

NESD Board Meeting Agenda - DRAFT
Tuesday, September 15, 2020
1:30 pm - 4:00 pm
Affinity Room - Kerry Vickar Centre, Melfort, SK

*** (09/12/2020)*

1. IN-CAMERA SESSION

2. CALL TO ORDER

3. ADOPTION OF AGENDA

Proposed Motion: That the agenda be adopted (as presented) or (as amended).

4. ADOPTION OF MINUTES

a) Minutes of Regular Meeting – [20200825-Board Minutes-FINAL.pdf](#)

Proposed Motion: That the minutes of the Regular Meeting of August 25, 2020 adopted (as presented) or (as amended).

5. DELEGATIONS & SPECIAL PRESENTATIONS -

- Mark Jensen, Coordinator of Continuous Improvement and Reporting

6. CONSENSUS AGENDA ITEMS

Proposed motion: That the Board moved that the following consent items be approved as presented and that the Board receive the following items as information:

- August 2020 - Director's Personnel Report
- School Board Elections 2020
- Correspondence.

7. DISCUSSION/DECISION - BOARD DIRECTION

A. New Business

1. COVID Costs - [COVID Costs-091520-0.docx](#)
2. [Date change-Organizational Meeting-091520-0.docx](#)

B. Monitoring and Reporting Items

1. COVID 19 Update - [COVID19 Update-091520-FINAL.pdf](#)
2. Transportation Report - Sept 2020 - [Transportation Report-091520-FINAL.pdf](#)
3. Opening Enrolments - [Opening Enrollment-Sep14 2020-091520-FINAL.pdf](#)
4. School Sustainability - [School Sustainability-091520-FINAL.pdf](#)

C. Board of Education Strategic Direction Items

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***8. INFORMATION ITEMS**

A. Director's Personnel Report - [08_2020-Director's Personnel Report.pdf](#)

B. Out of Province Travel - NONE

C. CONFIDENTIAL Student Suspensions - NONE

D. Administrative Procedures -

E. School Board Elections 2020 - [Elections2020-091520-0.docx](#)

***9. CORRESPONDENCE -**

- [CORR-09.02.2020-MBoda to DRempel. North East School Division.pdf](#)

10. SASKATCHEWAN SCHOOL BOARDS ASSOCIATION -

- [SSBA-Public Section Executive Message Sept 2020.pdf](#)

11. IDENTIFICATION OF EMERGENT ITEMS FOR NEXT MEETING

12. ADJOURNMENT

13. TEN-MINUTE RECESS AND MEDIA INTERVIEWS (if necessary)

14. CLOSED SESSION ROUNDTABLE AND MEETING REVIEW

Complete Board Package -

Board Events - [Board event table](#)

MINUTES OF A MEETING: of the Board of Education of the North East School Division No. 200 of Saskatchewan, held on Tuesday, August 25, 2020 at 2:00pm via Microsoft Teams due to the COVID-19 pandemic.

PRESENT:

Michael Botterill	Lori Kidney	Director of Education: Don Rempel
Linda Erickson	Ted Kwiatkowski	Supt. of Business Admin.: Wanda McLeod
Bob Gagné	Marla Walton - Chair	
Richard Hildebrand		

ABSENT: Luke Perkins

	<u>CALL TO ORDER</u> – 2:20 pm	
	<u>ADOPTION OF AGENDA</u>	
2020-08-66	M. Botterill moved that the agenda be adopted as presented.	<i>CARRIED</i>
	<u>MINUTES</u>	
2020-08-67	R. Hildebrand moved that the minutes of the Regular Board Meeting held on June 16, 2020 be adopted as presented.	<i>CARRIED</i>
	<u>SPECIAL PRESENTATION:</u> ❖ NONE	
	<u>CONSENSUS ITEMS</u>	
2020-08-68	B. Gagné moved that the Board approve the following consent items as presented and that the Board receive the following items as information: ❖ June and July 2020 Director's Personnel Report ❖ AP 709 (revised) - Tangible Capital Assets ❖ AP 510 (revised) - Workplace Safety ❖ AP 527 (new) - Access to Information (LAFOIP) ❖ Correspondence.	<i>CARRIED</i>
	<u>NEW BUSINESS</u>	
2020-08-69	L. Erickson moved that the Board of Education has reviewed the attached August 20, 2020 North East School Division Return to School Plan and finds it acceptable.	<i>CARRIED</i>
2020-08-70	L. Kidney moved that the Board rescind the following motion from the Regular Board meeting dated June 16, 2020: <i>Motion # 2020-06-55 – That the Board approves the appointment of Wanda McLeod as Returning Officer for the 2020 general election of the school board for the North East School Division No. 200.</i>	<i>CARRIED</i>
2020-08-71	M. Botterill moved that the Board approves the appointment of Tanya Biesenthal as Returning Officer for the 2020 general election of the school board for the North East School Division No. 200.	<i>CARRIED</i>
2020-08-72	B. Gagné moved that the Board approves the use of electronic vote counting equipment for the 2020 general election of the school board for the North East School Division No. 200.	<i>CARRIED</i>
2020-08-73	R. Hildebrand moved that the Board approve that the Tisdale Middle and Secondary School roof replacement project of sections 1, 11 and 12 will not be funded with the Climate Action Incentive Fund and Preventative Maintenance and Renewal provincial grant and will be funded with the provincial economic stimulus funding of up to \$1.2 million.	<i>CARRIED</i>

