

**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**

Proposed Motions:

- a) That the minutes of the Regular Board Meeting of [January 19, 2021](#) be adopted (as presented) or (as amended).
- b) That the minutes of the Regular Board Meeting of [February 9, 2021](#) be adopted (as presented) or (as amended).

**5. DELEGATIONS & SPECIAL PRESENTATIONS -**

- **Special Presentation – Saskatchewan School Boards Association:** Darren McKee – SSBA Executive Director; Shawn Davidson – SSBA President

**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:**

- Director's Personnel - January 2021
- Correspondence.

**7. DISCUSSION/DECISION - BOARD DIRECTION**

**A. New Business**

1. [Reynolds Central Roof Replacement](#)

**B. Monitoring and Reporting Items**

1. [Transportation Report - 2020-21](#)
2. [Invitational Shared Services Initiative \(ISSI\) - Kinistin, Yellow Quill and Saskatoon Tribal Council](#)

**C. Board of Education Strategic Direction Items**

1. None

**\*8. INFORMATION ITEMS**

1. [Director's Personnel Report – January 2021](#)

NESD Board Meeting Agenda

Tuesday, February 23, 2021

1:30 pm - 4:00 pm

TEAMS – NESD Board

2. **Out of Province Travel - NONE**
3. **CONFIDENTIAL Student Suspensions - None**
4. **Administrative Procedures –**
5. **MISC.**

**\*9. CORRESPONDENCE**

1. [Arborfield SCC-Letter to Board-January 19, 2021](#)
2. [CAPSLE - 2021 Virtual Conference](#) - May 2-4, 2021 from 12:00pm - 4:00pm.

**10. SASKATCHEWAN SCHOOL BOARDS ASSOCIATION**

1. [2021 Spring Assembly](#) - April 15 and 16, 2021 - VIRTUAL
  1. [AGENDA](#)
  2. [SSBA SURVEY](#) - DEADLINE - April 2, 2021
  3. **REGISTRATION DEADLINE - April 12, 2021** (let Triki know by April 11 - *she will register the people who plan to attend*)

**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**

**MINUTES OF A MEETING:** of the Board of Education of the North East School Division No. 200 of Saskatchewan, held on Tuesday, January 19, 2021 at 1:30 pm virtually via BOARD TEAMS, due to the COVID 19 Pandemic.

**PRESENT:**

Kathrene Banks	Ted Kwiatkowski	Director of Education: Don Rempel
Kevin Graham	Kevin Trew	Supt. of Business Admin.: Wanda McLeod
Dustin Kelsey	Marla Walton - Chair	
Lori Kidney		

**ABSENT:** None

**CALL TO ORDER** at 1:00 pm

**ADOPTION OF AGENDA**

2021-01-01 L. Kidney moved that the agenda be adopted as presented. *CARRIED*

**MINUTES**

2021-01-02 D. Kelsey moved that the minutes of the Regular Board Meeting held on November 24, 2020 be adopted as presented. *CARRIED*

**SPECIAL PRESENTATION:** NONE

**CONSENSUS ITEMS**

2021-01-03 K. Bank moved that the Board approve the following consent items as presented and that the Board receive the following items as information:

- Director's Personnel - November and December 2020
- AP 706 – Purchasing (amended)
- Correspondence.

*CARRIED*

**NEW BUSINESS**

2021-01-04 K. Graham moved that the Board approve the use of up to \$40,000 from unrestricted accumulated surplus in 2020-21 to help fund the purchase of a multi-functional school activity bus for L.P. Miller Comprehensive School. *CARRIED*

2021-01-05 i. K. Trew moved that the Board approve the purchase of a multi-functional school activity bus for L.P. Miller Comprehensive School during the 2020-21 fiscal year. *CARRIED*

2021-01-06 ii. T. Kwiatkowski moved that the Board approve moving \$10,122 from unrestricted accumulated surplus to internally restricted accumulated surplus for digital projector replacement. *CARRIED*

2021-01-07 iii. L. Kidney moved that the Board approve purchases by the schools totaling up to \$414,420 from the school carry over internally restricted accumulated surplus during 2020-21. *CARRIED*

