

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	Dr. Jane Ekong
	Mr. Adam Hicks, Vice-Chair	Mrs. Tanya Foster
	Mrs. Cindy Anderson	Mr. Jay Kasperski
Administration Present	Mr. Greg Enion, Director of Education	
	Ms. Naomi Mellor, Deputy Director, Division Services/CFO	
	Mr. Darren Boldt, Deputy Director, Student Achievement (via online)	

Dr. J. Ekong 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. It was requested that the following items be added: *Communication* and *Orientation of New Trustees and Trustee Transition*.

Adoption of Agenda	<u>Motion by Mrs. C. Anderson:</u>	
	That, with the additions requested, the agenda be adopted.	
	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	<p>The Chairperson then asked for a motion to approve the minutes of the meeting held on September 8, 2020.</p> <p><u>Motion by Dr. J. Ekong:</u></p> <p>That the minutes of the Board meeting of September 8, 2020, be approved as distributed.</p> <p>Motion Carried.</p>

Argyle/St. Pius X Joint-Use School Project Update	Information relative to the Argyle/St. Pius X Joint-Use School Project had been distributed. Mr. Greg Hasiuk, Partner and Practice Leader, Number Ten Architectural Group, provided a review of the design, via teleconference, noting that the design process has taken into account the views of the two school communities, teachers, principals, parents and Division staff. He advised that the consultations have occurred through a Facility Design Working Group and a School Design Advisory Committee, and that the key issues in the design discussions have been focused on layout of the schools, construction materials, community and child care areas, playground space, access from parking and drop-off areas, and costing. He pointed to the schools being similar in many features but that Argyle School will be two stories while St. Pius X will be three	

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stories. He further advised that the joint-use school will be constructed in one phase and both schools are planned to open at the same time. Mr. Hasiuk responded to questions relative to window insulation, heated floors, and design adjustments relative to physical distancing capabilities. Mr. James Holtom, Project Manager, responded to a question relative to busing drop-off areas. Mr. Greg Enion, Director of Education, responded to a question relative to parking spots. Mr. Dan Van Buekenhout, Manager of Capital Planning, responded to a question relative to separate gymnasiums.

Ms. Delaine Clyne, Supervisor, Policy, Planning and Research, advised that three parcels of land that will house the joint-use school, playground and parking lot will need to be jointly owned by the two school divisions, and that the working group is working with the Ministry and the City through several land-use and zoning changes to ensure the sites are subdivided, zoned and titled properly to begin construction by February 2021. She further noted that the Argyle School lands, currently owned by the Regina Public School Board, will be transferred to joint ownership with the Regina Catholic School Board, and the lands in Kinsmen Park, which will become the parking lot for the new joint school, as well as the L’Arche Park lands, will be transferred by the City to the Regina to the two school divisions, jointly.

Motion by Mr. A. Hicks:

That the parcel of land legally known as Block F, Plan FX3425 (Argyle School parcel), owned by the Board of Education of the Regina School Division No. 4 of Saskatchewan, be transferred into joint ownership with the Regina Roman Catholic Separate School Division No. 81; that the said school divisions acquire and enter into joint ownership of two identified parcels of land from the City of Regina; and that the proper officers of the Board be authorized to execute, deliver and register all relevant documentation related to the said transfer and acquisition of land.

Motion Carried.
(Unanimously)

School Opening Update

Mr. Greg Enion, Director of Education, provided Board members with an update on school opening, advising that the School Division does not have any cases of COVID-19 amongst students or staff as of today’s date. He noted that enrolment is currently 885 below projection, and that there are 2,043 students registered in eSchool. He commented that Administration is now moving towards offering programs to intensive needs students.

Ms. Naomi Mellor, Deputy Director, Division Services/CFO, advised that air purifying systems will start to be installed later this week and into October, with a second order being made shortly, with installation over October and November. She further advised that a Request for Proposals has been sent out for bottle filler stations. She noted that feedback is being sought from schools regarding personal protective equipment (PPE), and advised that there is currently a provincial shortage in gloves and trigger sprays. She expressed appreciation to the Facilities staff for their diligence in keeping schools safe and clean.

Mr. Enion and Ms. Mellor responded to questions relative to intensive needs enrolment, installation schedule for air purifying systems, home school enrolment, mask policy, mask supply, variances to list of symptoms for absences, and the deadline change for submitting enrolment numbers. Board members expressed appreciation for the update.

