

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 [August 17, 2021 Regular Board Meeting](#) 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 - July 1 - Aug 31, 2021](#)
- Out of Province travel – September 2021
- Correspondence.

7. DISCUSSION/DECISION - BOARD DIRECTION

A. New Business

- 1.

B. Monitoring and Reporting Items

1. [Transportation Report](#)
2. [School Sustainability Update](#)
3. [Opening Enrolment - September 15, 2021](#)
4. [Safe School Plans-2021-22](#)
5. [September 2021 - Wall Walk](#)

C. Board of Education Strategic Direction Items

1. [Gronlid Central School - Establish a school review](#)

***8. INFORMATION ITEMS**

1. Director's Personnel Reports - July and August 2021
2. [Out of Province Travel - September 2021](#)
3. CONFIDENTIAL Student Suspensions - None
4. Administrative Procedures – None

***9. CORRESPONDENCE**

- [Email from Katherine Stoll - 091621](#)
- [Min of Ed - NESD Budget approval](#)
- [Min of Ed. Letter to Tilka Chapman - youth council](#)
- [Min of Ed. Letter to Bree Chapman - youth council](#)
- [COVID-19- Mask Use Case and Contact Management](#)

10. SASKATCHEWAN SCHOOL BOARDS ASSOCIATION

- [Public Section - September 28, 2021 Agenda](#)
 - [April 16, 2021 Executive Meeting minutes](#)
 - [Annual Work plan](#)
 - [Legal Fund Repayment](#)

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
August 17, 2021**

MINUTES OF A MEETING: of the Board of Education of the North East School Division No. 200 of Saskatchewan, held on Tuesday, August 17, 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	Kevin Trew	Director of Education: Don Rempel
Kevin Graham	Tyson Waldner	Supt. of Business Admin.: Wanda McLeod
Dustin Kelsey	Marla Walton (TEAMS)	
Lori Kidney - Chair		

ABSENT: Ted Kwiatkowski

CALL TO ORDER at 3:15pm.

ADOPTION OF AGENDA

2021-08-72 D. Kelsey moved that the agenda be adopted as presented. *CARRIED*

MINUTES

2021-08-73 K. Trew moved that the minutes of the Regular Board Meeting on June 15, 2021 be adopted as presented. *CARRIED*

SPECIAL PRESENTATION:

- NONE

CONSENSUS ITEMS

2021-08-74 M. Walton 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 – June and July 2021
- Correspondence.

NEW BUSINESS

2021-08-75 K. Bank moved that the Board of Education has reviewed the 2021-2022 Provincial Safe Schools Plan. *CARRIED*

2021-08-76 K. Bank rescinded the motion. *CARRIED*

2021-08-77 K. Trew moved that the Board of Education has received the 2021-22 Provincial Safe Schools Plan as information. *CARRIED*

2021-08-78 T. Waldner moved that the Board approve the use of up to \$1 million from a third-party foundation to expand the floor plan space of 4,297 square meters approved by the province of Saskatchewan for the replacement school in Carrot River, the future operating costs of the expanded area will be funded by a source other than the province. *CARRIED*

2021-08-79 K. Graham moved that the Board approve the use of up to \$50,000 of the Externally Restricted Accumulated Surplus for Pandemic Support Funding for school welcome stations and leader wellness during the 2021-22 fiscal year. *CARRIED*

2021-08-80 D. Kelsey moved that the Board approve that during the 2021-22 fiscal year, up to \$20,000 of the unrestricted accumulated surplus will be used to purchase switches. *CARRIED*

2021-08-81 K. Trew moved that the Board approve the use of up to \$110,000 of the Internally Restricted Accumulated Surplus for Computer Software Replacement and Software Upgrade that was originally included in the 2020-21 budget for the completion of the Sparkrock software implementation during the 2021-22 fiscal year. *CARRIED*

MONITORING AND REPORTING ITEMS

2021-08-82 K. Graham moved that the Board accept the financial report for the nine months ending May 31, 2021. *CARRIED*

STRATEGIC DIRECTION ITEMS

- NONE

ADJOURNMENT

2021-08-83 T. Waldner moved that the Board Meeting adjourn at 3:50pm. *CARRIED*

NESD Board Chair/Vice-Chair

Superintendent of Business Administration



NESD Board of Education

Meeting Date: September 21, 2021

Topic: Transportation Report: September 2020 to June 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 *North East School Division Transportation Report: September 2020 to June 2021*. As a result of the COVID-19 pandemic, March 20, 2020 was the last day that full bus service was required during the 2019-20 school year.

RECOMMENDATION

Proposed motion:

That the Board accept the *North East School Division Transportation Report: September 2020 to June 2021*.

PREPARED BY	DATE	ATTACHMENTS
Wanda McLeod, Superintendent of Business Administration Bryan Morgan, Manager of Transportation	September 13, 2021	<i>North East School Division Transportation Report: September 2020 to June 2021</i>

North East School Division Transportation Report: September 2020 to June 2021

TRANSPORTATION KEY RISKS

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

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 has been placed on some maintenance and transportation fleet vehicles.

North East School Division Transportation Report: September 2020 to June 2021

TRANSPORTATION PERFORMANCE INFORMATION

Performance Indicator	19-20 School Year			20-21 School Year			
	Period 1 Sep-Jan	Period 2 Feb-Mar 20, 2021	Total		Period 1 Sep-Jan	Period 2 Feb-Jun	Total
Total students transported	2946	3076	--		2755	2746	--
Number of transportation routes	70	70	70		70	70	70
Number of unfilled routes	1	0	1		2	1	2
Number of route cancellations:	454	158	612		994	1080	2074
Mechanical	26	7	33		28	19	47
Weather	178	106	284		636	489	1125
No substitute driver	250	45	295		326	568	894
Other	0	0	0		4	4	8
Average age of bus fleet	7.3 years	7.3 years	--		7.1 years	7.2 years	--
Capacity utilized on bus (average)	78%	78%	--		71%	68%	--
Average one-way ride time (in minutes)	22	22	--		22	22	--
Longest one-way ride time (in minutes)	87	87	--		82	86	--

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, was open from the end of November to January 31, 2021 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.

Report Period 2

Number of unfilled routes: The Arborfield route remained open for the duration of the school year. There is a temporary driver for the route to the end of December 2021.

Route Cancellations – Weather: Four cancellations were division-wide. Several others were for multiple areas.

North East School Division Transportation Report: September 2020 to June 2021

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. Drivers that were feeling sick required, on average, five days for COVID testing results.

Route Cancellations – Other: No power at Arborfield School for the full day.

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. School bus drivers due for their five-year test (both in 20-21 and 21-22) have been 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.

To help with the recruitment, in September 2021, the school division has started paying school bus drivers for their time and travel costs related to their school bus training.

During the summer of 2021, five new drivers were hired - four regular route drivers and one casual driver. Two routes still need a permanent driver, however, only one remains unfilled by a casual driver at this time.



NESD Board of Education

Meeting Date: September 21, 2021

Topic: School Viability Report

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

BACKGROUND

By October 15 in each school year the Director or designate shall make an assessment of all schools in the division based on the school review criteria established in Board Policy 411 and compile a list of all those schools which meet the criteria established by the Board.

The school division is funding schools to operate which are under the provincial threshold for consideration of closure. School enrolments have continued to decline and expectations for academic, extracurricular, and social opportunities are difficult to maintain in schools with low enrollment and staffing.

CURRENT STATUS

Opening enrolments indicate that four schools have enrolment which are less than the enrolment threshold for a school's viability as outlined in The School Division Administration Regulations:

- Arborfield School – 74
- Bjorkdale School – 64
- Gronlid Central School – 29
- Star City School - 60

RECOMMENDATION

Proposed Board Motion:

That the Board of Education has received the 2021 school sustainability report and found it acceptable.

