
1. IN-CAMERA SESSION**2. CALL TO ORDER****3. ADOPTION OF AGENDA**

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

4. ADOPTION OF MINUTES**a) Minutes of Regular Meeting – [2017 06 20 Board Minutes.pdf](#)**

Proposed Motion: That the minutes of the Regular Meeting of June 20, 2017 be adopted (as presented) or (as amended).

b) Minutes of Audit Committee Meeting - [2017 04 03 Audit Comm Minutes-FINAL.pdf](#)

Proposed Motion: That the minutes of the Audit Committee Meeting of April 3, 2017 be adopted (as presented) or (as amended).

5. DELEGATIONS & SPECIAL PRESENTATIONS**6. CONSENSUS AGENDA ITEMS**

Proposed Motion: That the following consent items be received and recommendations be approved as presented:

- **Information Items**
- **Correspondence**

7. DISCUSSION/DECISION - BOARD DIRECTION**A. New Business**

- 1. Larson Boundary Change - [Boundary Change-0.docx](#)**
- 2. Line of Credit Motion - [BMO Credit Limit-0.docx](#)**
- 3. Opening School Enrolments - [School Enrolment-2017 09 15-FINAL.pdf](#)**

B. Monitoring and Reporting Items

- 1. Schools Eligible for Review - [School Viability-0-v.091917.docx](#); [School Viability-1-BP 114 - School Viability Review.pdf](#)**
- 2. May 31, 2017 Financial Report - [Financial report for 05 31 2017.pdf](#)**
- 3. Final 2016-2017 Transportation Report - [Transportation Report-091917.pdf](#)**

C. Board of Education Strategic Direction Items

- 1. Adoption of Strategic Plan 2017-2021 - [NESD Strategic Plan 2017-2021.FINAL.pdf](#)**

***8. INFORMATION ITEMS**

A. Director's Personnel Report -

- [2017 06-Director's Personnel Report June 1 - June 30 2017.pdf](#)
- [2017 08 Director's Personnel Report July 1 - August 31, 2017.pdf](#)

B. Out of Province Travel - [Out of Province-091517.pdf](#)

C. Student Suspensions - none

D. Administrative Procedures -

- [Revised AP 414: Student Assessment and Reporting - AP 414-Assessment and Reporting-FINAL.v091517.pdf](#)
- [NEW - AP 423: Service Animals in Schools - AP 423-Service Animal Policy-FINAL.v.091517.pdf](#)
- [NEW - AP 711: Record Retention and Disposal - AP 711-Record Retention and Disposal-FINAL.pdf](#)

***9. CORRESPONDENCE**

a. [2017-18 Budget Approval LTR - North East.pdf](#)

b. [Emergent director succession-082217.pdf](#)

c. [Norm Dray announcement 1.pdf](#)

d. [Minister Eyre Letter to Board Chairs.pdf](#)

10. SASKATCHEWAN SCHOOL BOARDS ASSOCIATION

a. [Public Section Executive Meeting Agenda September 21 2017 Saskatoon.pdf](#)

11. IDENTIFICATION OF EMERGENT ITEMS FOR NEXT MEETING

12. ADJOURNMENT

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

14. CLOSED SESSION ROUNDTABLE AND MEETING REVIEW

Complete Board Package -

MINUTES OF A MEETING: of the Board of Education of the North East School Division No. 200 of Saskatchewan, held on Tuesday, June 20, 2017 at 1:00 at the Division Office, Melfort, Saskatchewan.

PRESENT:

Randy Ariss	Richard Hildebrand	Director of Education: Don Rempel
Michael Botterill	Lori Kidney	Supt. of Business Admin.: Wanda McLeod
Linda Erickson	Luke Perkins - Chair	
Bob Gagné	Marla Walton	
Todd Goudy		

ABSENT:

Ted Kwiatkowski

CALL TO ORDER – 1:05 pm

ADOPTION OF AGENDA

2017-06-66 B. Gagné moved that the agenda be adopted as presented. *CARRIED*

MINUTES

2017-06-67 T. Goudy moved that the minutes of the Regular Board Meeting held on May 30, 2017 be adopted as presented. *CARRIED*

DELEGATION AND SPECIAL PRESENTATION

Cory Froehlich, principal of LP Miller Comprehensive School, Trevor Norum, principal of Wagner School and Katie White, coordinator of learning, provided a presentation about the success of the Mamawe Project. A 0.6 full time equivalent teacher was provided at each LP Miller and Wagner schools. This project was funded with grants from the North East School Improvement Program as provided by the Board. The goals of the project: to increase student engagement, improve relationships between the school and family and improve behaviors such as attendance and academic achievement.

CONSENSUS ITEMS

2017-06-68 M. Botterill moved that the following consent items be received and recommendations be approved by the Board as presented:

- ❖ Information Items
- ❖ Correspondence.

CARRIED

2017-06-69 T. Goudy moved that the Board move into closed session at 2:00 pm. *CARRIED*

2017-06-70 M. Walton moved that the Board move out of closed session at 2:30 pm. *CARRIED*

NEW BUSINESS

2017-06-71 T. Goudy moved that the attendance boundary for the North East School Division No. 200 will be changed from the Nipawin attendance area to Carrot River in accordance with the attached map and the following land locations: 11-49-13-W2, 12-49-13-W2, 13-49-13-W2, 14-49-13-W2, 23-49-13-W2 and 24-49-13-W2;
And that the proposed changes will be communicated in local area papers and correspondence will be sent to the affected families;
And that the Board will be accepting written submissions and/or delegations sharing any concerns about the proposed changes at the September 26, 2017 Regular Board Meeting. *CARRIED*

2017-06-72 Stafford transportation appeal was denied.

2017-06-73 Englefeld Protestant School Division request for services was denied.

2017-06-74 Melfort Daycare transportation request was denied.

2017-06-75 M. Walton moved that the Board approve the change of the Committee of the Whole meeting dates of the Board to the following:

- *September 12, 2017 meeting to September 26, 2017;*
- *October 10, 2017 meeting to October 24, 2017;*
- *November 14, 2017 meeting to November 28, 2017.*

CARRIED

MONITORING AND REPORTING ITEMS

SPECIAL PRESENTATION

Mark Jensen, coordinator of continuous improvement and reporting, provided the North East School Division Wall Walk presentation for the time period of September 2016 to June 2017.

2017-06-76 L. Erickson moved that the Board approves, as a monitoring report, the June 2017 Wall Walk for the key data sets of the North East School Division for term four of the 2016-17 school year.

CARRIED

2017-06-77 M. Walton moved that the Board approves the secure destruction of the following records (all in paper format):

- 33 boxes of student records/cumulative folders of students with birth dates of 1979 to 1991;
- 1 box of tender information from up to 2014;
- 2 boxes of cancelled cheques from 2008-2009;
- 34 boxes of miscellaneous accounts receivable and accounts payable financial information from 2008-2009;
- 3 boxes of election ballot boxes from 2012 and 2015;
- 7 boxes of division and school bank statements and bank deposit information from 2008-2009;
- 1 binder of paper bank reconciliations from 2008-2009;
- 1 box of miscellaneous budget and supporting documentation from 2008-2010;
- 2 boxes of general journals from 2008-2009;
- 1 box of year end files from 2008-2009;
- 1 file folder of T4A's from 2008-2009;
- 2 binders of school reports from 2008-2009;
- 2 file folders of school closure and amalgamation documentation from 2005-2008;
- 5 boxes of board packages from 2005-2012.

CARRIED

STRATEGIC DIRECTION ITEMS

Don Rempel, director of education, provided the Board with an overview of the use of ThoughtExchange and how it has gathered information from parents, staff and the community to help develop the new four-year strategic plan.

The Board discussed the information that was collected at the June 6, 2017 student engagement event that was held with a group of student leaders and staff advisors from across the North East School Division and the Board of the North East School Division.

ADJOURNMENT

2017-06-78

B. Gagné moved that the Board Meeting adjourn at 4:00 pm.

CARRIED

Board Chairperson

Superintendent of Business Administration

MINUTES of the AUDIT COMMITTEE MEETING of the Board of Education of the North East School Division No. 200 of Saskatchewan, held on Monday, April 3, 2017 at Melfort, Saskatchewan.

PRESENT:

Members:

Todd Goudy

Richard Hildebrand - Chair

Ted Kwiatkowski

Luke Perkins

Marla Walton

Jim Thiessen (Public Representative)

Administration:

Wanda McLeod, Superintendent of Business Administration

ABSENT:

Don Rempel, Director of Education

CALL TO ORDER – 10:10 am

ADOPTION OF AGENDA

L. Perkins moved that the agenda be adopted as presented.

CARRIED

APPROVAL OF THE MINUTES

T. Goudy moved that the Audit Committee approves the Audit Committee minutes dated January 17, 2017.

CARRIED

2016-17 WORK PLAN

The 2016-17 Audit Committee Work Plan was reviewed. A suggestion was made by M. Walton to date the Work Plan.