**NORTH EAST SCHOOL DIVISION
BOARD MEETING MINUTE - NOTES
August 25, 2020**

2020-08-74	L. Kidney moved that the Board approve that during the 2020-21 fiscal year, up to \$110,000 of the unrestricted accumulated surplus is used to purchase Chromebooks for the schools.	<i>CARRIED</i>
2020-08-75	M. Botterill moved that the Board of Education has received the new/revised Administrative Procedures AP 527 LAFOIP and AP 510 Workplace Safety.	<i>CARRIED</i>
2020-08-76	R. Hildebrand moved that the Board approve the use of up to \$420,000 from unrestricted accumulated surplus for additional caretaking staff during the 2020-21 school year.	<i>CARRIED</i>
<u>MONITORING AND REPORTING ITEMS</u>		
2020-08-77	B. Gagné moved that the Board accept the calendar change after the Ministry of Education changed the first day back to school from September 1, 2020 to September 8, 2020.	<i>CARRIED</i>
2020-08-78	T. Kwiatkowski moved that the Board accept the financial report for the nine months ending May 31, 2020.	<i>CARRIED</i>
<u>STRATEGIC DIRECTION ITEMS</u>		
NONE		
<u>ADJOURNMENT</u>		
2020-08-79	L. Kidney moved that the Board Meeting adjourn at 3:05 pm.	<i>CARRIED</i>

Board Chairperson

Superintendent of Business Administration



NESD Board of Education

Meeting Date: September 15, 2020

Topic: COVID-19 Pandemic Costs

MEETING	AGENDA ITEM	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input checked="" type="checkbox"/> New Business	<input type="checkbox"/> Information
<input type="checkbox"/> Committee of the Whole	<input type="checkbox"/> Board Strategic Direction	<input checked="" type="checkbox"/> Decision
<input type="checkbox"/> Audit Committee Meeting	<input type="checkbox"/> Monitoring or Reporting Items	<input type="checkbox"/> Discussion
	<input type="checkbox"/> Information Items	
	<input type="checkbox"/> Correspondence	

PUBLIC

BACKGROUND

The 2020-21 budget of \$40,000 for expenditures related to the COVID-19 pandemic was based on early assumptions. In addition, there were costs that were going to be spent out of the 2019-20 COVID-19 pandemic savings that were not completed by August 31, 2020 (fiscal year end).

CURRENT STATUS

Tanya Biesenthal, Business Manager, has completed a revised budget for the 2020-21 fiscal year. Included in the revision:

- Approximately \$60,000 for handwashing stations at the schools. Originally, this was going to be a 2019-20 expenditure and now it will be reported in 2020-21.
- Approximately \$60,000 for hand sanitizer, face shields, disposable isolation gowns and gloves.
- Approximately \$45,000 in additional costs for face masks (If the government continues to provide face masks throughout the school year, these funds will not be needed. The current supply from the province is estimated to be used by the end of approximately 55 to 60 school days after school start-up).

The total additional budget requested is up to \$165,000. Many of these costs should be eligible expenditures that would be reimbursed with the Safe School Plan Funding (Contingency Funding) from the Ministry of Education.

RECOMMENDATION

Proposed board motion:

That the Board approve up to \$165,000 in additional COVID-19 pandemic related expenditures to be funded from the unrestricted accumulated surplus and/or the Safe School Plan Funding during the 2020-21 fiscal year.

PREPARED BY	DATE	
Wanda McLeod, Superintendent of Business Administration Tanya Biesenthal, Business Manager	September 14, 2020	



NESD Board of Education

Meeting Date: September 15, 2020

Topic: Date of Organizational Meeting

MEETING	AGENDA ITEM	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input checked="" type="checkbox"/> New Business	<input type="checkbox"/> Information
<input type="checkbox"/> Committee of the Whole	<input type="checkbox"/> Board Strategic Direction	<input checked="" type="checkbox"/> Decision
<input type="checkbox"/> Audit Committee Meeting	<input type="checkbox"/> Monitoring or Reporting Items	<input type="checkbox"/> Discussion
	<input type="checkbox"/> Information Items	
	<input type="checkbox"/> Correspondence	

BACKGROUND

The Organizational Meeting on November 26, 2019 included a motion to hold the Organizational Meeting of the Board on November 24, 2020. The first Regular Meeting of the Board after the November 9 election will be on November 17, 2020. There will be another meeting on November 24 as both the Annual Report and Audited Financial Statements will be approved at this meeting.