- 2021-01-08 K. Bank moved that the Board receive the by-election update for Subdivision No. 5. *CARRIED*
- 2021-01-09 K. Graham moved that the Board approve that on February 9, 2021 at 12:00 (noon) a regular meeting of the board will be held via Microsoft Teams. *CARRIED*

**MONITORING AND REPORTING ITEMS**

- 2021-01-10 K. Trew moved that the Board approves 2019-20 Facilities Project Report. *CARRIED*
- 2021-01-11 T. Kwiatkowski moved that the Board accept the financial report for the three months ending November 30, 2020. *CARRIED*

**STRATEGIC DIRECTION ITEMS**

- 2021-01-12 D. Kelsey moved that the Board of Education approve the draft 2021-2022 school year calendar and alternate school year calendar for distribution to seek feedback from School Community Councils and the NETA and CUPE executives. *CARRIED*
- 2021-01-13 K. Bank moved that the Board approves the submission of the following projects, in order of priority, to the Ministry of Education Infrastructure Branch by the North East School Division in the 2022-23 Application for Major Capital Project Funding:
- i. Joint Use Addition to Melfort and Unit Comprehensive Collegiate, new expansion onto the Collegiate to consolidate two to five schools (addition/consolidation/modernization/renovation) *CARRIED*
  - ii. L.P. Miller Comprehensive School (consolidation/modernization/renovation).
- 2021-01-14 K. Trew moved that BE IT RESOLVED THAT the Board of Education plan for an attendance area inclusive of most Arborfield and Carrot River students in a new K-12 School to be built in Carrot River; AND THAT the school community and municipalities of Arborfield and Carrot River be engaged as stakeholders in the planning and future operation of a new K-12 school to replace the current Arborfield School, Carrot River Elementary School and Carrot River Junior and Senior High School; *CARRIED*
- AND FURTHERMORE, THAT the Board of Education will initiate a school review process to consider the closure of Arborfield School no later than October 15 of 2022 with the earliest date for possible closure being July 1 of 2023.
- 2021-01-15 D. Kelsey moved that the Board of Education is prepared to enter into discussion and planning for an educational services agreement with Kinistin Saulteaux Nation. *CARRIED*

**ADJOURNMENT**

- 2021-01-16 K. Graham moved that the Board Meeting adjourn at 2:00 pm. *CARRIED*

\_\_\_\_\_  
Board Chairperson/Vice-Chair

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Superintendent of Business Administration

**NORTH EAST SCHOOL DIVISION  
BOARD MEETING MINUTE  
February 9, 2021**

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**MINUTES OF A MEETING:** of the Board of Education of the North East School Division No. 200 of Saskatchewan, held on Tuesday, February 9, 2021 at 12:00 pm virtually via BOARD TEAMS, due to the COVID 19 Pandemic.

**PRESENT:**

Kathrene Banks	Ted Kwiatkowski	Director of Education: Don Rempel
Kevin Graham	Kevin Trew	Supt. of Business Admin.: Wanda McLeod
Dustin Kelsey	Marla Walton - Chair	
Lori Kidney		

**ABSENT:** NONE

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**CALL TO ORDER** at 12:01 pm.

**ADOPTION OF AGENDA**

2021-02-17 T. Kwiatkowski moved that the agenda be adopted as presented. *CARRIED*

**NEW BUSINESS**

2021-02-18 K. Trew moved that the Board approve Thurston Engineering as the commissioning agent for the design and construction of the new Carrot River school, subject to contract negotiations. *CARRIED*

2021-02-19 K. Banks moved that the Board approves the polling places for the Subdivision 5 by-election on March 8, 2021 at Gronlid, Naicam, and Star City. *CARRIED*

**ADJOURNMENT**

2021-02-20 L. Kidney moved that the Board Meeting adjourn at 12:14 pm. *CARRIED*

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Board Chairperson/Vice-Chair

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Superintendent of Business Administration



# NESD Board of Education

Meeting Date: February 23, 2021

Topic: Reynolds Central School – Roof Replacement

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"/> Monitoring or Reporting Items	<input type="checkbox"/> Discussion
	<input type="checkbox"/> Information Items	
	<input type="checkbox"/> Correspondence	

## BACKGROUND

Preventative Maintenance and Renewal (PMR) Program provided the North East School Division with approximately \$1.7 million in 2019-20. The 2020-21 funding amount will be announced during the 2021-22 provincial budget.

