

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 May 18, 2021](#) be adopted (as presented) or (as amended).

5. DELEGATIONS & SPECIAL PRESENTATIONS

- Mark Jensen, Coordinator of Continuous Improvement and Reporting - Wall Walk.

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 Report - May 2021
- Correspondence.

7. DISCUSSION/DECISION - BOARD DIRECTION

A. New Business

1. [MUCC Elevator](#)
2. [Internally Restricted Accumulated Surplus](#)

B. Monitoring and Reporting Items

1. [Wall Walk](#) June 2021 - Mark Jensen
2. [Director Performance- 2020-21](#)
3. [Record Destruction](#)

C. Board of Education Strategic Direction Items

1. [Budget 2021-2022](#)
2. [Strategic Plan of the Board 2021-2025](#)
3. [2021-2022 Level Two \(Division\) Plans](#)
4. [Edsby](#) - new student progress reporting system.

***8. INFORMATION ITEMS**

1. [Director's Personnel Report - May 2021](#)
2. Out of Province Travel - NONE
3. CONFIDENTIAL Student Suspensions - None
4. Administrative Procedures – None

***9. CORRESPONDENCE**

- [Arborfield-letter to NESD-052721](#)
- [PMR Plan Approval Letter-May 27, 2021](#)
- [Grandfield - Thank you](#)

10. SASKATCHEWAN SCHOOL BOARDS ASSOCIATION

- [SSBA-2021 Distribution of Excess Capital](#)
- [Public Section Award Winners](#)
- [SSBA - Request for Feedback on Position Statements](#)

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

**NORTH EAST SCHOOL DIVISION
BOARD MEETING MINUTES
May 18, 2021**

MINUTES OF A MEETING: of the Board of Education of the North East School Division No. 200 of Saskatchewan, held on Tuesday, May 18, 2021 at 1:30pm at the NESD Division Office in Melfort, SK and virtually via BOARD TEAMS, due to the COVID 19 Pandemic.

PRESENT:

Kathrene Bank	Ted Kwiatkowski	Director of Education: Don Rempel
Kevin Graham – via TEAMS	Kevin Trew – via TEAMS	Supt. of Business Admin.: Wanda McLeod
Dustin Kelsey - via TEAMS	Tyson Waldner	
Lori Kidney	Marla Walton - Chair	

ABSENT: None

CALL TO ORDER at 2:23pm.

ADOPTION OF AGENDA

2021-05-50 L. Kidney moved that the agenda be adopted as presented. *CARRIED*

MINUTES

2021-05-51 D. Kelsey moved that the [minutes of the Regular Board Meeting of April 20, 2021](#) be adopted as presented. *CARRIED*

SPECIAL PRESENTATION:

- NONE

CONSENSUS ITEMS

2021-05-52 K. Graham moved that the Board approve the following consent items as presented and that the Board receive the following items as information: *CARRIED*

- [Director's Personnel Report - April 2021](#)
- Administrative Procedures – [AP 410 - Safe Schools \(as amended\)](#)
- Correspondence.

NEW BUSINESS

2021-05-53 K. Trew moved that the Board approve the Preventative Maintenance and Renewal plans for the fiscal years 2021-22, 2022-23, 2023-24 and 2024-25 as presented. *CARRIED*

2021-05-54 T. Kwiatkowski moved that the Board approve the movement of Preventative Maintenance and Renewal projects from future years into the 2021-22 expenditures if a planned project is either under budget or will not be completed which results in additional funds being available. *CARRIED*

2021-05-55 T. Waldner moved that the Board approve the use of up to \$440,000 from Pandemic Support Funding Externally Restricted Accumulated Surplus for additional caretaking staff during the 2021-22 school year and this will also be reflected in the 2021-22 budget of the North East School Division. *CARRIED*

MONITORING AND REPORTING ITEMS

NONE

STRATEGIC DIRECTION ITEMS

2021-05-56 K. Bank moved that the Continuous Agenda of the Board of Education 2021-2022 be adopted. *CARRIED*

2021-05-57 K. Graham moved that the Board of Education of the North East School Division endorses the Interim Provincial Education Plan for the 2021-2022 school year. *CARRIED*

ADJOURNMENT

2021-05-58 D. Kelsey moved that the Board Meeting adjourn at 2:50pm. *CARRIED*

NESD Board Chair/Vice-Chair

Superintendent of Business Administration



NESD Board of Education

Meeting Date: June 15, 2021

Topic: MUCC Elevator - Update

MEETING	AGENDA ITEM	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input type="checkbox"/> Principle and Policy Item	<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"/> Monitoring or Reporting Items	<input type="checkbox"/> Discussion
	<input type="checkbox"/> Information Items	
	<input type="checkbox"/> Correspondence	

BACKGROUND

In September 2020, the elevator at Melfort and Unit Comprehensive Collegiate (MUCC) stopped working because of a flood in the elevator pit. A storm sewer cap at MUCC had fallen off and caused the flood. The excess water was caused by the rain/hail/wind storm on July 2, 2020.

Administration plans to fully modernize the elevator at MUCC.

As the expenditure was not expected at budget time, on November 24, 2020, the following motion was made:

- *That the Board approves the replacement of the elevator at Melfort and Unit Comprehensive Collegiate at a cost not to exceed \$120,000 and to be funded with the provincial Preventative Maintenance and Renewal grant.*

Insurance will only provide funds to repair the elevator to the original state. As a result, the insurance proceeds will total \$44,550. This brings the total available for the project to \$164,550.

CURRENT STATUS

There is more work required than originally anticipated. It appears the elevator is the original unit installed when the school was built in the 1960's. The provincial inspector has indicated the existing elevator shaft will need to be replaced. Administration has worked with a structural engineer and the inspector to develop a solution. The total cost of the project is expected to be approximately \$300,000.

There is a Supertrac-Portable Inclined Wheelchair Lift currently at the school to provide access to the second floor.

RECOMMENDATION

Proposed Board Motion:

That the Board approves the replacement of the elevator at Melfort and Unit Comprehensive Collegiate at a cost not to exceed \$300,000 and to be funded with the provincial Preventative Maintenance and Renewal grant and insurance proceeds.

PREPARED BY	DATE	ATTACHMENTS
Wanda McLeod, Superintendent of Business Administration Jeff Zenner, Manager of Facilities	May 31, 2021	



NESD Board of Education

Meeting Date: June 15, 2021

Topic: Internally Restricted Accumulated Surplus

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

The 2021-22 budget for the North East School Division includes the use of the accumulated surplus – both internally restricted and unrestricted. In order to be consistent with the budget plans, additional internal restrictions would need to be made.

CURRENT STATUS

Administration is proposing the following transfers from unrestricted accumulated surplus:

- \$123,000 for Vehicle Replacements
- \$712,700 for School Bus Replacements

RECOMMENDATION

Proposed Board Motion:

That the Board approves the following 2020-21 internally restricted allocations from the unrestricted accumulated surplus:

- \$123,000 for Vehicle Replacements
- \$712,700 for School Bus Replacements.

PREPARED BY	DATE	ATTACHMENTS
Wanda McLeod, Superintendent of Business Administration	June 4, 2021	



NESD Board of Education

Meeting Date: June 15, 2021

Topic: June Wall Walk

MEETING	AGENDA ITEM	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input type="checkbox"/> Principle and Policy Item	<input checked="" 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

As part of the Education Sector Strategic Plan (ESSP), Cycle 4 Extended (2020-21) the NESD performs data Wall Walks with its Board of Education as part of the distribution of information and monitoring of key data sets. These Wall Walks occur four times during the year in accordance with reporting periods for school data. Data sets include a selection of statistics and measures from student performance on key assessments and outcomes as well as from the previously agreed upon NESD Key Performance Indicators which are aligned to the NESD Strategic Plan.

CURRENT STATUS

This data Wall Walk will include data sets from StudentsAchieve (ELA and Math), Early Years Evaluation (EYE-TA), and the NESD Online Virtual School.

RECOMMENDATION

Proposed motion:

That the Board approve, as a monitoring report, the June 2021 Wall Walk for the key data sets of the North East School Division for the time period of April 1, 2021 to June 15, 2021.

