

**NORTH EAST SCHOOL DIVISION  
BOARD MEETING MINUTES  
Friday, January 27, 2023**

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**MINUTES OF A MEETING:** of the Board of Education of the North East School Division No. 200 of Saskatchewan, held on Friday, January 27, 2023, at 2:00pm at the Tisdale Recplex-Hanover Room in Tisdale, Saskatchewan.

**PRESENT:**

**TRUSTEES:**

Kathrene Bank  
Kevin Graham – Chair  
Sherri Hanson  
Dustin Kelsey  
Lori Kidney  
Ted Kwiatkowski-Teams  
Tyson Waldner  
Marla Walton

**NESD ADMINISTRATION:**

Director of Education: Stacy Lair  
Supt. of Business Admin.: Wanda McLeod

**ABSENT:** NONE

**CALL TO ORDER** at 2:10pm.

**LAND ACKNOWLEDGMENT**

Marla Walton provided the following land acknowledgement:

*"I acknowledge that today we meet on the homeland of the Métis and on Treaty 6 territory.*

*This land, I call home, is an indigenous space and I as a newcomer recognize that I, my family, community, and school division benefit from this land, from the plant world and animal world that nurtured First Nations people for thousands of years before me.*

*I strive to recognize my responsibility in reconciliation as a leader in my division, community, and family roles. I also acknowledge that all of the benefits from this land have come at a cost to First Nation and Metis people."*

**ADOPTION OF AGENDA**

2023-01-01 L. Kidney moved that the agenda be adopted as presented. CARRIED

**MINUTES**

2023-01-02 K. Bank moved that hat the minutes of the [November 22, 2022 Regular Board Meeting](#) be adopted as presented. CARRIED

2023-01-03 S. Hanson moved that the minutes of the [November 22, 2022 Organization Meeting](#) be adopted as presented. CARRIED

**SPECIAL PRESENTATION:**

- Arborfield Review – Alois Bronner and Chelsea Edwards

2023-01-04 M. Walton moved that - *CARRIED*

Whereas the Board of Education of the North East School Division No. 200 of Saskatchewan identified Arborfield School under Board Policy 114: School Viability Review as meeting the criteria for a school viability review;

And whereas the Board reviewed materials relevant to the closure of Arborfield School;

Therefore it is moved that pursuant to Section 61(1) of The School Division Administration Regulations, the Board will consider the potential closure of the Arborfield School in Arborfield, Saskatchewan or discontinuance of one or more grades taught in the Arborfield School, as the case may be; effective July 3, 2023.

**CONSENSUS ITEMS**

2023-01-05 M. Walton moved that the Board approve the following consent items as presented and that the Board receive the following items as information: *CARRIED*

- Correspondence.

**STRATEGIC DIRECTION ITEMS**

2023-01-06 K. Bank moved that the Board approves the submission of the following projects, in order of priority, to the Ministry of Education Infrastructure Branch by the North East School Division in the 2024-25 Application for Major Capital Project Funding: *CARRIED*

1. New replacement elementary school in Melfort (consolidate two or three schools)
2. Melfort and Unit Comprehensive Collegiate (modernization/renovation)
3. 3. L.P. Miller Comprehensive School (modernization/renovation).

S. Lair presented the NESD Strategic Intent 3 – OurSchool and Sprint Survey.

2023-01-07 T. Waldner moved that the Board of Education approve the draft 2023-2024 school year calendar and alternate school year calendars for distribution to seek feedback from School Community Councils and the NETA, Teamsters, and CUPE executives. *CARRIED*

**NEW BUSINESS**

2023-01-08 D. Kelsey moved that the Board approves the transfer of the title of Parcel NE 35-41-17-2 Ext. 7 (Blk/Par A-Plan 10178943 Ext. 7) in the RM of Pleasantdale No. 398 to Irvin Kjelskus. *CARRIED*

2023-01-09 L. Kidney moved that the Collective Agreement with the Teamsters Union Local No. 395 effective from September 1, 2022 to August 31, 2025 be ratified by the Board of Education of the North East School Division. *CARRIED*

2023-01-10 M. Walton moved that the Board approve the following projects for the 2024-25 Minor Capital Renewal Program applications: *CARRIED*

- Tisdale Middle and Secondary School (upgrades/renovations);
- Wagner School (upgrades/renovations).