CURRENT STATUS

Administration would like to request a date change to the Organizational Meeting of the Board.

RECOMMENDATION

Proposed Board Motion:

That the Board approve the annual Organizational Meeting of the Board will be held on November 17, 2020.

PREPARED BY	DATE	
Wanda McLeod, Superintendent of Business Administration	September 10, 2020	



NESD Board of Education

Meeting Date: September 15, 2020

Topic: Response to the Pandemic

MEETING	AGENDA ITEM	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input type="checkbox"/> New Business	<input checked="" type="checkbox"/> Information
<input checked="" type="checkbox"/> Committee of the Whole	<input type="checkbox"/> Board Strategic Direction	<input type="checkbox"/> Decision
<input type="checkbox"/> Audit Committee Meeting	<input checked="" type="checkbox"/> Monitoring or Reporting Items	<input type="checkbox"/> Discussion
	<input type="checkbox"/> Information Items	
	<input type="checkbox"/> Correspondence	

BACKGROUND

On June 30, 2020 the North East School Division submitted a School Reopening Plan to the Ministry of Education. In July the plans were reviewed by members of the Response Planning Team and feedback was provided to school division administration on July 29, 2020. Further changes to the plan were made in response to Education Minister Wyant's media conferences and again when the Premier spoke to school reopening in August. The NESD Re-opening Plan is dated August 13, 2020 and posted on the school division website.

Executive Council met with Dr. Mohamad Khan and public health officials on August 18, 2020 to discuss the return of students to school. The administration decided to follow the suggestions of local public health officials regarding a mask policy for students and staff in instances where two-meter distancing is not possible. This decision to require masks effectively moves the North East School Division to Level 2 of the Ministry's four level approach to school operations during the pandemic.

A parent communication flyer was sent to parents on Friday August 21, 2020. School level plans were posted on August 25, 2020 to comply with the direction from Premier Moe in a parent friendly format.

AP 308-COVID 19 was posted effective August 27, 2020. A Return to Work Handbook was distributed to staff on September 2, 2020.

CURRENT STATUS

The school division administration has received an algorithm from local public health officials regarding COVID like illness in students and staff. School and division administration will direct staff and students (parents) to use the NESD Daily Screening Questionnaire before attending work and school. Illness in care procedures will be followed to employees and students home if they present COVID like symptoms at work. Employees and parents will be directed to call the health line at 811 and follow instructions of public health regarding steps to take before returning to school or work.

Adherence to the newly established protocols for Level 2 education services delivery and safe practices to avoid close contact with others at work and at home should mitigate against rising transmission rates in the north east. Administration is anticipating Level 3 or Level 4 education delivery options should an outbreak occur in a school community requiring a significant number of staff to self-isolate as a result of recommendations from public health.

RECOMMENDATION

Proposed Board Motion:

That the Board of Education has reviewed the attached administrative procedure and return to work handbook and find the documents to be acceptable.

PREPARED BY	DATE	ATTACHMENTS
Don Rempel, Director of Education	September 9, 2020	AP 308 – COVID 19 NESD Return to Work Handbook COVID Like Illness Algorithm



NESD Board of Education

Meeting Date: September 15, 2020

Topic: 2019-20 Transportation Report: September 2019 to August 2020

MEETING	AGENDA ITEM	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input type="checkbox"/> New Business	<input type="checkbox"/> Information
<input type="checkbox"/> Committee of the Whole	<input type="checkbox"/> Board Strategic Direction	<input checked="" type="checkbox"/> Decision
	<input checked="" type="checkbox"/> Monitoring or Reporting Items	<input type="checkbox"/> Discussion
	<input type="checkbox"/> Information Items	
	<input type="checkbox"/> Correspondence	

BACKGROUND

The Office of the Provincial Auditor (OPA) audited the safety of student transportation processes in six school divisions and the Ministry of Education for the 2011-12 school year. In the report: *Transporting Students Safely (Volume 2, Chapter 36)*, the OPA provided eight recommendations specific to the ministry related to the safe transportation of students. In March 2015 a working group was formed consisting of the Ministry and transportation managers/supervisors from six school divisions. As a result of the recommendations, school divisions were to provide boards quarterly transportation reports. A new directive from the Ministry and the Office of the Provincial Auditor requires reports to the boards only twice a year.

