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N O T I C E

MEETING OF THE BOARD OF EDUCATION

of the Regina School Division No. 4 of Saskatchewan

December 15, 2015, at 7:00 p.m.

Regina Public School Board Office – 1600 4th Avenue

A G E N D A

1. Adoption of Agenda

2. Declaration of Any Conflicts of Interest re: Agenda Items

3. Approving of minutes of the Board meeting of November 24, 2015 — Request approval.

4. <u>DELEGATIONS / PRESENTATIONS</u>

5. <u>EMPLOYEE GROUPS</u>

   a) CUPE 650 Grievance 01-2015 (enclosure) — Suggest discussion in closed session.

6. STANDING COMMITTEES

a) Community Relations Committee (pp. 1-3) — Miss A. Young to comment.

7. SASKATCHEWAN SCHOOL BOARDS ASSOCIATION

8. BUSINESS ARISING OUT OF THE MINUTES

a) Noon Hour Supervision (pp. 4-8) — Mr. Mike Walter to comment.

9. CORRESPONDENCE

10. NEW BUSINESS

a) International Baccalaureate (IB) Program (enclosure) — Suggest discussion in closed session.

11. NOTICES OF MOTION

12. OTHER BUSINESS

13. SUBDIVISION REPORTS

14. INFORMATION

Public Education Advocacy Committee Meeting	Tuesday, February 9, 2016, 4:00-5:30PM, RPS Division Office, Committee Room.

Board Standing Committees:	***Meeting Dates:***
Aboriginal Education Advisory Council	April, 2016.
Audit and Compliance Committee Meeting	~~November 18, 2015~~; to be determined.
Community Relations Committee Meeting	~~December 1, 2015~~; March 22, 2016; June 7, 2016
Policy and Planning Committee Meeting	~~November 3, 2015~~; March 1, 2016; May 3, 2016
Public Education Advocacy Committee Meeting	~~October 20, 2015~~; February 9, 2016; May 24, 2016

Upcoming Board Meetings:

Tuesday, January 12, 2016, 7:00 PM
Tuesday, January 26, 2016, 7:00 PM – Annual Meeting of Electors

Meeting of the Community Relations Committee
A Standing Committee of the Regina Board of Education
December 1, 2015

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The Committee Room
Regina Board of Education Division Office
MINUTES

Attending: **Aleana Young, Jane Ekong, Cindy Anderson, Greg Enion, Mike Walter, Terri Baldwin, Terry Lazarou**

Regrets: **Katherine Gagne**

Chair: **Aleana Young**

Minute Taker: **Karla Kober Cairns**

AGENDA ITEM	DISCUSSION POINTS	DECISIONS/ACTIONS
Agenda Item #1: Welcome, Introductions and Overview of Agenda		
Agenda Item #2: Positive Path Forward Update	**a) Communication Strategy:** Terry Lazarou reported that we have been focusing on creating proactive goodwill with the media and parents and consciously looking weekly for opportunities to communicate with the media about good news stories in our schools. Social media, website, school newsletters and Director Blog are all avenues for this. **b) Staff Engagement Plan:** Greg Enion reported he has visited 40 schools to date and has shaken the hand of each employee in those buildings. He plans to have visited all schools by January end. There has been an overwhelming response to this. People feel valued. Plans are underway for staff (teachers and other employee groups) to attend focus groups for opportunities to engage in challenges we face (i.e., workload intensification). We have a healthy relationship with the RPSTA and wish to build on this.	**Action:** **With regard to a Communication Strategy Plan, Greg Enion will put some communication together for December 8, 2015.**
Agenda Item #3: School Community Council Consultation Process and Outcomes	Terri Baldwin explained that Policy 18 has been under review for possible updates. Background was provided reviewing the separation of the policy aspects and the administrative aspects of the original policy document. School principals were asked to bring the draft policy to their SCCs for discussion. The feedback that was forwarded was either a legislated requirement or will be captured when the SCC Handbook is revised. The revised draft policy document is for this committee to consider. Thanks and appreciation to Terri for her work on this.	**Motion by Mrs. C. Anderson:** **That the revised Policy 18 go to the Policy and Planning Committee for their review and to bring forward to the Board for approval. Motion Carried.**

AGENDA ITEM	DISCUSSION POINTS	DECISIONS/ACTIONS
<u>Agenda Item #4</u>: Parent Forum	Terri Baldwin informed that there are no plans to date for the 2016 Parent Forum. Typically this event is planned for late March/early April. Possibly a presentation for parents about parenting in today's world of social media. It was agreed to stick to one event per year. There was a discussion focused on taking the opportunity to consult with parents in regards to a topic for the parent forum. Mike Walter discussed the potential of using Survey Monkey.	
<u>Agenda Item #5</u>: Other Business	None	
<u>Agenda Item #6:</u> Thank You and Adjournment	Aleana Young adjourned the meeting at 4:58PM.	

