

Prairie South Schools
BOARD OF EDUCATION

December 10, 2024

1:30 p.m.

Central Office, 1075 9th Avenue NW
Moose Jaw

AGENDA

- 1. Call to Order**
- 2. Adoption of the Agenda**
- 3. Adoption of Minutes**
 - 3.1. Regular Board Meeting November 5, 2024
 - 3.2. Organizational Board Meeting, November 26, 2024
 - 3.3. Special Board Meeting November 26, 2024
- 4. Declarations of Conflict of Interest**
- 5. Decision and Discussion Items**
 - 5.1. Facilities Accountability Report
 - 5.2. 2025-2026 Calendar Parameters
 - 5.3. SHSAA and Public Section Reps
 - 5.4. Annual Bursary Fund Directorship Appointments
 - 5.5. Monthly Tender Report
 - 5.6. Out of Province Excursion: Coronach School to Asessippi Ski Resort, Manitoba
 - 5.7. Out of Province Excursion: Lindale School to Asessippi Ski Resort, Manitoba
 - 5.8. Out of Province Excursion: Peacock Collegiate to Medicine Hat, Alberta
 - 5.9. Out of Province Excursion: Central Collegiate to Edmonton, Alberta
- 6. Delegations and Presentation – NONE**
- 7. Information Items**
 - 7.1. School Board Election Results – November 13, 2024
 - 7.2. Board Committee and SCC Appointments
 - 7.3. Update to Administrative Procedure 553: Severe Weather and Bus Cancellations

- 8. Committee Reports**
 - 8.1. Business, Infrastructure and Governance
 - 8.2. Human Resources
 - 8.3. Partnerships and Teambuilding
 - 8.4. Student Outcomes
- 9. Provincial Matters**
- 10. Celebration Items**
- 11. Identification of Items for Next Meeting Agenda**
 - 11.1. Notice of Motions
 - 11.2. Inquiries
- 12. Meeting Review**
- 13. Adjournment**

MINUTES OF THE REGULAR BOARD MEETING OF THE PRAIRIE SOUTH SCHOOL DIVISION NO. 210 BOARD OF EDUCATION held at the Central Office, 1075 9th Avenue North West, Moose Jaw, Saskatchewan on November 5, 2024 at 1:30 p.m.

Attendance:

Mr. R. Bachmann; Mr. P. Boyle; Mr. J. Bumbac; Dr. S. Davidson; Ms. C. Froese; Mr. B. Hagan; Ms. J. Jukes; Ms. D. Pryor, Ms. G. Wilson; Mr. L. Young; D. Huschi, Superintendent of School Operations; D. Swanson, Superintendent of School Operations; J. Prokopetz, Superintendent of School Operations; A. Olson, Superintendent of Learning; A. Johnson, Superintendent of Human Resources; R. Boughen, Director of Education; R. Purdy, Superintendent of Business; H. Boese, Director Assistant

Motions:

- | | | |
|-------------------|--|---------|
| 2024-11-05 – 4011 | Giselle Wilson took the chair and called the meeting to order at 1:30 pm. | |
| 2024-11-05 – 4012 | That the Board adopt the agenda as presented.
- Froese | Carried |
| 2024-11-05 – 4013 | That the Board adopt the minutes of the October 8, 2024 Regular Board Meeting.
- Pryor | Carried |
| 2024-11-05 – 4014 | That the Board receive and file the School and Division Improvement Accountability Report.
- Boyle | Carried |
| 2024-11-05 – 4015 | That the Board set November 26, 2024 as the Board Organizational Meeting date followed by the Special Board Meeting to approve the Audited Financial Statements and Annual Report.
- Davidson | Carried |
| 2024-11-05 – 4016 | That the Board name Giselle Wilson as voting representative at the SSBA Annual General Meeting in December 2024.
- Pryor | Carried |
| 2024-11-05 – 4017 | That the Board receive and file the tender report as presented.
- Boyle | Carried |
| 2024-11-05 – 4018 | That the Board approve Peacock, Central, and Riverview's Grade 9-12 Wrestling trip to Lethbridge, Alberta on November 28-29, 2024.
- Hagan | Carried |
| 2024-11-05 – 4019 | That the Board adopt Board Policy 1 updated November 5, 2024.
- Jukes | Carried |

2024-11-05 – 4020 That the meeting be adjourned at 1:52 pm.
- Froese

Carried

G. Wilson
Chairperson

R. Purdy
Superintendent of Business

Organizational & Special Board Meetings:

Tuesday, November 26, 2024 at 10:30 am
Prairie South School Division, Moose Jaw

Next Regular Board Meeting:

TBD
Prairie South School Division, Moose Jaw

DRAFT

MINUTES OF THE ORGANIZATIONAL MEETING OF THE PRAIRIE SOUTH SCHOOL DIVISION NO. 210 BOARD OF EDUCATION held at the Central Office, 1075 9th Avenue North West, Moose Jaw, Saskatchewan on November 26, 2023 at 10:30 a.m.

Attendance:

Mr. R. Bachmann; Mr. P. Boyle; Mr. J. Bumbac; Dr. S. Davidson; Mr. B. Hagan; Ms. J. Jukes; Ms. T. McLeod; Ms. D. Pryor; Ms. G. Wilson; Mr. L. Young; D. Huschi, Superintendent of School Operations; D. Swanson, Superintendent of School Operations; J. Prokopetz, Superintendent of School Operations; A. Johnson, Superintendent of Human Resources; R. Boughen, Director of Education; R. Purdy, Superintendent of Business; H. Boese, Director Assistant

Regrets:

A. Olson, Superintendent of Learning

1. Ryan Boughen, Director of Education took the chair and called the meeting to order at 10:33 a.m.

2. All trustees completed their Declarations of Office.

2024-11-26 – 4021 That the Board adopt the Organizational Meeting Agenda as presented. Carried
- Jukes

3. Ryan Boughen called for nominations for Board Chair.

3.1. Giselle Wilson was nominated as Board Chair by Brett Hagan.

2024-11-26 – 4022 That nominations for Board Chair cease. Carried
- Boyle

3.2. Ryan Boughen declared Giselle Wilson as Board Chair by acclamation

4. Giselle Wilson took the Chair and called for nominations for Vice-Chair.

4.1. Darcy Pryor was nominated as Vice-Chair by Mary Jukes.

2024-11-26 – 4023 That nominations for Board Vice-Chair cease. Carried
- Bumbac

4.2. Giselle Wilson declared Darcy Pryor as Vice-Chair by acclamation.

Motions:

2024-11-26 – 4024 That the Board confirm the amended schedule of meetings for the remainder of the 2024-2025 school year. Carried
- Bachmann

2024-11-26 – 4025 That for the 2024-2025 fiscal year, trustee remuneration for attendance at Board Meetings and performance of all duties and activities within the School Division shall be: Carried

- Member: \$1,474.08 per month
- Vice-Chair: \$1,556.08 per month
- Chair: \$1,638.00 per month