The first transportation report was provided to the Board at the January 24, 2017 Regular Board Meeting.

CURRENT STATUS

Please find attached the *NESD 2019-20 Transportation Report: September 2019 to August 2020*. As a result of the COVID-19 pandemic, March 20, 2020 was the last day that full bus service was needed.

RECOMMENDATION

Proposed motion:

That the Board accept the *North East School Division 2019-20 Transportation Report: September 2019 to August 2020*.

PREPARED BY	DATE	ATTACHMENTS
Wanda McLeod, Superintendent of Business Administration Bryan Morgan, Manager of Transportation	September 9, 2020	2019-20 Transportation Report

North East School Division 2019-20 Transportation Report: September 2019 to August 2020

TRANSPORTATION KEY RISKS

Key Risk	Strategies Used
Driver Competence	<ul style="list-style-type: none"> • <i>Driver abstracts are reviewed the month following the driver's birthdate</i> • <i>Bus drivers are evaluated with a ride-along on an as needed basis</i> • <i>Area meetings (In-service on March 16, 2020 was planned but was cancelled due to COVID-19 restrictions)</i>
Student Behaviour	<ul style="list-style-type: none"> • <i>Registration form requires parents to agree that they have read the school bus safety rules. New families are sent a registration letter that highlights student expectations</i> • <i>Cameras are installed on 64% of buses (61% last year). Each year 10 cameras are installed to reach the goal of 100%</i> • <i>Some schools review school bus safety in early September.</i>
Vehicle Maintenance / Condition	<ul style="list-style-type: none"> • <i>A preventative maintenance program is in place and followed. Buses are serviced every 4,000 km</i> • <i>SGL school bus inspections by NESD SGL certified mechanics are completed annually. Expiration dates of the inspections are monitored.</i>
External Factors	<ul style="list-style-type: none"> • <i>Bus loading zones are monitored by schools during loading/unloading of students</i> • <i>Bus drivers have means of communication (two way radios) in the event of trouble with vehicle or road</i> • <i>Use of standardized forms to document all collisions involving buses</i> • <i>Bus cancellation criteria for use during severe weather, including methods of communicating any cancellations</i> • <i>Require bus drivers to conduct and document evacuation drills with students at least twice a year</i> • <i>GPS on buses, used to track buses in case of emergency</i> • <i>Working with schools on the Suncorp report regarding external safety factors.</i>

Key Focus Areas:

Communication – Enhancing communications with drivers by also using e-mail. Methods of communication with parents are being reviewed to improve reliability.

North East School Division 2019-20 Transportation Report: September 2019 to August 2020

TRANSPORTATION PERFORMANCE INFORMATION

Performance Indicator	18-19 School Year				19-20 School Year			
	Sep-Nov	Dec-Feb	Mar-Jun	Total	Sep-Jan	Feb-Mar 20/20	Total	
Total students transported	2803	2844	2843	--	2946	3076	--	
Number of transportation routes	70	70	70	70	70	70	70	
Number of unfilled routes	0	0	0	0	1	0	1	
Number of route cancellations:	68	644	122	834	454	158	612	
Mechanical	12	41	18	71	26	7	33	
Weather	10	548	5	563	178	106	284	
No substitute driver	46	54	99	199	250	45	295	
Other	0	1	0	1	0	0	0	
Average age of bus fleet	6.5 years	6.5 years	7.48 years	--	7.3 years	7.3 years	--	
Capacity utilized on bus (average)	70.3%	70.9%	70.0%	--	77.5%	78.0%	--	
Average one-way ride time (in minutes)	24	24	24	24	22	22	--	
Longest one-way ride time (in minutes)	91	92	92	92	87	87	--	
September 2019 to January 2020								
<p>Number of unfilled routes: 1 route in Nipawin was open and partially filled by spare drivers for most of the reporting period. The route was filled 17 Jan 2020.</p> <p>Route Cancellations: Each run, AM and PM are counted separately, (each route has 2 runs per day).</p> <p>Route Cancellations – Weather: 3 days were colder than -40C in January resulting in all or most of the division buses cancelled.</p> <p>Capacity utilized on bus: Increase is due to multiple buses dropping off students, then picking up more.</p>								
February 2020 to March 20, 2020								
<p>On 20 March 2020, schools shut down due to the COVID-19 pandemic. Direct comparison of data between reporting periods will be difficult because of missing data for 3.5 months.</p> <p>Route Cancellations – Weather: 2 days were colder than -40C in February resulting in all or most of the division buses cancelled.</p>								

North East School Division 2019-20 Transportation Report: September 2019 to August 2020

Emerging issues:

September 2019 to January 2020

Retirements in areas that are traditionally difficult for recruitment. Two drivers submitted early notification of retirement. The timeframe for SGI “S” endorsement testing has been up to six (6) weeks from the time of booking.