PREPARED BY	DATE	ATTACHMENTS
Mark Jensen, Coordinator of Continuous Improvement and Reporting	June 10, 2021	Wall Walk PowerPoint

NESD

Board of Education

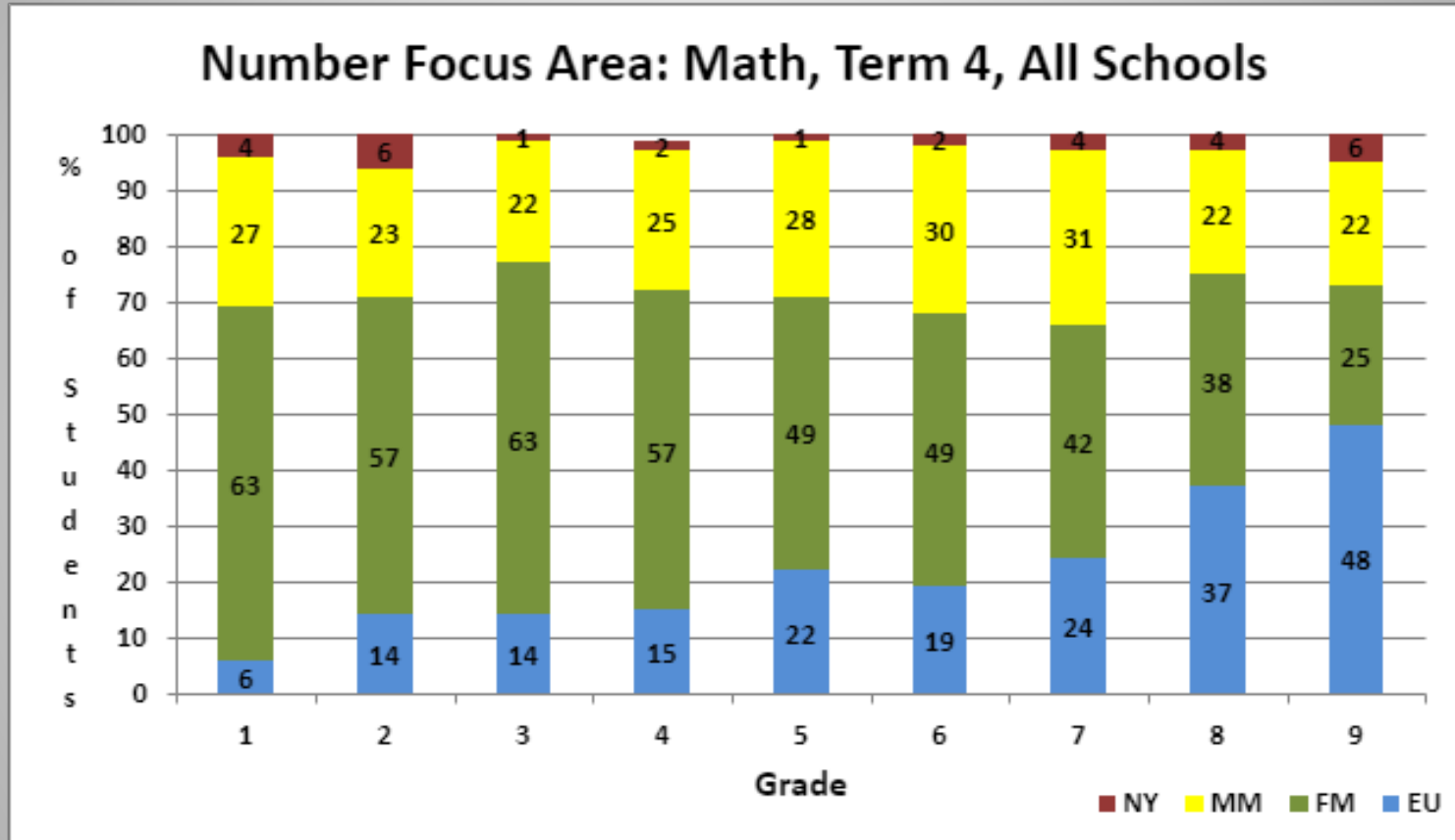
Wall Walk

June 15, 2021

Agenda

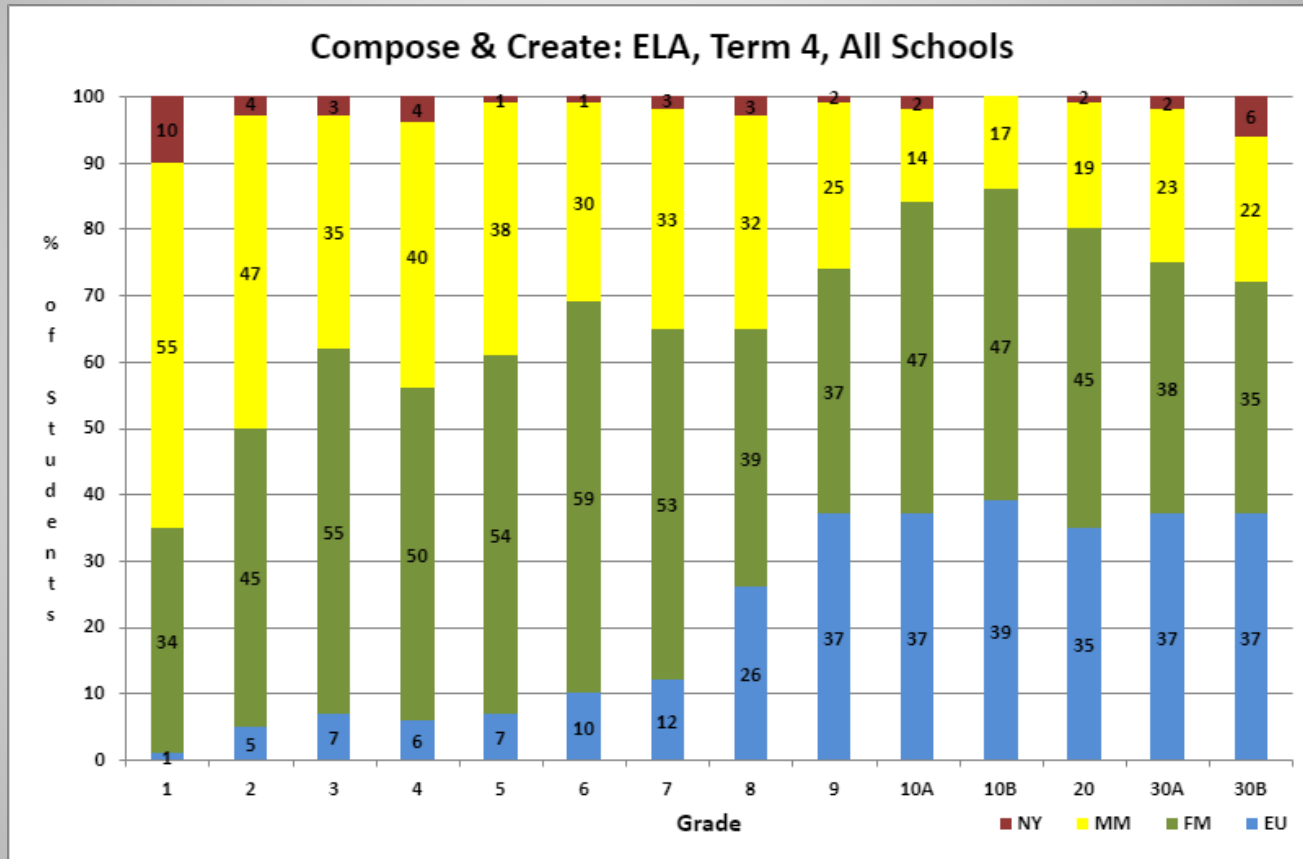
- Math Number Strand
- ELA Compose and Create Strand
- ELA Comprehend and Respond Strand
- Early Years Evaluation (EYE – TA): Kindergarten Students
- NESD Online Virtual School Credit Attainment

