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## NOTICE

### MEETING OF THE BOARD OF EDUCATION

of the Regina School Division No. 4 of Saskatchewan

April 12, 2016, at 7:00 p.m.

Regina Public School Board Office – 1600 4th Avenue

## AGENDA

1. Adoption of Agenda
2. Declaration of Any Conflicts of Interest re: Agenda Items
3. Approving of minutes of the Board meeting of March 22, 2016 Request approval.
4. DELEGATIONS / PRESENTATIONS
  - a) École Connaught Community School Rebuild Update  
([p. 1](#)) Mr. Dan Van Buekenhout and Ms. LeeAnn Croft, Architect, to comment.
5. EMPLOYEE GROUPS
  - a) CUPE 3766 Grievance # 2015-20  
(enclosure) Suggest discussion in closed session.

6. STANDING COMMITTEES

- a) Community Relations Committee  
([pp.2-4](#) & enclosure) Miss Aleana Young to comment.
- b) Audit and Compliance Committee  
([pp. 5-7](#) & enclosure)
  - i) Mr. D. West to comment.
  - ii) Suggest discussion in closed session.

7. SASKATCHEWAN SCHOOL BOARDS ASSOCIATION8. BUSINESS ARISING OUT OF THE MINUTES9. CORRESPONDENCE10. NEW BUSINESS

- a) SaskPower Easement Agreement  
([pp. 8-11](#)) Mr. Dave Bryanton to comment.

11. NOTICES OF MOTION

12. OTHER BUSINESS13. SUBDIVISION REPORTS14. INFORMATION

Policy and Planning Committee	Tuesday, May 3, 2016, 4:00-5:30PM, RPS Division Office, Committee Room.
Public Education Advocacy Committee	Tuesday, May 24, 2016, 4:00-5:30PM, RPS Division Office, Committee Room.

<b><i>Board Standing Committees:</i></b>	<b><i>Meeting Dates:</i></b>
Aboriginal Education Advisory Council	<del>February 26, 2016</del> ; April, 2016.
Audit and Compliance Committee Meeting	<del>November 18, 2015; April 6, 2016</del> ; to be determined.
Community Relations Committee Meeting	<del>December 1, 2015; March 22, 2016</del> ; June 7, 2016
Policy and Planning Committee Meeting	<del>November 3, 2015; March 1, 2016</del> ; May 3, 2016
Public Education Advocacy Committee Meeting	<del>October 20, 2015; February 9, 2016</del> ; May 24, 2016

***Upcoming Board Meetings:***

Tuesday, May 3, 2016, 7:00 PM
Tuesday, May 24, 2016, 7:00 PM



## REGINA BOARD OF EDUCATION

4a

**BOARD MEETING DATE:** APRIL 12, 2016

**TOPIC:** ÉCOLE CONNAUGHT COMMUNITY SCHOOL REBUILD

FORUM	AGENDA ITEMS	INTENT
<input checked="" type="checkbox"/> Open Session	<input type="checkbox"/> Correspondence	<input checked="" type="checkbox"/> Information
<input type="checkbox"/> Closed Session	<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: External Reports/Presentations	

### BACKGROUND / CURRENT STATUS

Further to the recent construction contract award relative to the École Connaught Community School rebuild, Mr. Dan Van Buekenhout, Manager of Capital Planning, and Ms. LeeAnn Croft, CITE360studio, will be in attendance at the April 12, 2016 Board meeting to provide an update on the project's progress.

PREPARED BY	DATE	ATTACHMENTS
Debra Burnett, Deputy Director, Division Services	April 6, 2016	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Meeting of the Community Relations Committee  
A Standing Committee of the Regina Board of Education  
Tuesday, March 22, 2016  
The Committee Room  
Regina Board of Education Division Office  
MINUTES

