

At a meeting of the Board of Education of the Regina School Division No. 4 of Saskatchewan, held at 1600 4th Avenue.

Members Present	Ms. Tara Molson, Chair Mrs. Sarah Cummings Truszkowski, Vice-Chair Mrs. Cindy Anderson	Mr. Adam Hicks Mr. Ted Jaleta Mrs. Elizabeth Strom (virtually) Ms. Lacey Weekes
-----------------	---	--

Administration Present	Mr. Greg Enion, Director of Education Ms. Naomi Mellor, Deputy Director, Division Services/CFO Mr. Darren Boldt, Deputy Director, Student Achievement/School Services
------------------------	---

Mrs. Elizabeth Strom acknowledged the location of every Regina Public School and the School Division Office on Treaty 4 land.

The Chairperson called the meeting to order and asked for a motion to adopt the agenda.

Adoption of Agenda	<u>Motion by Mr. Ted Jaleta:</u> That the agenda be adopted as prepared.
--------------------	---

Motion Carried.

Declaration of Any Conflicts	The Chairperson asked if there were any conflicts of interest to be declared. None were reported.
------------------------------	---

Approving of Minutes	The Chairperson then asked for a motion to approve the minutes of the meeting held on May 10, 2022. Mrs. Elizabeth Strom advised that she also attended the Clarence Campeau Development Fund's launch of its latest economic initiative.
----------------------	---

Motion by Mrs. Cindy Anderson:

That the minutes of the Board meeting of May 10, 2022, be approved as amended.

Motion Carried.

Student Presentation	A student paper entitled, "The Chase for Graduation," had been distributed. Grade 12 Campbell Collegiate student and paper author, Ms. Sung Park, and Grade 10 Sheldon-Williams Collegiate student, Mr. Anshul Kumar, made a presentation to Board members regarding graduation rates for Indigenous students compared to non-Indigenous students. They urged school divisions to acknowledge why this graduation gap continues to exist and to make changes to the system to bridge that gap. Ms. Park and Mr. Kumar responded to a question relative to speaking with other students to garner recommendations for improvement. Mr. Greg Enion, Director of Education, provided some background information relative to Summer Success Camps put on through the Division's partnership with United Way Regina, that focuses on literacy, as Grade 3 reading levels are a good indicator for future success. He urged them to
----------------------	--

Chair	CFO

consider volunteering at these camps. Board members expressed appreciation for the presentation and encouraged the students to make their presentation and/or writing letters to the City, provincial government officials, and other organizations.

Special Committee for Diversity Report

An update on the Special Committee for Diversity had been distributed. Mr. Jason Coleman, Superintendent, Student Achievement/School Services, together with members of the Division/School-based Diversity Steering Committee and Gender and Sexual Diversity Advisory Committee, Ms. Danette Exner, Ms. Krystal McPherson, and Ms. Maxine McKenzie Cox, provided additional information, highlighting the work and accomplishments of employees and students in diversity awareness education and professional development during the 2021/22 school year. They outlined why this work is important to staff, students, and the community. It was noted that two new Administrative Procedures have been tentatively approved and will be used as the basis for professional development during the 2022/23 school year. The presenters responded to questions relative to tool kit availability, training for all staff, Associate School participation, and the committees' plans for 2022/23 to bridge gaps. Mr. Greg Enion, Director of Education, acknowledged Ms. McKenzie-Cox, Ms. Exner and Ms. McPherson for their courage, which has been an inspiration to many of their colleagues and students. He also thanked Mr. Coleman for his leadership in chairing the committees. Board members expressed appreciation for the presentation and for the continued work of the Steering Committee and the Advisory Committee.

[Mrs. Elizabeth Strom left the meeting.]

Director's Report

Mr. Greg Enion, Director of Education, congratulated the over 1,400 students on their Grade 12 graduation, and highlighted that there were over 100 graduates from the Allan Blakeney Adult Campus, and 31 graduates from Scott Collegiate. He also noted the many Grade 8 farewells that were held over the last week. He expressed appreciation to the staff, students, and families in responding to some challenging days over the last two years of managing through the pandemic. With the recent recommencement of field trips, farewell gatherings, and graduations, he expressed hope that conditions will allow for more activities in the Fall. He advised that the Division continues to recover from the recent cyber-attack, with approximately 95% of applications fully restored, and that work to restore historical emails and other applications is progressing. He noted that the Division is following recommended practice and offering credit monitoring to all staff for two years. He thanked Mr. Aaron Baumgartner, Supervisor of Information Technology, and his IT team for their work and dedication during this time. He outlined that Head Facility Technicians, maintenance and other Facilities staff are preparing for the regular Summer cleaning routines as well as the undertaking of needed repairs and maintenance projects. He highlighted some notable June activities, including Pride Week, National Indigenous Peoples Day, and the 100th anniversary of Kitchener School. He concluded by expressing appreciation to staff and Trustees for cards and well wishes as he ends his tenure as Director of Education.