Math Number Strand



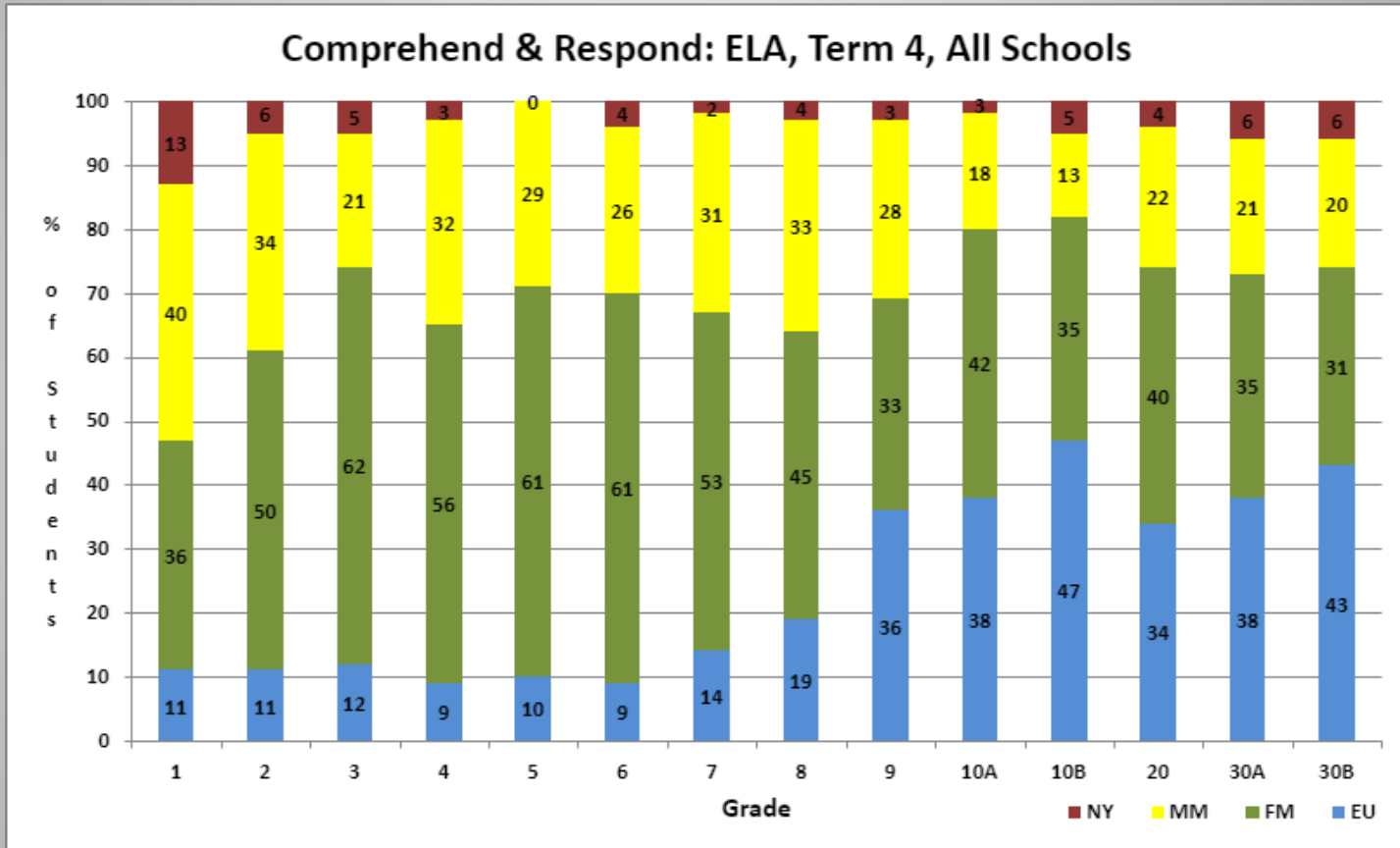
Data as of June 10, 2021

ELA C & C Strand



Data as of June 10, 2021

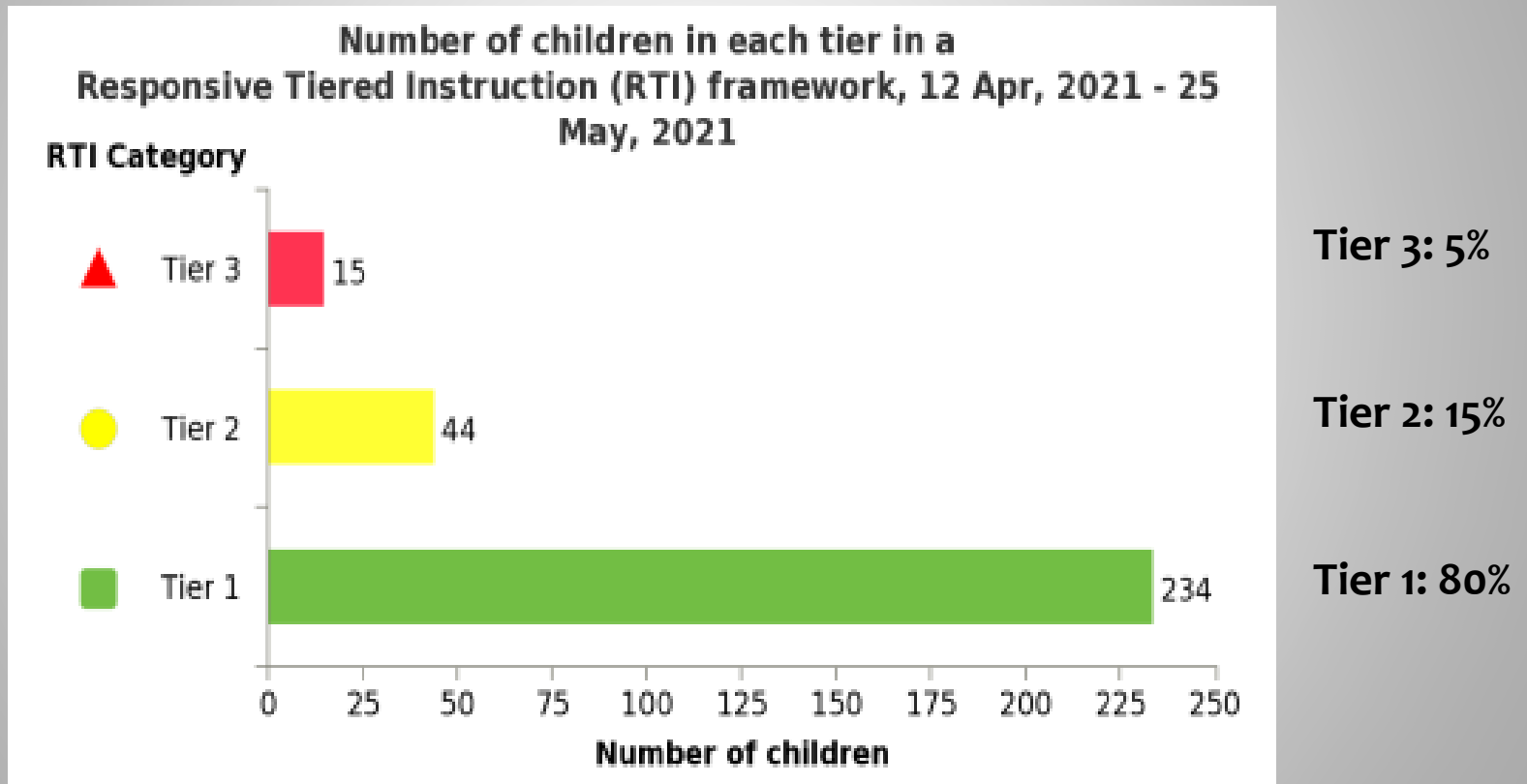
ELA C & R Strand



Data as of June 10, 2021

Early Years Evaluation (EYE-TA)

May 2021, All Kindergarten Students



Early Years Evaluation (EYE-TA) Pre and Post Comparison

Type	Tier 3 (%)	Tier 2 (%)	Tier 1 (%)	Number
Pre (Sept)	14	30	56	281
Post (May)	5	15	80	293

NESD Online Virtual School

Summary Statistics (COVID-19 Impacted Year)

Supports

- 406 Secondary (10-12) Moodle courses have been provided to NESD classrooms
- 803 Middle Years (5-9) Moodle courses have been provided to NESD classrooms

Credits

- 271 Secondary credits have been reported to the Ministry
 - 64 Remote Learners
 - 207 Regular Students

(Credit numbers will continue to increase as students finish.)

The End!

- Questions/Comments



NESD Board of Education

Meeting Date: June 15, 2021

Topic: Director of Education Performance Review

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

BACKGROUND

In October of each year, the Director of Education shares professional goals with the Board of Education. In May the Board of Education completed a survey regarding the Director's performance.

CURRENT STATUS

At the May 18, 2021 Committee of the Whole Board meeting the Director of Education shared his self-assessment related to his goals for the 2020-21 school year and the results of the board member survey on his performance.