2017-18 PROVINCIAL BUDGET ANNOUNCEMENT

The Audit Committee discussed the deadline of the Ministry of Education to have the quarter three financial reports provided to the Ministry in June 2017; however, the Audit Committee is not scheduled to meet until September 2017. J. Thiessen suggested documenting on the report that the financial report had not been approved by the Audit Committee or the Board of Education.

REVIEW OF VIRTUS GROUP RECOMMENDATIONS TO ADMINISTRATION

Administration provided the background on the adjustments required in the Summary of Unadjusted Errors in the *Audit Completion Report to the Audit Committee and Management for the Fiscal Year End August 31, 2016*. There were no internal control deficiencies identified by Virtus Group.

QUARTERLY FINANCIAL REPORT

M. Walton moved that the Audit Committee approves the financial report for the six months ending February 28, 2017.

CARRIED

REVIEW FINANCIAL ADMINISTRATIVE PROCEDURES

L. Perkins moved that Administrative Procedure 702: Budget be amended to require prior approval from the Board of Education for the director of education to approve expenditures exceeding \$100,000 of the overall budget of the school division.

CARRIED

PLAYGROUND DEPOSIT AT REYNOLDS CENTRAL SCHOOL

Administration provided the background information regarding Rex Recreative (Alain Desgagne) not providing the playground equipment after a deposit had been provided. The new process for providing a deposit was also discussed.

CODE OF CONDUCT AND COMPLIANCE

M. Walton moved that the Audit Committee approves the Code of Conduct and Compliance Report dated March 27, 2017 as presented.

CARRIED

BUSINESS CONTINUITY PLAN

The Audit Committee had follow-up questions/comments:

- given the Crisis Management Team has not met for some time, the Committee would like to be provided the date of the meeting and a brief update of the results (of the meeting);
- are there operation manuals at the schools for the heating systems at the schools?

ADJOURNMENT

L. Perkins moved that the Committee adjourn at 12:00 noon.

CARRIED

Audit Committee Chairperson

Superintendent of Business Administration



NESD Board of Education

Meeting Date: September 26, 2017

Topic: Requested Attendance Area Boundary Review

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

Charissa and Landon Larson from the Carrot River/Nipawin area have requested a boundary change so that their child may attend Carrot River with busing provided by the North East School Division.

On June 20, 2017, the following board motion was made: " That the attendance boundary for the North East School Division No. 200 will be changed from the Nipawin attendance area to Carrot River in accordance with the attached map and the following land locations: 11-49-13-W2, 12-49-13-W2, 13-49-13-W2, 14-49-13-W2, 23-49-13-W2 and 24-49-13-W2;

And that the proposed changes will be communicated in local area papers and correspondence will be sent to the affected families;

And that the Board will be accepting written submissions and/or delegations sharing any concerns about the proposed changes at the September 26, 2017 Regular Board Meeting."

CURRENT STATUS

An advertisement regarding the proposed attendance boundary change was placed both in the Nipawin Journal and the Parkland Review.

There were no written submission and/or delegations sharing any concerns about the proposed attendance boundary changes.

To date, bus service for the family has not been provided to Carrot River. Transportation is dependent on the decision of the board.

RECOMMENDATION

Proposed motion:

That the school attendance boundaries for the North East School Division No. 200 will be changed from the Nipawin attendance area to Carrot River in accordance with the following land locations: 11-49-13-W2, 12-49-13-W2, 13-49-13-W2, 14-49-13-W2, 23-49-13-W2 and 24-49-13-W2.

PREPARED BY	DATE	ATTACHMENTS
Wanda McLeod, Superintendent of Business Administration	September 18, 2017	



NESD Board of Education

Meeting Date: September 26, 2017

Topic: BMO Credit Limit

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

On June 24, 2014, the Board made the following board motion: "That the Board approves participation in the BMO Corporate Purchase Card Program with a monthly credit limit of \$250,000.00."

The North East School Division joined the Government of Saskatchewan's purchase card group when setting up the purchase card program. There were a few pilot schools and division office who used purchase cards during 2015-16. This was expanded to all schools in 2016-17.

The purchase card program has been well received by the staff of the North East School Division. From February 2016 to January 2017, the school division received a rebate of \$15,670. The calculation was based on 1.24% of purchases. BMO calculates the annual rebate percentage based on the total annual transaction volume of the provincial group of participants.

CURRENT STATUS

A rebate is received by the school division when purchase cards are used. Therefore, Administration would like to expand the use of the cards.

According to the *Education Act, 1995, 319(1) and (2)* loans for current operating expenditures: "(1) ...a board of education..may, by resolution, authorize its chairperson and chief financial officer to borrow, on behalf of the board of education...a sum of money that may be required to meet its current operating expenditures. (2) A board ...may act pursuant to subsection (1) only if it has obtained the consent of the minister to do so."

Administration has contacted the Ministry of Education to clarify the above. According to the officials from the Ministry, the North East School Division does not carry a balance with BMO that requires interest payments to the financial institution; therefore, the arrangement is not considered debt and the approval of the Minister is not required.

BMO does require a board motion for the increase to the credit limit.

RECOMMENDATION

Proposed motion:

That the Board approves increasing the monthly credit limit to \$750,000 for the BMO Corporate Purchase Card Program.

PREPARED BY	DATE	ATTACHMENTS
Wanda McLeod, Superintendent of Business Administration Donna Eberle, Acting Manager of Finance	Sept.18, 2017	



NESD Board of Education

Meeting Date: September 26, 2017

Topic: 2017-18 Enrolment Information to Date

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

BACKGROUND

In January 2017, school divisions provided September 30, 2017 enrolment projections to the Ministry of Education. These projections were used when the 2017-18 operating grants were calculated. The North East School Division had projected an enrolment of 4,973.

At September 30, 2016, the total enrolment at the North East School Division was 5,036.

CURRENT STATUS

Please find attached the actual enrolments of the schools at September 15, 2017. The enrolments at that date totaled 4,950. This actual enrolment is 23 students less than the January projections. The Ministry will be using the actual September 30, 2017 enrolments for the actual grant calculations that will be completed in November or December. The lower than expected enrolments will result in approximately \$100,000 less in operating grants from the province.

The September 15, 2017 actual enrolments are 86 less than September 30, 2016. (The comparison by school is attached.)

Within the actual enrolment information, the largest surprise happened at Tisdale Elementary School with a decrease of approximately 30 kindergarten students. This decrease is compared to both the September 30, 2016 actuals and the enrolment projections that had been provided to the Ministry.

RECOMMENDATION

PREPARED BY	DATE	
Don Rempel, Director of Education Wanda McLeod, Superintendent of Business Administration	Sept.19, 2017	<ul style="list-style-type: none"> Actual September 15, 2017 Enrolment Count (with actual September 30, 2016 comparisons)

Sept 15, 2017

NESD Enrolment Count 4:00 p.m.

	Arbor-field	Bjork-dale	Brunswick	CRE	CRHS	C PARK	Gronlid	HBCS	LP MILLER	M BURKE	MUCC	Naicam	PPC	Reynolds	SC Colony	Star City	TES	TMSS	Wagner	W FOX	WM Mason	Total by Grade	Home-school			
Kindergarten	4	4	26	19		80	4	36		35		12	12	32	0	4	33			8	8	317	2			
Grade 1	4	4	45	14		86	8	25		33		16	15	33	4	10	60			8	15	380	16			
Grade 2	11	9	45	20		74	8	25		22		18	22	33	1	1	52			12	14	367	17			
Grade 3	5	6	36	23		75	4	29		36		17	20	36	3	7	56			10	9	372	14			
Grade 4	7	5	39	21			5	30		31		17	13	27	1	4	71		71	11	14	367	12			
Grade 5	10	3	43		22		6	26		29		18	20	36	4	8	55		55	10	12	357	19			
Grade 6	3	5	37		22		5	26		22		17	20	40	1	2		50	70	13	8	341	13			
Grade 7	8	5			16		3	25	67		112	13	20		3	6		64		7	10	359	20			
Grade 8	3	5			21		7	22	71		96	13	14		1	7		56		7	19	342	10			
Grade 9	6	8			15			26	77		100	18	20		4	6		65		6	15	366	7			
Grade 10	11	3			16			25	81		107	9	18		1	11		73			11	366	6			
Grade 11	6	3			23			27	97		93	13	20			10		65			6	363	12			
Grade 12	7	5			23			35	76		112	19	19			8		73			5	382	5			
K-12 totals	85	65	271	97	158	315	50	357	469	208	620	200	233	237	23	84	327	446	196	92	146	4679	153	4832	Base	
EE			0	1		0		0					0	0			0								1	E.E.
Pre K			0			48		9		0				48			12								117	Pre K
PK-12 total	85	65	271	98	158	363	50	366	469	208	620	200	233	285	23	84	339	446	196	92	146	4679	153	4950	TOTAL	
SEPT 30 2016	90	57	277	102	171	374	74	364	453	197	594	226	243	287	19	92	378	447	195	92	151		153	5036		
Difference	-5	8	-6	-4	-13	-11	-24	2	16	11	26	-26	-10	-2	4	-8	-39	-1	1	0	-5		0	-86		



NESD Board of Education

Meeting Date: September 26, 2017

Topic: School Viability

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

Gronlid Central School discontinued grades 9-12 with consent of the Gronlid School Community Council and opened as a K-8 school this fall. The board of education reviewed the viability of Bjorkdale School in 2016-2017 and ceased the review before considering a motion to reduce grades or to close the school. Arborfield School and Star City School do not yet meet the board criteria for a school review.