Organizational Culture and Diversity Committee

Ms. Lacey Weekes advised that the minutes of the May 17, 2022 Organizational Culture and Diversity Committee meeting are included in the Board agenda package. She outlined the agenda items discussed, including an update on the Mental Health and Well-being Strategy; an update from the Special Committee for Diversity; a discussion regarding the National Council of Canadian Muslims Recommendation #43; and a discussion regarding Sex Trafficking. Mr. Greg

Chair	CFO

Enion, Director of Education, responded to a question relative to the School Resource Officer program review.

Indigenous Education Advisory Council Mrs. Sarah Cummings Truskowski advised that the minutes of the May 24, 2022 Indigenous Education Advisory Council meeting are included in the Board agenda packaged. She outlined the agenda items discussed, including an update on The Crescents School site; an update on the future Sweat Lodge; a discussion on smudging at School Division facilities; the FNU Pow Wow; and next meeting agenda items, including the māmawêyatitân centre initiative, the self-identification process; and Indigenous graduation rates. Mr. Ted Jaleta offered recommendations on moving to tangible actions. Mrs. Cummings Truskowski responded to a question regarding connecting with companies for supplies, etc., relative to the sweat lodge.

Public Section Update Mrs. Sarah Cummings Truskowski provided a summary of the Public Section annual meeting in Saskatoon on June 2 and 3, 2022. She highlighted discussions relative to a Saskatchewan School Boards Association agreement, mental health funding, and the Student Citizenship Award recipients.

2022-2023 Budget Submission Copies of the 2022/23 Budget Submission had been distributed. Ms. Naomi Mellor, Deputy Director, Division Services/CFO, provided additional information, noting 2022/23 Provincial budget impacts on the School Division, including: 1.5% increase in operating grants, an announced special fund for Targeted Classroom Supports, \$15.2M for school capital projects, and \$6M for Preventive Maintenance and Renewal. With operating grants making up 88% of the Division’s revenues, she noted other revenue impacts, such as lower tuition fees from international students, lower interest income, continuing pandemic recovery costs, inflationary increases, and ongoing programming and cost pressures. She outlined that enrolment numbers are a key factor in budget development. She advised that 2022/23 enrolments are projected to rebound at about half of the pre-pandemic annual rate of increase. She summarized the Division’s 2022/23 budget priorities, including: mental health and well-being, early years growth, Wahkotowin, student success, effective business services, and sustainable infrastructure. Regarding staffing, she reported that full-time equivalent positions will decrease by 43, all managed by through attrition. She did note additional time allocations for Counsellors and Indigenous Advocates for another year, a new Equity, Diversity and Inclusion Coordinator, a FTE increase for School Community Health Coordinator, maintaining the Literacy Coordinator and Mental Health and Wellness Coordinator, and an increase to Educational Assistant FTEs as a result of new conditional provincial funding. She outlined other new initiatives, including improving access to targeted professional development for staff, pursuing a Sweat Lodge in partnership with the Regina Police Service, introducing new land-based learning at Campus Regina Public, expanding Vocational Alternative programming in high schools, developing a Division-wide plan for equitable access to gender neutral washrooms and change rooms, starting development of a plan to reduce the Division’s greenhouse gas emissions, and continuing to invest in energy efficient build system improvements. She advised that offsetting reductions to achieve a sustainable budget plan include facility renovation and contracted services budgets, transportation efficiencies, Division Office non-salary operating budgets, holding some positions vacant, and reducing school non-salary operating budgets by 5%. On a cash basis, she advised that the \$2.5M deficit is for time-limited expenses and ongoing impacts of the pandemic that are expected to abate over time. On a PSAB basis, she advised that the \$4.39M surplus is attributable to capital grants that will be drawn down over time as the projects under construction are completed and amortized. She outlined that the Division’s reserves provide some cushion against unanticipated revenue

Chair	CFO

shortfalls or expense increases for a limited period, and that most restricted reserves are held for specific purposes such as accounts receivable, school-generated funds, furniture, equipment and technology refreshes, facility repairs and renovations, etc. In closing, she advised that the 2022/23 budget is challenging with a less than 2% operating grant increase, pandemic recovery cost and inflation pressures, collective agreements with employees, and ongoing programming pressures. She advised that 2022/23 funding is manageable but tight, and reserves are not an ongoing source of funding. She noted that all budgets will need to be managed closely to remain within the budget plan, and that the Division will continue to closely monitor enrolment projections. Ms. Mellor acknowledged the collaborative effort put into the 2022/23 budget, that provides for stability in educational programming, stability for employees with no lay-offs or job impacts, targeted enhancements to support the Division's Interim Strategic Plan, progress on currently approved major capital projects, and financial sustainability. She responded to questions relative to highlighting the insufficient provincial funding, use of reserves to balance this budget, programs moving to Campus Regina Public, and restricted reserves. Board members expressed appreciation for the hard work and dedication of staff in finalizing the budget submission.