- Bumbac

- 2024-11-26 – 4026 That for the 2024-2025 fiscal year, any trustee may miss up to 4 (four) half days from regular Board Meetings or Committee of the Whole Planning Meetings yearly without adjustment to remuneration. Missed meetings in excess of 4 (four) half days shall result in a reduction in remuneration of \$150 for every half day meeting missed thereafter, whether a Board Meeting or a Committee of the Whole Planning Meeting, with the exception of meetings that are rescheduled after the Board approval of the yearly continuous agenda.
- Pryor Carried
- 2024-11-26 – 4027 That for the 2024-2025 fiscal year, trustee remuneration for attendance at out-of-division functions, meetings and other activities not directly Prairie South Schools meetings, whether attended in person or virtually, shall be \$30/hour up to a maximum per day rate listed as follows:
 - Member: \$200 per day,
 - Vice-Chair: \$225 per day,
 - Chair: \$250 per day,
with a minimum charge of one hour for any meeting attended, unless already compensated by another organization.
- Davidson Carried
- 2024-11-26 – 4028 That for the 2024-2025 fiscal year, trustee remuneration for travel time shall be set at \$0.30 per kilometre.
- Boyle Carried
- 2024-11-26 – 4029 That an annual allowance for trustee professional development be set at \$4500 per trustee and that any unused portion may be carried forward to a maximum carry forward balance of one year's allocation. The funds are to be distributed to cover all trustee professional development activity expenses, as approved by the Board, with the exception of Public Section Executive meetings, Saskatchewan High School Athletic Association (SHSAA) meetings, Saskatchewan School Boards Association Fall Assembly and AGM, and Board Chairs' Council meetings. Mileage and travel costs will be calculated on the assumption that trustees depart from Moose Jaw or nearer.
- Bachmann Carried
- 2024-11-26 – 4030 That effective December 1, 2024 and for the remainder of the 2024-2025 fiscal year, the mileage expense rate be set at \$0.53 per kilometre.
- Boyle Carried

- 2024-11-26 – 4031 That effective December 1, 2024 and for the remainder of the 2024-2025 fiscal year, the meal reimbursement expense rate be set at: Carried
- Breakfast: \$16
 - Lunch: \$23
 - Supper: \$31
- Boyle
- 2024-11-26 – 4032 That for the 2024-2025 fiscal year, the parking expense rate be set at: Carried
- Daily: \$5 without receipt or actual reasonable costs with receipt.
- Hagan
- 2024-11-26 – 4033 That for the 2024-2025 fiscal year, the accommodation expense rate be set at: Carried
- Actual reasonable costs supported by receipts or \$35 per night in a private residence outside of home location (no receipt required).
- Bachmann
- 2024-11-26 – 4034 That the Board direct the management of communications as follows: the Board Chair communicates on behalf of the Board with the media and public on governance issues and the Director of Education communicates on behalf of the Board with the media and public on administrative issues. Carried
- Jukes
- 2024-11-26 – 4035 That for the 2024-2025 school year the cheque signing authorities for the Board of Education be one of the Board Chair or Board Vice-Chair and one of the Superintendent of Business or the Director of Education. Carried
- Boyle
- 2024-11-26 – 4036 That the Board extend the prior borrowing resolution motion, which is attached, for another year. Carried
- Bumbac
- 2024-11-26 – 4037 That the meeting be adjourned at 11:03 am. Carried
- Boyle

G. Wilson
Chairperson

R. Purdy
Superintendent of Business

MINUTES OF THE SPECIAL BOARD MEETING OF THE PRAIRIE SOUTH SCHOOL DIVISION NO. 210 BOARD OF EDUCATION held at the Central Office, 1075 9th Avenue North West, Moose Jaw, Saskatchewan on November 26, 2024 immediately following the Organizational Board Meeting at 10:30 am.

Attendance:

Mr. R. Bachmann; Mr. P. Boyle; Mr. J. Bumbac; Dr. S. Davidson; Mr. B. Hagan; Ms. J. Jukes; Ms. T. McLeod; Ms. D. Pryor; Ms. G. Wilson; Mr. L. Young; D. Huschi, Superintendent of School Operations; D. Swanson, Superintendent of School Operations; J. Prokopetz, Superintendent of School Operations; A. Johnson, Superintendent of Human Resources; R. Boughen, Director of Education; R. Purdy, Superintendent of Business; H. Boese, Director Assistant

Regrets:

A. Olson, Superintendent of Learning

Presentations/Delegations:

Christie DiPaola, MNP LLP

Motions:

- 2024-11-26 – 4038 That the meeting be called to order at 11:04 am. Carried
- Wilson
- 2024-11-26 – 4039 That the Board adopt the agenda as presented. Carried
- Pryor
- Audited Financial Statements presented by Ron Purdy.
Christie DiPaola, MNP LLP presented the Audit Findings.
- 2024-11-26 – 4040 That the Board go into closed session at 11:44 am. Carried
- Davidson
- Christie DiPaola, MNP LLP met with the trustees only.
Patrick Boyle left the meeting at 12:07 pm.
- 2024-11-26 – 4041 That the Board reconvene in open session at 12:08 pm. Carried
- Hagan
- Annual Report presented by Ryan Boughen, Derrick Huschi, Dustin Swanson, Jennifer Prokopetz, and Amy Johnson.
- 2024-11-26 – 4042 That the Board accept the 2023-2024 Annual Report as Carried
presented, including the audited financial statements and the
\$40,357 restriction for future capital, and direct administration
to complete final editing as necessary and to submit the report
in accordance with Ministry guidelines.
- Davidson
- 2024-11-26 – 4043 That the meeting be adjourned at 12:39 pm. Carried
- Pryor

G. Wilson
Chairperson

R. Purdy
Superintendent of Business

Next Regular Board Meeting: December 10, 2024 – Prairie South Central Office, Moose Jaw

AGENDA ITEM

Meeting Date:	December 10, 2024	Agenda Item #:	5.1
Topic:	Facilities Accountability Report 2023-2024		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background:	The Board's Annual work plan calls for the Board to receive the Facilities Accountability Report annually in December.
Current Status:	The 2023-2024 Facilities Accountability Report is attached and was presented to the Business, Infrastructure and Governance Board Sub-Committee prior to this Board Meeting today.
Pros:	
Cons:	
Financial Implications:	
Governance/Policy Implications:	Ongoing review of accountability reports is an opportunity for the Board to learn about and confirm direction of administration in a variety of areas.
Legal Implications:	
Communications:	

Prepared By:	Date:	Attachments:
Darren Baiton	November 28, 2024	<ul style="list-style-type: none"> • 2023-2024 Facilities Accountability Report

Recommendation:

That the Board receive and file the 2023-2024 Facilities Accountability Report.

2023-2024 Facilities Accountability Report

December 2024



Coteau Hills Elementary



WE ARE ALL TREATY PEOPLE
Prairie South Schools

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Introduction

The efficient and effective management of school division facilities continues to be a factor in student achievement, as these facilities provide the infrastructure for a positive learning environment. Additionally, careful maintenance and repair of division facilities is a significant fiscal management strategy that will allow for continued focus on student learning in future years. During 2023-2024 year, Facilities staff strived to maintain excellent levels of service in the following areas:

- Operations and Facility Organization
- Custodial and Maintenance Operations
- Health & Safety/Security
- Infrastructure Projects
- Energy Management

The Facilities Department utilizes efficient processes create and maintain efficiencies throughout all operational areas.

Operations and Facility Organization

Department Structure

The Facility Manager is responsible for the coordination of staffing; planning and monitoring of facility budget; prioritization of projects; monitoring of building conditions; overseeing of rental agreements; staff training; Asset Planner Management; safety code compliance and building security; Preventative Maintenance Renewal (PMR), Joint Use School Management; and department administration.

The Facilities Supervisor is responsible for maintenance and operation of schools, grounds, and additional buildings; Asset Planner service request coordination; boiler automation; playground inspections; fleet management; and building / classroom moves, upholding OH&S standards and code compliance in the workplace.

The Facilities Assistant supports invoice coding, Atrieve entries, Connect records, key distribution, alarm code distribution, community rentals, training records, PMR filing, and coordination of shipping and receiving, various administrative duties as required.

The Facilities Department collaborates indirectly with school-based administrators to effectively monitor and maintain a level of cleanliness across the system for staff and students in accordance with Public Health guidelines and Prairie South Administrative Procedures.



Facilities include school buildings as listed below as well as a variety of additional smaller buildings, one teacherage, building grounds, playgrounds, parking lots, and sports facilities. Our two oldest schools Empire and Central Collegiate are 115 years old, and the newest was in its first year of operation in 2016-2017; the average age of our schools is 68 years. Average space utilization in Prairie South Schools is 59%; fourteen schools in the division are operating at less than 50% capacity and two schools are operating at over 100% capacity.