6a

**Attending:** Cindy Anderson, Dr. Jane Ekong, Greg Enion, Mike Walter, Terri Baldwin, Luc Lerminiaux

**Regrets:** Aleana Young, Katherine Gagne

**Chair:** Cindy Anderson

**Minute Taker:** Karla Kober Cairns

AGENDA ITEM	DISCUSSION POINTS	DECISIONS/ACTIONS
<b><u>Agenda Item #1:</u></b> <b>Welcome, Introductions and Overview of Agenda</b>	Cindy Anderson welcomed everyone to the meeting at 5:00PM. The <a href="#">agenda</a> was reviewed and no changes were made thereto.	
<b><u>Agenda Item #2:</u></b> <b>Board Student Forum</b>	Luc Lerminiaux provided an overview of the suggested topic, format and agenda for the Student/Trustee Forum. Greg Enion discussed recommendations to the province regarding graduation requirements and curriculum relevancy. Feedback from high school students in these areas would be interesting and informative. April 25th, May 2nd and May 12th are the tentative dates chosen.	<b><u>Action:</u> Karla to send an email to Trustees for selection of a date from the three suggested.</b>
<b><u>Agenda Item #3:</u></b> <b>SCC Parent Forum</b>	Mike Walter provided an overview of the plans for the 2016 Parent Forum to be held April 26th at Campus Regina Public. Based on feedback from SCCs through a Survey Monkey, sessions will be offered on the three most common requests; Internet Safety, SCCs/Parent Involvement and Aboriginal Education.	
<b><u>Agenda Item #4:</u></b> <b>Policy 18 – School Community Councils</b>	Mike Walter indicated the process has been reviewed and feel they have developed a policy that will guide Trustee work with SCCs. This final draft of the policy is to go to the Policy and Planning Committee. There was discussion regarding SCC members and how SCCs could/should be reflective of the school population. This may include a cross section of individuals from the community.	<b><u>Action:</u> The final draft of Policy 18 will go to Policy and Planning Committee for approval.</b>
<b><u>Agenda Item #5:</u></b> <b>SCCs and Future Partnerships</b>	Cindy Anderson explained she has done some research in this area and expressed a desire to hold a future workshop bringing SCCs and Trustees together. Defining roles and Education Sector Plans as well as providing facts about the School Division would be beneficial for SCCs. Similar to Student Forum idea with administration to participate and possibly facilitate. A good time may be following the election (late November?); helpful for new Trustees particularly. Possibly early Spring? Greg Enion indicated we should chart this out in	<b><u>Action:</u> Greg will include future Trustee Orientation in the next Board planning session.</b>

AGENDA ITEM	DISCUSSION POINTS	DECISIONS/ACTIONS
	future Board planning and would like to spend more time in orientation with new trustees in the future.	
<b><u>Agenda Item #6:</u></b> <b>Celebrating Schools Through the Students</b>	Cindy Anderson shared thoughts regarding high school students doing presentations at Board meetings. It would be nice to keep Trustees in the loop and not have them so sheltered from students. Greg suggested again that this could be charted out over the school year; planning ahead with schools, setting time and dates with the expectation of a consistent presentation from each school to provide equitable opportunity. An idea is to provide the schools a template outlining the areas we would like them to cover.	<b><u>Action:</u> Greg will include this item in Board Planning for next year.</b>
<b><u>Agenda Item #7:</u></b> <b>Other Business</b>	Cindy Anderson expressed concern with the media referring to “Board” decisions rather than school division administration. She feels it misrepresents the Board.	
<b><u>Agenda Item #8:</u></b> <b>Thank You and Adjournment</b>	The meeting was adjourned at 6:05PM.	

# **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, March 22, 2016  
5:00 p.m. to 6:15 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. Board Student Forum
3. SCC Parent Forum
4. Policy 18 – School Community Councils
5. SCCs and Future Partnerships
6. Celebrating Schools Through the Students
7. Other Business
8. Thank You and Adjournment

*Committee Members: Mrs. Cindy Anderson, Dr. Jane Ekong, Ms. 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.

Meeting of the Audit and Compliance Committee  
A Standing Committee of the Regina Board of Education  
Wednesday, March 6, 2016  
The Committee Room  
Regina Board of Education Division Office  
MINUTES

6b

**Attending:** Dale West, Aleana Young, Greg Enion, Debra Burnett, Bruce Lipinski, Mark Whiting, Rod Sieffert, Jada Styre, Kelly Deis, Mark King

**Regrets:** Carla Beck, Katherine Gagne

**Chair:** Dale West

**Minute Taker:** Suzanne Shuba

AGENDA ITEM	DISCUSSION POINTS	DECISIONS/ACTIONS
<b><u>Agenda Item #1:</u></b> <b>Welcome, Introductions and Overview of Agenda</b>	Dale West welcomed everyone to the meeting. The <a href="#">agenda</a> was reviewed and no changes were made thereto.	
<b><u>Agenda Item #2:</u></b> <b>Subsequent Events Audit</b>	Information regarding the Subsequent Events Audit relative to the 2015 Audited Financial Statements had been distributed. Bruce Lipinski, Superintendent, Business Affairs, noted that, in order to meet the requirements for the audit of the Province's consolidated financial statements, the Board was required to complete financial schedules for the Ministry of Finance regarding the Board's financial activities between August 31, 2015, and March 31, 2016, including contractual obligations involving lease and construction contracts; legal obligations in excess of \$2 million; guaranteed debt obligations; and other significant transactions. The only items to be reported were: 1) restatement of information included in the Board's Audited Financial Statements to conform to the Province's fiscal year; 2) amounts received from the Ministry of Education in the form of capital grants; and 3) capital construction payments. Mr. Lipinski noted that information regarding the P3 schools would be reported once the required information was received from the Ministry of Education and that an additional subsequent events audit will be required for the period between April 1, 2016, and June 2016.	<b><u>Action:</u> That the Subsequent Events Audits Report be received.</b>
<b><u>Agenda Item #3:</u></b> <b>a) Second Quarter Results</b> <b>b) Audit Service Plan</b> <b>c) Audit Involvement Memorandum</b>	<b>a) Second Quarter Results</b> Bruce Lipinski reviewed the Second Quarter Financial Results for the 6-month period ended February 28, 2016. He noted that, on a PSAB basis, actual revenue and expenses are almost even, but on a cash basis, actual expenses are significantly higher at this point in time due to the nature of the School Division's cash flows. He and Debra Burnett responded to questions relative to school board election expenses, tuition fee receipts, school fundraising revenue, investment revenue, and administrative travel expenses.	