CURRENT STATUS

Board policy identifies criteria under which a school may be reviewed. The board may consider a school review if a school's enrolment in the next academic year (2018-2019) is projected to be less than 80 for a K-12 school or less than 50 at an elementary/middle school. Current and projected enrolments are:

- Arborfield School 85 at September 15, 2017 and projected to be 80 in 2018 with one Kindergarten student;
- Bjorkdale School is 65 and projected to be 64 students in 2018
- Gronlid Central School (K-8) is 50 and projected to be 49 students in 2018
- Star City School is 84 and projected to be 81 students in 2018 with one grade 3 student

RECOMMENDATION

PREPARED BY	DATE	ATTACHMENTS
Don Rempel	September 12, 2017	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.

In the month of September, as part of its Yearly Agenda, the Board of Education will carry out an annual review of the schools in the North East School Division. This review will consider equity of access to effective learning opportunities for all students as reflected in the Board's strategic plan and goals. A Board motion to review for closure or grade discontinuance will occur, notwithstanding unforeseen circumstances, 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.

PROCEDURES

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. Dialogue with the School Community

Dialogue with the staff and School Community Council will take place if any one 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)

3. 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. If a school's enrolment in the next academic year is projected to be less than 80 for a K – 12 school; or less than 50 at the elementary/middle 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. (ie. Facility Condition Index, Independent Engineering Report, Ministry Facility Audit).

4. 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.

5. School Review Consultation Process

Unless a request for a review is made of the Board of Education as outlined in this procedure the board will 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. 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 Education Regulations, 1986.

Adopted: December 2010
Revised: September 2011
Revised: October 2011
Revised: September 2012
Revised: March 2013
Revised: April 2013
Revised: June 2013

Education in a Culture of Excellence



NESD Board of Education

Meeting Date: September 26, 2017

Topic: Financial Report for May 31, 2017

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

BACKGROUND

Due to budget reductions, the 2017-18 budget for the North East School Division does not include expenditures related to an audit committee. As a result, there will be no review and recommendation of approval of the quarter three financial reports by an audit committee. The entire board will need to review the results and then approve/accept.

CURRENT STATUS

Please find attached the following for the nine months ending May 31, 2017:

1. Memo for the Year-End
2. Statement of Operations
3. Statement of Cash Requirements
4. Accumulated Surplus Activity Statement
5. Hudson Bay Community School – Project Costs

Please contact Wanda McLeod, Superintendent of Business Administration, with any specific questions prior to the Board meeting.

RECOMMENDATION

Proposed motion:

That the Board accept the financial report for the nine months ending May 31, 2017.

PREPARED BY	DATE	ATTACHMENTS
Wanda McLeod, Superintendent of Business Administration	Sept. 11, 2017	<ul style="list-style-type: none"> • Memo for Quarter End • Statement of Operations • Statement of Cash Requirements • Accumulated Surplus Activity Statement • Hudson Bay Community School – Project Costs



North East School Division

Box 6000, 402 Main St.
Melfort, SK S0E 1A0

Phone: (306) 752-5741
Fax: (306) 752-1933

Toll Free: 1-888-752-5741
Website: www.nesd.ca

TO: Board of the North East School Division

FROM: Wanda McLeod, CPA, CA
Donna Eberle, CPA, CA

DATE: September 15, 2017

RE: Financial Report for Quarter Ending May 31, 2017

May 31, 2017 marks the end of the third quarter. At May 31, we would expect the actual ten month expenses (school based lines) to be reporting at 90% of budget and the twelve month expenses (central office lines) to be reporting at 75% of budget.

Below is an executive summary of information for the first, second and third quarters of 2016-17 as well as comparisons to the same time period for 2015-16. Given the timing of this report, any significant information about projections to yearend are also being provided.

It is important that this document be used in conjunction with the Statement of Operations, Statement of Cash Requirements and Statement of Accumulated Surplus.

STATEMENT OF OPERATIONS

Revenues

Property Taxation

Property tax revenues are recorded each month based on one out of twelve of the amount estimated by the Ministry of Education on the budget day of the provincial government. On the provincial budget day in March, the province announced the increase of the mill rates starting January 1, 2017. This will cause an increase in property tax revenues and a decrease provincial grants. At year-end, the property tax revenue will be calculated using the actual property tax information as received from the municipalities for the 2016 calendar year (four out of twelve months) and the 2017 estimated property tax revenues as provided by the municipalities (eight of twelve months).

Grants

The provincial grants totaled approximately \$33.0 million at quarter end. This amount includes the operating and other Ministry of Education grants. The operating grant portion totals \$32.7 million. The Ministry of Education completed a final grant calculation in December based on actual September 30, 2016 enrolments. The December operating grant details, as provided by the Ministry of Education, will result in the provincial grants being approximately \$456,000 over budget at year-end. The overall impact of the December operating grant will result in approximately \$500,000 in additional surplus (reduction of deficit) for the year. This number takes into account the grant calculations for the federally funded students and the students who are enrolled in the Adult Basic Education program at Cumberland Regional College.

During the first three quarters, there was no capital funding received. In the first quarter of 2015-16, \$726,941 in capital funding was received for the new school construction in Hudson Bay. No additional Ministry funding for the Hudson Bay Community School is expected (the school division has received all of the funding as promised at the start of the project). In the fourth quarter of 2016-17, the Preventative Maintenance and Renewal (PMR) funding was received in the amount of \$1,335,506. PMR funding was budgeted at \$1,162,000.

\$150,000 for Invitational Shared Services Initiative grants for Kinistin and Yellow Quill First Nations has been received and recognized. This was not included in the 2016-17 budget.

At May 31, 2017, \$94,006 of the \$104,451 total grant for the First Nations & Metis contract funding has been received. The final payment was received in August 2017; therefore, all of the \$104,451 will be received by year end.

Tuition and Related Fees

The tuition and related fee revenues will be over budget at year end. There were more federally funded students enrolled at North East School Division from September 2016 to May 2017 compared to the budget. The actual tuition revenue calculations for federally funded students are based on the actual enrolments at three points in time during the school year. In the second and third quarters of 2016-17, there were additional billings for a student attending LP Miller Comprehensive School from the Red Earth Cree Nation, as well as a tuition billing for a foreign exchange student attending Hudson Bay Comprehensive School in the second quarter, both of which were unbudgeted.

In 2015-16, there were less federally funded students enrolled at North East School Division from September 2015 to May 2016 compared to the budget.

School Generated Funds

Based on the first three quarters, the school generated revenues will be more than the 2016-17 budget. The following contributed to the increase in revenues: schools fundraising to offset extra-curricular sports costs and third party donations to support various school programs and projects. The sports fundraisers and third party donations were unbudgeted. The schools are responsible for determining the budgets for the school generated funds.

Complementary Services

Complementary service revenues are currently at 75% of the budgeted amount. The complementary service revenue represents the provincial grants for the pre-kindergarten programs and funding for the Outreach Program in Nipawin. Complementary service revenues are expected to be on budget at year-end.

External Services

External service revenues have \$118,167 or 91% of the total budgeted amount recognized at May 31, 2017. Cafeteria revenues are included in this category. LP Miller cafeteria sales for the first three quarters of 2016-17 are slightly higher than the first three quarters of 2015-16 due to a general increase in student sales from the prior year. MUCC Cafeteria sales for the first three quarters of 2016-17 are consistent with the first three quarters of 2015-16.

Other Revenue

Other revenue is currently at 79% of the budgeted amount. Miscellaneous revenue, rentals, interest income and gain on disposal of tangible capital assets are in this category. We expect other revenue to be slightly under budget at year end due to less investment income (compared to budget).

Expenses

Governance

Governance is 86% of the total budgeted amount.

Board elections occurred during the fall of 2016, with the associated costs being approximately \$17,000 less than the amount budgeted.

Board professional development (PD) and travel costs are less than anticipated based on the budgeted amounts. Fewer board members attended the PD sessions than budgeted, which decreased overall PD costs.

The board approved payment of \$72,420, an unbudgeted amount, to Public Section for the MLT litigation account in May 2017. It is expected that governance overall will be on budget at year end even with this unexpected payment.

