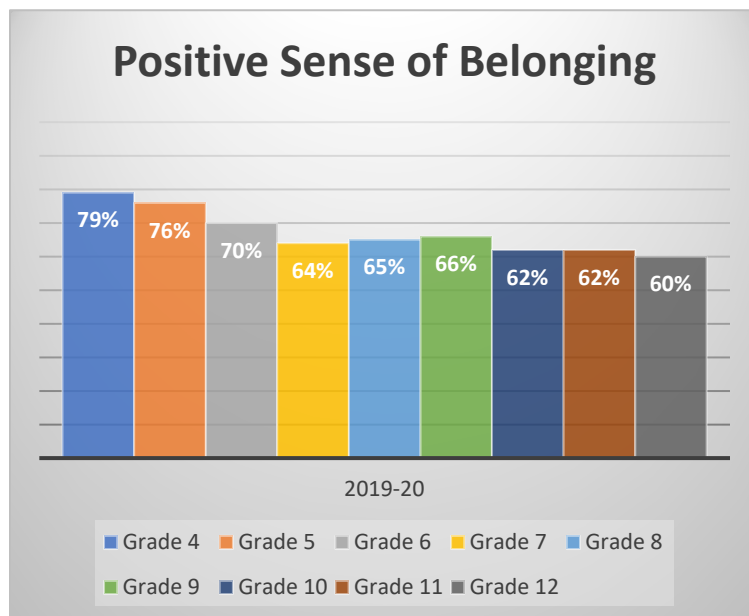
This fall 4,096 students in grades 4-6 and 5,774 students in grades 7-12 participated in the survey.

MEASURES

Measures collected this year will serve as baseline data for our *Relationships* commitment within our strategic plan.

Measure #1: Relationship with Peers

Students with a Positive Sense of Belonging: Students who feel accepted and valued by their peers and by others at their school.



The average for students in gr. 4 to 6 is 75% while the Canadian norm for these grades is 79%. The average for students in grades 7 to 12 is 63% while the Canadian norm for these grades is 66%.

Elementary students are asked:

Please tell us how much you agree or disagree:

I make friends easily at school.

I feel accepted for who I am.

School is a place where I feel like I belong.

I feel accepted by other kids my age.

(Strongly Disagree, Disagree, Neither Agree nor

Disagree, Agree, Strongly Agree)

Secondary students are asked:

Please indicate how much you agree or disagree with each of the following statements:

I feel included in school activities.

I get along well with others at school.

I am able to make friends easily.

At school I feel accepted for who I am.

School is a place where I feel like I belong.

Generally I feel accepted by other kids my age.

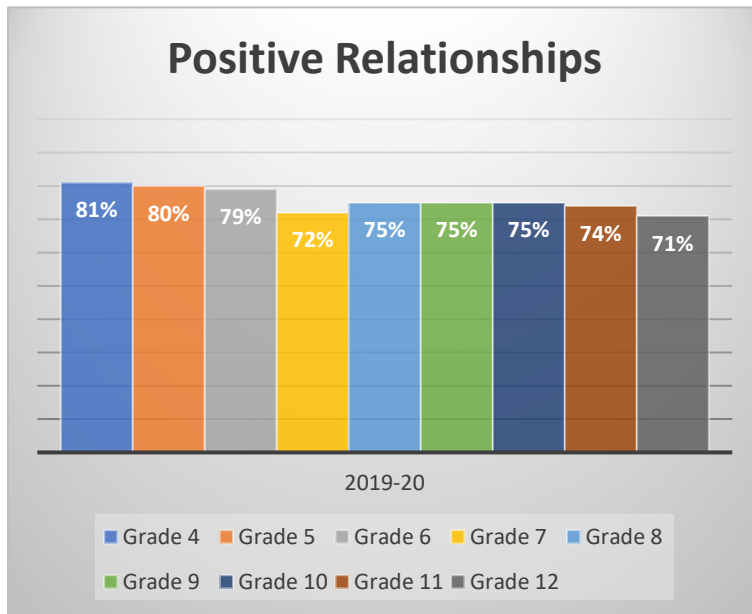
(Strongly Disagree, Disagree, Neither Agree nor

Disagree, Agree, Strongly Agree)

The data are scaled on a 10-point scale. The results are reported as "the percentage of students with a positive sense of belonging."

Measure #2: Relationship with Peers

Students with Positive Relationships: Student who have friends at school they can trust and who encourage them to make positive decisions.



In SPS, 80% of students in grades 4 to 6 indicated they have positive relationships. The Canadian norm for these grades is 84%. In grades 7 to 12, 74% of students had positive relationships with the Canadian norm being 76%.