Have experienced some issues with parent notification through School Messenger. Issues are being resolved by IT and Transportation.

February 2020 to March 20, 2020

School Messenger issues have been resolved.

During 2019-20, primary communication with drivers was through e-mail and the Transportation Services website. Initially most drivers were able to access and read their e-mail, however, a change in technology proved to be difficult for many drivers to work through.

SGI extended the S endorsement of the current drivers by one year. In response to COVID-19, SGI stopped testing. Drivers are required to re-test every five years. This also has an impact on hiring new drivers. To date, SGI has not provided an update for when testing will resume.



NESD Board of Education

Meeting Date: September 15, 2020

Topic: Opening Enrolment

MEETING	AGENDA ITEM	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input type="checkbox"/> New Business	<input checked="" type="checkbox"/> Information
<input type="checkbox"/> Committee of the Whole	<input type="checkbox"/> Board Strategic Direction	<input type="checkbox"/> Decision
<input type="checkbox"/> Audit Committee Meeting	<input checked="" type="checkbox"/> Monitoring or Reporting Items	<input type="checkbox"/> Discussion
	<input type="checkbox"/> Information Items	
	<input type="checkbox"/> Correspondence	

BACKGROUND

The funding from the province is traditionally based on the actual enrolment at September 30, 2019. The funding provided by the province on budget day is based on the estimated enrolments as provided by the school divisions.

CURRENT STATUS

Enrolments in 2020 are split between in-school, home based, and on-line learning options which is a new dynamic impacting planning due to the pandemic. Overall, enrolment currently is down 128 students as a division.

RECOMMENDATION

Proposed Board Motion:

That the Board of Education has received the report on opening enrolments as of September 14, 2020 and found it acceptable.

PREPARED BY	DATE	ATTACHMENTS
Don Rempel, Director of Education	September 14, 2020	<ul style="list-style-type: none"> September 14, 2020 Enrollment Count Division Enrolment by School September 14, 2020 Online Enrollment Count

September 14, 2020

NESD Enrollment Count

	Arbor-field	Bjork-dale	Brunswick	CRE	CRHS	C PARK	Gronlid	HBCS	LP MILLER	M BURKE	MUCC	Miner Creek	Naicam	PPC	Reynolds	SC Colony	Star City	TES	TMSS	Wagner	W FOX	WM Mason	Remota	Total by Grade	Home-school			
Kindergarten	9	3	27	17		75	2	27		21		1	14	10	31	0	10	54			8	11	5	325	8			
Grade 1	5	6	25	21		66	7	23		26		3	10	27	36	0	6	47			4	10	9	331	15			
Grade 2	4	5	31	15		61	5	18		19		0	17	15	32	0	4	54			9	10	0	299	30			
Grade 3	8	6	25	19		76	4	36		26		1	13	15	32	0	4	35			10	7	2	319	14			
Grade 4	3	4	47	15			3	18		26		2	17	16	29	3	8	52		77	7	14	12	353	22			
Grade 5	10	8	40		16		6	24		17		0	17	24	35	1	2	60		67	14	11	4	356	23			
Grade 6	6	7	37		23		2	24		27		2	17	21	33	2	6		63	74	6	8	13	371	20			
Grade 7	5	4			19		1	26	76		87	0	16	13		1	4		66		10	13	8	349	17			
Grade 8	11	4			26		0	24	56		99	2	18	17		3	5		55		9	13	8	350	16			
Grade 9	2	4			20			22	73		102	0	18	19		1	2		61		13	9	4	350	11			
Grade 10	3	4			14			22	75		96	0	12	20		3	1		67				9	11	337	12		
Grade 11	2	4			26			26	83		88	0	11	12			5		73				12	13	355	8		
Grade 12	6	5			17			28	96		97	0	17	18			4		65				16	10	379	8		
K-12 totals	74	64	232	87	161	278	30	318	459	162	569	11	197	227	228	14	61	302	450	218	90	143	99	4474	204	4678	Base	
EE																											0	E.E.
Pre K						29		11		7					15			16							78		78	Pre K
PK-12 total	74	64	232	87	161	307	30	329	459	169	569	11	197	227	243	14	61	318	450	218	90	143	99	4552	204	4756	TOTAL	

SEPT 30

2019	77	63	244	92	164	382	34	347	464	199	634		202	228	275	17	75	324	437	233	85	162	0			153	4884
. +/-	-3	1	-12	-5	-3	-75	-4	-18	-5	-30	-65		-5	-1	-32	-3	-14	-6	13	-15	5	-19	99			51	-128