Administration

Administration expenses are currently at 70% of the budgeted amount but are expected to be in line with budget at year-end. In 2015-16, administration expenses were at 74% of the budgeted amount. In 2014-15, costs were incurred for searching for a new superintendent of human resources, which had been unbudgeted. The timing of professional development costs also increased the percentage in 2015-16, compared to the same time period for 2016-17.

Instruction

Total instruction expenses are at 86% of the budgeted amount. Most instruction expenses would be expected to be at 90% spent.

Overall instructional salaries and benefits are at 87% of budget. As these accounts are expected to be at approximately 90% of the budgeted amount (at May 31), many factors are contributing to this variance including: teacher contract salaries are affected by temporary replacement contacts for teachers on sick leave and SEB plan benefits, which were estimated during budget development based on past experience. The budget includes a library technician positions at Brunswick School and MUCC that were not filled until November 1, 2016. Teacher professional development has been less than anticipated to the end of the third quarter, therefore reducing the need for substitute salary costs.

The improved learning environment of students program has progressed in the third quarter. \$550,000 had been allocated by the Board from the accumulated surplus to support kindergarten to grade twelve classroom purchases that will provide students with optimal learning by inviting collaboration and problem-solving in a flexible environment and also replace outdated, worn furniture. To the end of the third quarter, \$117,948 in purchases have been made, with spending levels reaching \$260,000 towards the end of quarter four. This expense was not included in the 2016-17 budget.

Plant

Overall the plant expenses are less than the expected 75% (at 68% of budget). The main factor for this is that building operating expenses are under budget, as the majority of the minor renovations projects are undertaken during the summer months (fourth quarter).

Plant is expected to be over budget at yearend:

- On April 11, 2017, the Board approved the completion of the mechanical upgrades to the heating, ventilation and air conditioning systems at Melfort Comprehensive Collegiate with a budget up to \$2,037,000. This was phase two of the project. The amount included in the

budget was \$1.2 million for both the completion of phase 1 (that had started during 2015-16) and a portion of phase 2. At August 31, 2017, it is expected that \$1.87 million will be expended on phase 2. The phase 1 work that was completed at the beginning of 2016-17 totaled \$128,711. This will cause minor maintenance to be over budget by approximately \$821,000. The entire project will be funded by using the Preventative Maintenance and Renewal (PMR) grants from the Ministry.

- The tangible capital asset budget included the funds to be used for the renovation and addition of the Tisdale Transportation and Technology Office. After further analysis, it has been determined that a portion of these costs should be expensed and not capitalized. As a result, plant expenses will contain expenses of approximately \$414,000 that were not expected at budget time. The operating expenses are shared between plant and transportation expenses. There will be no impact on the overall budget: only a reallocation of costs from tangible capital assets to expenses.

Student Transportation

Student transportation is currently at 76% of the budgeted amount, with the expected percentage being at 90%.

At the end of quarter three, the fuel costs are approximately \$127,000 under budget due to lower than expected fuel prices at budget time. Two new mechanics were hired at the beginning of November 2016 – they were budgeted to start September 1. There have been various positions on long term disability during 2016-17 at various times of the year. While staff are on long term disability, NESD does not pay the salaries and benefits of these individuals.

The tangible capital asset budget included the funds to be used for the renovation and addition at the Tisdale Transportation and Technology Office. After further analysis, it has been determined that a portion of these costs should be expensed and not capitalized. As a result, transportation expenses will contain expenses of approximately \$414,000 that were not expected at budget time. As mentioned in the plant expense section, the operating expenses related to this project are shared equally between plant and transportation expenses. There will be no impact on the overall budget: only a reallocation of costs from tangible capital assets to expenses.

Even with the above noted additional expenses included as student transportation costs, student transportation is expected to be on budget at year end.

Tuition and Related Fees

The tuition and related fees will be under budget at year-end. The number of students enrolled in the regional college adult basic education program is lower than expected. Cumberland Regional College invoiced North East School Division for 20 students and the budget included 25 students. In 2015-16, the budget was for 18 students and billing was for 19 students. This program is fully funded by the Ministry.

School Generated Funds

The school generated expenses are at 106% of the budget (compared to 100% of the budget in the prior year). The schools have been fundraising to offset the costs of various sports. This fundraising was not included in the budget and directly impacts the related fundraising expenses. Carrot River Jr. Sr. High School went on the Churchill Northern Studies Tour that was unbudgeted. There was a write-off of a school playground deposit (at Reynolds School) of approximately \$37,400 due to the vendor not delivering the playground equipment as promised, which was unbudgeted. Reynolds School has since purchased another playground structure, and the new vendor was willing to accept a deposit based on

the previously ordered structure, thereby reducing the loss on the playground by the deposit amount of \$9,750. The schools are responsible for determining the budgets for the school generated funds.

Complementary Services

Complementary services include costs associated with outreach workers and the pre-kindergarten programs in the division. The complementary services expenses are currently at 85% of the budgeted amount, and will be under budget at year-end. Salary expenses are currently under budget due to new teachers hired at lower salaries than what had been budgeted.

In 2015-16, complementary services included unbudgeted costs for the Province-wide Priority – Following Their Voices (FTV), with approximately \$254,000 in expenses for the first three quarters.

External Services

External services are at 84% of the budget, with an expected percentage of 90%. External services will be under budget at year-end. External services include the costs associated with operating the cafeterias at MUCC and LP Miller.

Other Expenses

Other expenses are higher than the budgeted amount (at 141% of the budget) due to the write down of the Stewart Hawke school building in Hudson Bay for \$238,187. The school building has been advertised for sale but there have been no interested buyers. As the building is not being used for current school operations, the building has been removed from the financial statements. (This is a non-cash expense. Please refer to the Statement of Cash Requirements.) The 2017-18 budget that was approved by the board includes the cost to demolish this building. Other expenses also include the interest paid on the capital loan for the construction of the Hudson Bay Community School.

STATEMENT OF CASH REQUIREMENTS

The Public Sector Accounting Standards (PSAS) provide statements that include items that do not have an impact on the cash of the school division (such as amortization expense) and omit purchases that do have an impact on cash flows (such as the purchase of tangible capital assets). When budgeting, it is more important to look at the full picture for the organization. This would include the purchase of tangible capital assets and the use of the accumulated surplus. The Statement of Cash Requirements provides additional detail for a more complete picture for the 2016-17 fiscal year of the school division.

Tangible Capital Assets

The tangible capital asset (TCA) purchases totaled \$2.0 million in the first three quarters, out of the total \$4.7 million budgeted. The six new school buses included in the 2016-17 budget were purchased in the fourth quarter. The renovation plans at the Tisdale Transportation and Technology Office have been changed. The budget for this project had been \$2.6 million. The Ministry of Education will not approve an increase to the footprint of the building for additional office space; therefore, the scope of the work has decreased and the new expected budget is \$1.5 million for the bus garage addition and renovations and the office renovations. The Ministry of Education has approved the completion of this project. The costs incurred to the end of the third quarter on this project are approximately \$70,000.

During the third quarter, there was a change to the administrative procedure for equipment purchases. The changes were based on recommendations from the Ministry. This resulted in \$442,280 in purchases being capitalized rather than expensed. In the 2015-16 year, the threshold limit to capitalize items was

\$500, meaning that individual items in certain categories costing more than \$500 would be capitalized while items less than \$500 were expensed.

Amortization

Amortization expense is being recorded at 75% of the budgeted amount. The actual amortization expense will be calculated at year-end. In 2015-16, the same process for amortization was used.

STATEMENT OF ACCUMULATED SURPLUS

Please refer to the statement titled "Statement of Accumulated Surplus" for more information. The board motion on January 24, 2017 that created the new internally restricted accumulated surplus, teachers for diversity and small schools, is reflected in the statement. In addition, the purchase of the replacement information technology vehicle (as approved by the Board on February 14, 2017) has reduced the unrestricted accumulated surplus. The board motion on May 30, 2017 that funded the purchase of six replacement buses during the 2017-18 fiscal year, as well as the funds to replace a vehicle during the 2017-18 fiscal year, is reflected in the statement.