THE BOARD OF EDUCATION

of the Regina School Division No. 4 of Saskatchewan

Meeting of the Community Relations Committee
A Standing Committee of the Regina Board of Education

Tuesday, December 1, 2015
4:00 p.m. to 5:30 p.m.

The Committee Room
Regina Board of Education Division Office
1600 4th Avenue, Regina, SK

AGENDA

Chair: Aleana Young

1. Welcome, Introductions and Overview of Agenda

2. Positive Path Forward Update

    a. Communication Strategy
    b. Staff Engagement Plan

3. School Community Council Consultation Process and Outcomes

4. Parent Forum

5. Other Business

6. Thank You and Adjournment

Committee Members: Mrs. Cindy Anderson, Dr. Jane Ekong, Miss Aleana Young, Mrs. Katherine Gagne (ex officio), Mr. Greg Enion (ex officio), Mr. Mike Walter, Ms. Terri Baldwin

Community Relations Committee – Membership and Scope

Membership: Three members of the Board and two members of the Administration.

Scope: To make recommendations with respect to School Community Councils; to make recommendations with respect to the Annual Board Student Forum; and to support an Employee Recognition program acknowledging RPS values in the provision of quality education programs and services.

REGINA BOARD OF EDUCATION

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BOARD MEETING DATE: **DECEMBER 14, 2015**

TOPIC: **UNIVERSAL LUNCH ROOM SUPERVISION**

FORUM	AGENDA ITEMS	INTENT
☒ Open Session	☐ Correspondence	☒ Information
☐ Closed Session	☐ New Business	☐ Decision
	☒ Reports from Administrative Staff	☐ Discussion
	☐ Other: External Reports/Presentations	

BACKGROUND

The Division's Administration has been reviewing the Universal Lunch Room Supervision program since the beginning of the school year. Parents and school staffs have been provided an opportunity to provide feedback via an online survey. As well, a meeting was held on October 26, 2015 with SCC members, principals, Trustees and the Division's Administration. An initial review of a draft of this report was provided to Trustees at the November 24, 2015 Board meeting.

CURRENT STATUS

The attached report provides a summary of feedback from stakeholders and the implementation plan.

PREPARED BY	DATE	ATTACHMENTS
Mike Walter, Deputy Director, School Services	December 11, 2015	☒ Yes ☐ No

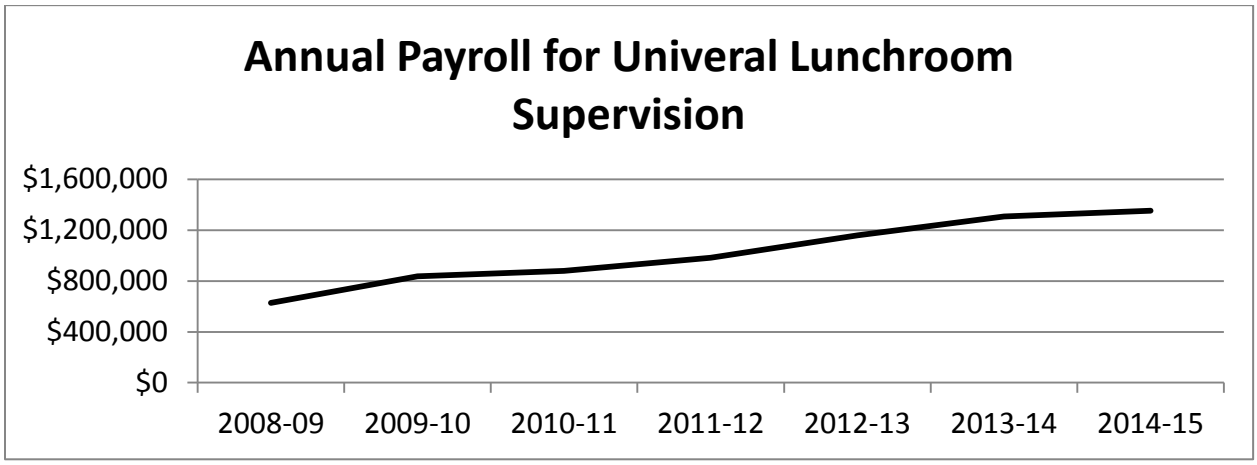
Review of the Universal Lunch Room Supervision Program and Implementation Plan for the 2016-17 School Year

December 2015

Background

In 2007-2008, Regina Public Schools conducted a review of its elementary lunch hour offerings. In February, 2008, the Board of Trustees received the Review with recommendations. Free universal lunch hour supervision, for all Grade 1 to 8 elementary students, was approved by the Board of Trustees with full implementation in the fall of 2008.

Over the last six years, anecdotally schools have reported a substantial increased workload associated with organizing and maintaining the free lunch hour supervision program. Additionally, schools have reported an increase of pressure on school staffs. Finally, the associated costs with funding a free universal elementary lunch hour supervision program have increased, as shown in the graph below.