Elementary students are asked:

*Do you have close friends at school that you can trust?
(No, Yes, one close friend, Yes, more than one)*

*I talk to a friend at school about my feelings.
I get along with others at school.*

*I listen to my friends when making decisions.
(Never, Sometimes, Often)*

Secondary students are asked:

*Do you have close friends at school that you can trust?
(No, Yes, one close friend, Yes, more than one)*

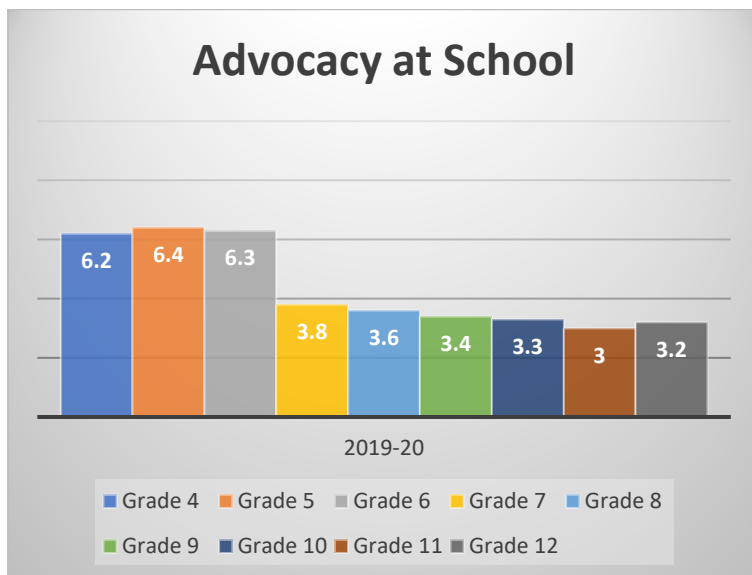
*I share my private feelings with a friend at school.
I value my friends' opinions when making decisions.
(Never or hardly ever, Sometimes, Often)*

*During the past four weeks, how well have you gotten along with your friends at school?
(Not very well - quite a few problems, Fairly well - but with some problems, Very well - no problems)*

The data are scaled on a 10-point scale. The results are reported as "the percentage of students with positive relationships."

Measure #3 Relationship with Adults at School

Advocacy at School: Students who feel they have someone at school who consistently provides encouragement and can be turned to for advice.



Students in grades 4-6 rated advocacy at school 6.3 out of 10. The Canadian norm for these grades is 6.4. Grades 7-12 students rated advocacy at 3.3 out of 10 with the Canadian norm being 2.9.

Elementary students are asked:

How often does one of your teachers do each of the following?

*My teachers show an interest in my school projects.
My teachers ask me about how well I am doing at school.
My teachers encourage me to do well at school.
(Never, Once a Week, 2 to 3 times a Week, Almost Every Day)*

Secondary students are asked:

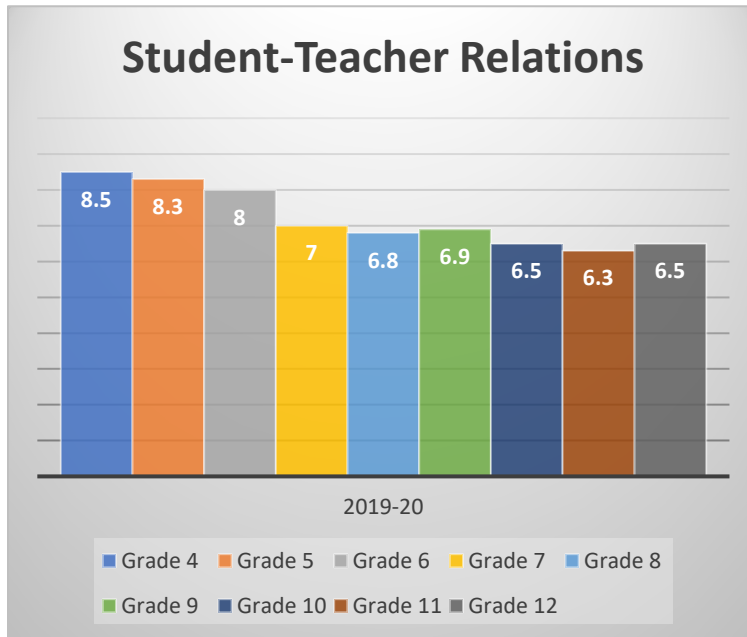
How often does an adult at your school do each of the following?

*Take an interest in one of my school projects.
Discuss with me how well I am doing in my classes.
Ask me about any problems I might have at school.
(Never or Hardly Ever, About Once a Week, About 2 to 3 times a Week, Every Day or Almost Every Day)*

The data are scaled on a 10-point scale. The results are reported as "the average score for advocacy at school."

Measure #4: Relationships with Adults at School

Positive Student-Teacher Relations: Students who feel teachers are responsive to their needs and encourage independence with a democratic approach.



Student-teacher relations average for students in gr. 4-6 was 8.3, that same as the Canadian average. Grades 7-12 student average was 6.7. The Canadian average for this age group was 6.5.