The *Preventative Maintenance and Renewal Funding Program Guidelines* of the Ministry of Education provides the following as a description of the program:

- The PMR Funding Program will allow boards of education and the conseil scolaire to maintain owned facilities in satisfactory condition. The funding is intended to assist the proactive inspection, detection, and correction of failures before they occur and before they develop into major defects.
- Project activity types eligible for PMR funding include: architectural systems (such as building envelope, and roofing systems); mechanical systems (such as heating, ventilation and air conditioning systems); electrical systems; site work (such as paving); environmental; and studies (such as feasibility).

The deadline for submitting the three-year PMR plans and budgets to the Ministry of Education was June 30, 2020. The Board approved projects totaling \$1,275,760 for the 2020-21 fiscal year. At August 31, 2020, the audited financial statements reported approximately \$2.9 million remaining in PMR Maintenance Project Allocations accumulated surplus. There is an expectation that PMR funding for 2020-21 will total approximately \$1.7 million (similar to prior years).

## CURRENT STATUS

The 2020-21 PMR plan included \$85,000 for the roof replacement of sections 1, 3 and 5 to 10 at Reynolds Central School. After the engineering drawings were completed, a more accurate budget has been determined at \$200,000. The original budget used was based on information from a local contractor and they had used a residential per square meter rate for the estimate (and a commercial rate should have been used). Administration would like to request the use of additional PMR dollars to fund the roof replacement.

## RECOMMENDATION

### Proposed board motions:

That the Board approve the use of up to \$200,000 in Preventative Maintenance and Renewal funds in 2020-21 for the roof replacement of sections 1, 3, 5, 6, 7, 8, 9 and 10 at Reynolds Central School.

PREPARED BY	DATE	ATTACHMENTS
Wanda McLeod, Superintendent of Business Administration Jeff Zenner, Manager of Facilities	February 16, 2021	



# NESD Board of Education

Meeting Date: February 23, 2021

Topic: 2020-21 Transportation Report: September 2020 to January 2021

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 2020-21 Transportation Report: September 2020 to January 2021*. 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 2020-21 Transportation Report: September 2020 to January 2021*.

PREPARED BY	DATE	ATTACHMENTS
Wanda McLeod, Superintendent of Business Administration Bryan Morgan, Manager of Transportation	February 16, 2021	<i>2020-21 Transportation Report: September 2020 to January 2021</i>

## Transportation Report: 2020-21 Report: September 2020 to January 2021

### TRANSPORTATION KEY RISKS

Key Risk	Strategies Used
<b>Driver Competence</b>	<ul style="list-style-type: none"> <li>• <i>Driver abstracts are reviewed the month following the driver's birthdate</i></li> <li>• <i>Bus drivers are evaluated on a 3-year cycle - ride along program</i></li> <li>• <i>Area meetings and driver in-services are held annually</i></li> <li>• <i>*** Evaluations, meetings and in-services for drivers were/are cancelled due to COVID-19 restrictions</i></li> </ul>
<b>Student Behaviour</b>	<ul style="list-style-type: none"> <li>• <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></li> <li>• <i>Cameras are installed on 66% of buses. Each year 10 cameras are installed to reach the goal of 100%</i></li> <li>• <i>Some schools review school bus safety in early September.</i></li> </ul>
<b>Vehicle Maintenance / Condition</b>	<ul style="list-style-type: none"> <li>• <i>A preventative maintenance program is in place and followed. Buses are serviced every 4,000 km</i></li> <li>• <i>SGI school bus inspections by NESD SGI certified mechanics are completed annually. Expiration dates of the inspections are monitored.</i></li> </ul>
<b>External Factors</b>	<ul style="list-style-type: none"> <li>• <i>Bus loading zones are monitored by schools during loading/unloading of students</i></li> <li>• <i>Bus drivers have means of communication (two-way radios) in the event of trouble with vehicle or road</i></li> <li>• <i>Use of standardized forms to document all collisions involving buses</i></li> <li>• <i>Bus cancellation criteria for use during severe weather, including methods of communicating any cancellations</i></li> <li>• <i>Require bus drivers to conduct and document evacuation drills with students at least twice a year</i></li> <li>• <i>GPS on buses, used to track buses in case of emergency</i></li> </ul>

#### *Key Focus Areas:*

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

Recruitment – Currently have a standing advertisement for Casual Bus Drivers that has had some success. Advertising will also be placed on some maintenance and transportation fleet vehicles.



