NESD Board Meeting Agenda - DRAFT Tuesday, October 20, 2020 1:30 pm - 4:00 pm Hanover Room – RecPlex, Tisdale, SK

- \*\*(10/19/2020)
- 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 Board Minutes-20200915-FINAL.pdf

Proposed Motion: That the minutes of the Regular Meeting of September 15, 2020 adopted (as presented) or (as amended).

- 5. DELEGATIONS:
  - 2:00 pm NESD Administrative Council Representatives Trevor McIntyre, Naicam School; Shelley Pierlot, Central Park Elementary; Carmen Messer, Tisdale Middle and Secondary School.

## 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:

- September 2020 Director's Personnel Report
- Administrative Procedures
  - o AP 425 Credit Recovery (new)
  - o AP 602 Services for Students with Special Needs (as amended)
  - AP 715 Commercial Credit Card Program (new)
- Correspondence.
- 7. DISCUSSION/DECISION BOARD DIRECTION
- A. New Business
- 1. 2020 School Board Election Update-102020-0.pdf
- 2. Allocation of Internally Restricted Accumulated Surplus-102020-0.pdf
- 3. Auditor NESD-102020-Board.docx
- 4. New Carrot River School-Project Manager
  - B. Monitoring and Reporting Items
- 1. Enrolment-Sept30 2020-FINAL.pdf

NESD Board Meeting Agenda - DRAFT Tuesday, October 20, 2020 1:30 pm - 4:00 pm Hanover Room – RecPlex, Tisdale, SK

- 2. Director Goals2020-2021-102020-FINAL.pdf
- 3. ERM-102020-FINAL.pdf
  - C. Board of Education Strategic Direction Items
- 1. SSBA Fall Assembly Registration Deadline November 20, 2020; EVENT: November 25-27 (virtual zoom)
  - \*8. INFORMATION ITEMS
- 1. Director's Personnel Report 09 2020-Director's Personnel Report Sept 2020.pdf
- 2. Out of Province Travel NONE
- 3. CONFIDENTIAL Student Suspensions -
- 4. Administrative Procedures
  - o AP 425-Credit Recovery-102020-(new).pdf
  - o AP 602-Services for Students with Special Needs-102020-FINAL.pdf
  - o AP 715-Purchase Card-080620.pdf
- 5. MISC.
  - \*9. CORRESPONDENCE
- 1. J.McCrea-Letter to Board.pdf
- 2. CORR-SSBA Employee Benefits Plan (EBP)-100120.1.docx- (Board Only)
- 3. Ed Regulations Amendment-CORR.pdf
  - 10. SASKATCHEWAN SCHOOL BOARDS ASSOCIATION
- 1. SSBA-North East Voting Information and Ballot Form.pdf (2 delegates to vote by Nov.13)
- 2. SSBA Prov. Election Advocacy Messages and Questions.docx
  - 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, September 15, 2020 at 1:30 pm at the Kerry Vickar Centre – Affinity Room in Melfort, SK.

## **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

	CALL TO ORDER – 1:25 pm	
	ADOPTION OF AGENDA	
2020-09-80	B. Gagné moved that the agenda be adopted as presented.	CARRIED
2020-09-81	MINUTES  T. Kwiatkowski moved that the minutes of the Regular Board Meeting held on August 25, 2020 be adopted as presented.	CARRIED
	SPECIAL PRESENTATION:  ❖ Mark Jensen, Coordinator of Continuous Improvement and Reporting  ○ Online Virtual School	
	CONSENSUS ITEMS	
2020-09-82	R. Hildebrand moved that the Board approve the following consent items as presented and that the Board receive the following items as information:	CARRIED
	<ul> <li>August 2020 Director's Personnel Report</li> <li>School Board Elections 2020</li> </ul>	
	Correspondence.	
	NEW BUSINESS	
2020-09-83	L. Kidney moved 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.	CARRIED
2020-09-84	T. Kwiatkowski moved that the Board approve the annual Organizational Meeting of the Board will be held on November 17, 2020.	CARRIED
	MONITORING AND REPORTING ITEMS	
2020-09-85	B. Gagné moved that the Board of Education has reviewed Administrative Procedure 308 - COVID-19 and the Return to Work 2020-21 Employee Handbook (COVID-19 Protocols) Version 2 and found the documents to be acceptable.	CARRIED
2020-09-86	L. Erickson moved that the Board accept the North East School Division 2019-20 Transportation Report: September 2019 to August 2020.	CARRIED
2020-09-87	M. Botterill moved that the Board of Education has received the report on opening enrolments as of September 14, 2020 and found it acceptable.	CARRIED
2020-09-88	L. Erickson moved that the Board of Education has received the School Sustainability Report and found it acceptable.	CARRIED