NORTH EAST SCHOOL DIVISION
Statement of Operations
For the nine months ending May 31, 2017

	16 - 17				15 - 16			
	Budget 2016-17	Actual 2016-17	Variance	%	Budget 2015-16	Actual 2015-16	Variance	%
REVENUES								
Property Taxation	\$ 11,010,960	\$ 8,447,706	\$ 2,563,254	77%	\$ 10,011,408	\$ 7,675,148	\$ 2,336,260	77%
Grants	44,960,995	33,002,362	11,958,633	73%	48,025,382	35,788,064	12,237,318	75%
Tuition and Related Fees	571,000	639,727	(68,727)	112%	670,000	619,491	50,509	92%
School Generated Funds	1,029,150	1,160,382	(131,232)	113%	1,016,650	1,316,007	(299,357)	129%
Complementary Services	608,832	458,911	149,921	75%	608,544	459,984	148,560	76%
External Services	130,143	118,167	11,976	91%	135,693	117,267	18,426	86%
Other Revenue	574,600	456,250	118,350	79%	579,200	441,846	137,354	76%
Total Revenues	\$ 58,885,680	\$ 44,283,505	\$ 14,602,175	75%	\$ 61,046,877	\$ 46,417,807	\$ 14,629,070	76%
EXPENSES								
Governance	\$ 459,450	\$ 396,441	\$ 63,009	86%	\$ 427,100	\$ 326,158	\$ 100,942	76%
Administration	2,203,421	\$ 1,537,411	\$ 666,010	70%	2,321,192	1,710,952	610,240	74%
Instruction	42,490,888	\$ 36,639,948	\$ 5,850,940	86%	41,302,443	35,665,487	5,636,956	86%
Plant	10,238,897	\$ 6,998,524	\$ 3,240,373	68%	10,280,141	6,922,878	3,357,263	67%
Transportation	4,762,053	\$ 3,624,175	\$ 1,137,878	76%	4,595,854	3,470,839	1,125,015	76%
Tuition and Related Fees	275,000	\$ 231,325	\$ 43,675	84%	200,000	219,759	(19,759)	110%
School Generated Funds	949,420	\$ 1,003,969	\$ (54,549)	106%	973,588	976,250	(2,662)	100%
Complementary Services	1,450,215	\$ 1,234,034	\$ 216,181	85%	1,366,176	1,457,794	(91,618)	107%
External Services	228,208	\$ 192,751	\$ 35,457	84%	226,451	183,817	42,634	81%
Other Expenses	362,541	\$ 510,753	\$ (148,212)	141%	376,225	283,804	92,421	75%
Total Expenses	\$ 63,420,093	\$ 52,369,331	\$ 11,050,762	83%	\$ 62,069,170	\$ 51,217,737	\$ 10,851,433	83%
Operating Surplus (Deficit) for the Year	\$ (4,534,413)	\$ (8,085,826)	\$ 3,551,413		\$ (1,022,293)	\$ (4,799,930)	\$ 3,777,637	

NORTH EAST SCHOOL DIVISION
Statement of Cash Requirements
For the nine months ending May 31, 2017

	Budget 2016-17	Actual 2016-17	Variance
OPERATING SURPLUS FOR THE YEAR	\$ (4,534,413)	\$ (8,085,826)	\$ (3,551,413)
TANGIBLE CAPITAL ASSETS:			
(-) Purchases	4,652,833	2,017,044	(2,635,789)
(+) Proceeds from disposals	8,000	16,823	8,823
LONG TERM DEBT:			
(-) Repayments of the year	342,539	226,775	(115,764)
(+) Debt issued during the year	-	-	-
NON-CASH GAIN/EXPENSES:			
(+) Amortization expense	4,240,208	3,180,156	(1,060,052)
(+) Write-down of capital assets	-	238,187	238,187
(-) Gain on disposals of tangible capital assets	8,000	16,823	8,823
(+) Employee Future Benefits expenses	93,500	-	(93,500)
OTHER CASH REQUIREMENTS:			
(-) Employee Future Benefits expected payments	17,000	-	(17,000)
DEFICIT CASH FOR THE YEAR	\$ (5,213,077)	\$ (6,911,301)	\$ (1,698,224)
ACCUMULATED SURPLUS CHANGES:			
<i>Internally restricted:</i>			
Bus Fleet Renewal	-	(721,000)	(721,000)
Digital Projector Replacement	-	21,538	21,538
Violent Threat Risk Assessment	8,000	8,000	-
Invitational Shared Services Initiatives (ISSI)	10,558	(147,642)	(158,200)
Improved Learning Environment	-	117,948	117,948
Computer Hardware Replacement	-	(70,000)	(70,000)
School Improvement Initiative	396,954	67,246	(329,708)
Non-school buildings	2,638,000	49,605	(2,588,395)
Vehicle Replacement	-	(50,000)	(50,000)
PMR - use of funds for projects	1,200,000	355,306	(844,694)
PMR - 16-17 grant transferred to reserves	(1,162,000)	-	1,162,000
Other - internally restricted (net change)	48,056	(2,447,191)	(2,495,247)
NET CHANGE IN CASH POSITION (UNRESTRICTED)	\$ (2,073,509)	\$ (9,727,492)	\$ (7,653,983)

NORTH EAST SCHOOL DIVISION
Statement of Accumulated Surplus
For the nine months ending May 31, 2017

	August 31, 2016	Additions during the year	Reductions during the year	August 31, 2017
Invested in Tangible Capital Assets:				
Net Book Value of TCA	74,726,690	2,017,044	3,180,156	73,563,578
Less: Debt owing on TCA	8,804,643	-	226,775	8,577,868
	65,922,047	2,017,044	2,953,381	64,985,710
PMR maintenance project allocations	1,817,395	-	355,306	1,462,089
Internally Restricted Surplus:				
Capital Projects:				
Broadway School Sale Agreement	50,556	-	-	50,556
Bus Fleet Renewal	-	721,000	-	721,000
Computer Hardware Replacement	480,000	70,000	-	550,000
Digital Projector Replacement	45,458	-	21,538	23,920
Hudson Bay School Project	741,909	-	-	741,909
Information Technology Renewal	20,565	-	-	20,565
Melfort Maintenance Shop	7,379	-	-	7,379
Non-School Buildings	2,249,607	-	69,859	2,179,748
Software Enhancements	-	-	-	-
Telephone System Replacement	8,645	-	-	8,645
Vehicle Replacement	-	50,000	-	50,000
	3,604,119	841,000	91,397	4,353,722
Other:				
English as an Additional Language Pilot Program	14,487	-	-	14,487
Improved Learning Environment of Students	551,220	-	117,948	433,272
Invitational Shared Services Initiatives (ISSI)	10,818	150,000	2,358	158,460
School Budget Carryover	291,051	1,727,988	1,265,470	753,569
School Generated Funds	1,124,824	1,206,239	1,188,890	1,142,173
School Improvement Initiative	726,299	-	67,246	659,053
Teachers for Diversity and Small Schools	-	2,000,000	-	2,000,000
Tisdale Office Minor Renovations	45,670	-	-	45,670
Universal Kindergarten Nutrition Program	12,422	-	12,422	-
Violence Threat Risk Assessment Training	8,000	-	8,000	-
Contingency	5,800,000	-	-	5,800,000
	8,584,791	5,084,227	2,662,334	11,006,684
Unrestricted surplus	9,180,268	-	2,871,649	6,308,619
Totals	23,186,573	5,925,227	5,980,686	23,131,114

NORTH EAST SCHOOL DIVISION
Hudson Bay Community School - Project Costs
For the nine months ending May 31, 2017

Total budget for the project	\$ 27,737,698
Total design and construction costs to May 31, 2017 (note 1)	<u>27,399,769</u>
Total remaining budget dollars for the project at May 31, 2017	<u><u>\$ 337,929</u></u>

Summary of total funding for total project:

Total project cost	\$ 27,737,698
Total funding from Ministry (note 2)	17,689,791
Total funding from Town of Hudson Bay (note 3)	<u>522,635</u>
Total funding from North East School Division (note 4)	<u><u>\$ 9,525,272</u></u>

Notes:

1. The cost of building for the Hudson Bay School totals \$27,399,769 at May 31, 2017.
2. As of August 31, 2016, \$17,689,791 had been recognized as revenue during the construction of the school. No further revenue is expected.
3. At August 31, 2016, all of the expected funding from the Town of Hudson Bay had been recognized as revenue in the financial statements.
4. The funding from the North East School Division is in the form of a loan that is amortized over a twenty year time period and is being funded through the provincial operating grant.



NESD Board of Education

Meeting Date: September 26, 2017

Topic: Transportation Report: 2016-17 Final

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.

The first quarterly transportation report was provided to the Board at the January 24, 2017 Regular Board Meeting and the second quarterly report as provided April 11, 2017.

CURRENT STATUS

Please find attached the *Transportation Report: 2016-17 Quarter 2*. The "Transportation Safety Reporting Guidelines" also recommend that school divisions maintain a template that tracks complaints about safe student transportation. Transportation Services at the North East School Division has been tracking complaints by using a template (prior to the Guidelines being provided). Any complaint that is related to safety is tracked. The following information is tracked:

- Call fielded by: Individual at the school division that took the complaint.
- Date: Date the complaint was received.
- Name (Parent): Name of the parent or individual who is filing the complaint.
- Name (Student): Name of the student involved in the complaint.
- Contact Information: Contact information of individual filing the complaint.
- Nature of the issue: Description of the kind of complaint being tracked.
- Driver Name & Route Number: Information that allows the school division to identify the bus and bus driver involved in the complaint.
- Completion date: Date that the complaint was resolved.