PREPARED BY	DATE	ATTACHMENTS
Don Rempel, Director of Education	September 14, 2021	Board Procedure 114



SCHOOL VIABILITY REVIEW

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

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

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

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

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

SPECIFIC AREAS OF RESPONSIBILITY:

1. Request for Review

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

2. Important Dates

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

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



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

3. Dialogue with the School Community

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

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

4. Criteria for School Review

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

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



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

5. *School Review Data Collection*

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

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

6. *School Review Consultation Process*

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

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

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

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

Adopted: December 2010

Date last revised: January 2018



NESD Board of Education

Meeting Date: September 21, 2021

Topic: Opening Enrolment

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

BACKGROUND

The funding from the province is traditionally based on the actual enrolment on September 30, 2021. The funding provided by the province on budget day is based on the estimated enrolments as provided by the school divisions.

CURRENT STATUS

As of September 15, 2021, the preliminary total enrolment for the North East School Division was 4816 students compared to 4750 on September 30, 2020.

The enrolment information (as attached) was pulled from My School Sask (MSS) on Wednesday, September 15, 2021.

RECOMMENDATION

Proposed Board Motion:

That the Board of Education has received the report on opening enrolments as of September 15, 2021 and found it acceptable.

PREPARED BY	DATE	ATTACHMENTS
Don Rempel, Director of Education	September 17, 2021	<ul style="list-style-type: none"> September 15, 2021 Enrollment Count

September 16, 2021 NESD Enrollment Count vs 2021-22 Projected Enrollment

	Arborfield		Bjorkdale		Brunswick		CRE		CRHS		C PARK		Grond		HBCS		LP MILLER		M BURKE		MUCC		Miner Creek		Nakam		PPC		Reynolds		SC Colony		Star City		TES		TMSS		Wagner		W FOX		WM Mason		Home School		Projection Total	
	SEPT 15 Actual	SEPT 30 Actual	SEPT 15 Actual	SEPT 30 Actual	SEPT 15 Actual	SEPT 30 Actual	SEPT 15 Actual	SEPT 30 Actual	SEPT 15 Actual	SEPT 30 Actual	SEPT 15 Actual	SEPT 30 Actual	SEPT 15 Actual	SEPT 30 Actual	SEPT 15 Actual	SEPT 30 Actual	SEPT 15 Actual	SEPT 30 Actual	SEPT 15 Actual	SEPT 30 Actual	SEPT 15 Actual	SEPT 30 Actual	SEPT 15 Actual	SEPT 30 Actual	SEPT 15 Actual	SEPT 30 Actual	SEPT 15 Actual	SEPT 30 Actual	SEPT 15 Actual	SEPT 30 Actual	SEPT 15 Actual	SEPT 30 Actual	SEPT 15 Actual	SEPT 30 Actual	SEPT 15 Actual	SEPT 30 Actual	SEPT 15 Actual	SEPT 30 Actual	SEPT 15 Actual	SEPT 30 Actual	SEPT 15 Actual	SEPT 30 Actual	SEPT 15 Actual	SEPT 30 Actual				
Kindergarten	8	6	4	4	29	30	22	15			75	68	0	6	20	22			17	24			0	0	9	12	13	16	34	35	0	0	7	6	59	48					5	8	8	11	8	8		
Grade 1	10	9	3	3	29	28	20	18			47	45	2	2	30	27			21	24			1	1	16	14	10	10	27	36	2	2	10	10	55	54			11	8	14	13	22	8				
Grade 2	6	5	7	6	27	24	23	22			74	73	5	7	25	25			25	32			3	3	9	9	25	26	38	35	1	1	6	7	44	46			5	5	10	12	21	8				
Grade 3	6	4	6	5	30	29	17	18			65	64	3	4	19	20			17	20			0	0	19	18	15	17	36	33	0	0	5	4	52	56			9	9	11	10	25	22				
Grade 4	8	8	5	5	24	25	20	20						4	4	36	37			23	29			1	1	14	13	16	15	32	32	0	0	6	39	16	34			72	68	11	9	9	8	16	9	
Grade 5	5	3	5	4	44	46		16					1	1	22	21			28	26			2	2	20	19	16	25	33	26	3	3	10	8	51	55			89	82	8	7	17	18	21	16		
Grade 6	8	9	9	8	42	40		17					2	4	25	25			14	19			0	0	19	18	24	21	34	32	1	1	3	2			63	60	74	73	13	13	22	16				
Grade 7	5	6	6	7				24					1	2	29	30	75	74					2	2	20	18	20	14			2	2	6	7			64	66			6	7	11	11	19	16		
Grade 8	5	5	4	4				19					0	1	31	29	82	81					98	90	0	0	18	18	12	17			1	1	5	5			67	68			9	10	12	12	15	13
Grade 9	11	11	4	4				26					1	25	26	62	56					98	102	2	2	20	18	18	18			3	3	6	7			67	64			9	9	9	11	16	17	
Grade 10	1	2	3	4				21					24	24	91	71					105	113	0	0	17	18	16	21			1	1	3	2			76	61			10	8	9	7	10	7		
Grade 11	3	3	4	4				15					22	23	68	84					89	104	0	0	12	12	18	21			3	2			81	72			10	10	10	12	10	12				
Grade 12	6	2	2	3				25					30	25	98	90					96	96	0	0	14	12	14	12			5	5	6					70	74			12	14	7	8	10	10	
K-12 Sept 30	82	62			225	102	162				261	18	338		476	145	585	11	207			217		234		14	75			300	488			235	86	145		0	211		4679							
K-12 Projected totals	73			61	222	93				161	250	33	334		456	174	600	11	199			233		239		14	72			293	465			223	86	151		160		4603								
EE					1					3			1										2		2																10							
Pre K										60	64		16		16				12		16												14		16							127	144	Pre K				
PK-12 total	82	62			226	102	162			324	18	355	476		157	585	11	207			219		261		14	75			314	488			235	87	145			211		4816	4747	TOTAL						
SEPT 30 2020	74	64			234	89	161			319	29	310	436		158	558	11	195			225		222		15	60			301	439			219	89	141		0	208		4557								
Change	8	-2			-8	13	1			5	-11	45	40		-1	27		12		-6		39		-1	15			13	49			16	-2	4		0	3		259									



NESD Board of Education

Meeting Date: September 21, 2021

Topic: Safe School Plan 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 type="checkbox"/> Board Strategic Direction	<input type="checkbox"/> Decision
	<input checked="" type="checkbox"/> Monitoring or Reporting Items	<input checked="" type="checkbox"/> Discussion
	<input type="checkbox"/> Information Items	
	<input type="checkbox"/> Correspondence	

BACKGROUND

As of July 11, 2021, Saskatchewan entered the last phase of the Re-Open Roadmap and all public health orders were lifted.

This means Prekindergarten to Grade 12 schools will return to regular operations for the 2021-22 school year. Much like other businesses and sectors throughout the province, public health officials have determined that it is safe for schools to resume traditional in-class learning. Schools will not be required to have masking, physical distancing or other COVID-19 restrictions used in the previous school year.

The ministries of Health and Education will continue to offer school divisions best practice advice on how to mitigate the risk of COVID-19 and school divisions will continue working with their local medical health officers in responding to any public health risks in school settings. The current approach is also subject to change if there is a change to the risk or epidemiology locally or provincially.

As the situation with COVID-19 in Saskatchewan continues to evolve, the ministries of Health and Education continue to have regular communication with all provincial school divisions to support appropriate local decisions to enable education to continue as safely as possible.

CURRENT STATUS

The attached Safe School Plan is based upon current public health restrictions and proven safe school practices. A public health order on isolation of Covid-19 positive cases and close contacts was issued on September 13 and updated on September 16, 2021. An interim mandatory masking directive and proof of vaccination requirement was announced on September 16. School and school division administration continues to work with local public health officials and Medical Health Officer to address emergent needs within the school and community.

RECOMMENDATION

Proposed Board Motion:

That the Board of Education has reviewed the September 17, 2021 version of the NESD Safe School Plan and finds it acceptable.

