

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

Members Present Mrs. Katherine Gagne, Chair
Mrs. Angela Fraser, Vice-Chair
Mrs. Cindy Anderson
Ms. Carla Beck
Mr. Tim Stobbs
Mr. Dale West
Dr. Barbara Young

Administration Present Ms. Julie MacRae, 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.

Adoption of Agenda Motion by Mr. D. West:

That the agenda be adopted as presented.

Motion Carried.

Approving of Minutes The Chairperson then asked for a motion to approve the minutes of the meeting held on May 22, 2012.

Motion by Mrs. A. Fraser:

That the minutes of the Board meeting of May 22, 2012, be approved as distributed.

Motion Carried.

Community Relations Committee Mrs. A. Fraser provided a summary of the Community Relations Committee meeting held May 30, 2012, highlighting the Trustees and High School Leadership Engagement Session, and expressing appreciation to Mr. Darren Boldt, Superintendent, Instruction and School Services, Mr. Jason Coleman, Principal, Campus Regina Public, and Ms. Corinne Miller, Principal, Thom Collegiate, for facilitating the forum. She noted that students requested the opportunity to ask questions of Board members at future sessions. She advised that the feedback information would be provided to students prior to the end of the school year, to principals at their leadership meeting in August, and would be posted on the Division website. Mrs. K. Gagne advised that the forum provided an opportunity for students to feel comfortable approaching and speaking with Board members.

Motion by Mrs. C. Anderson:

That the feedback and recommendations from the Trustees and High School Leadership Engagement Session held May 30, 2012, be approved as presented.

Motion Carried.

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[Ms. C. Beck joined the meeting during the above-noted discussion.]

Strategic Planning Committee: Continuous Improvement Plan 2012-13

A draft of the Continuous Improvement Plan 2012-13: Planning for Student Success had been distributed. Mr. T. Stobbs thanked the Administration for their hard work in producing the visually-pleasing Continuous Improvement Plan. Ms. Julie MacRae, Director of Education, noted the significant change in document format and highlighted the introduction of Division-Level Targets. Mr. Mike Walter, Deputy Director, Instruction and School Services, and Ms. Debra Burnett, Deputy Director, Division Services, provided additional information, reported on strategies and key actions for the four priority areas, and responded to questions relative to the review of the Elders-in-Residence program, incremental progress towards achieving long-range targets and teacher impacts. Board members expressed appreciation for the development of the plan.

Motion by Mr. T. Stobbs:

That the draft Continuous Improvement Plan 2012-13: Planning for Student Success be approved as presented.

Motion Carried.

Budget 2012-13

Copies of the 2012-13 Budget Submission had been distributed. Ms. Debra Burnett, Deputy Director, Division Services, provided additional information, noting that, while the document mirrors the Continuous Improvement Plan just presented, a focus on the priority area of Governance and Accountability was dictated, as a change in this area was necessary in order to balance the 2012-13 budget. Specifically, she drew attention to the fact that funding for planned maintenance and emergency repair projects was being reduced by \$1.1 Million from last year (translating into a Current Replacement Value (“CRV”) percentage of 1.15%). She did indicate that the Administration will continue its efforts to have the Ministry of Education adopt and fund 2% of CRV as a provincial standard. She outlined that funding for Associate Schools will be provided in accordance with the provincially-mandated requirement. She further noted that existing resources will be reallocated to support increasing demands associated with Occupational Health and Safety requirements and the Board’s ongoing and pending capital program.

In a year-to-year comparison, Ms. Burnett noted that the 2012-13 budget is based on the approved Ministry allocation determined in accordance with the newly-introduced provincial funding distribution model. In terms of the provincial education pool, she noted that the funds available for distribution to school boards in 2012-13 was increased over last year’s level by the three-year cost of the provincial teachers’ agreement and by a less than 1% inflation adjustment for all other cost factors. She reminded Board members that funding recognition is provided by the Ministry based on enrolment figures from the prior September 30th, so that, while the enrolment increase projected for September, 2012, will result in increased costs, there is no increase in 2012-13 funding associated with same. Ms. Burnett advised that, with the inclusion of \$5.9 Million in amortization and other non-cash item expenses, the PSAB-compliant budget expenditures were projected at \$209,827,124, representing a 7.22% increase over last year’s budget, with the main cost driver being the cumulative increase associated with settlement of the provincial teachers’ agreement. She indicated that PSAB-compliant revenues were projected at \$226,860,948, representing an 8.38% increase over last year’s budget. She noted that a \$17.03 Million surplus was projected, due to the fact that, while capital grants received in 2012-13 must be recognized, the capital-related

Chair	S/T

expenses will not begin to be amortized until after the projects are complete. On a strictly cash basis, Ms. Burnett advised that the 2012-13 budget is balanced. Mrs. K. Gagne expressed appreciation, on behalf of the Board, for keeping Board members apprised of developments throughout the budget process and for the hard work and dedication of staff demonstrated in finalizing the budget submission.

Motion by Mr. D. West:

That the 2012-13 budget be approved as presented for submission to the Ministry of Education.

Motion Carried.

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 8, 2012, had been circulated to Members of the Board.

Motion by Mrs. C. Anderson:

That the minutes of the 2012 Annual Meeting of Electors held on May 8, 2012, be accepted as the statement of proceedings of the said meeting.

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:
 - 2004 Accounts Payable – including invoices, payment vouchers, and related correspondence;
 - 2004 Accounts Receivable – including receipt records, invoices, vouchers, related correspondence, write-offs, and lists of students for tuition fee purposes;
 - 2004 Banking – including bank statements, cancelled cheques, deposits, and bank reconciliations;
 - 2004 Charitable Organization Returns;
 - 2004 Goods and Services Tax Returns;
 - 2004 Ledgers and Journals – including Accounts Payable, Accounts Receivable, General Journals, and Inventory Journals;
 - 2004 Requisitions and Purchase Orders;
 - 2004 Tenders – including tenders for materials, supplies, services, and equipment;
 - 2004 Payroll time sheets, Payroll Input Forms, and related correspondence.
- Student Records Cumulative Folders:
 - Cumulative records of 4,174 students who have reached 32 years of age.

Motion by Ms. C. Beck:

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

Motion Carried.

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Facilities:
SaskTel Utility
Easement
Agreement

A request from SaskTel regarding execution of an easement agreement relative to the Sheldon-Williams Collegiate property had been distributed. Ms. Debra Burnett, Deputy Director, Division Services, advised that same was required in order to provide fibre optic service in the area.

Motion by Mrs. C. Anderson:

That execution of a Utility Easement with SaskTel relative to the Sheldon-Williams Collegiate property be authorized.

Motion Carried.

Closed
Session

Motion by Mrs. A. Fraser:

That we go into closed session.

Motion Carried.

Motion by Ms. C. Beck:

That we rise and report.

Motion Carried.

At the conclusion of closed session, the Committee of the Whole reported progress with respect to consideration of *SSBA—Request for Feedback re Proposed Position Statements, SSBA—June 20, 2012, Meeting, SSBA—Locally Determined Teacher Benefits, SSBA—Public Section General Meeting Summary, and Joint Boards of Education Meeting with Regina MLAs*. 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. D. West:

That the meeting adjourn.

Motion Carried.

Time of meeting: 7:00 to 9:28 p.m.

Chairperson

Secretary-Treasurer