AGENDA ITEM	DISCUSSION POINTS	DECISIONS/ACTIONS
	<p><b>b) Audit Service Plan</b> An Audit Service Plan for the 2015-16 fiscal year had been distributed. Rod Sieffert provided a brief summary of same. He reported an estimated audit fee of \$44,600 to complete the engagement, with an additional \$1,600 to complete an update of the IT Control and Security Assessment.</p> <p><b>c) Audit Involvement Memorandum</b> An Audit Involvement Memorandum for the 2015-16 fiscal year had been distributed. Kelly Deis and Mark King provided a brief summary of same and responded to questions.</p>	<p><b><u>Action:</u> That the proposed 2015-16 Audit Service Plan submitted by Meyers Norris Penny LLP be approved.</b></p>
<b><u>Agenda Item #4:</u></b> <b>In-Camera Discussion</b>	Mr. Sieffert, Ms. Styre, Mr. Deis, and Mr. King were provided the opportunity to meet with Board members on the Committee in the absence of members of the Administration.	
<b><u>Agenda Item #5:</u></b> <b>Trustee Remuneration</b>	Information regarding proposed amendments to the Schedule of Remuneration, Allowances and Expenses had been distributed. Mark Whiting advised that the Board approved changes to Policy 7 on March 22, 2016, and that consequential amendments to the Schedule are required. He further noted that an increase of the budget per trustee for the 2016-17 school year is being proposed, requiring a recommendation by the Audit and Compliance Committee to include same in the 2016-17 budget deliberations. Debra Burnett and Greg Enion responded to questions relative to budget constraints and election year implications.	<p><b><u>Motion by Dale West:</u></b> <b>That the proposed changes to the Schedule of Remuneration, Allowances and Expenses be deferred until the 2016-17 budget deliberations. Motion Carried.</b></p>
<b><u>Agenda Item #6:</u></b> <b>Other Business</b>	No other items were presented for discussion.	
<b><u>Agenda Item #7:</u></b> <b>Thank You and Adjournment</b>	<p>The meeting was adjourned.</p> <p>Time of meeting: 1:30-2:21PM.</p>	

# **THE BOARD OF EDUCATION**

**of the Regina School Division No. 4 of Saskatchewan**

## **Meeting of the Audit and Compliance Committee A Standing Committee of the Regina Board of Education**

***Wednesday, April 6, 2016  
1:30 p.m. to 3:00 p.m.***

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

### **AGENDA**

Chair: Dale West

1. Welcome, Introductions and Overview of Agenda
2. 2014-2015 Operations:
  - a) Subsequent Events Audit (attached) B. Lipinski
3. 2015-2016 Operations:
  - a) Second Quarter Results (attached) B. Lipinski
  - b) Audit Service Plan (attached) R. Sieffert, MNP
  - c) Audit Involvement Memorandum (attached) M. King, OPA
4. In-Camera Discussion
5. Trustee Remuneration (attached) M. Whiting
6. Other Business
7. Thank You and Adjournment

*Committee Members: Ms. Carla Beck, Mr. Dale West, Ms. Aleana Young, Mrs. Katherine Gagne (ex officio), Mr. Greg Enion (ex officio), Ms. Debra Burnett, Mr. Bruce Lipinski*

#### ***Audit and Compliance Committee – Membership and Scope***

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

***Scope:*** To review the external auditor's report and Letter to Management and make recommendations; to review and recommend changes to the Schedule of Remuneration, Allowances and Expenses; to review and approve Trustee expense claims; and to review the Annual Report for Regina School Division #4.



## REGINA BOARD OF EDUCATION

10a

**BOARD MEETING DATE:** APRIL 12, 2016

**TOPIC:** SASKPOWER EASEMENT AGREEMENT: ÉCOLE MASSEY SCHOOL

FORUM	AGENDA ITEMS	INTENT
<input checked="" type="checkbox"/> Open Session	<input type="checkbox"/> Correspondence	<input type="checkbox"/> Information
<input type="checkbox"/> Closed Session	<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: External Reports/Presentations	

### BACKGROUND

SaskPower is requesting an easement for the installation of a power line on, over, under and/or through the École Massey School parcel of land ([attached](#)).

