

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

Members Present	Dr. Barbara Young, Chair Mrs. Katherine Gagne, Vice-Chair Mrs. Cindy Anderson Ms. Carla Beck	Mrs. Angela Fraser Mr. Tim Stobbs Mr. Dale West
Administration Present	Mr. Don Hoium, Director of Education Ms. Debra Burnett, Deputy Director, Division Services, & Secretary-Treasurer Mr. Mike Walter, Deputy Director, Instruction and School Services	

The Chairperson called the meeting to order and asked for a motion to adopt the agenda. It was requested that the following items be added: *Education Relations Board* and *Mini Relay for Life*.

Adoption of Agenda Motion by Mrs. A. Fraser:

That, with the additions requested, the agenda be adopted.

Motion Carried.

Approving of Minutes The Chairperson then asked for a motion to approve the minutes of the meeting held on May 17, 2011.

Motion by Mr. T. Stobbs:

That the minutes of the Board meeting of May 17, 2011, be approved as distributed.

Motion Carried.

Budget 2011-12 Copies of the 2011-12 Budget Submission had been distributed. Mr. Don Hoium, Director of Education, Ms. Debra Burnett, Deputy Director, Division Services, and Mr. Mike Walter, Deputy Director, Instruction and School Services, provided additional information. Mr. Hoium outlined the division challenges, including evolving educational funding, ensuring literacy and numeracy development, delivering core curricula, preparing students for an increasingly technological society, meeting the needs of the First Nations and Métis population, facilitating appropriate interventions to serve more students in their neighbourhood schools, preparing students for employment and post-secondary educational opportunities, maintaining strong parental and community involvement in schools, and supporting program offerings and providing effective and efficient school facilities. He highlighted the five key actions in the Continuous Improvement Plan priority area of Higher Literacy and Achievement. Mr. Walter summarized the key actions in the Continuous Improvement Plan priority areas of Equitable Opportunities and Outcomes for All, and Smooth Transitions Into and Through the System. Ms. Burnett

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highlighted the Continuous Improvement Plan priority of Governance, Facilities and Accountability. In a year-to-year comparison, she noted that the 2011-12 budget is based on the approved Ministry allocation. Ms. Burnett noted that PSAB-compliant budget expenditures, including net non-cash items, totalled \$195,700,815, representing a 1.78% increase over last year's budget. She indicated that PSAB-compliant revenues were projected at \$209,318,902, resulting in an estimated \$13.62 million surplus, attributable to the fact that \$18.35 million in capital grants are recognized in 2011-12 but the projected expenses will not begin to be amortized until future years after the school rebuild projects are complete. Mrs. K. Gagne expressed appreciation, on behalf of the Board, for the hard work and dedication shown throughout the budget process.

Motion by Mr. D. West:

That the 2011-12 budget be approved as presented for submission to the Ministry of Education.

Motion Carried.

Strategic
Planning
Committee:
Continuous
Improvement
Plan 2011-12

A draft of the Continuous Improvement Plan 2011-12: Planning for Student Success had been distributed. Mr. T. Stobbs advised that, further to his comments at the May 17, 2011, Board meeting, the draft now included a completed Financial Section. Mr. Don Hoium, Director of Education, Mr. Mike Walter, Deputy Director, Instruction and School Services, and Ms. Debra Burnett, Deputy Director, Division Services, provided additional information, reporting on priority strategies, key actions, and measures of progress for the four priority areas. Board members expressed appreciation for the ongoing development of the plan.

Motion by Mr. T. Stobbs:

That the draft Continuous Improvement Plan 2011-12: Planning for Student Success be approved as presented.

Motion Carried.

Audit and
Policy Review
Committee

Information relative to the Audit and Policy Review Committee meeting of May 16, 2011, had been distributed. Mr. D. West provided a brief summary of discussions held at the meeting, noting suggested wording clarifications to Policies 8 and 12 to reflect current practice. He advised that future consideration would be given to establishing policies and procedures relative to Education for Sustainable Development. Mr. West concluded by noting the two Subsequent Events Audits prepared in order to meet audit requirements for the audit of the Province's consolidated financial statements.

Motion by Mr. D. West:

That the proposed changes to Policy 8 "Committees of the Board" and Policy 12 "Role of the Director" be approved as presented.

Motion Carried.

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Public Education Advocacy Committee Information relative to the Public Education Advocacy Committee meeting held May 30, 2011, had been distributed. Mrs. K. Gagne provided a brief summary of discussions held at the meeting. She advised that the Shared Values Recognition Program Selection Committee reviewed nominations on May 18, 2011, and award recipients will be announced in September. She further advised that the Committee will continue discussions in Fall 2011 relative to strengthening the mandate of the Committee.