PREPARED BY	DATE	ATTACHMENTS
Don Rempel, Director of Education	September 17, 2021	NESD Safe School Plan



North East School Division

Safe School Planning Document

September 17, 2021

This plan may evolve as required by emerging health risk assessments.

The Saskatchewan government and the Saskatchewan Health Authority have provided guidance to school divisions to support the resumption of regular classes and extra-curricular activities in the 2021-2022 school year.

The North East School Division will continue to work with public health officials and the local Medical Health Officer to ensure the safety of staff and students and to manage risks as necessary. This safe school plan may evolve as assessed by emerging health risk. Local community and whole school division operations may change as needed.

The NESD will promote a mask-friendly environment in response to the on-going pandemic. At this time cases are increasing in the province and masks are **required** for ALL students, staff and visitors, regardless of immunization status. Information on masks and their use and what qualifies as an indoor public space will be available at <http://www.Saskatchewan.ca/masks>.

Quick Reference Guidelines	
Safe Attendance	<p><i>Illness in Care</i></p> <ul style="list-style-type: none"> • Students, staff, families who are ill should stay home. • All staff and students must self-monitor for symptoms and use the online Government of Saskatchewan Online COVID-19 Self Assessment Tool • As per practice last year, designated spaces shall be assigned for those who may become ill during the day. <p><i>Communications</i></p> <ul style="list-style-type: none"> • NESD will maintain up-to-date Safe School Plan on the website • Schools consistently communicate to families re: wellness check and illness in care protocols.
Safe Transportation	<p><i>Transportation</i></p> <ul style="list-style-type: none"> • Cleaning and disinfection of buses and fleet vehicles will remain in place and be standard practice. • Seating plans are to be logged for buses and 15 passenger vans. • Masks are required for students and staff in shared spaces such as a school bus or van.
Safe Access	<p><i>School-day Structure</i></p> <ul style="list-style-type: none"> • No prescribed school-day structure is required. However, additional measures may be implemented in the case of a school outbreak. • Local decisions can be made around staggered breaks, scheduling, lunch and recess supervision. • All visitors must sign in when entering the school. Masks are required for visitors in all indoor spaces.
Safe Facilities	<p><i>Facilities</i></p> <ul style="list-style-type: none"> • It is required that students and staff wear masks in all indoor spaces such as classrooms, hallways, washrooms, lunchrooms, libraries, and school buses.

	<ul style="list-style-type: none"> • A school-wide plan for enhanced cleaning and disinfection will continue. • Hand washing facilities will be operational (hot and cold running water) and appropriately stocked (soap and paper towel).
<p>Safe Classrooms</p>	<p>Hygiene</p> <ul style="list-style-type: none"> • Promotion of appropriate hand hygiene shall continue. <p>Physical Contact</p> <ul style="list-style-type: none"> • It is prudent to maintain as much physical distancing as possible. • Seating plans shall be consistent and available if requested. <p>Masking</p> <ul style="list-style-type: none"> • It is required that all students, staff and visitors wear masks in common indoor spaces such as classrooms, hallways, washrooms, lunchrooms, libraries, and school buses. • For outdoor activities such as recess or outdoor gym classes, there is no recommendation for students to mask. A mask friendly approach will be taken. <p>Instruction</p> <ul style="list-style-type: none"> • The full Saskatchewan curriculum will be taught by teachers. • Contingency plans for remote learning must be in place in case of a need to isolate upon direction from Public Health.
<p>Safe Activities</p>	<p>Sports and Fitness Activities</p> <ul style="list-style-type: none"> • Masks are required except for when actively engaged in athletic activity. • Masks are required for visitors and spectators when indoors. <p>Dance, Drama, Band, Choir</p> <ul style="list-style-type: none"> • Masks are required except for playing wind and brass instruments, when physical distancing is practiced. <p>Extra-Curricular Activities and Field Trips</p> <ul style="list-style-type: none"> • Students and staff are required to observe mask requirements for public places and businesses while outside of the school. • Non-vaccinated students who are attending school under the conditions of a close contact isolation exemption are not allowed to participate in extracurricular activities. • Extracurricular activities may be cancelled during a period of time if a school outbreak occurs. <p>Nutrition Programs</p> <ul style="list-style-type: none"> • Resume regular activities.

	<ul style="list-style-type: none"> Continue good practice of controlling areas where children are preparing food and/or eating (seated, hand hygiene, cleaning, and sanitation of food surfaces, etc.).
<p>Other Items</p>	<p><i>Vaccinations</i></p> <ul style="list-style-type: none"> The Saskatchewan Health Authority will offer school-targeted vaccination clinics like those offered at the end of the last school year. These clinics will enhance vaccine accessibility for those students or staff who have not been vaccinated, or fully vaccinated. As an additional measure to increase the reach of vaccinations, any individuals turning 12 in the current year are immediately eligible for the COVID-19 vaccination. <p><i>Masking of unvaccinated students and staff</i></p> <ul style="list-style-type: none"> It is required that all students, staff and visitors wear masks in common indoor spaces such as classrooms hallways, washrooms, lunchrooms, libraries, and school buses. Non-vaccinated students who attend school under the condition of the close contact isolation exemption are not allowed to participate in extracurricular and school activities outside of the instructional day. <p><i>Contact Tracing and Quarantining</i></p> <ul style="list-style-type: none"> The collaboration between the Saskatchewan Health Authority and schools will continue and will reflect the needs of the school as required. Contact tracing will continue to occur, unvaccinated close contacts may be directed to self-isolate as deemed appropriate by public health. An exemption for students to attend school for in-person instruction will apply. <p><i>Contingency Planning</i></p> <ul style="list-style-type: none"> Teachers must be prepared to move to blended or full-time remote delivery using Google Classroom in grades K-4 and Moodle courses in grades 5-12



NESD Board of Education

Meeting Date: September 21, 2021

Topic: September 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

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 Early Years' Evaluation, Diagnostic Levelled Reading, StudentsAchieve, and Graduation Rates.

RECOMMENDATION

Proposed Board motion:

That the Board approves, as a monitoring report, the September 2021 Wall Walk for the key data sets of the North East School Division for the end of the 2020-2021 school year.

PREPARED BY	DATE	ATTACHMENTS
Mark Jensen, Coordinator of Continuous Improvement and Reporting	Sept.17, 2021	

NESD Level 2 Wall Walk

September 21, 2021

A3 Presentation Order

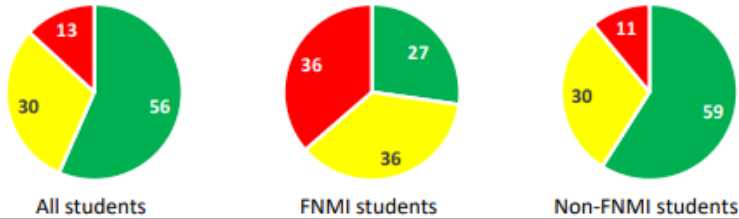
- Early Years' Evaluation (EYE)
- Grade 3 Reading Results
- StudentsAchieve
- Grad Rates – Not fully updated
 - Credit Attainment analysis in lieu of

Early Years' Evaluation (EYE)

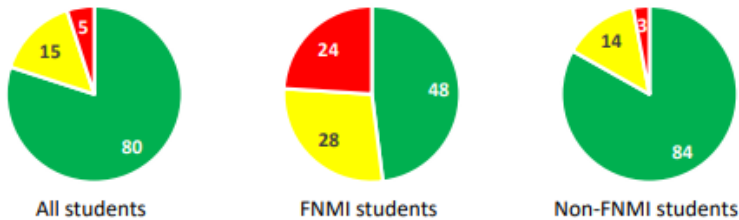
- EYE is administered to Kindergarten students early in their Kindergarten year (Entry) and prior to the end of the year (Exit).
- Results are often analyzed to reflect GROWTH during a school year.
- The following slide displays EYE results from the school year 2020-21

North East 200

Kindergarten entry (Fall 2020)