RECOMMENDATION

Proposed Board Motion:

That the Board of Education has found the performance of the Director of Education to be acceptable for the 2020-2021 school year.

PREPARED BY	DATE	ATTACHMENTS
Marla Walton, NESD Board Chair	June 11, 2021	Letter from Marla Walton, Board Chair, to Don Rempel



North East School Division

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June 15, 2021

Don Rempel
Director of Education
North East School Division No. 200
PO Box 6000, 402 Main Street
Melfort, SK S0E 1A0

Dear Don:

On behalf of the Board of Education of the North East School Division, please accept this letter as your formal performance evaluation for the 2020 – 2021 school year.

In October of 2020, you shared with the Board your professional goals as set out below:

1. To support to school administrators to provide safe and effective school operations during the pandemic.
2. To work with the newly elected board of education to provide and support a board trustee orientation plan.
3. To work with the board of education and stakeholders to develop a strategic plan of the Board for 2021-2025.
4. To help transition the education sector to a new Provincial Education Plan replacing the extended Education Sector Strategic Plan.

At the May 18, 2021 meeting of the Board of Education you provided the Board with your self-assessment of the goals you set out in October 2020. You have presented the Board with sufficient evidence to determine that you have successfully accomplished your goals.

A recommendation of the Board is to consider better explanations and more detailed reasoning when deliberating decisions.

You have demonstrated strong leadership skills and dedication to the staff and students. Your wealth of knowledge has proven to be an invaluable asset for the North East School Division during the Covid-19 pandemic. Congratulations on another successful year!

Regards,

Marla Walton
NESD Board Chairperson



NESD Board of Education

Meeting Date: June 15, 2021

Topic: Secure Destruction of Records

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

Saskatchewan School Boards Association (SSBA) and the Saskatchewan Association of School Board Officials (SASBO) have developed a document called "Records Retention and Disposal Guide for Saskatchewan School Divisions (December 2012)." This document is meant to assist school divisions in decisions on retention and disposal of records. It pertains to records in all formats created, received and stored by school divisions. There are legislative provisions that specifically state how some types of records must be handled (i.e. length of time the records must be stored and the proper steps for destruction of the records).

According to *The Education Act, 1995*:

"Preservation of documents

369 (1) A board of education shall preserve all public documents of a school division or school community council until their disposal is:

- a) Authorized by a resolution of the board of education; and
- b) Approved by the minister."

The "Records Retention and Disposal Guide for Saskatchewan School Divisions" recommends contacting the Saskatchewan Archives Board after the motion is made by the school board. The guide and the related administrative procedure can be found in the Administrative Procedure Manual: [Administrative Procedure 711](#).

CURRENT STATUS

Based on the timeline guidelines as provided, please find attached the listing of records that are eligible for destruction.

RECOMMENDATION

Proposed motion:

That the Board approves the secure destruction of the following 236 boxes of paper and 1 envelope format records that are eligible for destruction as per *SSBA Records Retention and Disposal Guide for Saskatchewan School Divisions (December 2012)*:

Accounting and Finance (176 boxes)	# of Boxes
2011-2012 - Vendor Accounts Payable Invoices	27
2012-2013 - Vendor Accounts Payable Invoices	21
2012-2013 - Accounts Receivable Billings and Backup, Aged Accounts Receivable Reports	3
2010-2011 - Budget Working Papers	1
2012-2013 - Aged Accounts Payable Reports	1
2010-2012 - Audit File Working Papers	2
2010-2011 - Bank Reconciliation Printouts	6



NESD Board of Education

2010-2011 - School Local Chequing Account Reconciliations	3
2010-2011 - School Bank Deposit Backup Documentation	3
2010-2012 - General Journal Entry Printouts	25
2011-2016 - Budget Working Papers	3
2009-2013 - Cancelled Cheques	5
2010-2011 - Charitable Donation Receipts and Backup Documentation	1
2010-2011 - Closing Journal Entry Printout	1
2000-2007 - Carrot River Jr. Sr. High School Library Purchase Orders	1
2010-2011 - Purchase Orders	1
2010-2011 - Credit Union Deposit Sweep Backup Documentation	1
2009-2011 - School Deposit Backup Documentation	11
2011-2012 - Division Office Deposits Slips and Backup Documentation	3
2009-2011 - Driver Training Student List Submissions	1
2011-2013 - Employee Expense Invoices	9
2010-2011 - Fixed Asset Journal Entry Printouts	1
2007-2013 - Grant Confirmation Letters	1
2010-2012 - Year-end Audit Working Papers	6
2010-2011 - School Generated Fund Internal Audit Working Papers	5
2011-2012 - Toshiba Vendor Invoices	2
2012-2013 - GST Rebate Calculation Working Papers	1
2010-2011 - Tangible Capital Asset Addition Information and Fixed Asset Registers	1
2006-2012 - Workers Compensation Board Yearly Payroll Estimate Calculations	1
2006-2012 - Regional College Accounts Payable & Accounts Receivable working papers	1
2010-2011 - Royal Bank of Canada Visa Statements	1
2010-2011 - Self-Assessed Provincial Sales Tax Remittances	1
2010-2011 - Recurring General Journal Entry Printouts	3
2010-2011 - School Property Tax Reconciliations and Yearly GST Remittance	1
2010-2011 - Tangible Capital Asset Depreciation working papers	1
2010-2011 - School Tax Reconciliations	1
2011-2012 - Public Account Working Papers	1
2011-2012 - Remittance Payment Files Including Invoice Copies and Cheque Stubs	1
2011-2012 - School Local Chequing Account Reconciliations and Deposit Documentation	1
2011-2012 - Banking Payment Reports (Operating, US, Employee Electronic Funds Transfer, Pre-Authorized Vendor Payments)	1
2010-2011 - Reynolds School Finance Documents	1
2009-2013 - Payroll Journal Transactions	15

ADMINISTRATION (4 Boxes)

2011-2012 – General Ledger Coding Reference materials	1
2011-2012 – Internal Auditor – documented Finance Department processes	1
2003-2008 - Superintendent of Business Administration - Working Files	2

Election Materials (5 Boxes)

2012 - Election Records	5
• Unused and used ballots	
• Declaration of Polls	
• Poll Book	



NESD Board of Education

2020 - Election Records

- Unused and used ballots
- Poll Book
- Form BB - Declaration of Poll
- Certificate of Voters
- Tally Sheets
- Form D – Appointment of Officials (All)
- Form E – Oath of Officials (All)
- Form Z – Deputy Returning Officer Statement of Results

Human Resources (4 Boxes)

2011-2012 – T4A's	2
1979-2006 – Monthly Principal reports	1
2009-2010 – Payroll Transmission Files	1

Reports and Statistics (2 Boxes)

1989-2019 – School Incident Reports	1
2011-2018 – Statistics Canada Surveys	1

Cumulative Records (8 Boxes)

1992-1995 (Year of birth of students) – Tisdale Middle and Secondary School Cumulative files	4
1952-1989 (Year of birth of students) – Porcupine Plain School Cumulative files	4

Student Records (14 Boxes)

1976-1985 – William Mason School Education plans and student marks	1
1985-2002 – William Mason School – Student lists	1
2004-2012 – William Mason School – Miscellaneous class photos	1
2007-2013 – Brunswick School – Miscellaneous student pictures from activities	1
1970-1990 – Tisdale School Division Student Marks	10

Student Services Department (22 boxes)

1991-1994 – Student Services Department – Diversity Education working files	1
1995 – Student Services Department - old student files	1
2011 – Student Services – Grant working files	1
2009 – Student Services working files	1
2014 – Student Services working files	1
1994 – Ed Psych reports	1
Diversity Education assessment materials	1
Outdated assessment materials	6
2012-2016-Learning Consultant -working files	9

North East Career and Enterprise Development records (1 Box)

2000 - Minutes, Correspondence, and Director Reports from North East Career and Enterprise Development	1
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2004-2012 William Mason School Bus Reports (1 Envelope)

1



NESD Board of Education

	DATE	ATTACHMENTS
Wanda McLeod, Superintendent of Business Administration Carol Benish, Administrative Assistant to Business Administration Triki Zenner, Assistant to the Director	June 10, 2021	



NESD Board of Education

Meeting Date: June 15, 2021

Topic: Approval of the 2021-22 Budget Report: Annual Operating and Capital Budget Estimates

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

The Ministry of Education has indicated that the school boards must pass and submit their 2021-22 budget to the Ministry no later than June 30, 2021.