Utilization is based on a formula that uses current K-12 enrolment and a school capacity number. In schools where the Ministry funds Prekindergarten programming, as in past years those students were included in the utilization formula however the current formula does not consider Prairie South funded Prekindergarten programs, resulting in lower utilization rates in several schools.

Prairie South SD - 2023 School Capacity and Utilization Rates (based on Sept. 30 enrollments)

School Name	School Type	2023 Enrolment (FTE)	2023 Capacity (FTE)	2023 Utilization
Albert E. Peacock Collegiate	9-12	710	1022	69%
Assiniboia Composite High School	9-12	163	474	34%
Assiniboia Elementary School	5-8	179	266	67%
Assiniboia Seventh Avenue School	PreK-4	167	193	87%
Avonlea School	K-12	134	194	69%
Bengough School *	K-12	100	204	49%
Caronport Elementary School	K-8	190	196	97%
Central Butte School	K-12	144	312	46%
Central Collegiate	9-12	615	642	96%
Chaplin School *	K-12	36	158	23%
Coronach School	K-12	179	370	48%
Craik School *	K-12	60	244	25%
École Gravelbourg School	K-12	229	259	88%
Empire School	PreK-8	123	375	33%
Eyebrow School	K-12	35	149	23%
Glentworth Central School	K-12	71	178	40%
Kincaid Central School	K-12	100	180	55%
King George School	PreK-8	385	359	107%
Lafleche Central School	K-12	99	137	72%
Lindale School	K-8	274	355	77%
Mankota School	K-12	41	195	21%
Mortlach School	K-12	70	234	30%
Mossbank School	K-12	122	261	47%
Palliser Heights School	K-8	574	684	84%
Prince Arthur Community School	PreK-8	183	352	52%
Riverview Collegiate Institute**	9-12	114	522	22%
Rockglen School	K-12	126	274	46%
Rouleau School	K-12	120	167	72%
Sunningdale School	K-8	432	408	106%
Westmount School	PreK-8	346	448	77%
William Grayson School	PreK-8	156	227	69%

*Ministry designated Small School of Necessity

Facility Unfunded Space 2021-2022	Number of Outbuildings
9 th Avenue Facilities Office	6
9 th Avenue Office	1
Guthridge Field	5
John Chisholm	1
Lindale Warehouse	3
Moose Jaw Transportation Facility	3
Mankota Teacherage	Sold
Assiniboia Transportation Facility	
Gravelbourg Facilities Office	2

Fleet/Equipment

For efficiency purposes, some equipment is shared in multiple locations within the school division. Examples include lifts, skid steer and V-blade attachment, grounds equipment, trailers, portable heater, and dump trailer.

Asset	Primary Location	Unit Year
Tool Cat	9 th Avenue Facilities Office	2019
Skid Steer	9 th Avenue Facilities Office	2024
1901 Cube Van	9 th Avenue Facilities Office	2019
1801 Cube Truck	9 th Avenue Facilities Office	2018
1520 Cube Van	Gravelbourg Facilities Office	2015
1311- Cube Truck	Gravelbourg Facilities Office	2013
1201- Cube Van	Gravelbourg Facilities Office	2012
1202- Cube truck	9 th Avenue Facilities Office	2012
1203- 1/2 Ton Truck	9 th Avenue Facilities Office	2012
1204- Cube Truck	9 th Avenue Facilities Office	2012
1110- Cube Van (Mini)	9 th Avenue Facilities Office	2011
1120- 3/4 Ton Truck	9 th Avenue Facilities Office	2011
1121 Cube Truck	Gravelbourg Facilities Office	2011
0946- Cube Truck	9 th Avenue Facilities Office	2009
0820- 3/4 Ton Truck	Gravelbourg Facilities Office	2008
0821- Cube Truck	9 th Avenue Facilities Office	2008
0603- 3/4 Ton Truck	9 th Avenue Facilities Office	2006
Lift Genie	9 th Avenue Facilities Office	2015
Lift Boom	9 th Avenue Facilities Office	2014
Lift Bucket	Gravelbourg Facilities Office	2013
Lift Scissor South Maintennace	Gravelbourg Facilities	2006
0501- Dump Truck	9 th Avenue Facilities Office	2005
0511- 1 Ton Sanding Truck	9 th Avenue Facilities Office	2005
0402- Cube Truck	9 th Avenue Facilities Office	2004
Mowers/Tractors/Trailers/Sanders	All Zones	

Facilities Management

Asset Planner, our facility management software, is a web-based planning tool that helps us better understand the physical condition of our buildings and make informed decisions about capital expenditures. Asset Planner continues to be a useful tool for both the division and Ministry, with different modules currently being used to support PMR funding, management, and operational efficiencies. Asset Planner provides accurate data related to service requests for operational decision making. The Asset Planner mobile app allows for real-time data entry from all Prairie South sites for facilities administration and maintenance staff. The asset inventory tracking module assists in identifying needs for preventative maintenance on building and facility equipment and depreciation. Ministry is in the process of updating Prairie South building elements for auditing.

Strategic facilities planning allows projects to be in the queue in a logical sequence that provides effective service to schools, efficient allocation of resources, and high-quality workmanship through a variety of methods including bundling of service requests and work blitz strategies.

Accessibility and Learning Support Infrastructure

Facility	Elevator	Vertical Lift (stage)	Stair Lift	Auto Door Openers	Accessible Parking	Accessible Washrooms	Ceiling Track System
9th Office	no	n/a	partial	yes	yes	yes	n/a
A.E. Peacock	yes	yes	yes	yes	yes	yes	n/a
Assiniboia 7th	n/a	no	n/a	yes	yes	no	n/a
Assiniboia Elem	n/a	no	no	no	yes	yes	n/a
Assiniboia High	n/a	no	n/a	yes	yes	yes	n/a
Avonlea	n/a	n/a	n/a	Yes	yes	yes	n/a
Bengough	no	no	no	No	yes	yes	n/a
Caronport	n/a	yes	yes	Yes	yes	no	n/a
Central Butte	n/a	no	n/a	Yes	no	yes	n/a
Central Collegiate	yes	yes	n/a	Yes	yes	yes	n/a
Chaplin	n/a	no	n/a	No	yes	yes	n/a
Coronach	n/a	no	n/a	Yes	yes	yes	n/a
Craik	n/a	no	n/a	Yes	yes	yes	n/a
Gravelbourg	yes	no	n/a	yes	yes	yes	n/a
Empire	no	no	no	yes	yes	yes	n/a
Eyebrow	n/a	no	no	yes	yes	yes	yes
Glentworth	n/a	no	n/a	no	yes	yes	n/a
Kincaid	n/a	no	n/a	no	no	yes	n/a
King George	yes	n/a	n/a	yes	yes	yes	yes
Lafleche	n/a	no	n/a	no	yes	yes	n/a
Lindale	n/a	no	n/a	no	yes	no	n/a
Mankota	n/a	no	n/a	no	no	no	n/a
Mortlach	n/a	no	n/a	yes	yes	yes	n/a
Mossbank	n/a	no	n/a	no	no	yes	n/a
Palliser Heights	yes	no	yes	yes	yes	yes	yes
Prince Arthur	yes	no	n/a	yes	yes	yes	n/a
Riverview	yes	yes	n/a	yes	yes	yes	yes
Rockglen	n/a	no	n/a	yes	no	yes	n/a
Rouleau	n/a	no	no	yes	yes	yes	n/a
Sunningdale	n/a	no	no	no	yes	yes	n/a
Westmount	no	yes	yes	no	yes	yes	n/a
William Grayson	yes	on	no	yes	yes	yes	n/a

Facility Technology-Supported Custodial and Maintenance Operations

Cell phones for maintenance staff allow real-time communication for Facetime, Microsoft Teams, email, text, GPS, and other communication reducing travel time and offering a faster and more effective response to facilities issues. Examples include boiler maintenance and safety inspections, RTU and mechanical preventative maintenance logs, filter replacement tracking, mechanical and HVAC troubleshooting, safety, security and emergency response systems, asset information, and playground inspections. Staff training is provided in mobile device use and safety guidelines.