**MONITORING AND REPORTING ITEMS**

2023-01-11 L. Kidney moved that the Board accept the financial report for the three months ending November 30, 2022. *CARRIED*

3:50 pm – L. Kidney excused herself from the meeting.

**ADJOURNMENT**

2023-01-12 T. Waldner moved that the Board Meeting adjourn at 3:52pm.

*CARRIED*

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NESD Board Chair/Vice-Chair

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Superintendent of Business Administration

**NORTH EAST SCHOOL DIVISION  
BOARD MEETING MINUTES  
Tuesday, November 22, 2022**

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**MINUTES OF A MEETING:** of the Board of Education of the North East School Division No. 200 of Saskatchewan, held on Tuesday, November 22, 2022, at 2:00pm at the North East School Division Office, at 402 Main Street in Melfort, Saskatchewan.

**PRESENT:**

**TRUSTEES:**

Kathrene Bank  
Kevin Graham – Chair  
Sherri Hanson  
Dustin Kelsey  
Lori Kidney  
Ted Kwiatkowski  
Tyson Waldner  
Marla Walton

**NESD ADMINISTRATION:**

Director of Education: Stacy Lair  
Supt. of Business Admin.: Wanda McLeod

**ABSENT:** None

**CALL TO ORDER** at 2:15pm.

**LAND ACKNOWLEDGMENT**

M. Walton provided the following land acknowledgement:

*"I acknowledge that today we meet on the homeland of the Métis and on Treaty 6 territory.*

*This land, I call home, is an indigenous space and I as a newcomer recognize that I, my family, community, and school division benefit from this land, from the plant world and animal world that nurtured First Nations people for thousands of years before me.*

*I strive to recognize my responsibility in reconciliation as a leader in my division, community and family roles. I also acknowledge that all of the benefits from this land have come at a cost to First Nation and Metis people."*

**ADOPTION OF AGENDA**

2022-11-106 L. Kidney moved that the agenda be adopted as presented. CARRIED

**MINUTES**

2022-11-107 T. Waldner moved that the minutes of the [October 25, 2022 Regular Board Meeting](#) be adopted as presented. CARRIED

**SPECIAL PRESENTATION:**

- NONE

**CONSENSUS ITEMS**

2022-11-108 M. Walton moved that the Board approve the following consent items as presented and that the Board receive the following items as information: CARRIED

- Correspondence.

**NEW BUSINESS**

2022-11-109 T. Kwiatkowski moved that the Board approves the replacement of three boilers at Porcupine Plain School; Administration will first apply for Emergent Funding from the Ministry of Education and if this is not successful or only partially successful, Preventative Maintenance and Renewal funding of up to \$635,000 will be used to fund the project. *CARRIED*

**MONITORING AND REPORTING ITEMS**

2022-11-110 D. Kelsey moved that the Board accepts the financial report for the year ending August 31, 2022. *CARRIED*

2022-11-111 L. Kidney moved that the Board approves the Audited Financial Statements for the North East School Division No. 200 for the year ended August 31, 2022, pending minor changes made after the format review and format approval of the Ministry of Finance and the Ministry of Education. *CARRIED*

2022-11-112 M. Walton moved that the Board approves the 2021-22 Annual Report for the North East School Division No. 200 as presented. *CARRIED*

2022-11-113 K. Bank moved that the Board approve the 2022-2023 Learning Improvement Plans for the schools of the North East School Division. *CARRIED*

2022-11-114 D. Kelsey moved that the Board approves the Human Resources Report for the time period of September 1, 2022 to October 31, 2022. *CARRIED*

**STRATEGIC DIRECTION ITEMS**

NONE

**ADJOURNMENT**

2022-11-115 M. Walton moved that the Board Meeting adjourn at 3:10pm. *CARRIED*

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NESD Board Chair/Vice-Chair

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Superintendent of Business Administration

**MINUTES of the ORGANIZATIONAL MEETING:** of the Board of Education of the North East School Division No. 200 of Saskatchewan, held on Tuesday, November 22, 2022 at 1:30 pm at the North East School Division Office in Melfort, Saskatchewan.