	STRATEGIC DIRECTION ITEMS		
2020-09-89	L. Kidney moved that the Board of Education has reviewed the	e Online Virtual School Update and	CARRIEL
	finds it acceptable.		
	<u>ADJOURNMENT</u>		
2020-09-90	B. Gagné moved that the Board Meeting adjourn at 3:10 pm.		CARRIEL
Воа	rd Chairperson/Vice-Chair	Superintendent of Business Administra	tion



Meeting Date: October 20, 2020

**Topic: 2020 School Board Election Update** 

MEETING	AGENDA ITEM	INTENT
☑ Board Meeting	⊠New Business	⊠Information
☐Committee of the Whole	☐Board Strategic Direction	□Decision
☐ Audit Committee Meeting	$\square$ Monitoring or Reporting Items	□Discussion
	☐Information Items	
	☐ Correspondence	□ Public □ Confidential
BACKCDOLIND		

## BACKGROUND

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

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

Advertising for the elections was 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 was posted on the NESD Facebook page, NESD Twitter and the NESD webpage which is pushed out to the all the school websites, and as well a paper copy posted at each school and at the Division Office.

## **CURRENT STATUS**

The close of nominations was at 4:00 pm on October 7, 2020.

The following individuals were acclaimed as Board Members for 2020 -2024:

Sub-Division No. 1: Kathrene Bank Sub-Division No. 4: Kevin Graham Sub-Division No. 6: Lori Kidney Sub-Division No. 7: Ted Kwiatkowski Town of Nipawin: Marla Walton

An election will be held on November 9, 2020 for Sub-Division No. 2 (Carrot River/Arborfield). The following individuals have been nominated: Kevin Trew and Mervin Edwards. There are plans to have two polling locations one in Arborfield and one in Carrot River.

The Rural Municipality (RM) of Arborfield is also having an election and there is a potential for North East School Division to partner with the RM for the elections. This partnership will be confirmed in the near future. The location would be the Arborfield Hall.

The advance poll for Sub-Division No. 2 will be held in Carrot River on October 29, 2020. The North East School Division will partner with the RM of Moose Range for this election. The November 9 election in Carrot River will be held in the Carrot River Hall along with the Town of Carrot River and RM of Moose Range elections.



On Friday, October 9, 2020, a Notice of Second Call for Nominations was made for the following:

- Subdivision No. 3 which includes the communities of Choiceland, White Fox and areas and rural Nipawin.
- Subdivision No. 5 which includes the communities of Gronlid, Star City, Naicam and areas.

The closing date for receiving nominations with this second call is Wednesday, October 21, 2020 at 4:00 pm.

## **RECOMMENDATION**

## **Proposed Board Motion:**

That the Board approve the School Board Election 2020 Update.