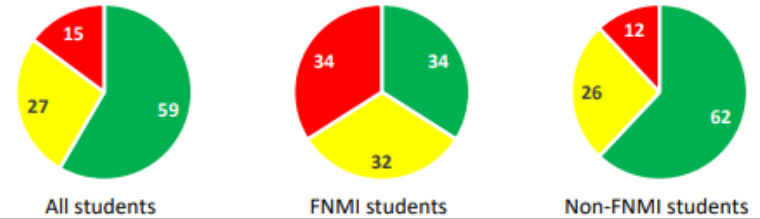


Kindergarten exit (Spring 2021)

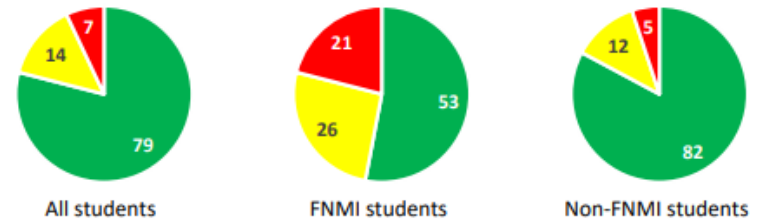


Saskatchewan (all divisions)

Kindergarten entry (Fall 2020)



Kindergarten exit (Spring 2021)



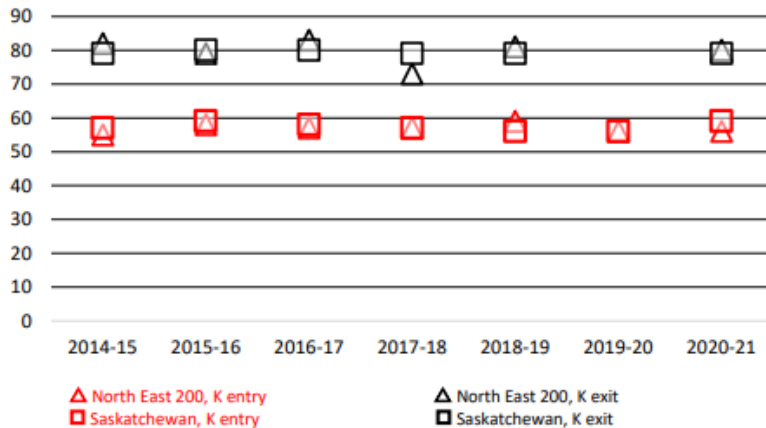
Tier 1 – students (%) are able to complete developmental tasks without difficulty

Tier 2 – students (%) experience some difficulty completing developmental tasks

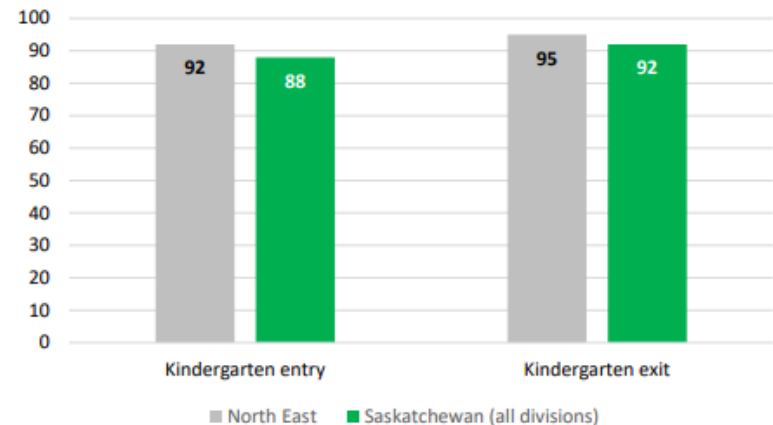
Tier 3 – students (%) experience significant difficulty completing developmental tasks

*totals may not add to 100 due to rounding

Kindergarten students (%) assessed as Tier 1 at Kindergarten entry / exit since baseline (all students with valid EYE results)



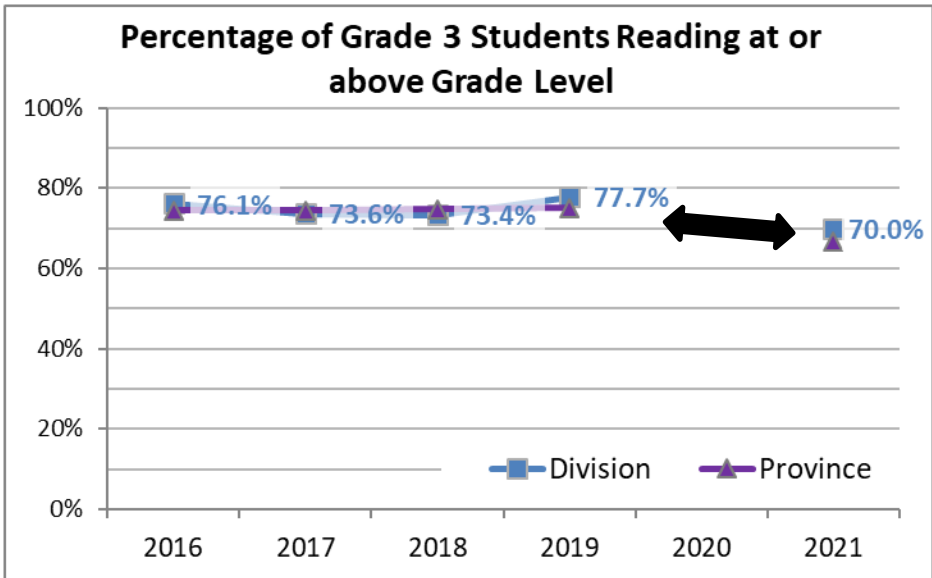
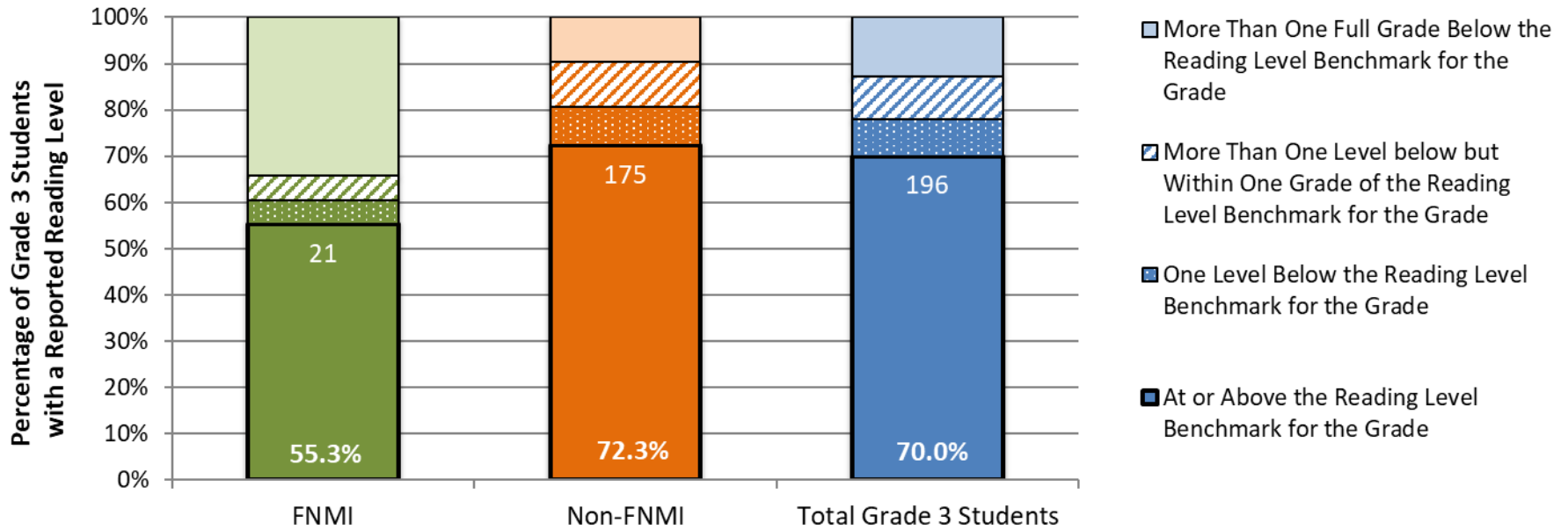
Proportion of Kindergarten students* with a valid EYE result at Kindergarten entry / exit, 2020-21