CURRENT STATUS

Administration is recommending annual operating and capital budget estimates for the 2021-22 fiscal year for the consideration of the Board. (Please see attached document.)

RECOMMENDATION

Proposed board motion:

That the Board approve the annual operating and capital budget estimates for the fiscal year September 1, 2021 to August 31, 2021 as detailed in the *2021-22 Budget Report*.

PREPARED BY	DATE	ATTACHMENTS
Wanda McLeod, Superintendent of Business Administration Tanya Biesenthal, Business Manager	June 9, 2021	❖ 2021-22 Budget Report: Annual Operating and Capital Budget Estimates

**North East School Division
2021-22 Budget Report
Annual Operating and Capital Budget Estimates**

Proposed Board Motion:

That the Board approve the annual operating and capital budget estimates for the fiscal year September 1, 2021 to August 31, 2022 as detailed in the *2021-22 Budget Report*.

North East School Division**Budget 2021-22****Statement of Operations****(Prepared using Public Sector Accounting Board (PSAB) Standards)**

	Notes	2021-22 Budget	2020-21 Budget	Variance
Revenues				
Grants	1	\$ 63,200,329	\$ 57,563,166	\$ 5,637,163
Tuition and related fees	2	486,440	589,800	(103,360)
School generated funds	3	1,049,475	1,161,575	(112,100)
Complementary services		627,258	617,504	9,754
External services		262,000	262,000	-
Other		530,000	528,600	1,400
Total revenues		\$ 66,155,502	\$ 60,722,645	\$ 5,432,857
Expenses				
Governance	4	\$ 265,060	\$ 285,875	\$ (20,815)
Administration		2,613,186	2,610,718	2,468
Instruction	5	42,600,742	42,461,056	139,686
Plant	6	11,295,145	9,964,278	1,330,867
Transportation	7	4,832,957	4,710,276	122,681
Tuition and related fees	8	249,280	267,520	(18,240)
School generated funds	3	993,336	1,074,236	(80,900)
Complementary services		1,470,776	1,454,684	16,092
External services		361,232	365,073	(3,841)
Other expenses		283,494	300,643	(17,149)
Total expenses		64,965,208	63,494,359	1,470,849
Surplus/(deficit)		\$ 1,190,294	\$ (2,771,714)	\$ 3,962,008

North East School Division
 Budget 2021-22
 Conversion to Cash Basis

	2021-22 Budget	2020-21 Budget	Variance
PSAB surplus/(deficit)	\$ 1,190,294	\$ (2,771,714)	\$ 3,962,008
Tangible capital assets:			
Purchases	(7,903,500)	(2,804,198)	(5,099,302)
Proceeds from disposals	11,000	11,000	-
Long term debt:			
Repayments for the year	(421,587)	(404,438)	(17,149)
Non-cash items:			
Amortization expense	4,149,542	4,209,841	(60,299)
Gain on disposals of tangible capital assets	(11,000)	(11,000)	-
Employee Future Benefits expenses	89,100	81,400	7,700
Other cash requirements			
Employee Future Benefits expected payments	(24,500)	(21,400)	(3,100)
<i>Deficit cash for the year</i>	<u>\$ (2,920,651)</u>	<u>\$ (1,710,509)</u>	<u>\$ (1,210,142)</u>

**North East School Division
Budget 2021-22
Balancing the Budget**

	2021-22 Budget	2020-21 Budget	Variance
<i>Deficit cash for the year</i>	<i>\$ (2,920,651)</i>	<i>\$ (1,710,509)</i>	<i>\$ (1,210,142)</i>
Changes to the accumulated surplus (use of reserves):			
<i>Externally restricted accumulated surplus:</i>			
Pandemic Support Funding	808,132	-	808,132
<i>Internally restricted accumulated surplus (major capital project):</i>			
New School in Carrot River	268,000	-	268,000
<i>Internally restricted accumulated surplus (school controlled):</i>			
School Generated Funds (net change)	145,861	(22,561)	168,422
<i>Unrestricted accumulated surplus:</i>			
Technology upgrades (capital)	176,000	190,398	(14,398)
Technology upgrades (operating)	302,986	487,506	(184,520)
Facilities - equipment replacement	-	75,000	(75,000)
Furniture and equipment	-	98,800	(98,800)
	<u>478,986</u>	<u>851,704</u>	<u>(372,718)</u>
<i>Internally restricted accumulated surplus:</i>			
School Bus Replacement	712,700	706,000	6,700
Vehicle Replacement	123,000	120,000	3,000
Contingency - LED Project	-	(200,000)	200,000
Visible Learning	-	(170,000)	170,000
Chemistry Labs in Schools - Chemical Clean-up	-	150,000	(150,000)
Computer Software Replacement and Software Upgrade	-	330,000	(330,000)
Contingency - Carbon Tax costs	-	175,000	(175,000)
Surveillance Equipment Replacement	-	55,000	(55,000)
Digital Projector Replacement	-	20,000	(20,000)
	<u>835,700</u>	<u>1,186,000</u>	<u>(350,300)</u>
<i>Preventative Maintenance and Renewal (PMR):</i>			
PMR projects	2,137,460	1,275,760	861,700
PMR funding	(1,753,488)	(1,580,394)	(173,094)
	<u>383,972</u>	<u>(304,634)</u>	<u>688,606</u>
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

North East School Division
Budget 2021-22
Notes (to Statement of Operations)