Atrieve Absence Management System allows facility manpower to be efficiently utilized.

Technology continues to provide efficiencies in the following areas:

- Asset Planner Management
- Technical Safety Authority electronic documentation
- daily service request operations
- checklists for a variety of tasks and preventative maintenance
- live Facetime/Teams/Zoom communication to reduce travel time and costs
- utilization of live photos and videos for troubleshooting and ordering processes
- data retrieval
- weekly playground checks
- standardization of green cleaning products throughout the division
- electronic fleet safety logs and data entry
- grounds equipment logs and scheduled asset preventative maintenance processes
- targeted distribution of new and aging equipment using asset tracking and depreciation calculations

Annual Roof Assessments

Preventative roof inspections and warranty inspections are done annually on 1/3 of our facility roofs and repairs are completed to reduce future damage. Our buildings combined make up a million square feet of roofing. The following roof assessments were completed in 2023-2024

Assiniboia Composite High	Glentworth School	Mankota School
Assiniboia Elementary	Kincaid Central School	Mossbank School
Assiniboia 7 th Avenue	Lafleche Central School	Prince Arthur School
Assiniboia Office	Lindale School	Rockglen School

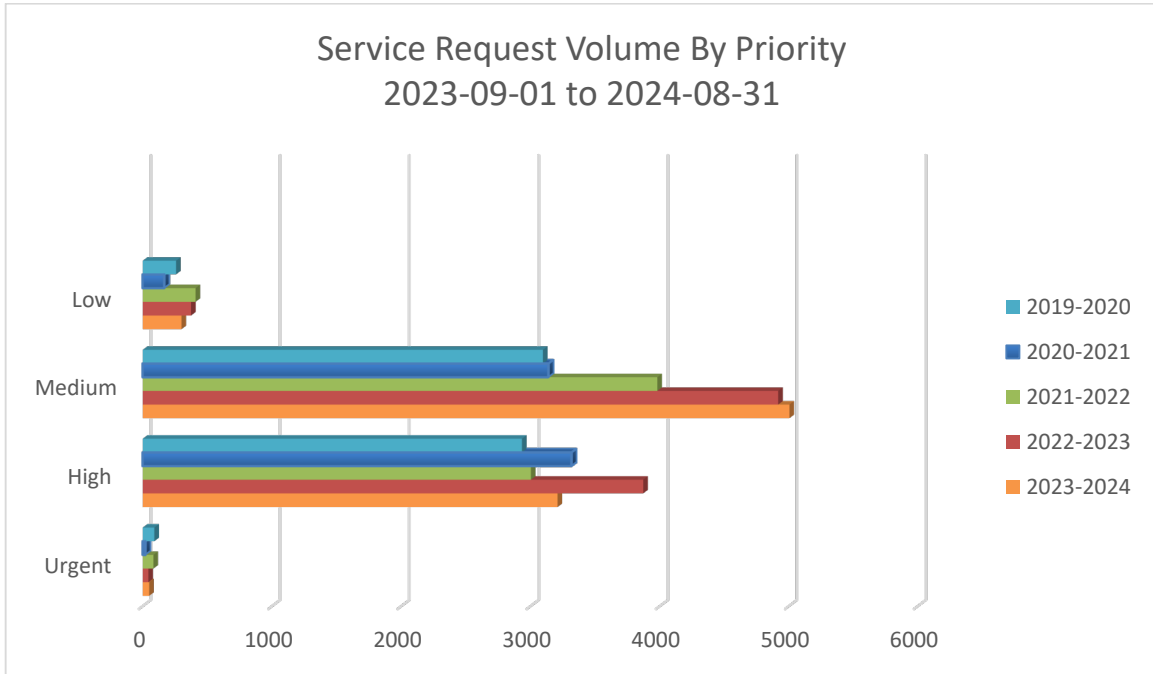
Inspections

Several types of inspections are completed annually at all our schools and buildings. Inspections are completed both in house and contracted out to local business. The following inspection types were completed in 2023-2024.

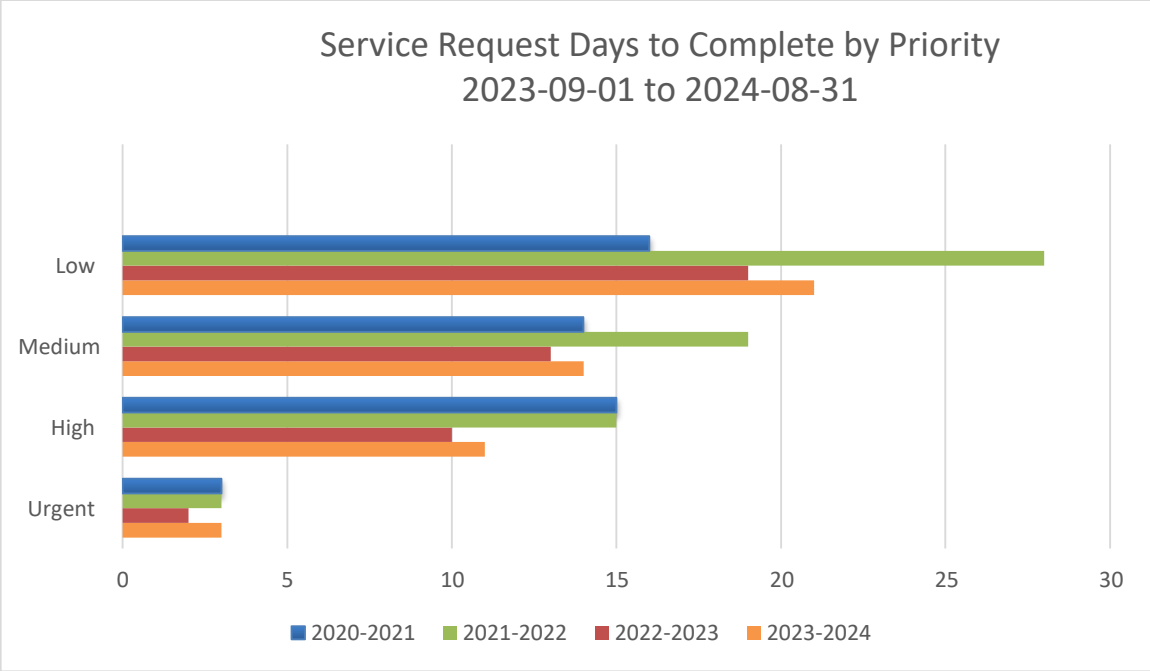
Annual Sprinkler Inspections	Filter Inspections	Playground Inspection
Asbestos Inspections	Fire, Security Annual Inspections	Sump Pumps
Crawl Space	Gym Inspections*	Roof Inspections
Elevator Inspections	HVAC Inspections	Water Heaters
Emergency Lighting	Lift Inspections	

* Gym Inspections for repairs on a priority basis.