**PRESENT:**

**TRUSTEES:**

Kathrene Bank  
Kevin Graham  
Sherri Hanson  
Dustin Kelsey  
Lori Kidney  
Ted Kwiatkowski  
Tyson Waldner  
Marla Walton

**NESD ADMINISTRATION:**

Director of Education: Stacy Lair  
Supt. of Business Admin.: Wanda McLeod

**ABSENT:** None

**CALL to ORDER at 1:30pm**

The Director of Education chaired the meeting until the election of the Board Chair was completed.

**ELECTION of CHAIRPERSON - Call for Nominations**

M. Walton nominated Kevin Graham to serve as Chair of the Board of Education.

T. Kwiatkowski moved that nominations cease.

Kevin Graham accepted the nomination.

Kevin Graham was declared Chair of the Board.

Kevin Graham took over chairing the meeting.

**ELECTION of VICE-CHAIRPERSON - Call for Nominations**

K. Bank nominated Marla Walton to serve as Vice-Chair of the Board of Education.

D. Kelsey moved that nominations cease.

Marla Walton accepted the nomination.

Marla Walton was declared Vice-Chair of the Board.

**ADOPTION OF AGENDA**

2022-11-98

M. Walton moved that the agenda be adopted as presented.

*CARRIED*

**ADOPTION OF THE MINUTES**

The Minutes of the November 23, 2021, Organizational Meeting were approved at the Regular Meeting of the Board on January 18, 2022.

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### MEETINGS OF THE BOARD OF EDUCATION

2022-11-99 T. Kwiatkowski moved that the Committee of the Whole and Regular Meetings of the Board of Education be held as follows: **CARRIED**

- January 17, 2023
- February 28, 2023
- March 21, 2023
- April 25, 2023
- May 30, 2023
- June 20, 2023
- September 19, 2023
- October 24, 2023
- November 21, 2023 (Organizational Meeting)

Committee of the Whole meetings to be held at 10:00am and Regular Board meeting will follow at 1:30pm.

Committee meetings are subject to cancellation at the discretion of the Board Chair.

### MEETING PROTOCOLS

2022-11-100 T. Waldner moved that the Board adopts the Saskatchewan School Boards Association Code of Ethics. **CARRIED**

2022-11-101 D. Kelsey moved that motions be accepted by the Chair without a seconder as per Section 19(3) of The School Division Administration Regulations. **CARRIED**

### INDEMNITIES AND EXPENSES

2022-11-102 L. Kidney moved that the indemnities be set as per Section 23(a) of The School Division Administration Regulations: **CARRIED**

a) *That the Board indemnity rates be set as follows:*

- *The indemnity for the chairperson is to be \$275 when chairing meetings and*
- *\$226 for all Regular and/or Committee of the Whole meetings of the Board of Education and all full day meetings and*
- *\$226 for one day per month for each month that a regular meeting is held, for preparation time and*
- *An additional \$113 per month that a regular meeting is held, for preparation time of the chairperson and*
- *\$50 per hour (or portion thereof) be paid for meetings and/or professional development including virtual or conference call platforms to a maximum of \$226 per day (excluding Regular and Committee of the Whole meetings of the Board of Education) and*
- *\$25 per hour for traveling to and from meetings, and conferences.*

b) *That the Board indemnity rates for attending School Community Council meetings be set as follows:*

- A maximum of \$226 per year per school in the subdivision of the Trustee. Mileage expenses will be paid for any additional School Community Council meetings attended.