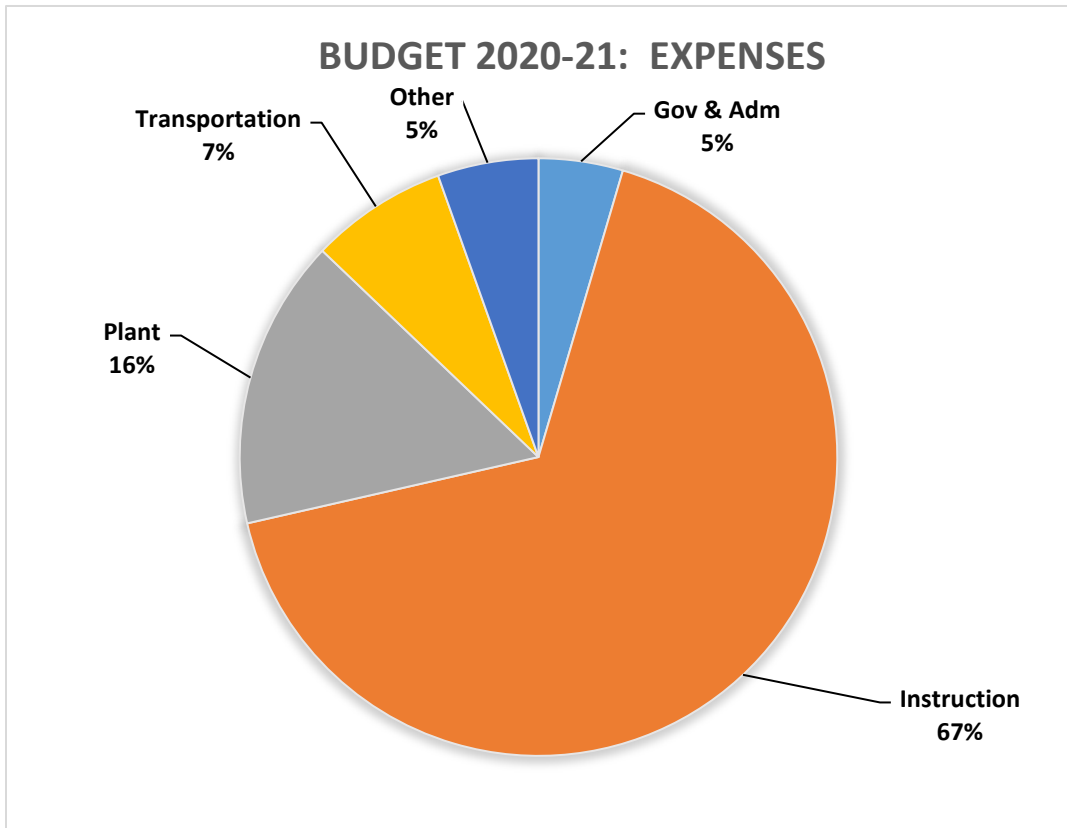
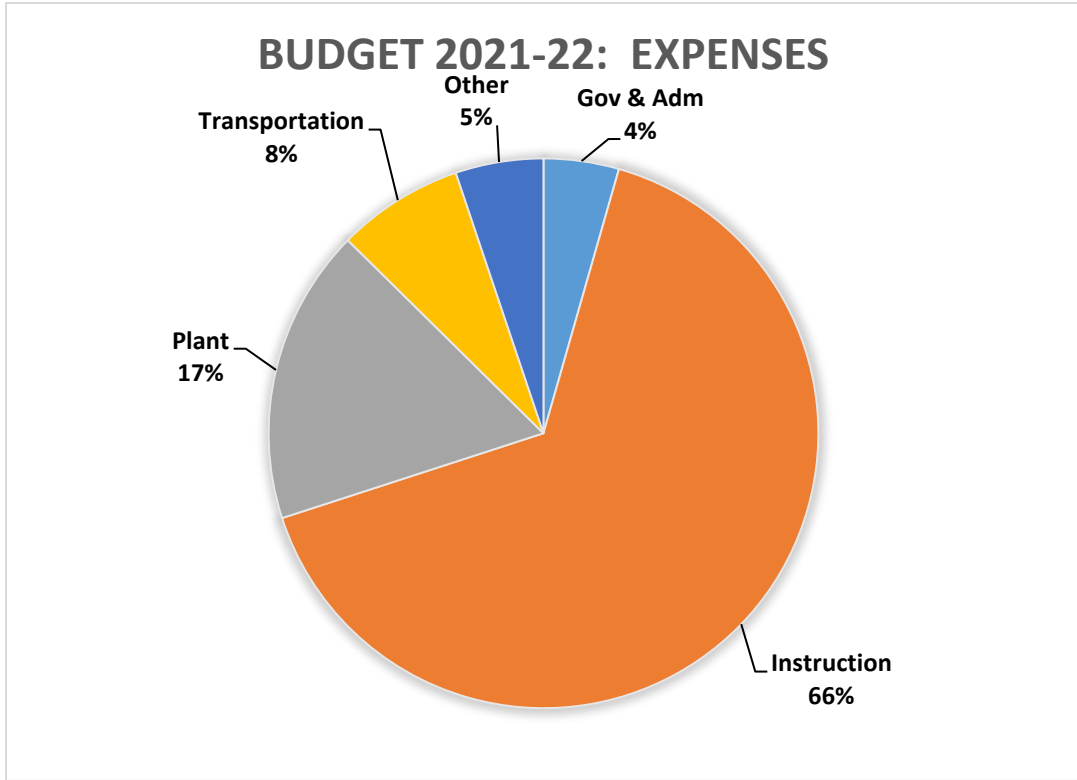
1. The funding from the province for the new kindergarten to grade twelve school in Carrot River is expected to be approximately \$5.2 million more than the prior year. Construction of the new school will start during the 2021-22 fiscal year; therefore, there will be more expenditures and grant revenue related to this project in 2021-22. The 2020-21 budget only included funding for the planning and design of the new school. The Preventative Maintenance and Renewal (PMR) funding is expected to be approximately \$170,000 more than the 2020-21 budget. The amount paid by the province on behalf of the school division for CommunityNet has been included in the 2021-22 budget. This had not been reported in prior budgets and results in an increase in grant revenue of \$215,500 and instruction expenses by the same amount.
2. There are less First Nations students expected during the 2021-22 fiscal year. First Nations students that live on reserves and attend school at the North East School Division are funded by the federal government.
3. The budgets for the school generated funds are determined annually by the principals of the schools. There are less fundraising activities planned for the 2021-22 school year and correspondingly less expenses.
4. There was a general election during 2020-21 which resulted in additional expenses.
5. There are cost increases due to the annual percentage increases in the collective agreements of the teachers and support staff. The 2021-22 budget also includes approximately 12 less full time equivalent teachers due an expected decrease in student enrolment and a change in the staffing formula that has been implemented over a two year time period starting in 2020-21. The amount paid by the province on behalf of the school division for CommunityNet has been included in the 2021-22 budget. This had not been reported in prior budgets and results in an increase in grant revenue and instruction expenses by the same amount. There are also additional COVID pandemic support costs included in the budget.
6. There are more Preventative Maintenance and Renewal projects planned in 2021-22 which results in an estimated increase of \$861,700. To continue with the pandemic support at the schools, there are additional caretakers included in the 2021-22 budget.
7. Amortization expense has increased by approximately \$83,000. This is a non-cash item.
8. Tuition fee expenses relate to the students under twenty-two years of age in the Adult Basic Education course at Cumberland College. Less students are expected in 2021-22. This is fully funded by the province.

**North East School Division
Budget 2021-22
Tangible Capital Assets**

	Notes	2021-22 Budget	2020-21 Budget	Variance
New Carrot River school	1	\$ 6,582,000	\$ 1,100,000	5,482,000
Computer hardware		184,000	179,398	4,602
School buses		712,700	706,000	6,700
Furniture and equipment	2	129,300	173,800	(44,500)
Playground equipment		161,500	184,000	(22,500)
Vehicles	3	123,000	120,000	3,000
Computer software	4	11,000	341,000	(330,000)
Total tangible capital assets		\$ 7,903,500	\$ 2,804,198	\$ 5,099,302

Notes:

1. Construction of the new school in Carrot River will start during the 2021-22 fiscal year. There were planning and design costs in 2020-21.
2. The Facilities Department has reallocated \$35,000 to expenses from tangible capital assets.
3. The following vehicles are included the 2021-22 budget: two new half-ton trucks for the Facilities Department and one sports utility vehicle for Student Support Services.
4. A new human resources/payroll/finance software was included in the 2020-21 budget.





NESD Board of Education

Meeting Date: June 15, 2021

Topic: Strategic Plan of the Board 2021-2022

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

BACKGROUND

The North East Board of Education has established a four-year strategic plan as a major component of its governance policies and leadership vision. It is intended that the strategic plan of the board establish the vision, mission and values by which the school division will operate and that the goals of the board guide the operational planning of the school division and schools. The plan's timeline aligns with the four-year term of the elected board, beginning with the school year following board elections. The current plan 2017-2021 should be renewed before the end of June, 2021 and provide direction until June 2025.

CURRENT STATUS

The provincial government has developed a Framework for a Provincial Education Plan 2020-2030. This ten-year plan has been adjusted for the 2021-2022 school year to focus on three priorities responsive to the Covid-19 pandemic.

Administration has prepared a survey of NESD stakeholders using Thoughtexchange software. The question for the survey is: *As we develop our vision for the future, what do you think are the major issues and trends we should consider?* The data collected from this survey will be available to the Board to inform the renewal of Strategic Plan 2021-2025

There is high agreement from stake holders in three areas:

- All students are provided opportunities to achieve at high levels
- Students meet and exceed grade level standards
- Staffing and small class sizes support student needs

A one-page strategic plan has been developed for consideration and approval by the board of education. Accepted. Administration has aligned performance metrics to the four goals of the Board's Strategic Plan for North East School Division. The metrics align with the Provincial Education Plan and with the school division goals.

RECOMMENDATION

Proposed Board Motion:

That the Board of Education adopt the Strategic Plan of the Board 2021-2025.

PREPARED BY	DATE	ATTACHMENTS
Don Rempel, Director of Education	June 8, 2021	Strategic Plan of the Board 2021-2025

North East School Division

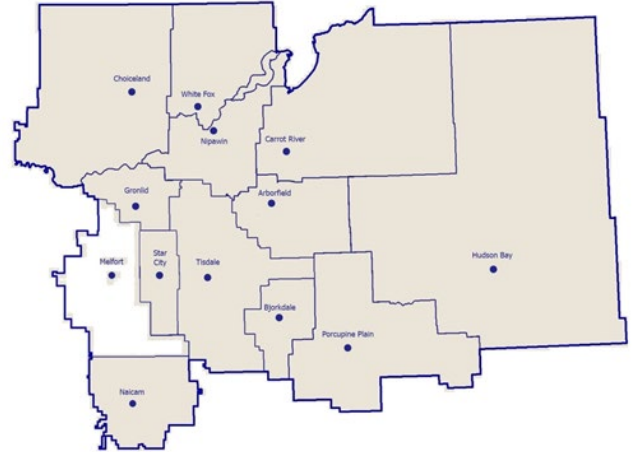


Education in a Culture of Excellence

Strategic Plan of the Board: 2021-2025

About Us

The North East School Division is a rural division with 21 schools located in 13 communities. The division is located in north east Saskatchewan and encompasses approximately 11,000 square kilometers. It spans a geographic area from Naicam in the south, Smeaton in north, Hudson Bay in the east, and Melfort in the west. The map to the right shows the geographic location of the centers it services with their respective school boundaries.