Service Request Volume by Priority



Year	Urgent Call first, submit service request	High Affects daily routine	Medium Standard Maintenance	Low Cosmetic	Total
2023-2024	50	3209	5005	300	8565
2022-2023	44	3872	4918	374	9209
2021-2022	83	3003	3981	409	7477
2020-2021	121	3317	3139	167	6745
2019-2020	90	2934	3096	258	6379



Days to Complete by Priority

Year	Urgent Call first, submit service request	High Affects daily routine	Medium Standard Maintenance	Low Cosmetic
2023-2024	3	11	14	21
2022-2023	2	10	13	19
2021-2022	3	15	19	28
2020-2021	3	15	14	16
2019-2020	2	15	16	27

Maintenance Ticket History

Year	Submitted	Closed	Pending	Work in Progress	Denied/ Duplicate	PM Asset Tasks
2023-2024	9728	9244	56	344	84	1833
2022-2023	10467	9857	36	478	96	1748
2021-2022	8620	8207	48	267	98	2005
2020-2021	8247	7472	123	572	80	1941
2019-2020	7341	6681	35	559	63	1849

Health & Safety/Security

The Facilities Department strives to send all staff home safe every day. Facilities ensures staff are given the opportunity to increase their knowledge in safe work practices and professional development opportunities as they become available. Multiple training platforms are used to achieve learning, including but not limited to Saskatchewan Construction Safety Association Online and Instructor Led Training, and Canadian Playground Safety Institute.

Facility Training Modules		
Scaffolds	Confined Space	Power Mobile Equipment
Skid Steer	Respirator	Mould Training
WHMIS	Fall Protection	Playground Inspection
Boom lift	Scissor lift	Asbestos Awareness

- Fire extinguishers and sprinklers are inspected annually by an external vendor in bulk with security systems to reduce costs of travel in rural areas. All annual fire inspections were completed in 2023-2024. As past practice, Moose Jaw fire hoses are capped to reduce hose replacement and inspection costs.
- Monthly safety/toolbox meetings are held, and documentation is filed in Connect.
- Safety stations are in the shop and maintenance fleet is supplied with first aid kits and fire extinguishers.
- GPS locator app monitors staff location for safety and efficiency.
- Air, chlorine, and water quality inspections are performed as required. Some rural locations receive more regular inspections due to unique circumstances.
- Electronic or manual entries and site boiler inspections at all facilities are completed. (Daily Asset Planner entries for Technical Safety Authority log).

School Defibrillator Locations		
9 th Avenue Office	Central Collegiate	Eyebrow School
9 th Maintenance Shop/ South Maintenance Shop	Chaplin School	Glentworth School
A.E. Peacock Collegiate	Cornerstone Christian School	King George School
Assiniboia Composite High	Coronach School	Lindale School
Assiniboia Elementary	Craik School	Mankota School
Bengough School	École Gravelbourg School	Mossbank
Caronport Elementary School	École Palliser Heights School	Riverview Collegiate
Central Butte School	Empire School	Sunningdale School
		Westmount School

Network Infrastructure

Network Bandwidth	
Assiniboia Services Office – 10 Mbit	Belle Plaine Colony – 100 Mbit
Mankota Central School – 100 Mbit	Assiniboia Elementary School – 100 Mbit
Avonlea School – 100 Mbit	Bengough School – 100 Mbit
Caronport Elementary School – 100 Mbit	Central Butte School – 100 Mbit
Chaplin School – 100 Mbit	Coronach School – 100 Mbit
Craik School – 100 Mbit	Eyebrow School – 100 Mbit
Glentworth Central School – 100 Mbit	Kincaid Central School – 100 Mbit
Lafleche Central School – 100 Mbit	Mortlach School – 100 Mbit
Mossbank School – 100 Mbit	Rockglen School – 100 Mbit
Rouleau School – 100 Mbit	Assiniboia 7th Avenue School – 100 Mbit
Assiniboia Composite High School – 100 Mbit	Ecole Gravelbourg School – 200 Mbit
Ecole Palliser Heights School – 100 Mbit	Empire School – 100 Mbit
King George School – 100 Mbit	Lindale School – 100 Mbit
Moose Jaw (Paul Drive) Bus Shop – 100 Mbit	Prince Arthur Community School – 100 Mbit
Sunningdale School – 100 Mbit	Westmount School – 100 Mbit
William Grayson School – 100 Mbit	Central Collegiate Institute – 1 Gbit
Peacock Collegiate Institute – 1 Gbit	Riverview Collegiate Institute – 1 Gbit

9th Avenue Division Office (Core Network)

- ✓ 2 Gbit CNET connection to service all inbound and outbound internet traffic for every location in the division (huge upgrade to double the speed in 22-23)
- ✓ 1 Gbit LANSPAN connection that connects all urban (Moose Jaw) schools to the 9th Avenue core network
- ✓ 300 Mbit SaskTel InfiNet SIP trunk into our core (core VoIP system)
- ✓ 600 Mbit Infinite connection servicing BYOD Student wireless traffic for all schools in the division

Network Switches / Routers	
Cisco Catalyst 9300	50
Cisco Catalyst 2960x	105
Cisco Catalyst 3650	1
Cisco Catalyst 9200L	31
Unifi Edge switch (IP Camera switches)	17
HP 5700 iSCSI (core server switches)	1
Aruba 8360 (DR Server network switch)	1

Aruba 8320 iSCI (core server network switches)	2
Palo Alto 3020 firewalls (high availability, core network firewall)	2
Aruba 8320 iSCI (Disaster Recovery site firewall)	1
Cisco 2911 and Cisco 2921 CME (VoIP) routers in various locations	19
Cisco ASA (DR firewall)	1

There are currently 237 network switches and routers total dispersed across 39 geographically separate locations in our environment

Wireless Access Points	
Ruckus R610 access points	203
Ruckus R710 access points	157
Ruckus R750	82
Ubiquiti NanoBeam 5AC Gen2 access points	2
Ruckus SZ124 wireless controllers (HA configuration)	2

There are currently 438 wireless access points total dispersed across 39 geographically separate locations in our environment

IP Cameras	
Hikvision security cameras	142
91 Unifi security cameras	156

There are currently 298 IP security / surveillance cameras dispersed across 16 geographically separate locations in our environment

Phone Systems	
Nortel VOIP BCM	4
Cisco 29xx Series	18
Cisco 43x Series	3
Cisco 83xx Series	2

Infrastructure Processes

- ✓ Capital assets and budgets are closely monitored to ensure the budget is being used effectively and efficiently to minimize costs
- ✓ Update 3-year Preventative Maintenance Renewal plan
- ✓ Develop and submit Ministry Major Capital Plan annually
- ✓ Coordinate in-house work with skilled labour to reduce dependency on external contractors and complete projects in an efficient manner
- ✓ Completed planned infrastructure projects
- ✓ Accelerated pace of PMR backlog remediation

Infrastructure Projects			
School	Project	Details	2023-24 Cost
Assiniboia 7th	IT	Security Cameras	29,831
Assiniboia Elementary	Grounds	Track Upgrade	10,973
Avonlea	HVAC	Building Management Controls Upgrade	3,577
Avonlea	Renovation	Crawl Space (Pile Repairs)	417
Avonlea	Grounds	Grounds Project (outdoor classroom)	8,452
Bengough	Renovation	Change Room Upgrade	190
Bengough	IT	Security Camera System	10,657
Caronport Elementary	HVAC	Building Management System Automation	105,160
Central	HVAC	Boiler (Insurance)	484,355
Central	IT	Security Cameras	710
Central Butte	HVAC	Controls Upgrade	7,906
Central Butte	IT	Security Camera System	31,739
Chaplin	IT	Security Camera	28,154
Chaplin	HVAC	Building Management System Automation	71,691
Coronach	Renovation	Accessibility Upgrade washroom	197,543
Coronach	IT	Security Camera System	29,042
Coronach	Renovation	Gym Floor	24,319
Ecole Gravelbourg	Grounds	Asphalt Upgrade - Playground Flat servicing	274,518
Glentworth	Grounds	Gazebo	8,302
Guthridge	HVAC	Roof and RTU Replacement	2,814
Coteau Hills	New Build	New School Construction	13,488,968
Coteau Hills	Grounds	New Roads for School	3,365,978
King George	Grounds	Tipi	14,982
Lafleche	Grounds	Concrete Replacement	152
Lindale	HVAC	Building Management Upgrades	3,960
Lindale	HVAC	Roof	10,728
Mortlach	HVAC	Gym RTU Replacements	34,035

