

# **AGENDA**

## **FOR THE REGULAR MEETING OF THE NORTHWEST SCHOOL DIVISION NO. 203 BOARD OF EDUCATION**

**DATE:** March 10, 2022                      **LOCATION:** Northwest School Division  
**TIME:** 10:00 a.m. CST                      Boardroom / TEAMS

- 1. Call to Order**
- 2. Additions to and Adoption of Agenda**
- 3. Adoption of Minutes of Last Meetings**  
    Regular Meeting – February 10, 2022
- 4. Delegation**
  - 4.1 Transportation Report
  - 4.2 Student Services Report
- 5. Discussion / Decision Items**
  - 5.1 Strategic Planning April 2022
  - 5.2 Lashburn Letter of Support
  - 5.3 Financial Reports
- 6. Information Items**
  - 6.1 Calendar
- 7. Committee of the Whole**
  - 7.1 HR Report
  - 7.2 Sector Update

## 8. Information of Emergent Items for Next Agenda

### April

#### Regular Board Meeting Agenda Items

- Amend School Division Goals
- Approve budget assumptions
- Conduct Director Review (third year of Board Term)
- Conduct Board Review (even years)
- Host Gala Awards Night

### May

#### Regular Board Meeting Agenda Items

- Review draft budget and provide required redirection
- Approve PMR
- Establish compensation guidelines for out of scope staff
- Approve Director semi-annual evaluation (3<sup>rd</sup> year of Board Term)
- Approve Board semi-annual evaluation (even years)
- SSBA Members Council (Chair/vice chair and Director)
- Sub-Division graduation ceremonies to present awards as determined

### June

#### Regular Board Meeting Agenda Items

- Approve Annual Budget
- Advocacy Linkage MLA's
- Personnel Accountability Report – HR Report
- Public Section Annual Meeting
- SHSAA Meeting –representative delegate
- Sub-Division graduation ceremonies to present awards as determined

## 9. Adjournment

MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION OF THE NORTHWEST SCHOOL DIVISION NO. 203 HELD THURSDAY, FEBRUARY 10, 2022 AT 10:00 A.M. IN THE BOARD OFFICE AT MEADOW LAKE, SASKATCHEWAN VIA TEAMS

Members Present: Glen Winkler, Chair  
 Terri Prete, Vice-Chair  
 Mark Campbell, John Anderson, Bev Josuttis-Harland, Charles Stein, Faith Graham, Janice Baillargeon, Patricia Main, Barb Seymour, Andrea Perillat

Members Absent: None

In Attendance: Duane Hauk, CEO  
 Charlie McCloud, CFO  
 Davin Hildebrand, Deputy Director of Education  
 Jennifer Williamson, Deputy Director of Education  
 Darrell Newton, Supt. Curriculum & Instruction  
 Aaron Oakes, Supt. Curriculum & Instruction  
 Kaitlin Harman, Communications Officer

Agenda 22-007	Bev Josuttis- Harland	That the agenda be adopted as amended.	CARRIED
Minutes 22-008	John Anderson	That the minutes of the January 13, 2022 regular meeting be approved as presented.	CARRIED
Rescind Motion 22-009	Barb Seymour	That Motion #21-097 COVID Discussion, regarding the creation of an Administrative Procedure to address proof of vaccination or negative testing, be rescinded effective February 14, 2022.	CARRIED
School Year Calendar 22-010	Charles Stein	That the 2022-2023 school year calendar chosen by the NWSD division and school staff be approved in principle and that it be submitted to the Ministry of Education for review to ensure that all Education Regulations are being met.	CARRIED
French Immersion 22-011	Janice Baillargeon	That the French Immersion Program in the community of Meadow Lake continue to be offered from Kindergarten to Grade 12.	CARRIED
Capital Priority List 22-012	Charles Stein	That the Major Capital Request list for 2022 be approved as presented. 1) Maidstone – New Combined PreK-12 school 2) Lashburn High School – Major Renovation 3) Pierceland – New PreK-12 school	CARRIED
Finance Statement	John Anderson	That the Financial Report for the period ending January 31, 2022 be approved as presented.	

22-013 CARRIED

Committee of Barb Seymour That we enter a Committee of the Whole. CARRIED  
the Whole  
22-014

Report from Bev Josuttes- Harland That we rise and report from the Committee of the Whole. CARRIED  
the Committee  
of the Whole  
22-015

The Committee reported on Education Sector arising issues and personnel.

Emergent Items

1. Transportation Department Presentation
2. Student Services Department Presentation
3. Board Strategic Planning

Adjournment Barb Seymour That we adjourn. CARRIED  
22-016  
Time: 11:30 a.m.