There has been a significant cost increase associated with the provision of universal free lunch room supervision for Grades 1 to 8 students since the implementation of the universal lunch room program. As a result, the division's administration remains concerned about ongoing budgetary pressures for 2015-16 and beyond. In order to maintain supports for students at an appropriate level, other areas of expenditures will require review, including the provision of universal lunch room supervision. In fact, the 2015-16 budget was balanced, in part, by a $300,000 reserve allocation to offset noon hour supervision costs. This signaled that changes would be contemplated effective 2016-17.

A review of the universal lunch room supervision program was conducted from September to October 2015. As well, the division provided multiple avenues for stakeholder feedback, including:

1. Collection of data through a survey website (such as www.surveymonkey.com). A total of 629 individuals provided feedback.
2. Discussions at school SCC meetings.
3. A division-wide meeting held on October 26, 2015, where 62 SCC members, along with principals, division office administration and Trustees, met to brainstorm solutions.

Summary of Feedback through Consultations

Feedback was received from a number of stakeholder groups, including parents and members of school staffs. While there was a wide range of perspectives in the feedback received, a number of re-occurring themes emerged, which is summarized below.

- Continue to provide lunch room supervision in its current state as parents appreciate the convenience
- About 75% of the survey respondents indicated they would be willing to pay $1.00 per day for supervision
- SCC members indicated they feel they do not have the capacity to take over programs (previous to 2008, some school-parent associations oversaw the programs)
- A user fee per day per student was seen a significant burden for school administration and secretaries
    - Suggestion from a number of participants: charge a "one-time" registration fee at the beginning of the school year
- Equity was brought up on several fronts
    - Concern regarding ability to pay for low income families
    - Families with multiple children in school
    - Some, but not all, suggested parents with students receiving transportation should also pay
- Potential efficiencies, including:
    - Grouping students in larger groups, especially older students
    - Reducing the lunch hour from 60 minutes to 45 minutes
    - Reducing the lunch room time from 45 minutes to 30 minutes (currently students are in lunch for 45 minutes, then outside for recess for 15 minutes)
    - Using older students (Grade 7 and 8, high school or university) to monitor younger students
    - Using parent volunteers
- Local fundraising to help pay for supervision
- At the division-wide meeting on October 26, 2015, there was frustration in that the division is not being funded for current enrolments, thereby forcing the division to look at cuts like the lunch room supervision program

Transported Students and *The Education Act, 1995*

Section 157 of *The Education Act, 1995* provides direction to school divisions regarding the transportation of students. If a student lives more than four kilometres away from a school, then the division is required to transport the student and to supervise the student at noon hour. Under four kilometres, it is the parent's responsibility to transport their student.

Regina Public Schools currently provides transportation to students based upon the following distances:

- Kindergarten and Grade 1 – 600 metres and beyond; and
- Grades 2 to 8 – 1.2 km and beyond.

Beginning in the 2016-2017 school year, the distance for Grade 1 students will be 1.2 km.

Based upon this information, there are three groups of students to consider when determining a solution for changes to the Universal Lunch Room Supervision program.

1. Students transported by the division who live more than 4 km from school (the division cannot charge for lunch room supervision). This accounts for approximately 500 students.
2. Students transported by the division who live less than 4 km from school (the division could choose to have these parents pay a fee for lunch room supervision). This accounts for approximately 5,260 students.
3. Students who are not transported to school. This accounts for approximately 8,000 students.

In a conversation with a member of the SSBA legal services department, the following information was provided. If the division was to charge for lunch room supervision for students the division transports, but live less than 4 km from school (group #2 above), then the division would have to insist parents pay for lunch room supervision if they accept transportation services.

Based upon this information and feedback from parents, it has been determined to not charge for noon hour supervision any students who are transported by the division.

Implementation Plan

1. Parents of all Grade 1 to 8 students staying at noon who are not transported by the division will be required to pay a registration fee at the beginning of the school year.
2. The school division will work with each school to find efficiencies by grouping older students (Grades 6 to 8).
3. A fee structure is identified below. This is the same as charging approximately $0.55 per day. The division's administration estimates approximately 5,700 students who are not transported will access the program.

	Students	Fee/year	Total
Grade 1 to 8	5,700		
Full-time	5,000	$ 100.00	$ 500,000.00
Part-time	700	$ 50.00	$ 35,000.00

TOTAL	**$ 535,000.00**
75% pay	**$ 401,250.00**
60% pay	**$ 321,000.00**
50% pay	**$ 267,500.00**

4. Fees will be paid one time through the school office. Receipt of payment of noon-hour supervision fees would be provided to parents. Parents will be encouraged to pay in full at the beginning of the school year. But to support families who may have limited resources, the division has the option of splitting the payments, half in September and half in February.
5. If a family moves from one school to another within the division, the fee is transferable.
6. A process will be developed where families can apply for an exemption or a reduced rate where financial need is demonstrated.
7. The maximum paid by one family to supervise all their children will be capped at $200.
8. A communication plan will be developed, with messages for SCCs and for parents of next year's Grades 1 to 8 students.