Mortlach	Renovation	Home Ec Lab Upgrade	2,258
Mortlach	HVAC	Building Management System Automation	126,023
Mossbank	Renovation	Washroom/Change room Upgrade	1,273
Office - 9th Ave	Grounds	Concrete/Step Replacement	1,579
Office - Transportation	Grounds	Parking Lot - Paved (section 1 & 2)	82,563
Palliser Heights	Grounds	Concrete Parking Lot	1,815
Palliser Heights	HVAC	Boiler Replacement	54,214
Palliser Heights	HVAC	Boiler	113,872
Peacock	Grounds	Concrete Sidewalks (west)	269
Peacock	Renovation	Gym Floor (Logo Change)	62,915
Riverview	Renovation	Change Room Upgrade - Showerroom	76
Rockglen	HVAC	HVAC (Ventilation)	874,859
Rouleau	HVAC	Controls Upgrade	10,935
Total			19,581,803.66

Energy Management

- Upgraded Automated Building Management systems (BMS) software to provide reduction in consumption as well as enhanced occupant comfort.
- Energy utility data in Asset Planner Energy Module used to manage projects with the goal of reduced consumption within the division.
 - Facility footprint comparisons
 - usage reports
 - comparison reports
 - carbon tax reports
- Upgraded HVAC equipment (variable frequency drive motors, heat recovery wheels) reduce energy costs.
- HVAC automation provides daily savings to the division with temperature setbacks when building zones are unoccupied.
- Additional roof insulation during projects will reduce energy costs.
- Five-year natural gas bulk purchase contract ends in November 2026.
- Goal to share utility information with administration to work in partnership towards a common goal of energy savings.



Completed In House

BLA Building Limited Automation

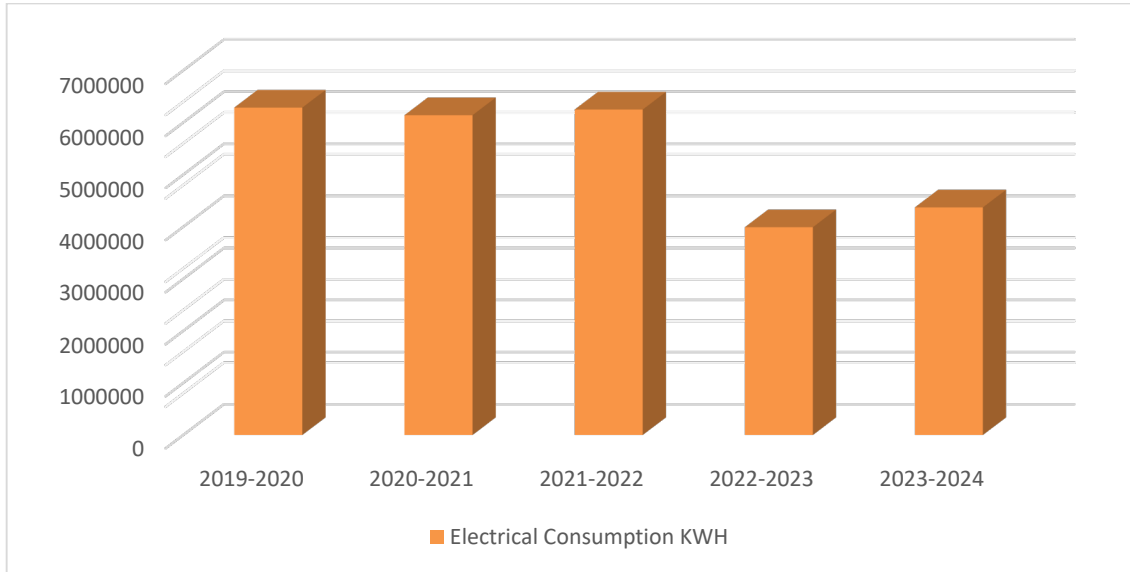
Facility	Zone	Building Management System	Gym Lighting T-5 and LED Retrofits	Exterior LED Lighting Retrofits	Gym LED Tube Retrofit	School LED Tube Retrofit	Project Retrofit
9th Avenue Maintenance Shop	Central	<input checked="" type="checkbox"/>	N/A	<input checked="" type="checkbox"/>	N/A	<input checked="" type="checkbox"/>	N/A
9th Avenue Office	Central	<input checked="" type="checkbox"/>	N/A	<input checked="" type="checkbox"/>	N/A	<input checked="" type="checkbox"/>	N/A
Albert E. Peacock Collegiate	Central	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Assiniboia Composite High	South	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	CAIF	<input checked="" type="checkbox"/>	CAIF 2020
Assiniboia Elementary School	South	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Assiniboia Office	South	<input checked="" type="checkbox"/>	N/A	<input checked="" type="checkbox"/>	N/A		N/A
Assiniboia Seventh Avenue School	South	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	N/A
Avonlea School	North	BLA	<input checked="" type="checkbox"/>				CAIF 2021
Bengough School	South	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		Needs Project
Caronport Elementary School	North	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Central Butte School	North	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	CAIF 2020
Central Collegiate	Central	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	N/A
Chaplin School	North	BLA		In progress	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Coronach School	South	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	CAIF 2021
Craik School	North	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	N/A
Empire School	Central	BLA					
Eyebrow School	Central	BLA					<input checked="" type="checkbox"/>
Glentworth Central School	South	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	N/A
Ecole Gravelbourg High School	South	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Guthridge	Central Field	<input checked="" type="checkbox"/>	N/A	<input checked="" type="checkbox"/>	N/A	N/A	N/A
John Chisholm Alternate School	Central	BLA	N/A	<input checked="" type="checkbox"/>	N/A		
Kincaid Central School	South	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	N/A
King George School	Central	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	N/A
Lafleche Central School	South	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	N/A
Lindale School	Central	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	80%	N/A
Mankota School	South	BLA		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	N/A

Mortlach School	North	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	N/A
Mossbank School	South	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	N/A
Palliser Heights School	Central	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Prince Arthur Community School	Central	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	N/A
Riverview Collegiate Institute	Central	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	N/A
Rockglen School	South	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	N/A
Rouleau School	North	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Sunningdale School	Central	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	N/A
Transportation (Bus) Shop Moose Jaw	Central	<input checked="" type="checkbox"/>	N/A	<input checked="" type="checkbox"/>	N/A	<input checked="" type="checkbox"/>	N/A
Transportation shop Assiniboia	south	<input checked="" type="checkbox"/>	N/A	<input checked="" type="checkbox"/>	N/A	<input checked="" type="checkbox"/>	N/A
Westmount School	Central	BLA					
William Grayson School	Central	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	N/A