Division Enrolment

School	School Name	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	SP	Othe	Total
5310113	Arborfield School	0	9	5	4	8	3	10	6	5	11	2	3	2	6	null	0	74
5310213	Bjorkdale School	0	3	6	5	6	4	8	7	4	4	4	4	4	5	null	0	64
5450201	Brunswick School	0	27	25	31	25	47	40	37	0	0	0	0	0	0	null	0	232
6110311	Carrot River Elementary	0	17	21	15	19	15	0	0	0	0	0	0	0	0	null	0	87
6110323	Carrot River Jr. Sr. High	0	0	0	0	0	0	16	23	19	26	20	14	26	17	null	0	161
6110811	Central Park Elementary	29	75	66	61	76	0	0	0	0	0	0	0	0	0	null	0	307
5410113	Gronlid Central School	0	2	7	5	4	3	6	2	1	0	0	0	0	0	null	0	30
5210643	Hudson Bay Community	12	26	23	18	36	18	24	24	26	24	22	22	26	28	null	0	329
6110854	L.P. Miller Comprehensive	0	0	0	0	0	0	0	0	76	56	73	75	83	96	null	0	459
5450301	Maude Burke Elementary	7	21	26	19	26	26	17	27	0	0	0	0	0	0	null	0	169
5450504	Melfort & Unit	0	0	0	0	0	0	0	0	87	99	102	96	88	97	null	0	569
5310852	Miner Creek School	0	1	3	0	1	2	0	2	0	2	0	0	0	0	null	0	11
5410413	Naicam School	0	14	10	17	13	17	17	17	16	18	18	12	11	17	null	0	197
2000501	NESD Online Virtual School	0	5	9	0	2	12	4	13	8	8	4	11	13	10	null	0	99
2000500	North East SD 200 Home	0	8	15	30	14	22	23	20	17	16	11	12	8	8	null	0	204
5210724	Porcupine Plain	0	10	27	15	15	16	24	21	13	17	19	20	12	18	null	0	227
5410311	Reynolds Central School	15	31	36	32	32	29	35	33	0	0	0	0	0	0	null	0	243
5410813	Star City Colony School	0	0	0	0	0	3	1	2	1	3	1	3	0	0	null	0	14
5410713	Star City School	0	10	6	4	4	8	2	6	4	5	2	1	5	4	null	0	61
5310821	Tisdale Elementary School	16	54	47	54	35	52	60	0	0	0	0	0	0	0	null	0	318
5310842	Tisdale Middle & Secondary	0	0	0	0	0	0	0	63	66	55	61	67	73	65	null	0	450
6110831	Wagner Elementary School	0	0	0	0	0	77	67	74	0	0	0	0	0	0	null	0	218
6111213	White Fox School	0	8	4	9	10	7	14	6	10	9	13	0	0	0	null	0	90
6110423	William Mason School	0	11	10	10	7	14	11	8	13	13	9	9	12	16	null	0	143
Totals		79	332	346	329	333	375	379	391	366	366	361	349	363	387	null	0	4756

September 14, 2020

NESD Online Remote School Enrollment Count by Demographic

	Arbor-field	Bjork-dale	Brunswick	CRE	CRHS	C PARK	Gronlid	HBCS	LP MILLER	M BURKE	MUCC	Miner Creek	Naicam	PPC	Reynolds	SC Colony	Star City	TES	TMSS	Wagner	W FOX	WM Mason	Out of Division	Total by Grade
Kindergarten										1							1	2				1		5
Grade 1						1		1		2					2		1					2		9
Grade 2																								0
Grade 3															1		1							2
Grade 4			1			2	1	2		1			1		2		1	1						12
Grade 5							1	1					1									1		4
Grade 6			1					4		1					3		1	1		1		2		14
Grade 7							1	1	1		2		1				1		1			1		9
Grade 8					1			1			3		1				1		1					8
Grade 9								1	2		1											1		5
Grade 10					1			1	2		1						2		4			1		12
Grade 11									6		2						1		2					11
Grade 12									3		2		1						2					8
Total By School	0	0	2	0	2	3	3	12	14	5	11	0	5	0	8	0	10	4	10	1	0	9	0	99



NESD Board of Education

Meeting Date: September 15, 2020

Topic: School Sustainability

MEETING	AGENDA ITEM	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input type="checkbox"/> New Business	<input checked="" type="checkbox"/> Information
<input type="checkbox"/> Committee of the Whole	<input type="checkbox"/> Board Strategic Direction	<input type="checkbox"/> Decision
<input type="checkbox"/> Audit Committee Meeting	<input checked="" type="checkbox"/> Monitoring or Reporting Items	<input type="checkbox"/> Discussion
	<input type="checkbox"/> Information Items	
	<input type="checkbox"/> Correspondence	<input checked="" type="checkbox"/> PUBLIC <input type="checkbox"/> CONFIDENTIAL

BACKGROUND

The North East School Division continues to operate four schools which are under the provincial threshold for consideration of closure. School enrolments in most of the division's schools have continued to decline and expectations for academic, extracurricular and social opportunities are difficult to maintain in schools with low enrollment and staffing.