Grade 3 Reading Results

- Grade 3 reading results are often viewed as a leading predictor of school success.
- This metric has traditionally been used by Saskatchewan leaders.
- The following slides attempt to display various views of Grade 3 reading results

Reading Results Data, North East SD 200, Grade 3, 2020-21



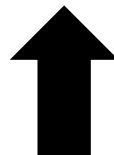
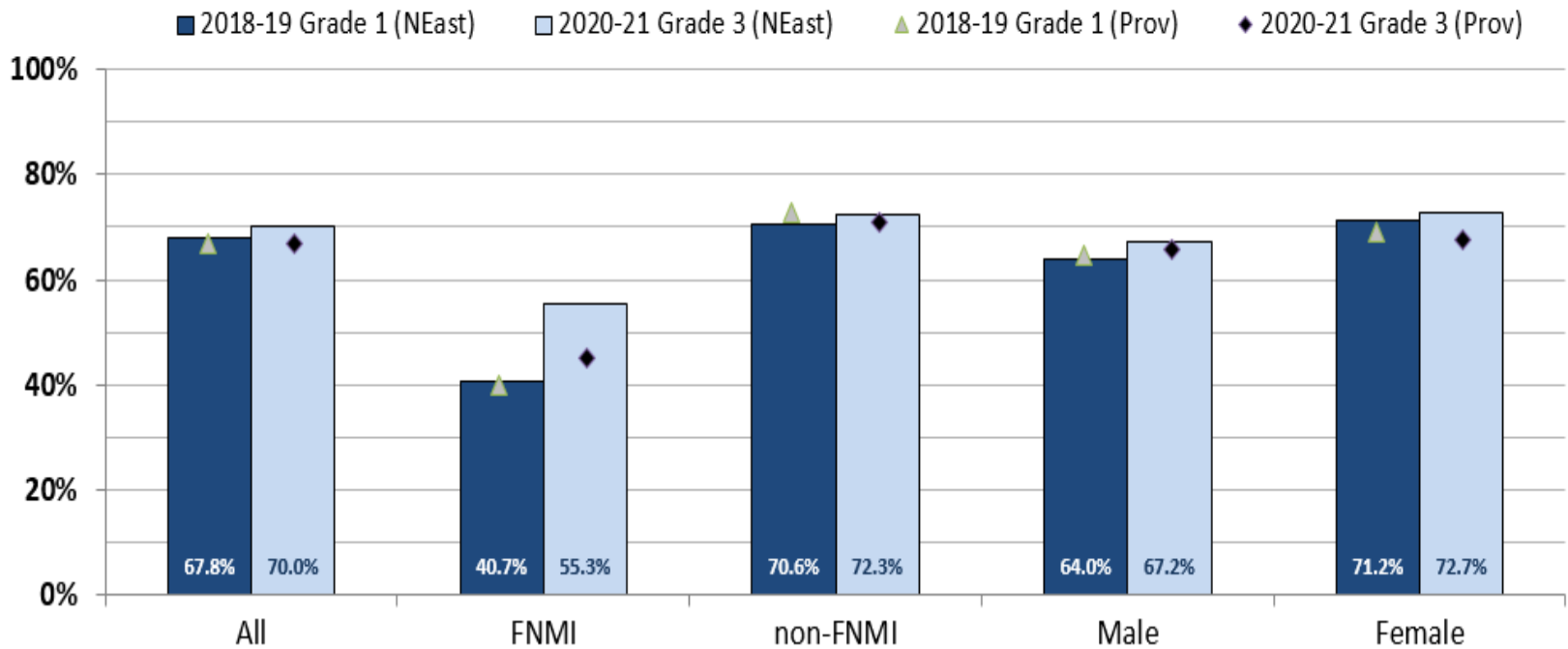
Proportion of Grade 3 Students with Reported Reading Levels, 2020-21

	Students with a Reported Reading Level		Students with no Reported Reading Level (Percentage)		Total Number of Students
	Number	Percentage	Pre-Established Exclusions	'Unexcused' Exclusions	
Division (FNMI)	38	82.6%	15.2%	2.2%	46
Division (Total)	280	85.9%	13.2%	0.9%	326
Province (FNMI)	1,910	80.1%	9.8%	10.1%	2,386
Province (Total)	11,869	82.2%	14.8%	3.0%	14,444

How do Reading Results Change?

Change in Reading At or Above Grade Level, Grade 1 to Grade 3 (two years later), by Self-ID Status and by Gender