Motion by Mr. Adam Hicks:

That the 2022-2023 budget be approved and submitted in the required form to the Ministry of Education, pending final adjustments approved by the Director of Education.

Motion Carried.
(Unanimously)

Destruction of
Public
Documents

In keeping with the Records Retention and Disposal Guide for Saskatchewan School Divisions, Ms. Ashley Kuntz, Superintendent, Business Services, requested authorization to proceed with destruction of public documents as listed below, subject to approval by the Ministry of Education:

Document	Retention Period	Period for Destruction
Accounting and Finance		
Accounts payable: all invoices, and related correspondence	7 years	All years up to and including August 31, 2014
Accounts receivable: all receipt records, invoices, and related correspondence	7 years	All years up to and including August 31, 2014
Banking: all bank statements, deposited, cancelled cheques, and bank reconciliations	7 years	All years up to and including August 31, 2014
Budget: includes all supporting documentation	7 years	All years up to and including August 31, 2014
Charitable Organization Returns	7 years	All years up to and including August 31, 2014
Goods & Services Tax Returns	7 years	All years up to and including August 31, 2014
Ledgers and Journals: accounts payable, accounts receivable, general journals, payroll journals/registers	7 years	All years up to and including August 31, 2014
Purchase requisitions and purchase orders	3 years	All years up to and including August 31, 2018
Tenders	3 years	All years up to and including August 31, 2018
Human Resources and Payroll		
Benefit remittances, Pension remittances statements, STRP, TSC remittances	3 years	All years up to and including August 31, 2018
Employee files	3 years after termination of employment	All years up to and including December 31, 2018
TD1 forms	1 year	All years up to and including December 31, 2020
Student Records		
Student Cumulative Folders	After the student turns 25	All years up to and including 1996

Chair	CFO

She responded to a question relative to electronic archives.

Motion by Mrs. Sarah Cummings Truskowski:

That, subject to approval by the Minister of Education, the Administration be authorized to destroy the documents outlined.

Motion Carried.
(Unanimously)

Central
Collegiate Land
Exchange
Agreement

Information regarding the agreement with the City of Regina to transfer ownership of Division-owned lands associated with the former Central Collegiate High School had been distributed. Ms. Delaine Clyne, Supervisor, Policy, Planning and Research, provided additional information, noting that a draft land transfer agreement was prepared by the City and the Division has sought a legal review and provided comments to the City. She advised that an account receivable for the outstanding liability remains on the Division’s financial statements and will be eliminated when the land transfers are completed. She further advised that it is anticipated the Division will have an increase in the ongoing maintenance and operational costs of the land that will be owned by the Division after the land swap is completed. It was also noted that the Division does not require Ministerial approval for these land transactions as the transactions do not include an exchange of money. Ms. Clyne advised that, under Board Policy 2, a selected responsibility of the Board is to approve acquisition and disposal of land and buildings and that, in June 2020, the Board approved a Letter of Understanding outlining the lands to be transferred. As administrative work to complete the agreed upon transfers is underway, she recommended that the Board approve the land transfers and delegate authority to the Deputy Director of Division Services/CFO to sign the final land exchange agreement and any other associated documents with the City of Regina. She responded to questions relative to acquired land with skating rinks and chosen parcels to be acquired.

Motion by Mr. Adam Hicks:

That the City of Regina land transfers that compensate the Board for land transferred to the City when Central Collegiate closed be approved; and that, further, the Deputy Director of Division Services/CFO be delegated authority to sign a land exchange agreement and any other associated documents related to the land transfers with the City of Regina.