During the 2018-2019 school year the board initiated a school sustainability review. The review determined that the schools under the provincial threshold of viability can be sustained with decreased staffing levels and alternative and innovative approaches to delivery.

Board policy identifies that a Board should typically conduct a school review in the third year of its mandate. Elections will occur on November 9, 2020.

CURRENT STATUS

Enrolments in 2020 are split between in-school, home based, and on-line learning options which is a new dynamic impacting planning due to the pandemic. Projected enrolments for 2021 are difficult to rely on given the education options currently available to parents. Small school enrolments as of September 11 are:

- Arborfield School (K-12) 74
- Bjorkdale School (K-12) 64
- Gronlid Central School (K-8) 30
- Star City School (K-12) 61

There is potential for a number of students to return to in-person learning in the future. The annual staffing process may need to consider a "sustainability" conversation between the Board, School Community Council and administration in January 2021.

RECOMMENDATION

Proposed Board Motion:

That the Board of Education has received the school sustainability report and found it acceptable.

PREPARED BY	DATE	ATTACHMENTS
Don Rempel, Director of Education	September 14, 2020	Board Procedure 114



SCHOOL VIABILITY REVIEW

The Board of Education, in its efforts to provide meaningful learning opportunities that reflect that Board's vision, mission and commitments for student learning, recognizes that it needs to maintain viable schools, classrooms and programs. Consequently, the Board will, from time to time, need to consider grade discontinuance or school closure based on the learning needs of students and based on utilizing resources effectively and efficiently. The Board values collaboration and is committed to a process permitting input from community, staff, and parents to help inform its decision. Guidelines for school viability review will be the criteria used as factors when grade discontinuances or school closures are to be considered.

The school closure and discontinuance of grades guidelines as provided in Sections 54 to 64 of *The School Division Administration Regulations* shall be used as support for the Board.

In the month of September, as part of its Yearly Agenda, the Board of Education will carry out an annual evaluation of the schools in the North East School Division. This evaluation will consider equity of access to effective learning opportunities for all students as reflected in the Board's strategic plan and goals. As required by *The School Division Administration Regulations*, a Board motion to review for closure or grade discontinuance will occur by October 15 in the school year of consideration.

The Board recognizes that, while a school or classroom may not meet the criteria of a viable school, the school or classroom may be allowed to continue to operate if in the opinion of the board the situation is temporary, or if the closure of the school or relocation of the classroom would result in students being picked up by bus at a time that is detrimental to their well-being. In situations where it is not feasible to transport students to another school for their learning opportunities, the Board will endeavor to use technology and/or other resources to ensure effective and efficient learning experiences.

Note: Currently, the school viability process does not apply to a Hutterite Colony School.

SPECIFIC AREAS OF RESPONSIBILITY:

1. Request for Review

Any decision concerning school viability will make provision for input and consideration of the wishes and concerns of the parents, students, staff, School Community Council and community within the attendance area under consideration. A school's viability will be reviewed if a written request for a review is received from a school's School Community Council, a group of at least five (5) families, or from the Director of Education.

2. Important Dates

Please refer to *The School Division Administration Regulations* for more information.

- a. As required by legislation, the Board of Education must pass a motion to review a school, adopt the criteria for the review and notify the public of the intention to review the school and the review criteria adopted by the Board on or before October 15 of the year before the year in which a potential closure of the school or discontinuance of grades taught in the school is to come into effect.
- b. On or before November 1 of the year before the year in which the potential closure of the school or discontinuance of grades taught in the school is to come into effect, the Board



- establishes a review committee.
- c. Not later than March 31 of the year in which the potential closure of the school or discontinuance of grades taught in the school is to come into effect, the Board must hold a meeting of the electors of the school community council to advise the electors of the motion passed by the Board.
 - d. By not later than April 30, the Board must pass a motion to close the school or discontinue one or more grades taught at the school.
 - e. By not later than June 30, the Board must notify the public of where to view the implementation plan adopted.