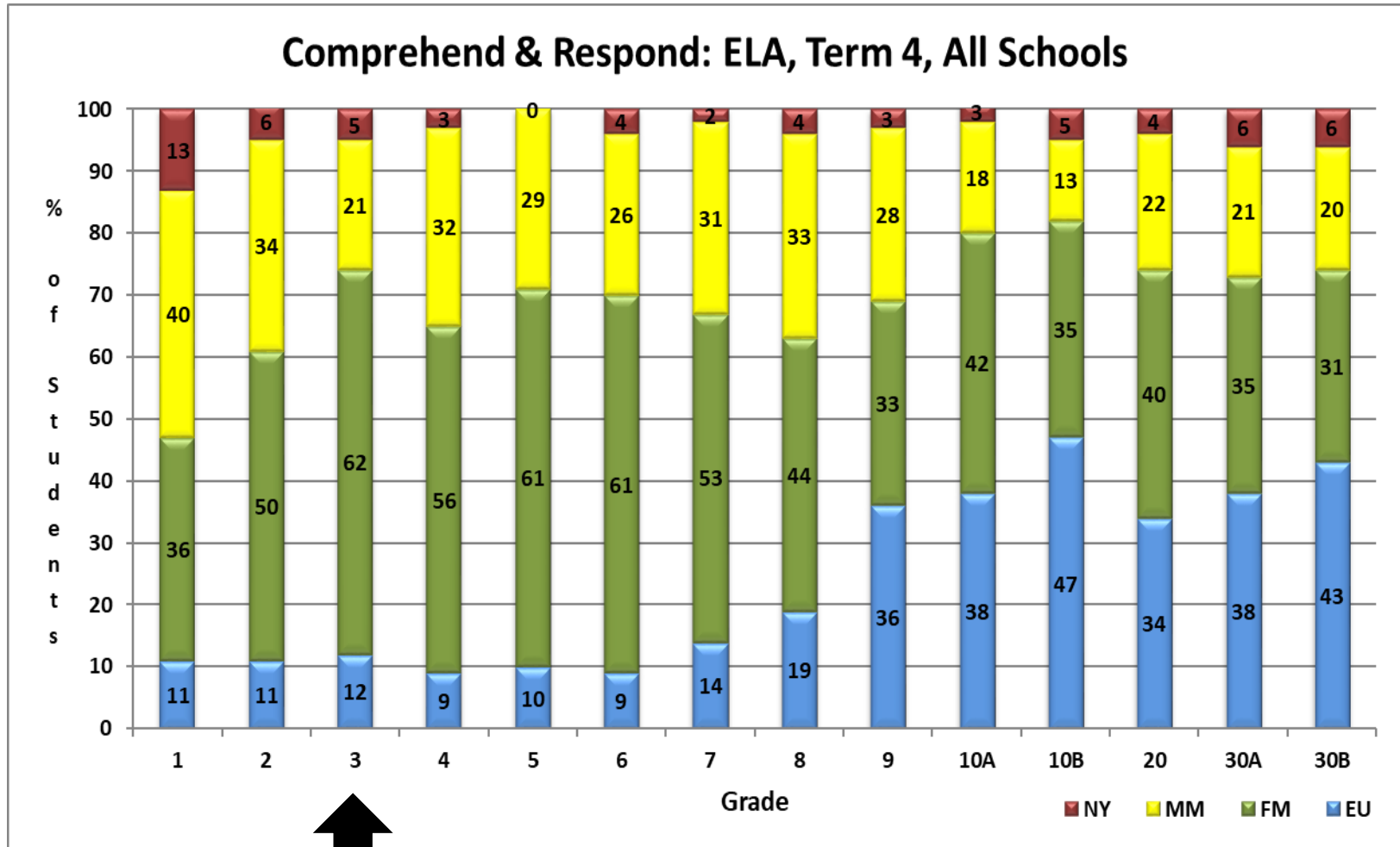
2018-19 Grade 1 to 2020-21 Grade 3



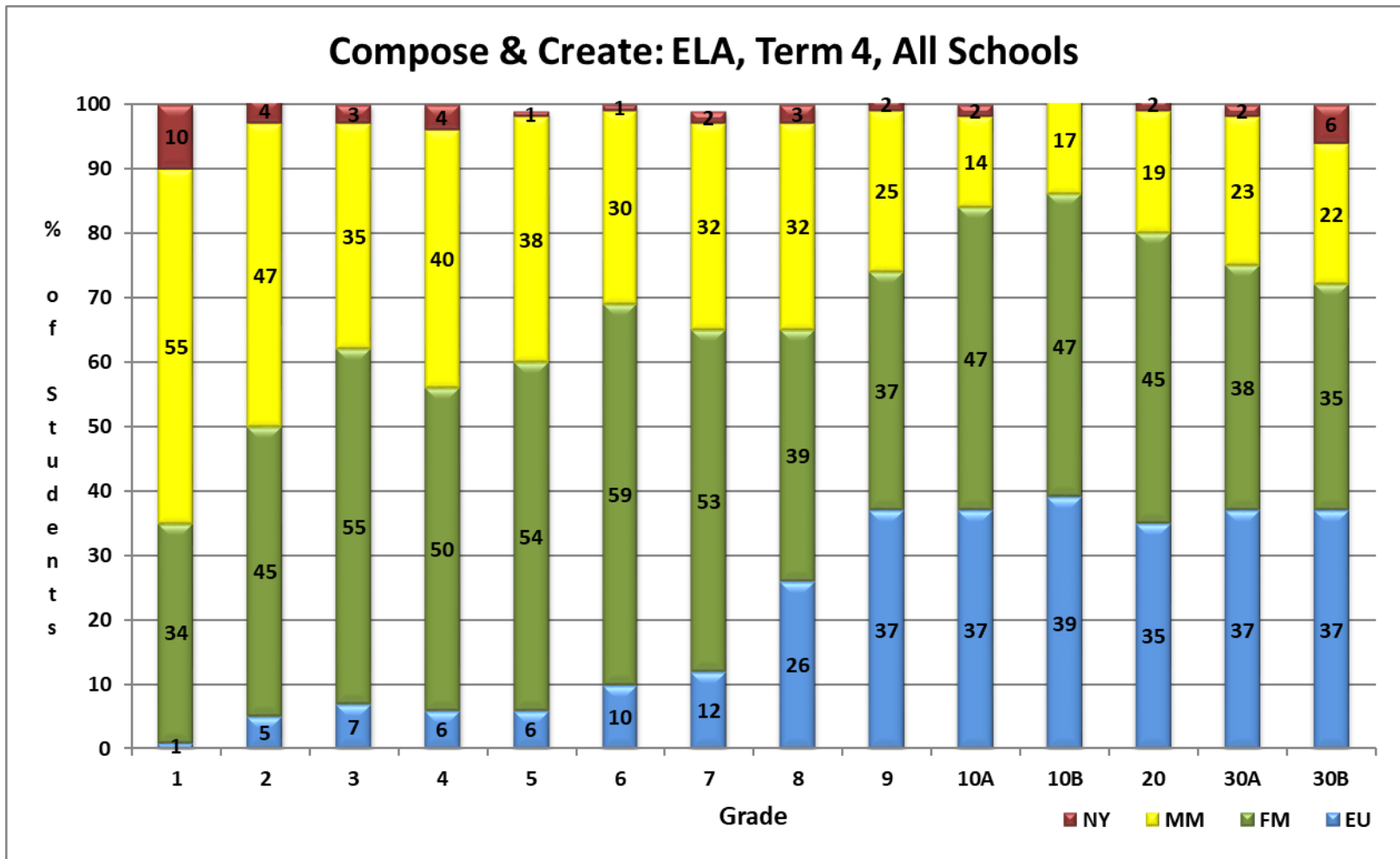
StudentsAchieve

- StudentsAchieve slides below report results from 3 Focus Areas
 - ELA: Comprehend & Respond
 - ELA: Compose & Create
 - Math: Number
- Note: With the move from StudentsAchieve to Edsby, future data sets regarding these measures may appear different or delayed during the transition.