SSBA: Public Section The agenda for the Public Section General Meeting, held June 2-3, 2010, had been distributed. Dr. B. Young provided a brief summary of the meeting. It was noted that Mrs. K. Gagne, Mrs. A. Fraser and Mr. Mike Walter would be attending the bi-level bargaining meeting on June 11, 2011.

SSBA: National Aboriginal Trustees Conference Information relative to the National Aboriginal Trustees Gathering, to be held June 19-21, 2011, had been distributed. Mr. Don Hoium, Director of Education, requested that any Board members interested in attending the conference contact Ms. Linda Hecker, Executive Assistant.

Annual Meeting Statement of Proceedings As required under section 97(8) of The Education Act, 1995, the Secretary's statement of proceedings of the Annual Meeting of Electors, held May 10, 2011, had been circulated to Members of the Board.

Motion by Mrs. C. Anderson:

That the minutes of the 2011 Annual Meeting of Electors held on May 10, 2011, be accepted as the statement of proceedings of the said meeting.

Motion Carried.

New Regina Public Schools Website Mr. Terry Lazarou, Supervisor of Communications, provided a presentation of work achieved to date on the newly designed Regina Board of Education website, including development of new tabs, links and a search engine. Mr. Lazarou and Mr. Don Hoium, Director of Education, responded to questions. Board members expressed appreciation for the presentation and for the effort expended in developing the new site.

National Governance Survey Mr. Don Hoium, Director of Education, advised that, earlier in the year he had been one of four directors interviewed by Memorial University relative to the issue of school board governance. He further advised that, as a second phase of the project, a formal survey is to be completed by six Board members. Board members agreed on arrangements for survey completion.

Request for Presentation A request from Mr. Bob Hughes, to make a presentation to the Board on June 21, 2011, relative to Athabasca School, had been distributed.

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Motion by Mr. D. West:

That the request of Mr. Bob Hughes to make a presentation be granted and that the Secretary-Treasurer be authorized to finalize arrangements for same.

Motion Carried.

Destruction of Public Documents

In keeping with the Records Retention and Disposal Guide for Saskatchewan School Divisions, authorization was requested to proceed with destruction of public documents as listed below, subject to approval by the Ministry of Education:

- Documents and records to be disposed of after time lapse of seven years:
 - 2003 Accounts Payable – including invoices, payment vouchers, and related correspondence;
 - 2003 Accounts Receivable – including receipt records, invoices, vouchers, related correspondence, write-offs, and lists of students for tuition fee purposes;
 - 2003 Banking – including bank statements, cancelled cheques, deposits, and bank reconciliations;
 - 2003 Charitable Organization Returns;
 - 2003 Goods and Services Tax Returns;
 - 2003 Ledgers and Journals – including Accounts Payable, Accounts Receivable, General Journals, and Inventory Journals;
 - 2003 Requisitions and Purchase Orders;
 - 2003 Tenders – including tenders for materials, supplies, services, and equipment;
 - 2003 Payroll time sheets, Payroll Input Forms, and related correspondence.
- Student Records Cumulative Folders:
 - Cumulative records of 15,279 students which have reached the age of 32 years of age.

Motion by Mrs. C. Anderson:

That, subject to approval by the Ministry of Education, the administration be authorized to destroy the documents identified.

Motion Carried.

Mini Relay for Life

Mrs. A. Fraser advised that she attended a Mini Relay for Life at MacNeill School on May 18, 2011. She commended the principal and committee members who organized the successful event, raising \$10,972.16 for the Canadian Cancer Society.

Closed Session

Motion by Mrs. A. Fraser:

That we go into closed session.

Motion Carried.

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Motion by Mr. D. West:

That we rise and report.

Motion Carried.

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

Facilities

- 1) That the contract for the Campbell Collegiate foundation underpinning project be awarded to Graham Construction subject to approval by the Ministry of Education.

Motion by Mrs. K. Gagne:

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

Motion Carried.

[Mr. D. West noted a conflict of interest and abstained from discussion and voting on the immediately preceding motion.]

At the conclusion of closed session, the Committee of the Whole reported progress with respect to consideration of *Personnel Matters* and *Education Relations Board*. The progress reports were accepted.

Adjournment

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

Motion by Mr. T. Stobbs:

That the meeting adjourn.

Motion Carried.

Time of meeting: 7:00 to 8:33 p.m.

Chairperson

Secretary-Treasurer