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Glen Winkler, Chair

\_\_\_\_\_  
Charlie McCloud, Chief Financial Officer

# 5.1: Strategic Planning April 2022



**MEETING DATE:** March 10, 2022

FORUM	AGENDA ITEMS	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input type="checkbox"/> Correspondence	<input type="checkbox"/> Information
<input type="checkbox"/> Committee of the Whole	<input checked="" type="checkbox"/> New Business	<input type="checkbox"/> Decision
	<input type="checkbox"/> Reports from Administrative Staff	<input checked="" type="checkbox"/> Discussion
	<input type="checkbox"/> Other: Delegations	

## BACKGROUND

The Board of Education and senior administration participates in strategic planning to achieve a number of outcomes. Board Review will need to be completed during this time.

## CURRENT STATUS

The Board Committee will outline the process for Board Review.

## PROS AND CONS

## FINANCIAL IMPLICATION

PREPARED BY:	DATE	ATTACHMENTS
Duane Hauk	March 2, 2022	

## RECOMMENDATION

## 5.2: Lashburn Letter of Support



**MEETING DATE:** March 10, 2022

FORUM	AGENDA ITEMS	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input type="checkbox"/> Correspondence	<input checked="" type="checkbox"/> Information
<input type="checkbox"/> Committee of the Whole	<input type="checkbox"/> New Business	<input checked="" type="checkbox"/> Decision
	<input checked="" type="checkbox"/> Reports from Administrative Staff	<input checked="" type="checkbox"/> Discussion
	<input type="checkbox"/> Other: Delegations	

### BACKGROUND

The Lashburn High School is planning to build an outdoor classroom and recreation space.

### CURRENT STATUS

The school Principal is applying for grants to cover the cost of the project. He requires letters of support from stakeholders to provide to the funding agencies. Details of the project are attached.

### PROS AND CONS

N/A

### FINANCIAL IMPLICATION

N/A

PREPARED BY:	DATE	ATTACHMENTS
Charlie McCloud	March 3, 2022	Four Quotes attached separately

### RECOMMENDATION

N/A

**From:** David Pero <dave.pero@nwsd.ca>

**Sent:** Tuesday, March 1, 2022 11:45 AM

**To:** Duane Hauk <Duane.Hauk@nwsd.ca>; Bobby Tough <bobby.tough@nwsd.ca>; Aaron Oakes <Aaron.Oakes@nwsd.ca>; Faith Graham <faith.graham@nwsd.ca>; Glen Winkler <Glen.Winkler@nwsd.ca>

**Subject:** UPDATE: Lashburn High School Outdoor Learning and Recreation Space

Good morning,

I wanted to give you all an update on the status of our tennis court revitalization project. Attached are a few documents that I am using for grant applications.

I did have some conversations with Bobby regarding some help with clean-up of the area and basically getting a blank slate for the new project to begin. I was hoping the Board would be willing to supply me with a letter similar to the one the Town of Lashburn provided, expressing their support for the project as the landowner, and any labour, equipment use, or any materials that might be provided in kind towards the project.

I have submitted applications to the Co-Op Community Space Program (max \$150,000) and am just finalizing a submission to the Synergy Shares Program (max \$99,999) and am hoping these are successful as I have someone in the SHA helping me apply for the Canada Community Revitalization Fund which is a big grant, but is matching funds and requires the successful procurement of the other funding first. LHS will also be supporting the project with some school-level fundraising (hot lunch program) and our Carpentry and Construction students will provide labour in building picnic tables and benches. Our SCC is on board with labour, fundraising and donations in kind as well.

Since I shared this project at our learning walk, we have added lights to the project. Bright lights on the sport court, on a timer, to allow this to be used by the community for 3 seasons a year, as well as low light, security/safety-type bollard lighting along the walkway. I have spoken to SaskPower and they will be able to run a new connect at no cost, and I am attending a Town Council meeting on March 14 to ask that the Town of Lashburn support the space by absorbing the meter bill into their infrastructure costs. The CEO seemed to think this would be feasible.

I would love to hear any feedback you have for me regarding this endeavour. I believe it will be an amazing space for our students, staff and the entire community of Lashburn. If you know of any other grants opportunities out there as well, please send them my way!

Yours in Education,

**Dave Pero**

**Principal**

**Athletic Director**

**Lashburn High School**

(306)285-3505 (school)

(306)285-7399 (mobile)



Town of Lashburn  
Box 328  
Lashburn, Saskatchewan  
S0M 1H0  
Brad McKenzie, Interim CAO  
Email: [townoflashburn@sasktel.net](mailto:townoflashburn@sasktel.net)

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Phone (306)285-3533  
Fax (306)285-3358

February 17, 2022

To Whom It May Concern:

At the November 23, 2021 regular meeting of the Council of the Town of Lashburn, Administration presented plans for the outdoor classroom and recreation area intended for the High School.

Council endorsed plans for the development, and instructed administration to make available resources of the Town to support the development including, but not necessarily limited to, the use of Town equipment, personnel, and assistance in helping to prepare the site and ensure the development is successful.