PREPARED BY	DATE	
Wanda McLeod, Superintendent of	October 13, 2020	
Business Administration		
Tanya Biesenthal, Business Manager		
Triki Zenner, Administrative Assistant to		
the Director of Education		



Meeting Date: October 20, 2020

**Topic: Allocations to Internally Restricted Accumulated Surplus** 

MEETING	AGENDA ITEM	INTENT	
☑ Board Meeting	⊠New Business	☐Information	
☐Committee of the Whole	☐Board Strategic Direction	⊠Decision	
☐ Audit Committee Meeting	☐ Monitoring or Reporting Items	□Discussion	
	☐Information Items		
	□ Correspondence		
BACKGROUND			
The actual expenditures for the 2019-20 fiscal year were less than budget. Some of this related to the COVID-19 pandemic and students not being in the classrooms from mid-March to June 2020.			
CURRENT STATUS			

Administration would like to allocate some of the budget savings into internally restricted accumulated surplus to be used for some of the 2020-21 budgeted expenditures. The following are the suggested allocations:

- \$670,000 for the purchase of technology upgrades
- \$173,800 for the purchase of furniture and equipment.

## **RECOMMENDATION**

## **Proposed Board Motion:**

That the Board approve the allocation of unrestricted accumulated surplus in the 2019-20 fiscal year to internally restricted accumulated surplus to fund the related 2020-21 budgeted expenditures as follows:

- \$670,000 for technology upgrades
- \$173,800 for furniture and equipment.

PREPARED BY	DATE	ATTACHMENTS
Wanda McLeod,	October 15, 2020	
Superintendent of Business Administration		



Meeting Date: October 20, 2020

Topic: Selection of an Auditing Firm for the North East School Division

MEETING	AGENDA ITEM	INTENT
☑ Board Meeting	⊠New Business	□Information
☐Committee of the Whole	☐Board Strategic Direction	⊠Decision
☐ Audit Committee Meeting	☐Monitoring or Reporting Items	⊠Discussion
	☐Information Items	
	□ Correspondence	

### **BACKGROUND**

The contract with the current auditors of the North East School Division, Virtus Group, expires on December 31, 2020. Virtus Group has served as the auditor of the school division for the past five years.

A request for proposal (RFP) for external audit services was issued on August 13, 2020 with a deadline for proposals of noon on September 25, 2020. The RFP was posted on SaskTenders.

## **CURRENT STATUS**

The school division received proposals from three auditing firms: Deloitte, MNP and Virtus Group. The Manager of Finance, Donna Eberle, and the Superintendent of Business Administration, Wanda McLeod, evaluated the proposals received. As outlined in the RFP, the evaluation was completed in two stages:

- Stage One was a pass or fail: the proponent must be authorized to provide financial statement audit services in Saskatchewan. If the auditing firm passed Stage One then they moved to the Stage Two evaluation.
- Stage Two contained the following evaluation criteria:
  - 40 points for meeting proposal requirements, experience and qualifications of the service team and references.
  - o 10 points for meeting timelines.
  - 50 points for fees and other expenses related to the audit (lowest price/proponent's price \* weighting = proponent's pricing points).

All three proponents passed Stage One. As a result of the evaluations completed, Administration would recommend that the Board appoint MNP as the auditors of the North East School Division.

## RECOMMENDATION

## **Proposed Board Motion:**

That the Board appoint MNP as the auditors the North East School Division for the time period of January 1, 2021 to December 31, 2025 with an option to renew for another two years.

PREPARED BY	DATE	
Wanda McLeod, Superintendent of	October 14, 2020	
<b>Business Administration</b>		
Donna Eberle, Manager of Finance		



Meeting Date: October 20, 2020

**Topic: New Carrot River School – Project Manager** 

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MEETING	AGENDA ITEM	INTENT	_
☑ Board Meeting	⊠New Business	☐Information	
☐Committee of the Whole	☐Board Strategic Direction	⊠Decision	
☐ Audit Committee Meeting	☐Monitoring or Reporting Items	⊠Discussion	
	<b>Information Items</b>		
	□Correspondence		
DAGKODOLIND			

## **BACKGROUND**

The 2020-21 provincial budget included the approval of the design and planning of a new school in Carrot River. The school would consolidate the elementary and the junior/senior high schools in Carrot River.