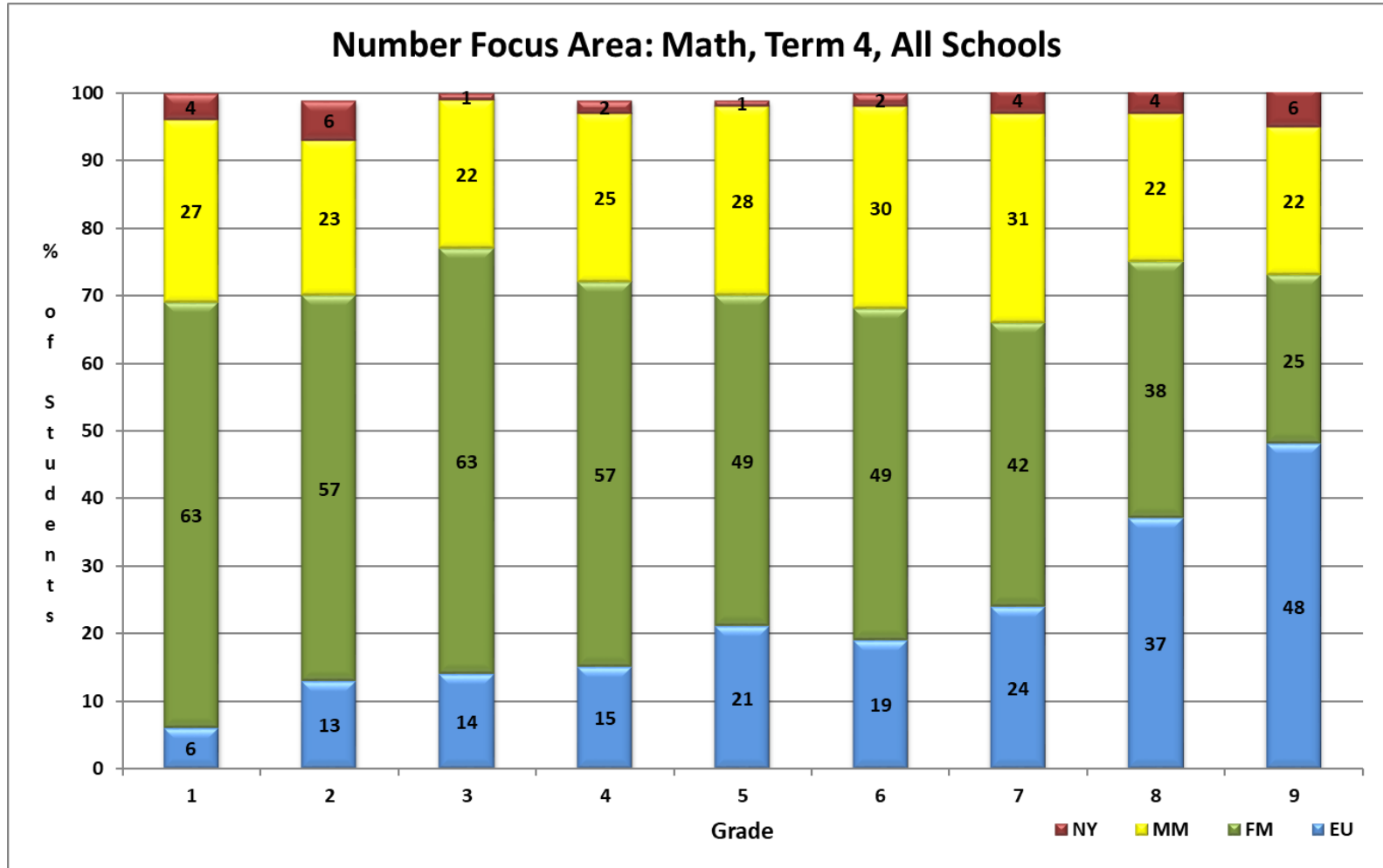
Students Achieve, ELA, 2020-21



Students Achieve, ELA, 2020-21



Students Achieve, Math, 2020-21



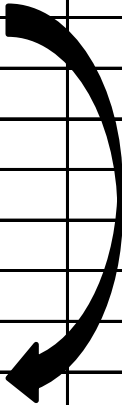
Graduation Rates

- Overall Graduation Rates for the school 2020-21 have not yet been made available by the Ministry
- Credit Attainment – Leading Indicator
 - Credit attainment can viewed as a leading indicator or predictor of future grad rates. The following slides displays some of these indicators

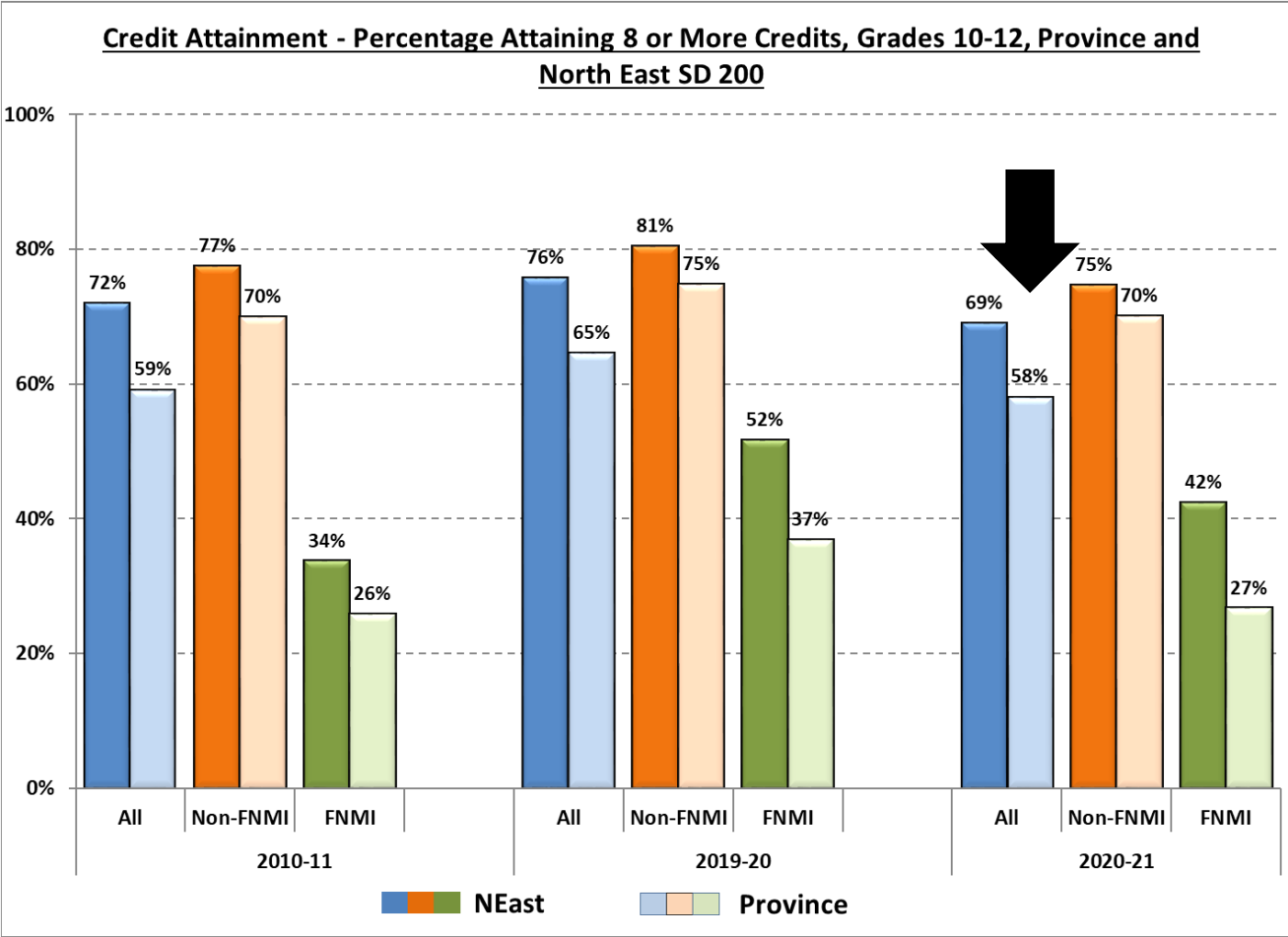
Credit Attainment – 8 or More Credits

Credit Attainment - Percentage Attaining 8 or More Credits, Grades 10-12, Province and North East SD 200

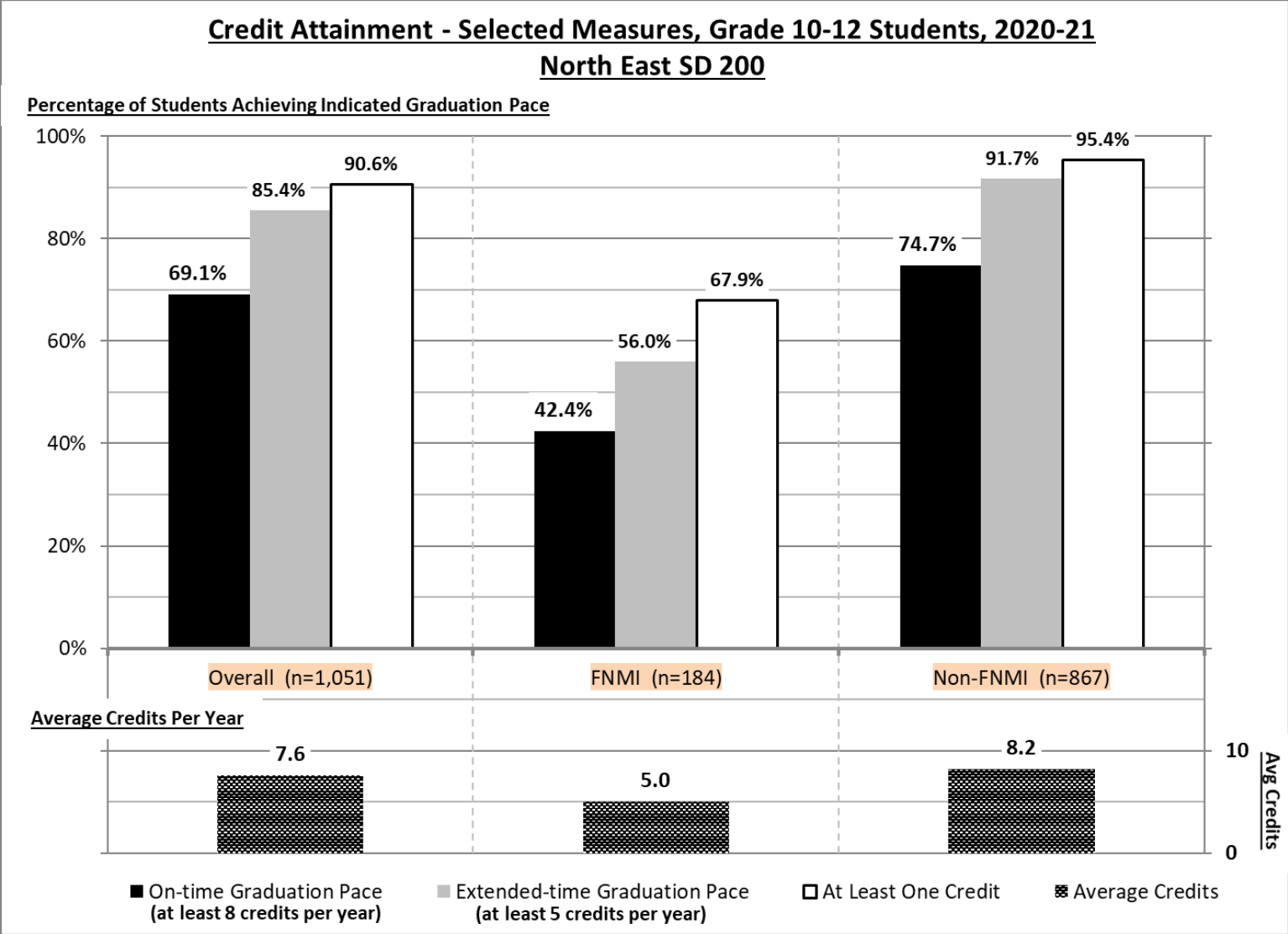
			Province	NEast
Baseline Year	2010-11	All	59.2%	72.0%
		Non-FNMI	70.0%	77.5%
		FNMI	25.8%	33.7%
Two most recent years	2019-20	All	64.7%	75.8%
		Non-FNMI	74.8%	80.5%
		FNMI	36.9%	51.7%
	2020-21	All	58.1%	69.1%
		Non-FNMI	70.2%	74.7%
		FNMI	26.7%	42.4%