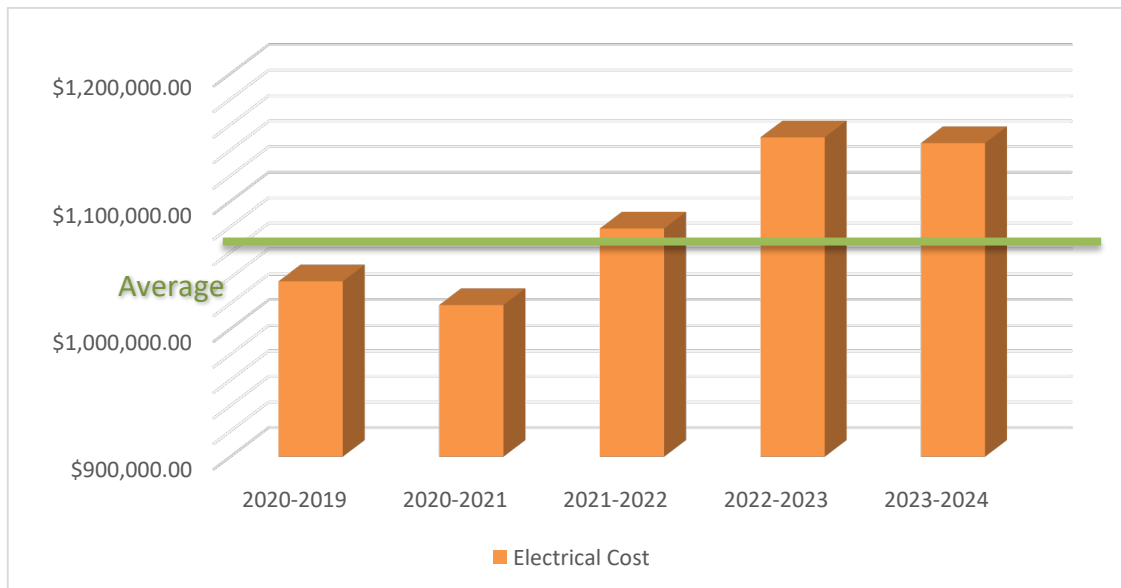
<input checked="" type="checkbox"/>	Completed In House
BLA	Building Limited Automation

Utility Consumption

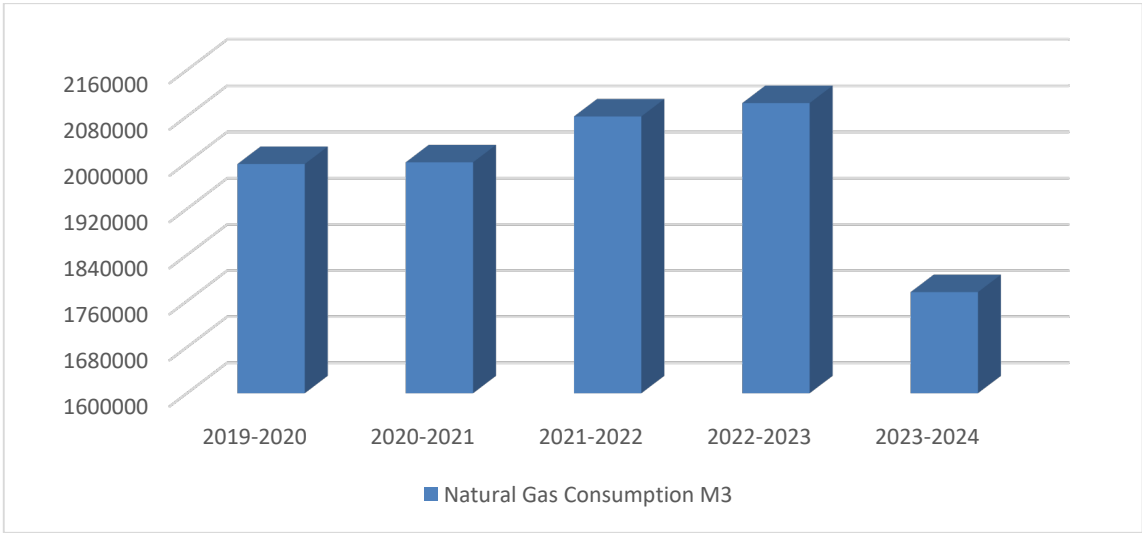
Total Consumption Electrical 2019-10-01 to 2024-09-30



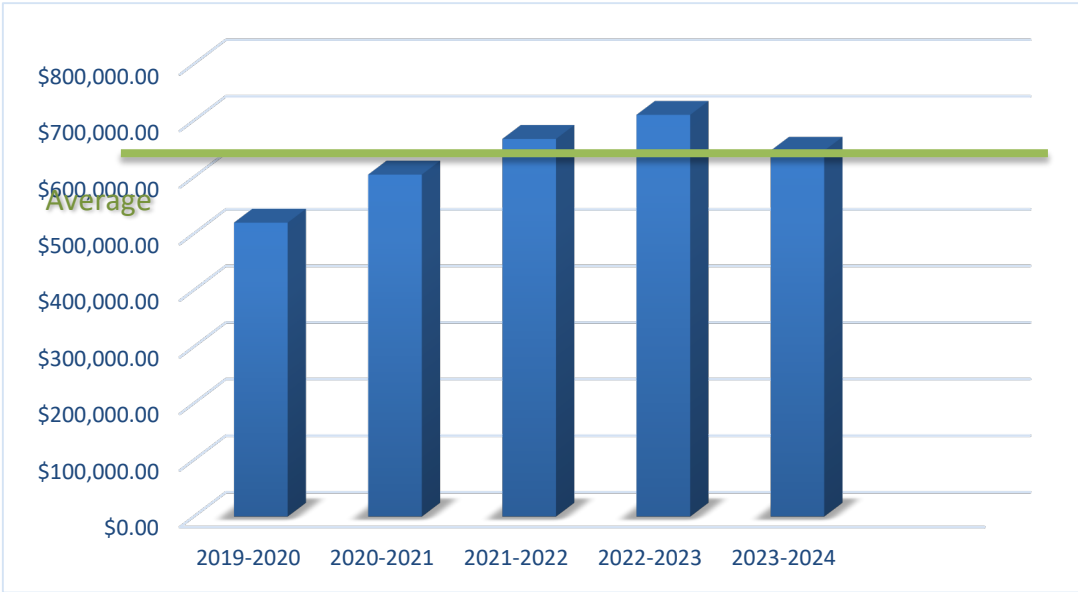
Total Cost Electrical 2019-10-01 to 2024-09-30



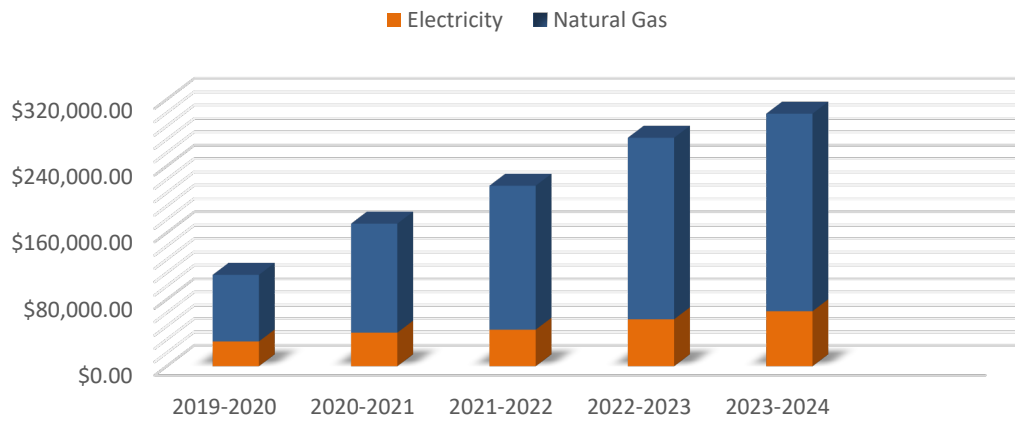
Total Consumption Natural Gas 2019-10-01 to 2024-09-30