## **CURRENT STATUS**

SaskBuilds and the Ministry of Education issued a Request for Supplier Qualifications (RFSQ) for project managers for twelve capital projects for various school divisions in the province.

The recommended consultant for the Carrot River project: Luvjit Antal from Midgard Project Management Ltd. A project manager from Midgard has been the lead for the Weyburn joint-use school that is currently under construction and will be completed in the fall of 2021. Luvjit not only has the experience necessary for a project of this size but she will also have the project management team of Midgard that has the education experience that will be an asset.

The selection of Luvjit Antal from Midgard is based on:

- RFSQ proponents who passed an overall score of 60%;
- RFSQ proponents who passed at least a minimum of 55% in the experience section;
- The project manager's preference;
- Financial submission;
- Independent school division technical evaluations and/or interviews.

Luvjit has been the project manager for the following recent projects:

- Macklin Compressor Station (\$20.0 million)
- Rush Lake Compressor Station (\$15.0 million).

Jeff Zenner, Manager of Facilities, and Wanda McLeod, Superintendent of Business Administration, along with officials from the Ministry of Education did complete evaluations of the top five project managers that had been evaluated by SaskBuilds and the Ministry of Education. Luvjit was in the top five.

## RECOMMENDATION

## **Proposed Board Motion:**

That the Board approve Luvjit Antal of Midgard Project Management Ltd. as the project manager for the construction of the new Carrot River school.

PREPARED BY	DATE	
Wanda McLeod, Superintendent of Business Administration Jeff Zenner, Manager of Facilities	October 19, 2020	



Meeting Date: October 20, 2020 **Topic: Opening Enrolment** 

MEETING	AGENDA ITEM	INTENT	
☑ Board Meeting	□New Business	☑Information	
☐ Committee of the Whole	☐Board Strategic Direction	□ Decision	
☐ Audit Committee Meeting	☑Monitoring or Reporting Items	$\square$ Discussion	
	☐Information Items		
	□ Correspondence	⊠ Public	☐ Confidential
BACKGROUND			

The funding from the province is traditionally based on the actual enrolment at September 30. The funding provided by the province on budget day in March is based on the estimated enrolments as provided by the school divisions. This year the Ministry of Education will not adjust funding distribution levels in the fall based on the September 30 actual enrolments. The Ministry will be calculating the 2020-21 operating grant based on the actual enrolment at January 29, 2021.

## **CURRENT STATUS**

Enrolments in 2020 are split between in-school, home based, and home bound (on-line learning) options which is a new dynamic impacting planning due to the pandemic. Overall, enrolment at this time is down 134 students as at September 30 2020 compared to the same date in 2019. Most notably, due to the COVID-19 pandemic, there are 130 students that are not attending a school but are enrolled in the online program. In addition, the number of homebased students has increased by 55. The funding for the online program should be similar to when a student attends a school in the division. Homebased students are funded at 50% of a student that attends a school.

For funding purposes, the actual September 30, 2020 enrolment is approximately 115 full time equivalent students less than the enrolment projections provided to the Ministry in January 2020. This number includes a decrease of 28 federally funded students. If the September 30, 2020 enrolment numbers were used for the 2020-21 operating grant and federal funding calculations, this decrease in enrolment could result in a reduction in funding of approximately \$690,000.

## **RECOMMENDATION**

## **Proposed Board Motion:**

That the Board of Education has received the enrolment information for the school division as of September 30, 2020 and found it acceptable.