Much of the North East School Division is rural, with four larger centers, Nipawin, Tisdale, Hudson Bay and Melfort with the school division head office being located in Melfort. The North East School Division serves two Hutterite colonies and interacts with four local First Nations.

Agriculture, mining, tourism, and manufacturing all play a significant role in the economy of the north east. Much like the rest of Saskatchewan, the north east area has been witness to an influx of immigrants who support the growing economy.

Division Mission Statement

Our mission is to ensure every student has the opportunity to succeed.

Division Vision Statement

Our vision is education in a culture of excellence.

Division Guiding Principles

Success in the North East School Division is achieved through the following shared values.

Commitment to Be Your Best: We are committed to the pursuit of excellence and the achievement of one's personal best.

Responsible: We are committed to individual and organizational accountability.

Inclusive: We are committed to a culture of mutual respect which is responsive to the diversity among people.

Cooperative: We are committed to collaborative relationships fostered by open communication.

Ethical: We are committed to conducting ourselves with integrity and compassion.

Goals to Achieve the Vision/Mission

Our school division goals are:

1. Our students are learning what they need for their future.
2. Our students feel safe and supported.
3. Our students are valued, they belong and they can be their best.
4. Our schools ensure the sustainable use of resources.

North East School Division Board of Education (2020 – 2024)

The North East School Division is governed by an eight-person elected Board of Education. The Education Act, 1995 gives the Board of Education the authority to “administer and manage the educational affairs of the school division” and to “exercise general supervision and control over the schools in the school division”.

The School Division is organized into eight subdivisions for purpose of elections, but once elected, the members of the Board of Education represent all students in the Division and are committed to providing the very best education possible for each and every student. The Board of Education members are as follows:

Board Member	Subdivision
Kathrene Bank	Subdivision 1 - Hudson Bay and area
Kevin Trew	Subdivision 2 – Carrot River, Arborfield and areas
Dustin Kelsey	Subdivision 3 – Choiceland, White Fox and areas
Lori Kidney (Board Vice-Chair)	Subdivision 6 – Tisdale and area
Ted Kwiatkowski	Subdivision 7 – Porcupine Plain, Bjorkdale and areas
Kevin Graham	Subdivision 4 – Melfort and area
Marla Walton (Board Chair)	Town of Nipawin
Tyson Waldner	Subdivision 5 – Gronlid, Star City and Naicam and areas

Framework for a Provincial Education Plan 2020-2030

Planning partners of the provincial education sector along with the Ministry of Education co-constructed a plan that would set the course for the future beyond 2020. The plan reflects the diversity of the province and ensures the presence and voice of First Nations and Metis education organizations as part of the journey towards reconciliation. The partners recognized the plan will build upon the success of the Education Sector Strategic Plan (ESSP), launched in 2014, which has been effective in focusing efforts on improved results and encouraging collaborative work across the province. The partners recognized that improved results cannot be accomplished in isolation and that the plan must respond to the pressures experienced by students, schools, families, communities and society. The partners acknowledge the plan must not only address the challenges present today but must prepare students to be well-educated, active citizens in their community, the province and the world.

NESD Strategic Intent to Achieve its Goals

North East School Division Board of Education approves the following strategic plan. The strategic intents align with the Provincial Education Plan 2020-2030 by providing “Key Actions” and “Metrics” for the NESD goals. The NESD will be guided by the following strategic intents:

1. Curriculum is responsive, relevant and student-centered.
2. Partnerships and trusting relationships are developed and nurtured.
3. Innovation is practiced throughout the school division.
4. The sustainable use of resources provides equitable opportunities.
5. Leadership is distributed to inspire excellence.
6. Responsive and strength-based approaches support students, schools and communities.

Strategic Intent #1: Curriculum is responsive, relevant and student-centered.

NESD Key Actions
Continue to unpack new curriculum and provide grade-level appropriate supports and resources to teachers.
Introduce teachers of the NESD to the new Sask Math Web Resource for use in 2021-22.
Continue to support schools response to report Grade 4, 7, 9 writing results, Grade 2, 5, 8 math results and Grade 3 reading results.
Facilitate and support the awareness and implementation of effective literacy instruction.
Implement Fountas and Pinnell resources for all classrooms in Grades 1 – 5 to support students as they transition through their reading progressions.
Citizenship Education will be investigated by a group of K-12 teachers in order to explore ways to support inquiry-learning related to citizenship curricular outcomes.

NESD Metrics	Current Data	
Improvement Targets and Indicators	Result	Date
Diagnostic Levelled Reading – 80% of our Grade 1, 2, and 3 students will be reading at grade level.	Gr 1: 43% Gr 2: 54% Gr 3: 66%	Mar, 2021
Reading – 80% of our Grade 1, 2, and 3 students will be at Fully Meeting (FM) or above on Comprehend & Respond as per NESD gradebook.	Gr 1: 47% Gr 2: 61% Gr 3: 74%	June, 2021
Writing – 80% of our Grades 4, 7, and 9 students will be at Fully Meeting (FM) or above on Compose & Create as per NESD gradebook.	Gr 4: 56% Gr 7: 65% Gr 9: 74%	June, 2021
Math – 80% of our Grades 2, 5, and 8 students will be at Fully Meeting (FM) or above on Number Strand as per NESD gradebook.	Gr 2: 71% Gr 5: 71% Gr 8: 75%	June, 2021

Notes: Gradebook values were extracted on June 10, 2021. Final year-end values are pending.

Strategic Intent #2: Partnerships and trusting relationships are developed and nurtured.

NESD Key Actions
Create, maintain and strengthen community connections with our neighboring First Nations and Metis communities.
Create, maintain and strengthen cultural connections for students and staff through invitations to Elder and Knowledge Keepers.
Support teachers, students and parents with the Edsby integration to enhance the awareness of achievement and progress of student outcomes.
Continue to support the Teacher Advocacy Group led by the NESD FNMI Consultant.
Divisional collaboration with outside agencies aimed at supporting our students with timely and responsive interventions based on academic and behavioral needs.
Students will have the opportunity to be caretakers and outdoor learners on a piece of Treaty 6 land in the Love area, thanks to the generosity of a patron.
In an effort to promote Reconciliation and Citizenship, every grade 7-9 student will have the opportunity to participate in the Blanket Exercise before June, 2023.
Prioritize teacher and student connections with the aim of having all students having an in-school advocate.

NESD Metrics	Current Data	
Improvement Targets and Indicators	Result	Date
OurSCHOOL – 80% of elementary students will report a positive sense of belonging.	All: 71% FNM: 67% Non-FNM: 74%	May, 2021
OurSCHOOL – 80% of secondary students will report a positive sense of belonging.	All: 58% FNM: 49% Non-FNM: 62%	May, 2021
OurSCHOOL – The “average score for advocacy at school” will be at least 6.5 for elementary students.	All: 6.2 FNM: 6.8 Non-FNM: 6.1	May, 2021
OurSCHOOL – The “average score for advocacy at school” will be at least 3.5 for secondary students.	All: 2.7 FNM: 2.6 Non-FNM: 2.8	May, 2021

Notes:

Strategic Intent #3: Innovation is practiced throughout the school division.

NESD Key Actions
Support schools in their transition and implementation of Organizational Routine methodology.
Students will set and reflect on learning goals and create a graduation plan within MyBlueprint.
Continue to work with families and students to obtain a shared understanding of the language of learning (i.e. learning intentions, outcomes, credits availability, graduation pathways).
Actualize the RTI process to support our students with timely and responsive interventions based on academic and behavioral needs
School Leadership Teams will support and implement job embedded professional development cycles (known as Teacher Innovation Sprints) in an effort to correlate school goals within the Sprint goal framework.
To support schools in the creation of extra-curricular entrepreneurial opportunities, four schools will be offered the support of a liaison to develop business clubs for creating a venture, connecting with community contacts and business networks.
Support social engagement through increasing student awareness of digital citizenship.