Credit Attainment – 8 or More Credits



Credit Attainment – Selected Measures



Credit Attainment – Selected Measures

Credit Attainment - Selected Measures, Grade 10-12 Students, 2010-11, 2015-16, 2019-20, and 2020-21,

	<u>School Division</u>				<u>Province</u>			
	2010-11	2015-16	2019-20	2020-21	2010-11	2015-16	2019-20	2020-21
<u>All Students</u>								
n-value	1351	1151	1069	1051	46559	45017	45862	45865
8 or more credits (%)	72.0%	70.5%	75.8%	69.1%	59.2%	61.1%	64.7%	58.1%
5 or more credits (%)	86.9%	88.3%	91.3%	85.4%	75.6%	77.9%	81.3%	75.1%
at least one credit (%)	92.5%	94.1%	95.5%	90.6%	87.4%	88.9%	91.4%	86.2%
average credits	7.8	7.9	8.2	7.6	6.9	7.1	7.4	6.9
<u>Grade 10 Students</u>								
n-value	463	355	362	327	16099	15261	15516	14743
8 or more credits (%)	79.3%	83.4%	88.4%	82.0%	65.0%	68.8%	74.7%	71.5%
5 or more credits (%)	85.7%	87.6%	93.4%	87.2%	74.6%	78.2%	84.2%	79.1%
at least one credit (%)	90.7%	93.5%	97.0%	90.5%	85.8%	88.4%	92.7%	89.1%
average credits	8.2	8.6	9.1	8.5	7.3	7.6	8.2	7.8
<u>Grade 11 Students</u>								
n-value	431	382	353	356	14057	13928	13898	14461
8 or more credits (%)	80.3%	84.3%	89.0%	77.8%	68.2%	70.5%	77.5%	67.7%
5 or more credits (%)	88.2%	91.1%	94.1%	84.8%	82.0%	83.2%	88.2%	79.0%
at least one credit (%)	94.2%	95.5%	96.3%	91.6%	91.8%	92.3%	94.5%	88.8%
average credits	8.2	8.3	8.6	7.9	7.5	7.6	8.1	7.3
<u>All Students</u>								
n-value	457	414	354	368	16403	15828	16448	16661
8 or more credits (%)	56.9%	46.9%	49.7%	49.2%	45.7%	45.5%	44.4%	38.0%
5 or more credits (%)	86.9%	86.2%	86.4%	84.5%	71.0%	73.0%	72.7%	68.0%
at least one credit (%)	92.8%	93.2%	93.2%	89.7%	85.3%	86.2%	87.4%	81.3%
average credits	7.0	6.8	6.7	6.6	6.1	6.1	6.1	5.6

Concluding Remarks

- Follow-up items & Questions



NESD Board of Education

Meeting Date: September 21, 2021

Topic: School Review at Gronlid Central School

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

BACKGROUND

The Board of Education, in its efforts to provide meaningful learning opportunities that reflect that Board’s vision, mission and commitments for student learning, recognizes that it needs to maintain viable schools, classrooms and programs. Consequently, the Board will, from time to time, need to consider grade discontinuance or school closure based on the learning needs of students and based on utilizing resources effectively and efficiently.

If the Board wishes to consider the possible closure or the discontinuance of grades at a school, a school review must be completed.

CURRENT STATUS

The Board values collaboration and is committed to a process permitting input from community, staff, and parents to help inform its decision. Gronlid Central School has been sustained with reduced staffing and students have been allowed to attend outside of the attendance area, with transportation, for academic and family circumstances.

The criteria for school review as outlined in Board Procedure 114 will be the criteria used as factors to guide the school review consultation process.

The Board must also notify the school community council and the public of its intention to review the school and the criteria that will be used for the review. *The School Division Administration Regulations* outlines the requirements of notice:

- Published in at least one issue of a newspaper having general circulation in the attendance area of the school under review,
- Posted in at least five, widely separated, conspicuous locations in the attendance area of the school under review,
- Posted at Division Office, and
- Posted on the school division’s website.

The public must be notified of the Board’s intent to review the school and the criteria that will be used for the school review by October 15.

A school review committee must also be established.

RECOMMENDATION



NESD Board of Education

Proposed Board Motions:

That pursuant to Subsection 55(1) of *The School Division Administration Regulations*, the Board of Education for the North East School Division No. 200 of Saskatchewan intends to review the viability of Grades Kindergarten to Grade 8 at Gronlid Central School, Gronlid, Saskatchewan in accordance with the review criteria as outlined in article 4 of Board Procedure 114, *School Viability Review*.

That pursuant to subsection 55(1)(b) and in accordance with section 59 of *The School Division Administration Regulations*, the Board establishes a School Review Committee for Gronlid Central School to consist of the following members:

- a) four members of the school community council representing the school under review, appointed by the School Community Council of Gronlid Central School but not including a principal or teacher appointed to this school community council under *The Education Regulations, 2015*;
- b) two individuals appointed by the Rural Municipality of Willow Creek No. 458:
 - i. One of whom is an elected member of the municipality; and
 - ii. One of whom is not an elected member but is a resident of the Gronlid Central School attendance area.
- c) excluding the municipality mentioned in clause (b) two individuals jointly appointed by the following municipalities:
 - i) Rural Municipality of Connaught No. 457, Rural Municipality of Kinistino No. 459, Rural Municipality of Nipawin No. 487; and
- d) one individual appointed by the James Smith First Nation if the First Nation elects to be represented on the School Review Committee.

PREPARED BY	DATE	ATTACHMENTS
Don Rempel, Director of Education	September 14, 2021	Board Procedure 114



SCHOOL VIABILITY REVIEW

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

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

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

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

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

SPECIFIC AREAS OF RESPONSIBILITY:

1. *Request for Review*

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

2. *Important Dates*

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

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



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

3. Dialogue with the School Community

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

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

4. Criteria for School Review

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

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



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

5. *School Review Data Collection*

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

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

6. *School Review Consultation Process*

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

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

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

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

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