3. Dialogue with the School Community

Dialogue with the staff and School Community Council will take place if anyone or more of the following criteria apply to the school:

- a. If a school's enrolment in the next academic year is projected to be less than 90 for a K – 12 school; or the average number of students is six or less per grade at the elementary/middle years level in grades K – 9.
- b. If there are projected to be three or more grades, or more than three simultaneous course offerings in a classroom.
- c. If the projected enrolment would leave fewer than two students in a grade.
- d. If the projected enrolment is such that staffing allotment by formula will require consideration of more than triple grading.
- e. If the structural integrity of the school building presents safety or other concerns that would require a significant capital expenditure. (i.e. Facility Condition Index, Independent Engineering Report, Ministry Facility Audit)

4. Criteria for School Review

A school's viability may be reviewed if (a) and any one or more of the following criteria apply to the school:

- a. As outlined in Section 56(b) of The School Division Administration Regulations, projected enrolment for the school under review for the following school year is less than:
 - (i) for a school offering kindergarten to Grade 4 only, 25 pupils;
 - (ii) for a school offering kindergarten to Grade 5 only, 30 pupils;
 - (iii) for a school offering kindergarten to Grade 6 only, 38 pupils;
 - (iv) for a school offering kindergarten to Grade 7 only, 44 pupils;
 - (v) for a school offering kindergarten to Grade 8 only, 51 pupils;
 - (vi) for a school offering kindergarten to Grade 9 only, 58 pupils;
 - (vii) for a school offering kindergarten to Grade 12, 88 pupils.
- b. If there are projected to be three or more grades, or more than three simultaneous course offerings in a classroom.
- c. If the projected enrolment would leave fewer than two students in a grade.
- d. If the projected enrolment is such that staffing allotment by formula will require consideration of more than triple grading.



- e. If the structural integrity of the school building presents safety or other concerns that would require a significant capital expenditure. (ie. Facility Condition Index, Independent Engineering Report, Ministry Facility Audit).

5. *School Review Data Collection*

As part of the school review process the Director will provide the Board of Education with the following applicable information concerning any school under review:

- a. Projected enrolment in the school under review for at least five years, including number of students in each grade and the impact of grade-size on peer group opportunity and gender balance.
- b. Elective credits available to students in grades 10-12 in the school under review compared to the closest schools not under review.
- c. Pupil Teacher Ratio (PTR), number of grades in combined classrooms and number of instructional groups in one classroom in the school under review and likely changes in these factors in the future.
- d. Capacity of staff and division staff to meet the learning needs of students in the school under review.
- e. Travel time (pick-up and drop-off times, total time spent on bus) of students in the school under review compared to travel time if they were attending the closest school not under review.
- f. Potential efficiencies if students in the school under review were re-located to the nearest school not under review and if staff were re-assigned or their positions were discontinued.
- g. Potential impacts on staff, program, facilities of nearest schools to which students in the school under review would be re-located.
- h. Anticipated future costs of maintaining the school's facilities and physical plant.

6. *School Review Consultation Process*

Unless a request for a review is made of the Board of Education as outlined in this policy the board may complete a school review process of a school meeting the review criteria only **once** during the third year of a four-year mandate of the elected board. The school review process would start with the Board reviewing relevant information as provided by Administration about the school(s).

When the Board of Education makes a motion to review for discontinuation/school closure it will proceed according to relevant provincial legislation.

The specific steps in the relevant legislation will be outlined to the school community at the beginning of the consultation process following the Board's motion to review.

Reference: *The Education Act, 1995, The School Division Administration Regulations.*

Adopted: December 2010

Date last revised: January 2018



NESD Board of Education

Meeting Date: September 15, 2020

Topic: 2020 School Board Elections

MEETING	AGENDA ITEM	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input type="checkbox"/> New Business	<input type="checkbox"/> Information
<input type="checkbox"/> Committee of the Whole	<input type="checkbox"/> Board Strategic Direction	<input checked="" type="checkbox"/> Decision
<input type="checkbox"/> Audit Committee Meeting	<input type="checkbox"/> Monitoring or Reporting Items	<input type="checkbox"/> Discussion
	<input checked="" type="checkbox"/> Information Items	
	<input type="checkbox"/> Correspondence	

BACKGROUND

The deadline to post and publish the Notice of Call for Nominations is September 22, 2020 and the Nomination Day will be October 7, 2020. School board elections will be held on November 9, 2020.

CURRENT STATUS

Tanya Biesenthal, Returning Officer, and Triki Zenner, Nomination Officer, have posted the candidate information on the North East School Division website: [2020 Board Elections](#).

Advertising for the elections will be in the following papers by September 22, 2020:

- The Journal (Melfort and Nipawin)
- East Central Recorder (Tisdale)
- Junction Review (Hudson Bay)
- Kelvington Chronicle (Kelvington).

The election information will also be posted on the NESD webpage which will be pushed out to all the school websites, as well a paper copy will be posted at each school and at the NESD Division Office.

RECOMMENDATION

Proposed Board Motion:

That the Board receive the 2020 school board election update as information.

PREPARED BY	DATE	
Wanda McLeod, Superintendent of Business Administration Tanya Biesenthal, Business Manager Triki Zenner, Administrative Assistant to the Director of Education	September 9, 2020	