NESD Metrics	Current Data	
Improvement Targets and Indicators	Result	Date
OurSCHOOL – 80% of secondary students will be intellectually engaged.	All: 58% FNM: 50% Non-FNM: 61%	May, 2021
Innovation Sprints – 90% of NESD teachers will be at the Awareness Level when reviewing and reflecting upon their job-imbedded PD Framework.	t.b.d.	

Notes:

Strategy #4: The sustainable use of resources provides equitable opportunities.

NESD Key Actions
Support small school sustainability by developing shared opportunities with curricular co-planning with Arborfield and Star City.
Continue to support Kindergarten and Prekindergarten teachers with the administration of the Early Years Evaluation (EYE).
Continue to support Kindergarten and Prekindergarten teachers with designing developmentally appropriate interventions for deficit domains as identified within the Early Years Evaluation.
Continue to support Kindergarten and Prekindergarten teachers with the administration of Help Me Tell My Story (HMTMS)
Continue to administer and provide feedback on the Early Childhood Environmental Rating Scale – Revised (ECERS-3).
Review and renew the Enterprise Risk Management process of the school division.
Edsby, the new grading, communication and evidence collection software, will be implemented in all schools and grades in the fall of 2021
Purchase Fountas and Pinnell resources for all classrooms in Grades 1-5 to support students in their reading progressions.

NESD Metrics	Current Data	
Improvement Targets and Indicators	Result	Date
ECERS-3 – Kindergarten environments will average a score of 6 or higher in all categories of the ECERS-R scale.	6.29	May, 2019
ECERS-3 – Prekindergarten environments will average a score of 6 or higher in all categories of the ECERS-R scale.	6.63	May, 2018
EYE-TA Data – 90% of our students exiting Kindergarten with appropriate development, indicated by green, as measured by EYE-TA data results.	80%	May, 2021
Help Me Tell My Story – 80% of students in participating Kindergarten classes will score in the Level 3 or higher in all aspects of the rubric.	Speaking: 49% Sentences: 46% Content: 29%	May, 2019

Notes: Some data sets are older due to pandemic.

Strategy #5: Leadership is distributed to inspire excellence.

NESD Key Actions
Continue the practice of completing Exit Interviews for departing employees.
Continue to survey stakeholders through the usage of ThoughtExchange surveys.
Continue to share and leverage successful initiatives emerging from schools by utilizing technology with Career Guidance Counselors and Administrators Groups.
Continue to build towards a representative workforce that models the North East population and acknowledges and values diversity, provides equal opportunities and is inclusive of all.
Continue to analyze and report on progress data and leading indicators to identify learning gaps and successes for all student populations.

NESD Metrics	Current Data	
Improvement Targets and Indicators	Result	Date
Quarterly reports from HR Downloads	Complete (Y/N)	
ThoughtExchange survey results forwarded to stakeholders	Complete (Y/N)	
NESD staff data indicates an increase towards workforce targets	t.b.d.	
Quarterly wall-walks presented to the NESD Board of Education	Complete - Yes	June, 2021

Notes: Further discussion required on Metrics

Strategy #6: Responsive and strength-based approaches support students, schools and communities.

NESD Key Actions
Build and sustain networks with the following agencies: 0-3 Task Force, SHA, KidsFirst, Autism Services, Complex Case Management, Social Services, FASD Committee, NEOSS and Treehouse, Libraries, Daycares, NEECIP, Marguerite Riel Centre, Nipawin Oasis, Salvation Army and CRC.
Provide system-wide professional development on self-regulation and well-being.
Reinforce Adverse Childhood Experiences (ACEs) training to become trauma-informed practitioners.
Engage staff in all areas of Not Myself Today Mental Health activities and resources.
Maintain and communicate an up-to-date Mental Health Resource List for the North East.
Encourage the use of the Member and Family Assistance Plan (Teachers) and the Employee Family Assistance Plan (EFAP) for Support Staff.
Distribute Mental Health and Wellness gift bags to all continuing contract and temporary contract employees to begin the school year.

NESD Metrics	Current Data	
Improvement Targets and Indicators	Result	Date
Attendance – 90% of students in Grades 7-12 will have at least 80% attendance.	All: 92% FNM: 81% Non-FNM: 94%	Feb, 2020
100% of NESD Prekindergarten teachers will be trained in Responding to Children’s Interests.	tbd	
100% of NESD Kindergarten teachers will be trained in Literacy Practices in Kindergarten.	tbd	
Grad Rate – 90% of Grade 10 students will be “On-Track” to graduate within 3-years of entering Grade 10.	All: 85.6% FNM: 64.3% Non-FNM: 85.4%	Feb, 2020
Credit Attainment – 90% of Grade 10 students will have completed 8 or more credits during their grade 10 year.	All: 88.4% FNM: 67.7% Non-FNM: 92.9%	June, 2020
Grad Rate – 90% of Grade 11 students will be “On-Track” to graduate within 3-years of entering Grade 10.	All: 81.3% FNM: 61.9% Non-FNM: 88.8%	Feb, 2020
Credit Attainment – 90% of Grade 11 students will have completed 8 or more credits during their grade 11 year.	All: 89.0% FNM: 56.9% Non-FNM: 94.4%	June, 2020
Grad Rate – 90% of Grade 12 students will graduate “On-Time”, within a 3-year timeframe.	All: 84.9% FNM: 60.0% Non-FNM: 89.0%	June, 2020

Notes: Updated data sets pending Ministry availability.





NESD Board of Education

Meeting Date: June 15, 2021

Topic: NESD Level Two Plans for the 2021-2022 School Year

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

BACKGROUND

Work has been underway by school divisions and education authorities since 2018 to develop a long-term education plan to guide, develop and implement a long-term plan for education in Saskatchewan. A Provincial Education Council (Council) was established in 2020 to provide strategic guidance to the development and renewal of a provincial education plan (PEP). A Provincial Education Plan Implementation Team (PEPIT) works to establish the outcomes, measures and key actions to operationalize the plan. The PEPIT includes directors of education, participating First Nations and Métis education authorities, two representatives of Saskatchewan Teachers' Federation Professional Learning, and senior Ministry of Education officials.

A one-year interim PEP has been developed to respond to the pressures experienced by school systems as a result of the COVID-19 pandemic. The interim PEP includes three priorities for the 2021-22 school year and includes provincial-level key actions to meet the needs of all students in the areas of reading, learning response, and mental health and well-being. The priorities of the interim PEP are aligned with the four pillars of the *Provincial Education Plan Framework* (2019): skills and knowledge; mental health and well-being; connections and relationships; and, inclusive, safe and welcoming learning environments.

CURRENT STATUS

Administration has developed a 2021-2022 work plan document to share with school administration and staff and has developed three school division (level two) plans to align with the Provincial Education Plan Interim priorities and with the Board's strategic plan.

The School Community Councils will be asked to approve and submit Level 3 learning improvement plans to the Board in the fall. The Board will review and approve school level learning improvement plan at the November board meeting.

RECOMMENDATION

Proposed Board Motion:

That the Board of Education of the North East School Division accepts the Level Two Priority Plans for the 2021-2022 school year.

PREPARED BY	DATE	ATTACHMENTS
Don Rempel, Director of Education	June 8, 2021	DRAFT Plans - NESD Level 2 Reading, Learning Response, Mental Health and Well Being



NESD Board of Education

Meeting Date: June 15, 2021

Topic: Edsby Introduction

MEETING	AGENDA ITEM	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input type="checkbox"/> Principle and Policy Item	<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"/> Monitoring or Reporting Items	<input type="checkbox"/> Discussion
	<input checked="" type="checkbox"/> Information Items	
	<input type="checkbox"/> Correspondence	

BACKGROUND

NESD is phasing out StudentsAchieve, the gradebook of choice of the NESD for the past number of years. In its place will be Edsby. Edsby is a comprehensive digital application that will serve as the gradebook, attendance collector, evidence and portfolio creator, as well as a communication tool for teachers, parents and students. Edsby will replace a number of our current applications and become a common platform serving our many stakeholders.

CURRENT STATUS

Currently, NESD teachers and schools are piloting the software. During this final pilot phase, teachers are receiving training on the many uses of Edsby. This presentation will introduce the NESD Board of Education to the Edsby platform and introduce the Board to the student, parent, and teacher experience.

RECOMMENDATION

Proposed Board Motion:

PREPARED BY	DATE	ATTACHMENTS
Mark Jensen, Coordinator of Continuous Improvement and Reporting	June 10, 2021	