On the annual Ministry of Education's Non-Instructional Personnel and Administration Data Collection form, school divisions must indicate whether or not adequate transportation safety reporting to the Board has been completed for the 2016-17 school year.

RECOMMENDATION

Proposed motion:

That the Board accept the North East School Division Transportation Report: 2016-17.

PREPARED BY	DATE	ATTACHMENTS
Wanda McLeod, Superintendent of Business Administration Bryan Morgan, Manager of Transportation	Sept. 15, 2017	<i>Transportation Report: 2016-17</i>

Transportation Report: 2016-17 Year End

TRANSPORTATION KEY RISKS

Key Risk	Strategies Used
Driver Competence	<ul style="list-style-type: none"> • <i>October 2016 bus driver in-service including professional driver training provided by the Saskatchewan Safety Council</i> • <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 (March)</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 45% 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.</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>SGI school bus inspections are completed annually. Expiration dates are monitored</i>
External Factors	<ul style="list-style-type: none"> • <i>Bus loading zones are monitored by schools during loading/unloading of students</i> • <i>Bus drivers have means of communication (two way radios) in the event of trouble with vehicle or road</i> • <i>Use of standardized forms to document all collisions involving buses</i> • <i>Bus cancellation criteria for use during severe weather, including methods of communicating any cancellations</i> • <i>Require bus drivers to conduct and document evacuation drills with students at least twice a year</i> • <i>GPS on buses, used to track buses in case of emergency</i> • <i>Monitor school bus zones and unloading zones to ensure school bus zones are clearly marked</i> • <i>School bus loading zones are in the process of being catalogued to improve student safety. 40% have been catalogued. (Cataloguing is an assessment and data collection for the loading zones. Pictures and notes are taken of the approaches and exits so that improvements can be made.)</i>

Key Focus Areas:

The key focus area in the near future will be to improve/update the communication methods of the bus drivers, schools and the transportation department with regard to student behavior issues. This could include using existing software.

Transportation Report: 2016-17 Year End

TRANSPORTATION PERFORMANCE INFORMATION

Performance Indicator	Results			
	Sept. to Nov. 2016 (Q1)	Nov. 2016 to Feb. 2017 (Q2)	March to June 2017	Annual Total
Total students transported	2,817	2,801	2,823	--
Number of transportation routes	69	69	69	69
Number of unfilled routes	0	0	0	0
Number of route cancellations:	112	135	189.5	436.5
Mechanical	7.5	17.5	6.5	31.5
Weather	76.5	112	151	339.5
No substitute driver	26	5.5	32	63.5
Other	2*	0	0	2
Average age of bus fleet	6.13 years	6.13 years	6.13 years	6.13 years
Average capacity utilized on buses	71%	67%	75%	--
Average one-way ride time (in minutes)	25**	25	25	25
Longest one-way ride time (in minutes)	95***	95	95	95
* October 6, 2016, no power at Gronlid Central School – buses cancelled.				
** Average ride time calculated by the sum of all students ride times divided by the number of riders gives an average ride time based on students.				
*** Students live in Reserve and are attending PPCS.				
Quarter 2 <ul style="list-style-type: none"> • Higher mechanical cancellations due to temperature related breakdowns. • More weather cancellations (-40 or general weather road conditions). • More spares available for filling routes. Some were last minute cancellations. 				
Quarter 3 <ul style="list-style-type: none"> • Widespread weather cancellations (-40 or general weather road conditions). • Some smaller capacity buses were utilized which results in an increase in capacity utilized percentage. 				

Emerging issues:

As parents become more aware of the childcare busing option, there is an increase in the number of childcare busing requests. This issue has a larger impact on the urban busing.



NESD Board of Education

Meeting Date: September 26, 2017

Topic: 2017-2021 Strategic Plan of the Board

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

CURRENT STATUS

The recent Thoughtexchange survey of parents and staff provided summary themes related to Our Culture at its Best; Preparing Students for Success; and Strategic Planning: Thoughts and Questions. (Please see attachment)

Administration has reviewed the Thoughtexchange feedback and developed a renewed strategic plan.

RECOMMENDATION

That the North East School Division Strategic Plan 2017-2021 be adopted.

PREPARED BY	DATE	ATTACHMENTS
Don Rempel, Director of Education	Sept. 18, 2017	<ol style="list-style-type: none"> 1. Summary themes from parent/staff engagement 2. Strategic plan one pager 3. Strategic plan with improvement targets

Summary Themes

Thoughtexchange engagement on the renewal of the strategic plan

Our Culture at its Best

Extracurricular and experiential learning

"Teachers who spend personal time on extra curricular activities. It is great for the kids and selfless."

Teachers and staff

"TES has very high expectations of their students and staff. TES is a very safe and caring school. The staff as a whole work together to meet the needs of students. The staff work hard to make sure the kids are happy and safe. They hold the kids accountable and have behavior expectations. They've been implementing incentives to increase their attendance."

School culture and environment

"Welcoming environment. TES is a very welcoming place. They are always smiling and asking how can help. My kids always want to go to school. I like how there are different places for the kids to be throughout the school and not always in their classrooms they are often in every nook an cranny learning."

Communication and collaboration

"Approachable. Any time that I have had questions or concerns I feel that the teachers and administration at TES are available to answer questions and to help out. As they often say if we don't know there is a problem we cant fix it or help out. I never feel as though they are not willing to help."

Reading, writing and math

"A lot of effort is put in to help kids read. Reading is an important cornerstone to learning, and CPES makes a big effort to help ALL students learn to read and write in the early years. Keep it up!"

Summary Themes

Thoughtexchange engagement on the renewal of the strategic plan

Preparing Students for Success

Student accountability

"Accountability. Students need to be held accountable for their actions. Especially in a high school setting. If you don't show up and don't complete assignments on time you should not pass. Just like in the real world."

Grading, evaluation and parent/teacher interviews

"Grading system. Change the grading system back to percentages. The EU, MM, etc stuff is no easier to comprehend today than it was when it was first introduced and does not provide my child with what she needs to motivate her to do better. The grading system should be consistent from K-12 and currently isn't."

Life and financial skills

"The school system should seriously consider bringing back "life skills". Please bring back or stress the importance of handwriting, music, arts, mechanics, cooking, money management, work ethic etc."

Reading, writing and math

"I would be ecstatic to see traditional math brought back to the curriculum."

Instruction and learning tools

"Confidence. It is important to teach the youth how to look inside themselves to find the confidence within in order to accomplish their goals."

Summary Themes

Thoughtexchange engagement on the renewal of the strategic plan

Strategic Planning: Thoughts and Questions

Communication and collaboration

"Online survey. I like being able to provide feedback this way. It gives equal opportunity to all to contribute and is quick and efficient."

Staffing

"Ensure teacher support is not removed. It is my understanding that with budget restrictions the division is not able to provide enough EAs and support.. It is imperative that teachers be provided with support if a high needs child is present in their classroom, otherwise that child and the entire class suffers, and adds extreme stress."

Student support

"Student success. I believe that we have a successful team of professionals and that our attention should remain on student success."

District unity and coordination

"Small schools. Please do not cut programming in larger centres to keep small schools open. Larger centres have great programming and learning and should not have to "carry" the smaller centres financially."

Appreciative thoughts

"All the school planning and work is doing excellent. A job well done from what I have seen."



STRATEGIC PLAN OF THE BOARD 2017-2021

1. Preamble to the Strategic Plan

The North East Board of Education has established this four year strategic plan as a major component of its governance policies and leadership vision. It is intended that this plan will provide a flexible blueprint to direct the activities of the Board in its mandate as an elected board of education.

2. Vision Statement

Our vision is education in a culture of excellence.

3. Mission Statement

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

4. 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.

5. Goals to Achieve the Vision/Mission

Our school division goals are:

1. Our students and staff support and feed the body, mind, spirit, and emotions to increase a sense of well-being, connectedness and resilience, and to improve student achievement.
2. Our students exit kindergarten ready for learning in grades 1 to 3.
3. Our students are at or above grade level in reading, writing and math.
4. Our First Nations and Métis students are resilient, successful in learning, and graduate on time.

North East School Division

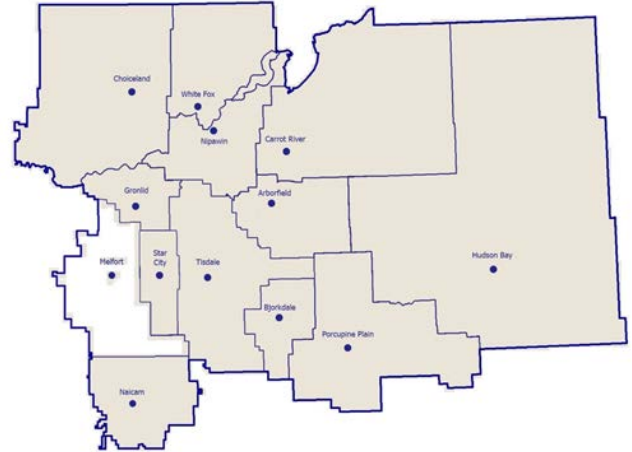


Education in a Culture of Excellence

Strategic Plan of the Board: 2017-2021

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 an individual's personal best.