Yours truly,

A handwritten signature in blue ink, appearing to read "Brad McKenzie", is written over a light blue horizontal line.

Brad McKenzie  
Interim Chief Administrative Officer



# Existing Location



Existing View from Green Space



Existing Pavement



Existing South End



Existing North End



**Lashburn High School  
Outdoor Classroom & Recreation Area**



### 5.3: Financial Reports



**MEETING DATE:** March 10, 2022

FORUM	AGENDA ITEMS	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input type="checkbox"/> Correspondence	<input checked="" type="checkbox"/> Information
<input type="checkbox"/> Committee of the Whole	<input type="checkbox"/> New Business	<input checked="" type="checkbox"/> Decision
	<input checked="" type="checkbox"/> Reports from Administrative Staff	<input checked="" type="checkbox"/> Discussion
	<input type="checkbox"/> Other: Delegations	

#### BACKGROUND

Financial reports are presented regularly.

#### CURRENT STATUS

The statement is for the period September 1, 2021 to February 28, 2022.

#### PROS AND CONS

N/A

#### FINANCIAL IMPLICATION

N/A

PREPARED BY:	DATE	ATTACHMENTS
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Charlie McCloud

One

#### RECOMMENDATION

That the financial report for the period ending February 28, 2022 be approved.

<b>Northwest School Division No. 203</b>				
<b>Revenues and Expenditures</b>				
<b>September 1, 2021 to February 28, 2022</b>				Year-to-Date 50%
	<b>2021/22</b>	<b>2021/22</b>		
	<b>Annual Budget</b>	<b>YTD</b>	<b>Balance</b>	
<b>Revenues:</b>				
Total Property Tax Revenue	\$0	\$0	\$0	
Total Grants Revenue	\$55,628,283	\$26,660,194	(\$28,968,089)	
Total Tuition and Related Fees	\$2,975,853	\$2,327,647	(\$648,206)	
School Generated Funds	\$1,893,396	\$0	(\$1,893,396)	
Total Interest and Other Revenues	\$115,000	\$103,006	(\$11,994)	
Total Complementary Services Revenues	\$1,117,492	\$709,333	(\$408,159)	
External Services Revenues	\$470,861	\$315,426	(\$155,435)	
Total Capital Revenues	\$0	\$80,392	\$80,392	
Total Revenues	\$62,200,885	\$30,195,999	(\$32,004,886)	49%
<b>Expenditures:</b>				
Total Governance	\$311,654	\$113,845	\$197,809	
Total Administration	\$3,135,933	\$1,454,924	\$1,681,009	
Total Instruction	\$43,116,747	\$21,878,711	\$21,238,036	
Total Plant Operation and Maintenance	\$10,914,670	\$4,023,118	\$6,891,552	
Total Student Transportation	\$5,745,121	\$2,533,628	\$3,211,493	
Total Tuition and Related Fees	\$618,293	\$540,373	\$77,920	
School Generated Funds	\$1,893,396	\$0	\$1,893,396	
Total Interest and Bank Charges	\$59,106	\$20,463	\$38,643	
Total Complementary Services	\$1,756,695	\$734,705	\$1,021,990	
Total External Services	\$470,861	\$234,148	\$236,713	
Total Capital Expenditures	\$1,969,500	\$148,637	\$1,820,863	
Total Expenditures	\$69,991,976	\$31,682,552	\$38,309,424	45%
Surplus or (Deficit)	(\$7,791,091)	(\$1,486,554)		



## 6.1: Calendar

**MEETING DATE:** February 10, 2022

FORUM	AGENDA ITEMS	INTENT
<input checked="" type="checkbox"/> Board Meeting	<input type="checkbox"/> Correspondence	<input checked="" type="checkbox"/> Information
	<input checked="" type="checkbox"/> Reports from Administrative Staff	<input type="checkbox"/> Discussion

### CURRENT STATUS

#### Northwest School Division Schedule

2021-2022 Academic Year

Professional Development (no classes)	Monday, March 21
<b>Easter Break</b>	
Last Day of Classes	Thursday, April 14
School Reopens	Monday, April 25
Victoria Day (no school)	Monday, May 23
Final Exam Schedule (High School)	Thursday to Wednesday June 23-28
Admin Days	Wednesday & Thursday, June 29 & 30

#### SSBA Events (<http://saskschoolboards.ca/>) - 2021

2022 Spring Assembly – April 7 & 8, 2022 – Saskatoon – Rooms are booked for April 7  
Delta Downtown Saskatoon

2022 National Trustees Gathering on Indigenous Education & CSBA Congress  
– Saskatoon – July 6-8

#### Board Meetings – 2022

April 14	June 9	October 13
May 12	August 11	November 10
	September 8	

**Strategic Planning – April 8 & 9, 2022 – Delta Downtown Saskatoon – rooms are booked April 8**

PREPARED BY:	DATE	ATTACHMENTS
Shirley Gerstenhofer	March 2, 2022	