**Expenses while on board business as per Section 23(b) of The School Division Administration Regulations:** *CARRIED*

2022-11-103 S. Hanson moved that the Board reimburse Board Members and school division staff for expenses incurred while on board business as follows: *CARRIED*

- *Lodging upon presentation of actual receipts, or \$75 without a receipt.*
- *Actual meal expense to a maximum of:*
  - a. *Breakfast \$15*
  - b. *Lunch \$20*
  - c. *Supper \$25*
- *Mileage rate be set at \$0.55 per kilometer and a daily in-town travel rate of \$6.00 for use of a personal vehicle starting December 1, 2022.*

<b>SIGNING AUTHORITIES</b>
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2022-11-104 M. Walton moved that the Board Chair or Vice Chair, together with the Superintendent of Business Administration (or Director of Education or Manager of Financial Services as alternates), is authorized to sign all cheques and financial documents. The signature of the Board Chairperson may be by electronic signature or stamp. *CARRIED*

The signature of the Superintendent of Business Administration may be by electronic signature. That the Superintendent of Business Administration and/or the Manager of Financial Services are authorized to carry out deposit activity, transfer of funds, purchase card administration, new card application and all other required banking activities for all financial institutions that the School Division deals with.

<b>CONFIRMATION OF EXTERNAL AUDITOR SERVICES</b>
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At the Regular Board Meeting on October 20, 2020 a motion was passed to award the contract for audit services to MNP for the time period of January 1, 2021 to December 31, 2025. Therefore, no motion for external audit services is required at this time.

<b>ADJOURNMENT</b>
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2022-11-105 T. Waldner moved that the Board Meeting adjourn at 1:50 pm. *CARRIED*

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Board Chair/Vice-Chair

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Superintendent of Business Administration



**NORTH EAST SCHOOL DIVISION  
BOARD MEETING MINUTES  
Tuesday, October 25, 2022**

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**MINUTES OF A MEETING:** of the Board of Education of the North East School Division No. 200 of Saskatchewan, held on Tuesday, October 25, 2022, at 1:30pm at the Bjorkdale School in Bjorkdale, Saskatchewan.

**PRESENT:**

**TRUSTEES:**

Kathrene Bank  
Kevin Graham – Chair  
Sherri Hanson  
Dustin Kelsey  
Lori Kidney  
Ted Kwiatkowski  
Tyson Waldner  
Marla Walton

**NESD ADMINISTRATION:**

Director of Education: Stacy Lair  
Supt. of Business Admin.: Wanda McLeod

**ABSENT:**

**CALL TO ORDER** at 2:25pm

**LAND ACKNOWLEDGMENT**

M. Walton provided the following land acknowledgement:

*“As part of my personal commitment and the commitment made by the North East School Division, I would like to begin today's meeting by acknowledging that the land on which we gather is Treaty 6 territory, the traditional territory of Cree Peoples and the homeland of the Metis Nation. We pay our respect to the First Nations and Metis ancestors of this place and reaffirm our relationship with one another.”*

**ADOPTION OF AGENDA**

2022-10-84 M. Walton moved that the agenda be adopted as presented. **CARRIED**

**MINUTES**

2022-10-85 T. Kwiatkowski moved that the minutes of the [September 20, 2022, Regular Board Meeting](#), be adopted (as presented) or (as amended). **CARRIED**

2022-10-86 K. Bank moved that the minutes of the [September 29, 2022, Regular Board Meeting](#), be adopted (as presented) or (as amended). **CARRIED**

**SPECIAL PRESENTATION:**

- Geoff Goldsworthy, Bjorkdale School Principal

**CONSENSUS ITEMS**

2022-10-87 M. Walton moved that the Board approve the following consent items as presented and that the Board receive the following items as information: **CARRIED**

- Out of Province Travel- October 2022
- Correspondence.