Responsible: We are committed to individual and organizational accountability.

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Goals to Achieve the Vision/Mission

Our school division goals are:

1. Our students and staff support and feed the body, mind, spirit, and emotions to increase a sense of well-being, connectedness and resilience, and to improve student achievement.
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3. Our students are at or above grade level in reading, writing and math.
4. Our First Nations and Métis students are resilient, successful in learning, and graduate on time.

North East School Division Board of Education (2016 – 2020)

The North East School Division is governed by a ten-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
Linda Erickson	Hudson Bay
Bob Gagne	White Fox & Carrot River
Luke Perkins (Board Chair)	Star City, Gronlid, & Choiceland
Lori Kidney	Naicam & Rural Tisdale
Ted Kwiatkowski	Arborfield, Bjorkdale, Porcupine Plain
Richard Hildebrand	Tisdale Schools
Randy Ariss	Melfort Schools
Todd Goudy	Melfort Schools
Marla Walton (Vice Chair)	Nipawin Schools
Michael Botterill	Nipawin Schools

The Education Sector Strategic Plan

Members of the provincial education sector have worked together to develop an Education Sector Strategic Plan (ESSP) for 2014-2020. The ESSP describes the strategic direction of the education sector and its priorities and outcomes align the work of school divisions and the Ministry of Education. North East School Division Board of Education approved the strategic plan in 2014, along with the Government of Saskatchewan. The first cycle of the ESSP was deployed in 2014-15.

Division Strategic Plan

North East School Division Board of Education approves the following strategic plan. The plan aligns with the ESSP by providing “Key Actions” and “Metrics” for the NESD goals.

GOAL #1: Our students and staff support and feed the body, mind, spirit, and emotions to increase a sense of well-being, connectedness and resilience, and to improve student achievement.

Improvement Targets: By June 2018, students will report a 5% increase in intellectual engagement as measured by OurSCHOOL.

By 2018, school divisions will achieve parity between First Nations and Metis students and non-First Nations and Metis students on the OurSCHOOL engagement measures.

NESD Key Actions
Review and provide the beginning teacher orientation program.
Review exit interviews for departing employees and analyze results.
Review the findings of NETA’s teacher workload intensification study.
Develop and maintain a consistent on-boarding process and orientation for new non-teacher employees.
Provide enhanced grants to SCC’s to support parent engagement.
Review stakeholder feedback from ThoughtExchange surveys.
Support the usage of the Positive Behaviour Interventions and Support (PBIS) model in all schools.
Work with school communities to feed the body, mind, spirit and emotions of students and staff to increase a sense of well-being.
Support nutrition programs in all NESD schools.
Continue the support of high level extracurricular activities and after school programming.
Continue the support of “Tell Them From Me” now known as “OurSchool” survey.
Expand Thought Exchange survey to include issues based follow-up surveys for schools.
OurSchool FNM data collection and desegregation.

NESD Metrics	Current Data	
Indicator	Result	Date
OurSchool – Intellectual engagement will increase by 5% by the end of 2017-18.	63%	May, 2017
OurSCHOOL – Percentage of FNM elementary students who report a positive sense of belonging.	72%	May, 2017
OurSCHOOL – Percentage of non-FNM elementary students who report a positive sense of belonging.	78%	May, 2017
OurSCHOOL – Percentage of FNM secondary students who report a positive sense of belonging.	53%	May, 2017
OurSCHOOL – Percentage of non-FNM secondary students who report a positive sense of belonging.	69%	May, 2017
OurSCHOOL – Percentage of FNM secondary students who are intellectually engaged.	63%	May, 2017
OurSCHOOL – Percentage of non-FNM secondary students who are intellectually engaged	65%	May, 2017

GOAL #2: Our students exit kindergarten ready for learning in grades 1 to 3.

Provincial Target: By June 30, 2020, children aged 0-6 will be supported in their development to ensure that 90% of students exiting Kindergarten are ready for learning in the primary grades.

Improvement Target: By June 2018, 100% of Prekindergarten educators will have completed Responding to Children’s Interests (SPDU) workshop and 100% of Kindergarten educators will have completed Literacy Practices in Kindergarten.

NESD Key Actions
Monitor the administration of the Early Years Evaluation (EYE) to all K and PreK students.
Train new K and PreK teachers on administering the EYE.
Monitor the administration of the <i>Help Me Tell My Story</i> (Oral Language) (HMTMS) assessment to K and PreK classrooms in voluntary NESD schools.
Train and support PreK and K teachers in selected schools on administering the <i>HMTMS</i> .
Administer the Early Childhood Environmental Rating Scale – 3 rd Edition (ECERS-3) assessment in PreK and K as per schedule.
Provide Hanen: ABC’s and Beyond professional development to new K teachers.
Provide two professional development days for PreK teachers on intervention strategies.
Provide professional development via Inspired Learning Opportunities.
Facilitate partnerships with RIC and 0-3 Task Force to support children and families.
Promote the facilitation of family engagement events and information packages to inform parents on data and interventions.
Promote and track the nutrition program in PreK and K.

NESD Metrics	Current Data	
Indicator	Result	Date
EYE-TA Data – 90% of our students exiting Kindergarten with appropriate development, indicated by green, as measured by EYE-TA data results.	83%	May, 2017
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.	tbd	
ECERS-3 – Kindergarten environments will average a score of 6 or higher in all categories of the ECERS-R scale.	6.43	May, 2017
ECERS-3 – Prekindergarten environments will average a score of 6 or higher in all categories of the ECERS-R scale.	6.72	May, 2017
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	

GOAL #3: Our students are at or above grade level in reading, writing and math.

Provincial Target: By June 30, 2020, 80% of students will be at or above grade level in reading, writing and math. *“Math” refers to number strand only.*

Improvement Targets: By June 2018, at least 80% of students will be at or above grade level in reading and writing.

By June 2019, at least 80% of students will be at or above grade level in math.

NESD Key Actions
Report the NESD diagnostic reading levels for Grade 3 in November, March and June.
Inform teachers of Sask Reads website updates.
Schools will review their Grade 3 Comprehend & Respond reading data quarterly and develop strategies to address areas of concern.
Assess Grade 3 students in Reading Assessment District (RAD).
Train new Grade 3 ELA teachers on Diagnostic Levelled Reading (DLR), Levelled Literacy Intervention (LLI), and RAD.
Schools will review their Grade 4, 7, and 9 Compose & Create writing data quarterly and develop strategies to address areas of concern.
Share ESSP writing continuum rubrics, writing materials and reporting protocols with teachers.
Provide professional development regarding literacy for Administrators (Day 2) and Grades 7-9 teachers.

NESD Metrics	Current Data	
Indicator	Result	Date
DLR – 80% of our Grade 3 students will be reading at grade level.	74%	June, 2017
Reading – 80% of our Grade 3 students will be at Fully Meeting (FM) or above on Comprehend & Respond as per StudentsAchieve.	74%	June, 2017
Writing – 80% of our Grades 4, 7, and 9 students will be at Fully Meeting (FM) or above on Compose & Create as per StudentsAchieve.	Gr 4: 69% Gr 7: 72% Gr 9: 74%	June, 2017
Math – 80% of our Grades 2, 5, and 8 students will be at Fully Meeting (FM) or above on Number Strand as per StudentsAchieve.	Gr 2: 72% Gr 5: 67% Gr 8: 66%	June, 2017

GOAL #4: Our First Nation and Métis students are resilient, successful in learning, and graduate on time.

Provincial Targets: By June 30, 2020, Saskatchewan will achieve an 85% three-year graduation rate and a 90% five-year graduation rate.

By June 30, 2020, collaboration between First Nations, Metis and Inuit and non-First Nations, Metis and Inuit partners will result in significant improvement in First Nations, Metis and Inuit student engagement and will increase three-year graduation rates from 35% in June 2012 to at least 65% and the five-year graduation rate to at least 75%.

Improvement Targets: Achieve an annual increase of 3 percentage points in the provincial three-year graduation rate for all students.

Achieve an annual increase of 4 percentage points in the First Nations and Metis three-year graduation rate.