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SSBA 2020 AGM Submission of Bylaw Amendments and Resolutions	Information outlining the process for submission of Annual General Meeting resolutions had been distributed at the September 8, 2020 Board meeting. Mrs. K. Gagne noted that no resolutions had been proposed by the Regina Public Board of Education for submission to this year’s Saskatchewan School Boards Association Annual General Meeting.
Fourth Quarter Financial Report	Fourth Quarter Financial results for the 2019-2020 fiscal year had been distributed. Mr. Bruce Lipinski, Superintendent, Business Affairs, advised that currently, revenues are projected to be higher than budget, and expenses are projected to be lower, for an estimated operating deficit of just less than \$2M, a net improvement of \$6.2M from the 2019-2020 Budget. He and Mr. Greg Enion, Director of Education, responded to questions relative to the grants for Pathfinders, Jordan’s Principle and SaskCode, and the capital grant for four portables at École Wascana Plains School, and how many more portables the school can accommodate. Board members expressed appreciation for the report.
Third/Fourth Quarter Transportation Reports	Transportation Performance Reports, including data between February 2019 and September, 2020, had been distributed. Mr. Bruce Lipinski, Superintendent, Business Affairs, advised that, following the COVID-19 pandemic school shutdown in March, 2020, bus and light vehicle drivers continued to be paid in April, May and June. He noted a decrease in the number of students currently transported, but commented that the numbers changes from day to day. He advised that all buses have now been sold to Warner Industries, and that Warner is in the process of replacing those buses with new ones, that should be in place by the end of November, 2020. He also noted that the new buses will be equipped with GPS and cameras. Mr. Lipinski and Ms. Naomi Mellor, Deputy Director, Division Services/CFO, responded to questions relative to a reduction in the number of buses used given the decrease in students transported, and the paying of contracted bus drivers and cab companies during the shutdown.
Destruction of Public Documents	<p>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:</p> <ul style="list-style-type: none">• Records Retention and Disposal Schedule – SECTION IV – Documents and records to be disposed of after time lapse of seven years:<ul style="list-style-type: none">○ 2012 Banking – including bank statements, cancelled cheques, deposits, and bank reconciliations○ 2012 Charitable Organization Returns○ 2012 Goods and Services Tax Returns○ 2012 Ledgers and Journals○ 2012 Requisitions and Purchase Orders○ 2012 Tenders – including tenders for materials, supplies, services and equipment○ 2012 Payroll time sheets, Payroll Input Forms and related correspondence <p>Mr. Bruce Lipinski, Superintendent, Business Affairs, advised that, in addition, there are approximately 12,673 cumulative folders from 1986 to 1988 to be destroyed. He noted that these Student Records Cumulative Folders relate to students who are 32 years of age or older.</p>

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Motion by Mr. J. Kasperski:

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

Motion Carried.
(Unanimously)

Orientation of
New Trustees
and Trustee
Transition

Mrs. K. Gagne advised that questions had arisen regarding outgoing Board members and that she had forwarded information received from Ms. Naomi Mellor, Deputy Director, Division Services/CFO, noting that, after nominations close, any Board member not running, and any Board members not elected to a new term, need to return to Executive Assistant, Suzanne Shuba, by November 12th, the following: any Board documents they may have at home that should be securely disposed of; any outstanding reimbursement forms for submission to the Accounting department; their 2020 City of Regina parking pass; their FOB; their laptop, case and cord; and any other Division property they may have in their possession. She further advised that all newly elected Board members will be contacted on November 10th, to make arrangements to fill out all necessary paperwork and obtain their laptop and FOB by no later than November 13th. It was also pointed out that current Board members will receive remuneration for the first half of November, and the newly elected Board members will receive remuneration for the second half of November. Mrs. Gagne advised that, when this Board commenced its four-year term, Policy 3 allowed for Board members to buyout their laptop at a depreciated price; however, the Policy and Governance Committee made changes to the Policy in March, 2020. She sought clarification from Mr. J. Kasperski, Committee Chair, relative to deletion of that clause. Mr. Kasperski advised that it was the Committee’s intention that the deletion of the said clause would not impact current Board members from selecting to buyout their laptop, and would start to apply with the election of a new Board.

Mr. A. Hicks commented that, in addition to an administrative orientation for the new Board, he forwarded an email to Mrs. K. Gagne and Mr. Greg Enion, Director of Education, proposing a separate Trustee-run orientation, that would focus on protocols, meeting agendas, etc. Mrs. Gagne and Mr. J. Kasperski both stated that, if such an orientation is held, it should be facilitated by all re-elected Trustees. It was further suggested that holding such an orientation before the Organizational Meeting would be overwhelming with all the other information newly elected Board members would be receiving in that first week, and it was recommended that the date be flexible. Mrs. Gagne further pointed out that, if there are no re-elected Trustees, past Trustees could be consulted.

Subdivision
Reports

Mrs. C. Anderson expressed gratitude for the announcement, made the previous Friday, of funding for a new Imperial/McDermid/St. Michael/St. Peter joint school.

Mr. A. Hicks echoed Mrs. Anderson’s comments, noting the announcement of funding for a new school in the Harbour Landing area. He further advised that he recently attended a Harbour Landing Community Association meeting where discussions arose relative to partnering opportunities for the new school.

Mrs. K. Gagne noted that the September 8th Board meeting had been the final meeting for Ms. A. Young. She took the opportunity to thank Trustee Young for her commitment to the School Board during the last eight years.

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Mrs. Gagne further acknowledged that it was Dr. J. Ekong's last meeting. She expressed appreciation for Trustee Ekong's eight years of service to the School Board. Dr. Ekong thanked the citizens of Subdivision 1 for providing her the opportunity to sit on the School Board. She also thanked the students, staff, Principals, Senior Administration, SCCs, and her fellow Board members for their encouragement, respect, and friendship over the years.

Mrs. Gagne also recognized that it was her last Board meeting, after having served as a Trustee for 11 years. She reflected on her time as a Trustee and promised to remain a strong voice and advocate for public education. She thanked everyone for continually bettering the School Division.

Closed Session Motion by Mrs. T. Foster:

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 Mr. A. Hicks:

That we rise and report.

Motion Carried.

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

At the conclusion of closed session, the Committee of the Whole reported progress with respect to consideration of *SSBA Executive Composition, Membership Fees, and Voting Review Working Advisory Group*, and *Trustee Communication*. The progress reports were accepted. Dr. J. Ekong also asked that the Members of Black Community Advisory Committee be made part of the Report from the Regina Black-African Canadian Community.

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

Motion by Dr. J. Ekong:

That the meeting adjourn.

Motion Carried.

Time of meeting: 5:30 to 8:07 p.m.

Chairperson

Chief Financial Officer

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