Motion Carried.
(Unanimously)

Third Quarter
Financial
Report

The Third Quarter Financial Report for the 9-month period ended May 31, 2022, had been distributed. Ms. Ashley Kuntz, Superintendent, Business Services, advised that, based on quarter three forecasts, the Statement of Operations shows an operating deficit on a cash basis of \$9.97M, approximately \$6.51M higher than the \$3.46M budgeted cash deficit. She noted that this is due to: a decrease in the operating grant of \$2M based on the December 2021 grant recalculation, taking into account lower than budgeted student numbers as of September 30, 2021; ongoing pandemic related impacts totaling approximately \$2M; inflationary pressures of over \$200K; costs related to the May 2022 cyber-attack to reactivate and secure technology applications; and planned spending down of Preventive Maintenance and Renewal reserve carried forward from last year. She further advised that the Division is forecasting savings in budget areas such as utilities and supplies that will partially offset the over expenditures, and that expenses will be continually monitored during the remainder of year to

Chair	CFO

determine if further savings can be redirected to offset more pressures. Mr. Greg Enion, Director of Education, responded to a question relative to strategies to increase international student enrolments.

Third Quarter Transportation Report The Third Quarter Transportation Report for the 9-month period ended May 31, 2022, had been distributed. Ms. Ashley Kuntz, Superintendent, Business Services, advise that the report shows a slight increase in transported students for the third quarter. She further advised that the third quarter saw a significant increase in fuel prices for both gas and diesel, contributing to projected fuel costs exceeding the budget by \$99K (29%). She highlighted that Warner Transportation has partnered with Highland Electric to pilot three electric buses, expected to be part of the Division’s fleet commencing in February 2023. She also noted a driver recruitment plan with Warner. She advised that the Administration’s outline of key risk areas for student transportation and strategies that have been implemented by contractors to mitigate those risks is included in the Board agenda package. Ms. Kuntz responded to questions relative to bus driver salaries and charging stations for electric buses.

Biannual Human Resources Report Ms. Reagan Lowe, Superintendent, Human Resources, presented the second Biannual Human Resources Report for 2021/22. She provided highlights from January to June, 2022, noting that the following outcomes were achieved in 2021/22: updated Human Resources job descriptions and filled positions based on professional human resource experience and competencies; continued progress towards reducing the number of grievances filed and in resolving grievances at the first Step of the process; concluded four collective agreements; engaged non-union employee groups regarding their conditions of employment; re-designed staffing processes for School-based Leaders, Coordinator/Consultant, Supervisor, Administrative Support, Educational Assistant, and Facilities; supported implementation of organizational changes in Facilities and Information Technology; process-mapped improvements to support the configuration of the Automated Recruitment and Disability Case Management systems in preparation for system roll-out in August 2022; and supported the Diversity Steering Committee and Mental Health Working Committee, resulting in updated Administrative Procedures and continued implementation of the Division’s Mental Health and Well-being Strategy. She reminded Board members of Human Resources’ eight key areas of responsibility and outlined strategic plan alignment that will continue into the 2022/23 school year. She concluded her presentation by outlining key actions and outcomes to be developed for the 2022/23 school year in the areas of Diversity, Equity and Inclusion, Refreshing Human Resources Business Practices, and Workplace Health and Safety. Ms. Lowe responded to questions relative to self-identification, retention and turnover rates, and orientation programs, particularly for leadership positions. Board members expressed appreciation for the report.

Planned Agenda Items For Board member information, Ms. Tara Molson noted the planned agenda items currently set for the September 13, 2022 Board meeting, including School Opening Report, Imperial/McDermid/St. Michael/St. Peter Concept Plan, Director’s Report, 2022-2023 Budget Final Estimates, Parking Lot for The Crescents School, Fourth Quarter Financial Report, Fourth Quarter Transportation Report, 2022 SSBA AGM: Appointment of Voting Delegates and Vote Distribution, 2022 SSBA AGM: Submission of Bylaw Amendments and Resolutions, Biannual Administrative Procedure Update, Board Self-Evaluation Report, and the Organizational Meeting.

Chair	CFO

Notices of Motion Mr. Adam Hicks gave notice of his intention to present a motion at the September 13, 2022 meeting of the Board relative to engaging a student council trustee.

Information Ms. Tara Molson advised that the Shared Values Recognition Program Recipients list for 2021-2022 was included in the Board agenda package for information.

Information – Subdivision Reports Mr. Ted Jaleta reporting on the following:
• Wascana Plains SCC meeting on May 19th. End of school year activities and plans for the next annual meeting were discussed.
• W.F. Ready SCC annual meeting on May 31st. He noted that not all positions were filled.
• Rainbow painting event at Jack MacKenzie School on May 31st.
• Jack MacKenzie SCC meeting on June 1st. School year wind up and planning for the Fall were discussed.
• Jack MacKenzie School track meet on June 13th.
• Wilfred Hunt SCC meeting on June 8th. School year wind up activities and planning for the upcoming school year were discussed.
• Wascana Plains SCC meeting on June 16th. The new school year and planning for a Fall SCC welcoming barbecue were discussed. He also noted that concerns were raised regarding 85 new condominium units being built nearby, meaning additional young families moving in.