### CURRENT STATUS

It is common to have utility easements on Regina Public School Board property. The proposed easement will not impede the function of the school. Permanent structures are not permitted on or under the easement; the easement also limit the Board's ability to excavate/drill in the easement area.

Pursuant to the easement agreement, the Grantees will have the right of access to the property, so it is possible that some temporary disruption to the grounds and vegetation may occur at times. Such damage must be repaired at the expense of the Grantees.

### RECOMMENDATION

That the Board authorize execution of the Easement Right-of-Way with SaskPower relative to the École Massey School property.

PREPARED BY	DATE	ATTACHMENTS
Dave Bryanton, Superintendent, Educational Facilities	April 7, 2016	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

CONSENT AND AGREEMENT  
WITH RESPECT TO ACQUISITION OF AND COMPENSATION  
FOR EASEMENT OF RIGHT-OF-WAY  
URBAN ELECTRICAL DISTRIBUTION

WHEREAS Saskatchewan Power Corporation, hereinafter called SPC, requires an Easement for right-of-way for the purpose of a powerline on, over, under and/or through the parcel of land described as follows:

**Blk/Par C Plan No 60R21104 Ext 0 Parcel # 107096474**

Width of Easement **3 Metres**

NOW THEREFORE, **THE BOARD OF EDUCATION OF THE REGINA SCHOOL DIVISION NO. 4 OF SASKATCHEWAN** is the **registered owner**, hereinafter called the Owner, of the postal address of **Regina, Saskatchewan**, being the registered owner(s)/purchaser(s) under agreement for sale of the said parcel of land, do/does hereby consent and agree to the acquisition by SPC of the said easement to consist of the right to SPC by itself, its employees and/or agents to enter upon the said land for the purpose of constructing, placing, laying, operating, maintaining, inspecting, altering, removing, replacing, and/or repairing poles, anchors, kiosks, transformers and pads, wires, cables, conduits and other conductors, apparatus and equipment as SPC may consider necessary or convenient in connection with the operation of an electrical distribution system on, over, under, and/or through the said right-of-way together with the right of ingress and egress to and from the said parcel of land for the employees, agents, vehicles, supplies and equipment of SPC for all purposes necessary or incidental to the exercise and enjoyment of the rights hereby acquired, on the following terms and conditions :

- (1) The easement acquired hereunder will be evidenced at the Land Titles Registry either by registration of a Power Corporation Act Easement (s.23) or by the filing of a miscellaneous interest.
- (2) The consideration for the said easement shall be the sum of One Dollar (\$1.00), the receipt whereof is hereby acknowledged.
- (3) It is hereby agreed that whenever SPC breaks or opens up the said right-of-way for any purpose, SPC shall diligently and expeditiously complete the work for which such breaking or opening up was required, and shall, at the expense of SPC, restore the ground so broken and opened up as nearly as possible to its former condition forthwith upon the said work being completed.
- (4) SPC shall exercise its rights with due care and attention with a view to avoiding any unnecessary damage to trees, shrubs, plants, flower beds, lawns or fences located within the said easement.

(5) The owner shall be allowed free access to and use of the said parcel of land hereinbefore described, except insofar as it may be necessary for SPC to use the same for the purposes hereinbefore specified; provided further that the owner shall not, without the prior written consent of SPC, excavate, drill, install or erect or permit to be excavated, drilled, installed or erected on or under the said parcel of land any pit, well, trench, foundation, pavement, building, or other structure or installation.

(6) Upon the discontinuance of the said right-of-way and the exercise of the rights hereby acquired, SPC shall restore the said land to the same condition, so far as it is practicable to do so, as the same was in prior to the entry thereon by SPC and the exercise by it of the rights hereby acquired.

(7) Nothing herein contained shall be deemed to vest in SPC any title to mines, ores, metals, coal, slate, oil, gas or other minerals in or under the said parcel of land, except only the parts thereof that are necessary to be dug, carried away or used in the laying down, construction, operation, maintenance, inspection, alteration, removal, replacement, reconstruction, and/or repair of the said powerline, works, apparatus and equipment of SPC.

DATED this                      day of                      , 2016.

\_\_\_\_\_  
Witness

\_\_\_\_\_  
**THE BOARD OF EDUCATION OF  
THE REGINA SCHOOL DIVISION  
NO. 4 OF SASKATCHEWAN**

\_\_\_\_\_  
Address

\_\_\_\_\_  
(Print Name and Signing Authority)

\_\_\_\_\_  
Occupation

Order No. **20190037**

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