## **NEW BUSINESS**

- 2022-10-88 T. Waldner moved that the Board receive the Declaration of Office and Endorsement Certificate of Oaths of Sherri Hanson, Board Member for Sub-Division No. 2 – Arborfield, Carrot River and areas. *CARRIED*
- M. Walton left the meeting at 2:57pm.
- 2022-10-89 L. Kidney moved that the Board approves projects totaling up to \$365,000 that were approved by the Board on May 18, 2021 in the 2021-22 Preventative Maintenance and Renewal plan will be carried forward and completed in the 2022-23 fiscal year; the projects will be funded with the provincial Preventative Maintenance and Renewal grant. *CARRIED*
- 2022-10-90 T. Waldner moved that the Board approves the transfer of the title of Parcel NE 14-43-19-W2 Ext 21 (Blk/Par A-Plan 101455545 Ext 21) in the RM of Flett’s Springs No. 429 or the property formerly known as the Willowdale School to Gene Miller. *CARRIED*
- 2022-10-91 K. Bank moved that the Board approve the use of up to \$200,000 from the Unrestricted Accumulated Surplus to fund the purchase of iPads, laptops and Chromebooks for students in 2022-23. *CARRIED*
- M. Walton returned at 3:03pm
- 2022-10-92 M. Walton move that the Board approve there will be no submission made to the Ministry of Education for the 2022-23 Relocatable Classroom Program Application. *CARRIED*

## **MONITORING AND REPORTING ITEMS**

- 2022-10-93 D. Kelsey moved that the Board of Education has received the report on enrolments of the schools for the North East School Division as of September 30, 2022 and found it acceptable. *CARRIED*
- 2022-10-94 L Kidney moved that the Board of Education has reviewed the 2022-2023 goals of the Director of Education and found them acceptable. *CARRIED*
- 2022-10-95 T. Kwiatkowski moved that the Board has reviewed and provided feedback on the Provincial Education Plan draft of the Provincial Education Plan for level two implementation beginning in the 2023-2024 school year. *CARRIED*

## **STRATEGIC DIRECTION ITEMS**

- 2022-10-96 L. Kidney moved that the Board approve that Kevin Graham, Board Chair, will be allocated eight votes and Marla Walton, Vice-Chair, will be allocated seven votes at the Saskatchewan School Board Association 2022 Annual General Meeting. *CARRIED*
- S. Lair provided a presentation – NESD Strategic Intent 6 – Attendance, Credit Attainment.

## **ADJOURNMENT**

- 2022-10-97 T. Waldner moved that the Board Meeting adjourn at 3:45pm. *CARRIED*

**NORTH EAST SCHOOL DIVISION  
BOARD MEETING MINUTES  
Thursday, September 29, 2022**

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**MINUTES OF A MEETING:** of the Board of Education of the North East School Division No. 200 of Saskatchewan, held on Thursday, September 29, 2022, at 8:30am via Microsoft Teams.

**PRESENT:**

**TRUSTEES:**

Kathrene Bank  
Kevin Graham – Chair  
Dustin Kelsey  
Lori Kidney  
Ted Kwiatkowski  
Tyson Waldner  
Marla Walton

**NESD ADMINISTRATION:**

Director of Education: Stacy Lair  
Supt. of Business Admin.: Wanda McLeod

**CALL TO ORDER** at 8:35 am.

**ADOPTION OF AGENDA**

2022-09-80 K. Bank moved that the agenda be adopted as presented. **CARRIED**

**STRATEGIC DIRECTION ITEMS**

2022-09-81 M. Walton moved that the amendment of the motion from the Regular Meeting of the Board of Education on September 20, 2022 reads (as underscored): **CARRIED**

*That pursuant to Section 55 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 12 at Arborfield School, Arborfield, Saskatchewan in accordance with the review criteria of Board Procedure 114, School Viability Review.*

2022-09-82 T. Waldner moved that pursuant to section 59 of *The School Division Administration Regulations* the Board establishes a School Review Committee for Arborfield School to consist of the following members: **CARRIED**

- a) four individuals appointed by the School Community Council of Arborfield School;
- b) two individuals appointed by the Town of Arborfield
  - i. One of whom is an elected member of the town; and
  - ii. One of whom is not an elected member but is a resident of the town of Arborfield.
- c) excluding the municipality mentioned in clause (b) two individuals jointly appointed by the following municipalities:
  - i. Rural Municipality of Arborfield No. 456, Rural Municipality of Bjorkdale No. 426, Rural Municipality of Connaught No. 457 and Rural Municipality of Moose Range No. 486:
    - \* One of whom is an elected member of the council of one of those municipalities; and
    - \* One of whom is a resident of one of those municipalities but not an elected member of the council of any municipality.

**ADJOURNMENT**

2022-09-83 T. Kwiatkowski moved that the Board Meeting adjourn at 8:42am.