PREPARED BY	DATE	ATTACHMENTS
Don Rempel, Director of Education Wanda McLeod, Superintendent of Business Administration	October 13, 2020	September 30, 2020 Enrollment Count

# September 30, 2020 NESD Enrollment Count

	Arbor- field	Bjork- dale	Bruns- wick	CRE	CRHS	C PARK	Gronlid	нвсѕ	LP MILLER	M BURKE	мисс	Miner Creek	Naicam	PPC	Reynolds	SC Colony	Star City	TES	TMSS	Wagner	W FOX	WM Mason	Remote	Total by Grade	Home- school	
Kindergarten	9	3	28	17		46	2	26		19		1	13	10	30	0	10	54			8	11	7	294	13	
Grade 1	5	6	26	21		72	7	23		26		3	9	26	36	1	5	47			4	10	10	337	16	
Grade 2	4	5	31	16		64	4	17		19		0	18	14	30	0	4	54			9	10	3	302	29	
Grade 3	8	6	25	19		72	4	35		26		1	13	15	31	0	4	35			9	7	3	313	15	
Grade 4	3	4	47	16			3	17		26		2	17	16	29	3	8	51		78	7	15	12	354	22	
Grade 5	10	8	40		18		6	22		16		0	17	24	35	1	2	60		65	14	11	6	355	25	
Grade 6	6	7	37		23		2	24		26		2	17	21	31	2	5		62	76	6	7	13	367	21	
Grade 7	5	4			18		1	26	74		85	0	16	13		1	4		66		10	11	11	345	17	
Grade 8	11	4			26		0	23	55		97	2	17	17		3	5		55		9	12	12	348	16	
Grade 9	2	4			19			21	67		101	0	18	19		1	2		58		13	10	5	340	11	
Grade 10	3	4			15			22	69		92	0	12	19		3	1		66			8	15	329	11	
Grade 11	2	4			25			26	80		87	0	11	12			5		69			13	19	353	7	
Grade 12	6	5			17			28	91		96	0	17	19			5		63			16	14	377	5	
K-12 totals	74	64	234	89	161	254	29	310	436	158	558	11	195	225	222	15	60	301	439	219	89	141	130	4414	208	<b>4622</b> Base
EE						5		1							1											7 E.E.
Pre K						60		10		13					22			16						121		121 Pre K
PK-12 total	74	64	234	89	161	319	29	321	436	171	558	11	195	225	245	15	60	317	439	219	89	141	130	4535	208	<b>4750</b> TOTAL
SEPT 30							•											•	•							
2019	77	63	244	92	164	382	34		464	199	634		202	228	275	17	75	324	437	233	85	162	0		153	4884
. +/-	-3	1	-10	-3	-3	-63	-5	-26	-28	-28	-76		-7	-3	-30	-2	-15	-7	2	-14	4	-21	130		55	-134

10/6/2020 10:58 AM Enrolment-September 30 2020



Meeting Date: October 20, 2020

**Topic: Director of Education Goals 2020-2021** 

MEETING	AGENDA ITEM	INTENT						
☑ Board Meeting	□New Business	⊠Information						
☐Committee of the Whole	☐Board Strategic Direction	☑Decision						
☐ Audit Committee Meeting	☑Monitoring or Reporting Items	□Discussion						
	☐Information Items							
	□ Correspondence	☑ Public	☐ Confidential					
BACKGROUND								
Each year, at the October board meeting the Director of Education shares his professional goals with the Board of Education. In May of each year, the board conducts a performance review of the Director.								
CURRENT STATUS								

COMMENT STATOS

The Director of Education has developed the goals for the 2020-2021 school year:

## Goal #1

To support school administrators to provide safe and effective school operations during the pandemic.

## Goal #2

To work with the newly elected Board of Education to provide and support a board trustee orientation plan.

## Goal #3

To work with the Board of Education and stakeholders to develop a strategic plan of the Board for 2021-2025.

## Goal #4

To help transition the education sector to a new Provincial Education Plan replacing the extended Education Sector Strategic Plan.

## **RECOMMENDATION**

## **Proposed Board Motion:**

That the Board of Education has reviewed the 2020-2021 goals of the Director of Education and found them acceptable.