NESD Key Actions
Monitor attendance rates for individual schools, the division, and the province for all subpopulations.
Develop “on-time” credit attainment reports for all schools in the division.
Continue the support and expansion of online asynchronous continuous intake courses.
Participate in the Provincial Priority on High School Graduation.
Support the continued emphasis of occupations during the Divisional Career Fair.
“My Blueprint” training of Career Guidance staff and Kinistin Grad Mentor
Sharing of FNM attendance and credit attainment with parents, stakeholders, and Division personnel.
Continued support of the FNM – TMSS student mentorship program.
FNM student supports developed and implemented in LP Miller, Wagner, and Central Park schools.
NESIP funded Aboriginal support teacher provided for LP Miller and Wagner school.
Continue reporting to the FNMEAF grant.
Parent and Elder engagement to support Cultural teachings for students.
Provide FNM Consultant participation in Rtl meetings involving FNM students.
Invitational Shared Service Initiatives (ISSI) will support formal partnerships.
Strategic work plans will be developed to accompany the goals of all ISSI partnerships.

NESD Metrics	Current Data	
Indicator	Result	Date
Credit Attainment – 90% of students will earn at least 4 credits in 1 st semester of Grade 10 in 2017-18 and 2018-19.	88%	Feb, 2017
Credit Attainment – 90% of Grade 10 students will have at least 8 credits by the end of grade 10 in 2017-18.		
Grad Rate – NESD will have a three-year graduation rate of 90%.	85%	June, 2016
Attendance – NESD students will attend have a 90% attendance rate.	87%	June, 2016
Grad Plan – 100% of Grade 9 will have a graduation plan by the end of 2017-18.	tbd	
Grad Rate – NESD will have a three-year graduation rate of 75% for FNM students.	69%	June, 2016
Grad Rate – NESD will have a five-year graduation rate of 85% for FNM students.	67%	June, 2016



Government
— of —
Saskatchewan

Ministry of Education
Deputy Minister
5th Floor, 2220 College Ave.
Regina, Canada S4P 4V9

August 28, 2017

Mr. Luke Perkins
Board of Education Chair
North East School Division No. 200
Box 6000, 402 Main Street
MELFORT SK S0E 1A0

Dear Mr. Perkins:

Thank you for the submission of your school division's estimated revenues and expenditures for the 2017-18 school division fiscal year as required by Section 278 of *The Education Act, 1995*.

Your 2017-18 estimated revenues and expenditures have been reviewed by the ministry. On behalf of the Minister of Education, I approve these revenues and expenditures, as submitted and enclosed, in accordance with Section 280 of *The Education Act, 1995*.

I would like to take this opportunity to thank your board and division staff for their time and effort in completing these documents. If you have any questions or concerns, please contact Doug Schell, Director of Financial Analysis and Reporting, at 306-787-6634 or by email at doug.schell@gov.sk.ca.

Sincerely,

A handwritten signature in dark ink that reads "J. Robert Currie".

J. Robert Currie

Enclosure

cc: Don Rempel, Director of Education, North East School Division No. 200
Wanda McLeod, Chief Financial Officer, North East School Division No. 200
Donna Johnson, Assistant Deputy Minister of Education
Doug Schell, Director, Financial Analysis and Reporting, Education Funding

North East School Division No. 200
CASH BUDGET
For the period ending August 31, 2018

Chart of Accounts	Description	Budget 2017-18
REVENUES		
1-1-01-000-000	Property Taxation	3,954,550
1-1-02-000-000	Grants	50,847,242
1-1-03-000-000	Tuition and Related Fees	722,511
1-1-04-000-000	School Generated Funds	1,127,100
1-1-07-000-000	Complementary Services	590,220
1-1-08-000-000	External Services	132,698
1-1-05-000-000	Other Revenue	601,977
	Total Revenues	57,976,298
EXPENDITURES		
1-2-10-000-000	Governance	236,736
1-2-11-000-000	Administration	2,135,409
1-2-12-000-000	Instruction	41,858,631
1-2-13-000-000	Plant	10,417,683
1-2-14-000-000	Transportation	4,504,766
1-2-15-000-000	Tuition and Related Fees	290,500
1-2-16-000-000	School Generated Funds	1,032,173
1-2-21-000-000	Complementary Services	1,461,441
1-2-22-000-000	External Services	233,176
1-2-17-000-000	Other Expenses	347,267
	Total Expenditures	62,517,782
	Excess (Deficit) for the year	(4,541,484)

ADDITIONAL INFORMATION REQUESTED FROM THE SCHOOL DIVISIONS:

	Budget 2017-18
Tangible Capital Assets:	
(-) Purchases	2,878,257
(+) Proceeds from disposals	12,000
Long Term Debt, including capital leases:	
(-) Repayments of the year	357,063
(+) Debt issued during the year	-
NON-CASH GAIN/EXPENSES:	
(+) Amortization expense	4,454,941
(-) Gain on disposals of tangible capital assets	12,000
(+) Employee Future Benefits expenses	102,400
OTHER CASH REQUIREMENTS:	
(-) Employee Future Benefits expected payments	27,800
NET EXCESS (DEFICIT) CASH OF THE YEAR	(3,247,263)
FINAL DEFICIT POSITION WILL BE COVER BY:	
S.286 Capital Reserves	-
Unused PMR funding from previous years	(135,506)
Internally Restricted Surplus	1,994,015
Unrestricted Surplus	1,388,754
Other (please explain)	-
REVISED CASH POSITION	-



North East School Division

Box 6000, 402 Main St.
Melfort, SK S0E 1A0

Phone: (306) 752-5741
Fax: (306) 752-1933

Toll Free: 1-888-752-5741
Website: www.nesd.ca

August 22, 2017

Mr. Luke Perkins
Chairperson of the Board of Education
North East School Division
Box 6000, Melfort, SK
S0E 1A0

Dear Luke,

The purpose of this letter is to inform you that I have designated two superintendents, Eric Hufnagel and Rob McKay, to assume the responsibilities of Director of Education on a temporary basis should I be unable to perform my duties.

As a result, I have advised these individuals in the following order to assume my duties only if required during the 2017-18 year; Eric will be first to assume duties of the Director of Education if required; and Rob is prepared to assume duties of the Director of Education if both Eric and I are unable to.

The designation is intended to provide for continuity in school division operations on an emergent basis and is not intended to limit the Board's succession planning for a permanent Director of Education in any way.

Sincerely,

Don Rempel
Director of Education

CC: Board of Education
Executive Council



Public Section - August 21 , 2017

To: Public Section Executive Members, Board Chairs and Directors of Education,

I am pleased to announce on behalf of the committee in search of a new Executive Director for the Public section, that Norm Dray of Saskatoon will be our next executive director.

Mr. Dray brings to the position extensive experience in public education as a teacher, principal and director of education in public school divisions in both Saskatchewan and Nova Scotia. Mr. Dray has also worked with the Saskatchewan Educational Leadership Unit (SELU) of the University of Saskatchewan. He has served on many professional committees, most recently as chair of the Saskatchewan Citizenship Education Advisory Committee.

Mr Dray will be commencing his duties on September 1st, 2017.

As most of you will be aware, the hiring of a new executive director had been delayed somewhat given the uncertainty of available funds for Boards to allocate to the Section. Following the support shown by your Boards to the Section at our June General meeting and to your continued commitment to fund the operations of the Public Section in 2017 - 18, we proceeded to fill this position.

Larry Huber has been providing his services during July and August and will be assisting in the transitioning to our new Executive Director.

I want to thank Bonnie Hope, Carol Flynn and Karoline Kennedy for their work on the Selection Committee and to Larry for his assistance in the process.

Further announcements will follow to our educational partners and the public in due course.

The next Public Section Executive meeting is scheduled for 9:30 a.m. Thursday September 21st prior to Members Council. (location tba)

Public Section Chair, Bert de Gooijer

A handwritten signature in black ink, appearing to read "Bert de Gooijer", is positioned at the bottom center of the page.



Government
— of —
Saskatchewan

Minister of Education
Legislative Building
Regina, Canada S4S 0B3

September 21, 2017

Dear Board Chairs:

As the 2017-18 school year gets underway, I would like to welcome you all back to the new school year. This year is particularly exciting with the opening of 21 new schools that are helping to address the rapid growth we have seen in many of our divisions and provide high quality learning environments to meet the needs of our students. This year we will continue to focus on helping students improve their reading, writing and math skills, so that all of our students can reach their full potential.

I would like to thank all of you for your collaboration with Liam Choo-Foo, Chief Project Officer for Education Governance Renewal. Your willingness to work together has helped achieve this early result. This progress could not have been made without your support.

I was pleased to hear that all 28 divisions have agreed to enter into a bulk fuel purchase agreement with Federated Co-operatives Ltd. Each year, school divisions use over 14 million litres of fuel and this agreement will save approximately \$1 million annually. A news release will be going out later today to share this information publicly.

This agreement is a great example of what can be accomplished when everyone brings ideas to the table and works together. I look forward to seeing more great results as you continue working on governance renewal.

Again, thank you for your commitment to education and for all your work to ensure that resources are used in the most efficient and effective manner possible.

Sincerely,

A handwritten signature in black ink, appearing to be 'Bronwyn Eyre'.

Bronwyn Eyre

cc: School Division Directors of Education