*CARRIED*

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NESD Board Chair/Vice-Chair

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Superintendent of Business Administration

**NORTH EAST SCHOOL DIVISION  
BOARD MEETING MINUTES  
Tuesday, Sept 20, 2022**

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**MINUTES OF A MEETING:** of the Board of Education of the North East School Division No. 200 of Saskatchewan, held on Tuesday, September 20, 2022, at 1:30pm at the LP Miller Comprehensive School Boardroom in Nipawin, Saskatchewan.

**PRESENT:**

**TRUSTEES:**

Kathrene Bank  
Kevin Graham – Chair  
Dustin Kelsey  
Lori Kidney  
Ted Kwiatkowski  
Marla Walton

**NESD ADMINISTRATION:**

Director of Education: Stacy Lair  
Supt. of Business Admin.: Wanda McLeod

**ABSENT:** Tyson Waldner

**CALL TO ORDER** at 1:50pm

K. Graham offered condolences to James Smith Cree Nation and Weldon. He offered full support from the North East School Division to both communities.

M. Walton provided the following land acknowledgement:

*“As part of my personal commitment and the commitment made by the North East School Division, I would like to begin today's meeting by acknowledging that the land on which we gather is Treaty 6 territory, the traditional territory of Cree Peoples and the homeland of the Metis Nation. We pay our respect to the First Nations and Metis ancestors of this place and reaffirm our relationship with one another.”*

**ADOPTION OF AGENDA**

2022-09-69 M. Walton moved that the agenda be adopted as presented. CARRIED

**MINUTES**

2022-09-70 T. Kwiatkowski moved that the minutes of the [June 21, 2022, Regular Board Meeting](#), be adopted as presented. CARRIED

2022-09-71 L. Kidney moved that the minutes of the [June 27, 2022, Regular Board Meeting](#) be adopted as presented. CARRIED

**SPECIAL PRESENTATION:**

Nicole Stadnek, principal of LP Miller Comprehensive School, provided a presentation about the school.

**CONSENSUS ITEMS**

- 2022-09-72 L. Kidney moved that the Board approve the following consent items as presented and that the Board receive the following items as information: *CARRIED*
- [Sept 2022 Out of Province Travel](#)
  - Administrative Procedure 706: Purchasing (amended)
  - Correspondence.

### **NEW BUSINESS**

- 2022-09-73 M. Walton moved that the Board approve the use of up to \$500,000 from Internally Restricted Accumulated Surplus – Bus Fleet Renewal to fund the purchase of the four school buses that were ordered during the 2021-22 fiscal year and will be received in 2022-23. *CARRIED*
- 2022-09-74 D. Kelsey moved that pursuant to Section 87.2 of The Education Act, 1995, the Board of Education for the North East School Division No. 200 of Saskatchewan intends to review the viability of Grades Kindergarten to Grade 12 at Arborfield School, in Arborfield, Saskatchewan in accordance with the review criteria of Board Policy 114: School Viability Review. *CARRIED*
- 2022-09-75 K. Bank moved that the Board receive the by-election update for Subdivision No. 2. *CARRIED*

### **MONITORING AND REPORTING ITEMS**

- 2022-09-76 M. Walton moved that the Board accept the financial report for the nine months ending May 31, 2022. *CARRIED*
- 2022-09-77 T. Kwiatkowski moved that the Board accept the North East School Division Transportation Report: September 2021 to June 2022. *CARRIED*

### **STRATEGIC DIRECTION ITEMS**

- 2022-09-78 D. Kelsey moved that the Board of Education of the North East School Division approves the Revised 2022-23 Budget as presented, including minor changes made after Ministry of Education’s review and approval. *CARRIED*
- S. Lair provided a presentation – *NESD Strategic Intent Monitoring Data*.

### **DELEGATION:**

David Grimes and Angela Schmitt provided an overview of their concerns about the washroom design at the new school in Carrot River that is currently being constructed.

### **ADJOURNMENT**

- 2022-09-79 L. Kidney moved that the Board Meeting adjourn at 3:55 *CARRIED*