PREPARED BY	DATE	ATTACHMENTS
Don Rempel, Director of Education	September 21, 2020	

From: Joseph McCrea < mccreajoe@icloud.com>
Date: September 17, 2020 at 5:28:39 PM CST
To: Luke Perkins < Perkins.Luke@nesd.ca>
Cc: Don Rempel < Rempel.Don@nesd.ca>
Subject: Masks in Schools/Guardian Parent

## Hi Luke,

Thank you for your email. I would like to address the issues I have to you in this email regarding the NESD school divisions choices that they have made for the new school year that you can bring up to the school division board.

1. Masks- It was the school board's decision to send out a letter that all parents received regarding the new rules and restrictions. The news letter from Mr. Rempel simply stated that Grades 4-9 were strongly encouraged to wear a mask. There was no wording in that clause where it said that it was mandatory. I challenged Mr. Rempel on this and he emailed me back saying that the school division is following what the Saskatchewan Health Government orders.

Here is my problem with that statement, it was told by the Saskatchewan government that a mask policy would be up to each of the individual school board to make this decision. I'm being lied too and then told if I don't agree with the schools policy and my kids don't wear a mask without a medical note that they have to find other education options. I was very disappointed to hear that attitude not only coming from Mr. Rempel but it was also passed down to the principals and school staff. One of my Sons principles Mrs. Messer received an email from Mr. Rempel and wanted to have a chat with me. Mrs. Messer did not seem to care about my concerns and she was very rude as well saying that if I didn't agree to the school policies then my kids can find other education options which she explained to me. I wasn't going to argue with Mrs. Messer because she is following what the school board division was telling her. We are almost finished 3 full weeks of school, and kids are complaining about masks to the teachers, breathing issues, headaches, wanting to take the masks off. I've heard there has been some adjustments made in the school regarding this but students are still expected to wear a mask in class from Grades 4-9.

Another issue, I received a letter from the minister of education which Mr. Rempel has also received and its states that the health minister is encouraging but not requiring masks for children 10 and under. I emailed Mr. Rempel this and the principle of my daughter stating that my daughter would not be wearing a mask because she is under 10 and all I got back was I have no further questions. Today Mr. Moe stated that if people don't want to wear a mask they don't have too as long as there is enough social distancing. Please see the picture below what problems masks cause.

## The NESD school bus policy concerns me.

All the school bus drivers are required to wear a mask while driving the school bus. If a school bus driver is wearing glasses and a mask the glasses are going to fog up and cause a driving and safety issue. Who is responsible for the safety of the kids on the bus?? If a driver can't breath because of wearing a mask what happens to the safety of the kids?

The last issue and concern I have is the principle acting as the guardian parent while the students are in school. This is from the education act of 1995. Mr. Perkins does that mean that the kids will be pushed to get vaccines and covid-19 testing without parent or their consent? I look forward to hearing back from the school division regarding this.

# IT'S NOT JUST A MA UNSAFE MASK USE



# INCREASES RESPIRATORY INFECTIONS

Wearing a cloth mask significantly increases the risk of flu illness. Masks absorb moisture and can become reservoirs bacteria and viral particles. [1]



# MENTAL HEALTH IMPACTS OVERLOOKED

Those with exemptions for mental health often face discrior disbelief of their condition. Masks can cause stress and aggravating pre-existing symptoms before, during, and aft



## **BULLYING AND SHAMING**

Those who are unable to wear a mask will be confronted names a day regarding mask use. Children who are unable to masks face bullying from other children and even their part



# IMPAIRS SOCIAL DEVELOPMENT

Children rely on the nose and lips to identify their parents. Ma sound, hide facial expression, and prevent lip reading. It Comm relies heavily on lip movement, especially for the hearing impa



# POSES PUBLIC SAFETY RISKS

Masks compromise safety and enable anonymous crime. B

Regards, Joe McCrea