## Transportation Report: 2020-21 Report: September 2020 to January 2021

### TRANSPORTATION PERFORMANCE INFORMATION

Performance Indicator	19-20 School Year			20-21 School Year		
	Period 1 Sep-Jan	Period 2 Feb-Jun	Total	Period 1 Sep-Jan	Period 2 Feb-Jun	Total
Total students transported	2946	3076	--	2755		
Number of transportation routes	70	70	70	70		
Number of unfilled routes	1	0	1	2		
Number of route cancellations:	454	158	612	994		
Mechanical	26	7	33	28		
Weather	178	106	284	636		
No substitute driver	250	45	295	326		
Other	0	0	0	4		
Average age of bus fleet	7.3 years	7.3 years	--	7.1 years		
Capacity utilized on bus (average)	77.5%	78%	--	71%		
Average one-way ride time (in minutes)	22	22	--	22		
Longest one-way ride time (in minutes)	87	87	--	82		

#### Report Period 1

Total students transported: Reduced passenger count closely compares to the increase in home/on-line schooling.

Number of unfilled routes: Two routes were unfilled due to longer-term absences. One route in Nipawin was open from mid-November and was filled January 4, 2021. The second route, in Arborfield, has been open since the end of November and continues to be unfilled due to a lack of spare drivers.

Route Cancellations: Each run, morning and afternoon are counted separately, (each route has two runs per day).

Route Cancellations – Weather: seven cancellations were division-wide (70 runs each) due to either freezing rain and snow or temperatures.

Route Cancellations – No substitute driver: The casual driver pool in several areas was reduced due to several taking long term route positions resulting in the inability to cover other routes. Long-term absences are included in the count. Recruitment continues to be problematic throughout the province.

Route Cancellations – Other: Buses were either stuck, or had no passengers for the afternoon run when the morning was cancelled.

## **Transportation Report: 2020-21 Report: September 2020 to January 2021**

### *Emerging issues:*

Recruitment of new drivers has always been difficult. COVID and longer-term absences have taken casual drivers from the pool hampering the ability to cover routes. COVID restrictions have also had a detrimental effect on SGI's "S" endorsement testing. Appointments for written and road tests have been up to eight weeks from the time of booking. School bus drivers are tested by SGI every five years. Current school bus drivers were given a one-year extension on their qualification to ease current pressures, however, a backlog of testing for the existing bus drivers could occur in the future.



# NESD Board of Education

Meeting Date: February 23, 2021

Topic: Invitational Shared Services Initiative

MEETING	AGENDA ITEM	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input type="checkbox"/> Principle and Policy Item	<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 Kinawind Partnership was established between the Kinistin Saulteaux First Nation and the North East School Division in 2007. Kinistin students attend Nursery to grade 8 at Nibwakawigamig-Kinistin Education Centre on the Kinistin Saulteaux First Nation and travel to Tisdale and Middle Secondary School for grades 9-12. The partnership utilizes a co-governance and strategic planning approach to achieve objectives, through actionable items. An Invitational Shared Services Initiative (ISSI) agreement is in place to provide support to students living on Kinistin and Yellow Quill First Nations.

## CURRENT STATUS

The partnership has been active in pursuing provincial and federal grants to support students who reside on reserve. The North East School Division has partnered with Saskatoon Tribal Council, Kinistin Saulteaux Nation and Yellow Quill First Nation. The ISSI program provides \$150,000 per agreement from the provincial government to support students who reside on reserve. The supports provided are to be in addition to the recognized funding covered by Indigenous Services Canada (ISC) for federal students.

## RECOMMENDATION

### Proposed Board Motion:

That the Board of Education accept the updated Integrated Shared Services Initiative agreement as presented.

PREPARED BY	DATE	ATTACHMENTS
Stacy Lair, Superintendent of School Operations	February 19, 2021	ISSI Project Plan and Report 2020-2021