Meeting Adjournment Time Motion by Mrs. Sarah Cummings Truszkowski: That the June 29, 2022 Board meeting be authorized to continue beyond the 8:30 p.m. presumptive adjournment time.

Motion Carried.

Mr. Adam Hicks reported on the following:
• Sheldon-Williams Collegiate’s performance of Footloose on May 13th. Approximately 20% of the student population was involved in the production.
• Treaty 4 Flag Raising at Douglas Park School on May 20th.
• Lakeview School 100-Year Celebration on May 26th.
• The Indigenous Education Symposium in Saskatoon in June. Ms. Sung Park, who presented earlier at the Board meeting, was our Division’s representative.
• Martin Collegiate Graduation on June 28th. Attended in place of Mrs. Sarah Cummings Truszkowski.

Mrs. Cindy Anderson reported on the following:
• Sidewalk painting at George Lee School.
• Playground equipment reveal at McDermid School. She expressed appreciation to the Cooperators for the equipment.
• F.W. Johnson Collegiate Graduation. It was wonderful to see Indigenous students celebrating their heritage with ribbon skirts and the presentation of star blankets.

Mrs. Sarah Cummings Truszkowski reported on the following:
• The Crescents SCC annual meeting on May 31st. They were excited to hear of the Tindal Stone being installed over the Davin name, the installation of a learning circle, and a new flagpole.
• Connaught SCC meeting on June 7th. She outlined the many Pride activities held. She also advised that Elder Wanda Lewis has been helping with tipi teachings, and a Tipi raising on June 15th to celebrate

Table with 2 columns: Chair, CFO

National Indigenous Peoples Day on June 21st. Regarding a question about the sidewalk paint, Ms. Tara Molson advised that the paint is not permanent because an important part of Pride is community connection and providing the opportunity for community to participate.

- Kitchener School's 100th Birthday Celebration on June 20th. There was dancing, singing, musicians and delicious food.
- Allan Blakeney Adult Campus and Scott Collegiate graduation ceremonies on June 24th and June 28th. It was nice to gather and celebrate these important milestones together.

Ms. Lacey Weekes reported on the following:

- MacNeill School Treaty 4 Flag Raising Ceremony on May 25th. The whole school was able to participate and the kindergarten class sang a song in Cree.
- École Centennial land-based heritage fair on June 27th. This was to wrap up the program for the year. Parents and staff were invited to attend and hear presentations from students on the many things they learned. Students prepared and served bannock to end the event.

Ms. Tara Molson advised that the Board and Division was saying farewell to two members—Trustee Elizabeth Strom and Mr. Greg Enion, Director of Education. She thanked Mrs. Strom for the time she gave to Subdivision 2 and wished her well in Ontario. She expressed great appreciation for Mr. Enion as he finishes 40 years with the Division, seven of them as Director. She acknowledged his leadership, especially through the pandemic, and congratulated him on a well-deserved retirement.

On behalf of the Board of Education, Ms. Tara Molson acknowledged that every student, staff and community member has equal value as prescribed under the United Nations Universal Declaration of Human Rights and the Saskatchewan Human Rights Code, noting that diversity makes us stronger.

[Ms. Tara Molson turned the Chair over to Mrs. Sarah Cummings Truskowski for the remainder of the meeting. Ms. Tara Molson left the meeting.]

Closed Session Motion by Mr. Adam Hicks:

That we go into closed session in order to consider those matters identified on the meeting agenda for referral to said session.

Motion Carried.

Motion by Ms. Lacey Weekes:

That we rise and report.

Motion Carried.

At the conclusion of closed session, the Committee of the Whole recommended to the Board:

Chair	CFO

Collective Bargaining Update 1) That the Memorandum of Settlement between the Board of Education of the Regina School Division No. 4 of Saskatchewan and the Canadian Union of Public Employees Local 4643, effective September 1, 2021 to August 31, 2024, be approved, and that the Director of Education be authorized to execute the agreement on behalf of the Board.

Motion by Mr. Adam Hicks:

That recommendation No. 1 (above) from the Committee of the Whole be approved.

Motion Carried.
(Unanimously)

Adjournment The Chairperson advised that this concluded the business of the meeting and called for a motion to adjourn.

Motion by Mr. Ted Jaleta:

That the meeting adjourn.

Motion Carried.

Time of meeting: 5:30 to 8:49 p.m.

Chairperson

Chief Financial Officer