Elementary students are asked:

My teachers treat me fairly.
My teachers tell me when I have done a good job.
I get along with my teachers.
My teachers care about me.
Teachers help students who need extra help.
(Strongly Disagree, Disagree, Neither Agree nor Disagree, Agree, Strongly Agree)

Secondary students are asked:

Our teachers treat us fairly.
Our teachers praise us when we have done well.
Our teachers get along well with students.
Our teachers show an interest in every student's learning.
Our teachers take account of students' needs, abilities, and interests.
Our teachers do a lot to help students who need extra support.
(Strongly Disagree, Disagree, Neither Agree nor Disagree, Agree, Strongly Agree)

The data are scaled on a 10-point scale. The results are reported as the "the average score for teacher-student relations."

ACTIONS

Saskatoon Public Schools fosters learning cultures that promote relationships through an array of purposeful practices. Using the Assessment for Teaching framework, school startup professional development focuses on teacher interaction with students and student's interaction with other students. These opportunities look at cultivating a nurturing school and classroom environment that can be strengthened through practices that promote inclusive learning environments. Through our division and school based professional learning, teachers enhance their capacity to build relationships by responding to students' learning, emotional and behavioral needs.

- In Leadership Learning Communities, teachers enrich their understanding of equity-based classroom practices that ensure voice, active listening and fairness.
- In Kindergarten Learning Communities, teachers explore inclusive practices that respond to the unique needs of early learners.
- In collaborative professional learning video series titled *Adaptation 101*, teachers explore how learning environments can be safe and welcoming for all students including practices that inform culturally responsive environments and inclusive learning environments.
- Trauma informed classroom professional learning sessions fosters empathetic teaching that creates resilient learners and an understanding and supportive school culture.

By creating and supporting welcoming and joyful spaces, Saskatoon Public Schools will continue to develop and enhance caring and inclusive relationships that inspire all students to reach their potential.



MEETING DATE: FEBRUARY 11, 2020

TOPIC: REQUEST FOR PROPOSAL T1920-0008 – AUDIT 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

A Request for Proposal (RFP) for supply of Audit Services was issued on November 29, 2019. The RFP document was posted on the SaskTenders website where it was downloaded by fourteen firms.

The RFP is for a term of three years with an option to extend the contract for an additional two one-year terms.

The RFP closed on December 20, 2019 and five complete proposals were received.

On January 22, 2020 an evaluation committee consisting of Kathleen Brannen, Trustee; Garry Benning, Chief Financial Officer; and Harley Camsell, Manager of Procurement Services, heard presentations and evaluated proposals from the following three firms:

1. Deloitte LLP
2. KPMG LLP
3. Virtus LLP

CURRENT STATUS

Each committee member scored the proposals individually using the weighted criteria specified in the RFP. The attached evaluation summary shows that the proposal submitted by Deloitte LLP secured the most evaluation points using an average of the committee members’ scoring. This reflects the choice of the committee.

PREPARED BY	DATE	ATTACHMENTS
Mr. Garry Benning, Chief Financial Officer Mr. Harley Camsell, Manager of Procurement Services	February 5, 2020	Evaluation

RECOMMENDATION

Proposed Board Motion:

That the Board award the contract for Audit Services (RFP T1920-0008) to Deloitte LLP for a term of three years with an option to extend for two additional one-year terms.

Request for Proposal T1920-0008				
Audit Services				
Evaluation Summary				
	Points Available	Deloitte	KPMB	Virtus
General (quality & clarity of presentation and proposal, other general points)	5	5.0	5.0	5.0
References	10	9.7	9.3	9.3
Background & Expertise	10	10.0	9.0	8.7
Qualifications	10	10.0	9.3	9.0
Work Plan	10	10.0	9.0	9.0
Special Services/Value Add	5	5.0	3.7	4.0
Pricing	50	48.0	43.0	44.0
Total	100 pts.	97.7	88.3	89.0



MEETING DATE: FEBRUARY 11, 2020

TOPIC: MID-YEAR TRANSFER OF FUNDS - RESERVE TRANSFER

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 checked="" type="checkbox"/> Reports from Administrative Staff	<input type="checkbox"/> Discussion
	<input type="checkbox"/> Other:	

BACKGROUND

Saskatoon Public Schools requires a board motion to transfer funds between reserves when capital budget dollars are re-allocated to operating surplus funds.

CURRENT STATUS

As a part of the final P3 project reconciliation, a transfer is required to recognize P3 utilities costs of \$54,371 incurred in the operating fund which are transferred from the capital fund and a net overexpenditure of P3 Playground costs of \$11,007 which is transferred from the operating fund to the capital fund. There is a net transfer of \$43,364 from the capital surplus to the operating surplus.

PREPARED BY	DATE	ATTACHMENTS
Mr. Garry Benning, Chief Financial Officer	February 5, 2020	None
Ms. Krista Wei, General Manager of Financial Services		

RECOMMENDATION

Proposed Board Motion:

That the Board approve the transfer of \$43,364 from the Internally Restricted Surplus designated for capital asset expenditures to the Operating Unrestricted Surplus.