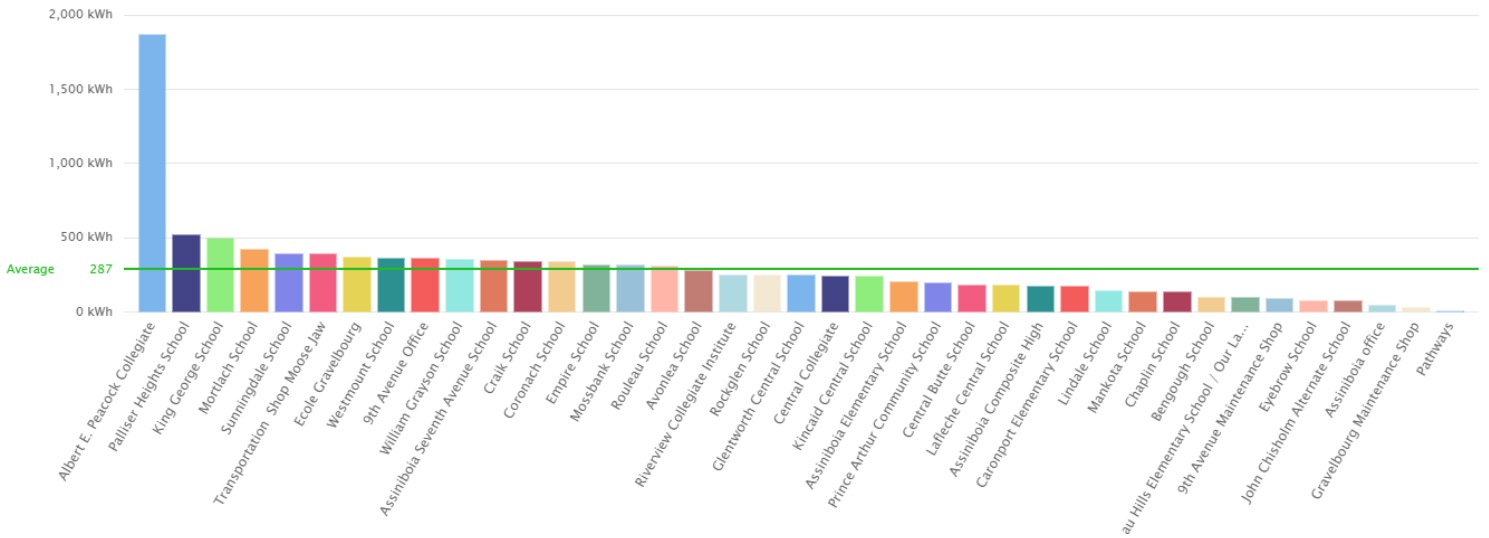
Total Cost Natural Gas 2019-10-01 to 2023-09-30



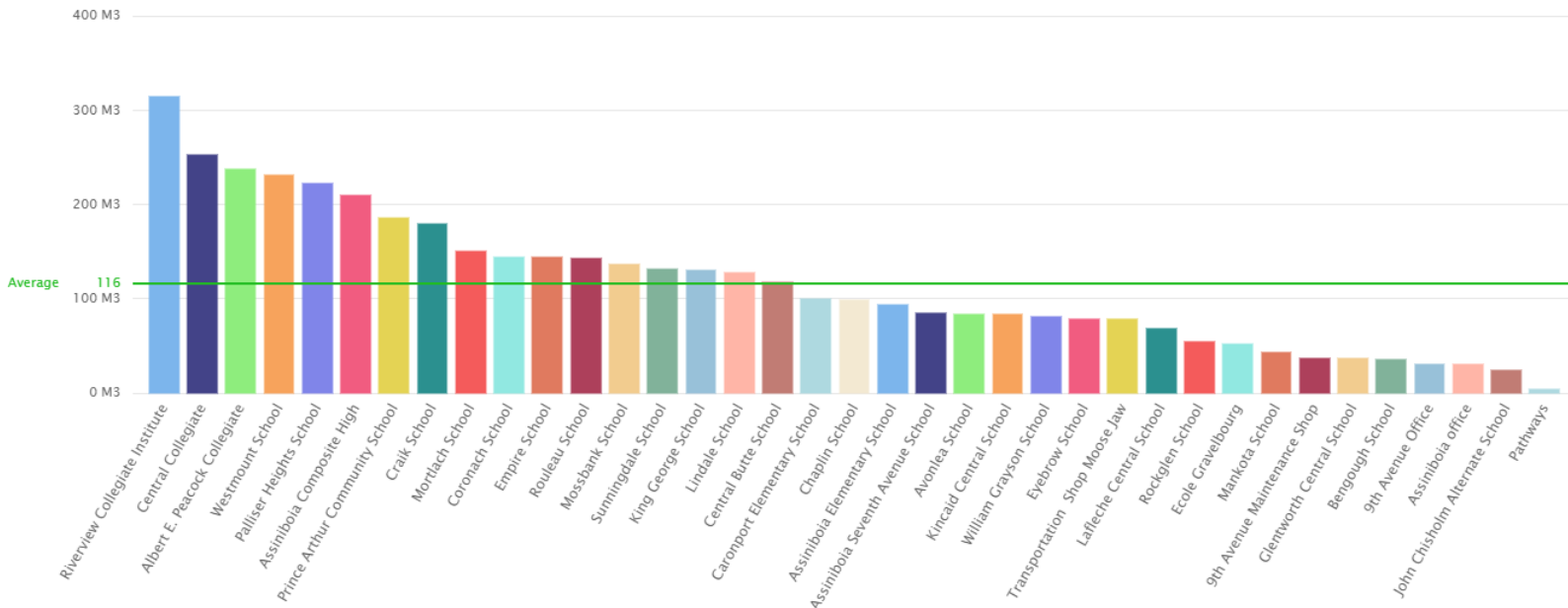
Electrical and Natural Gas Carbon Tax Total Cost Comparison 2019-2024



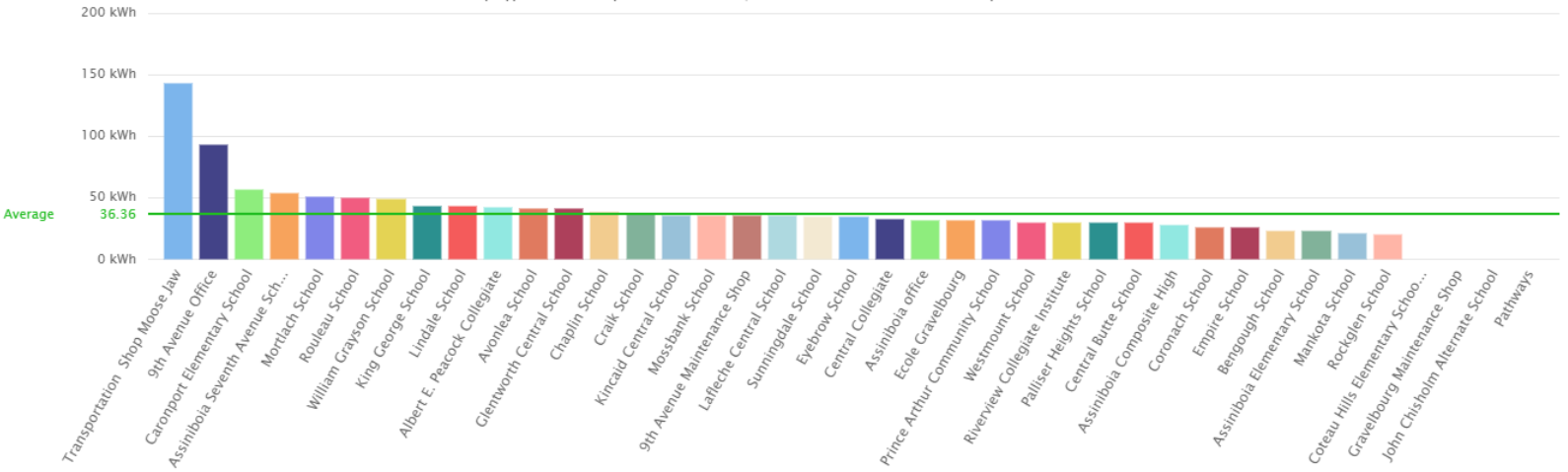
Total Electricity Consumption per Day 2023-09-01 to 2024-08-31



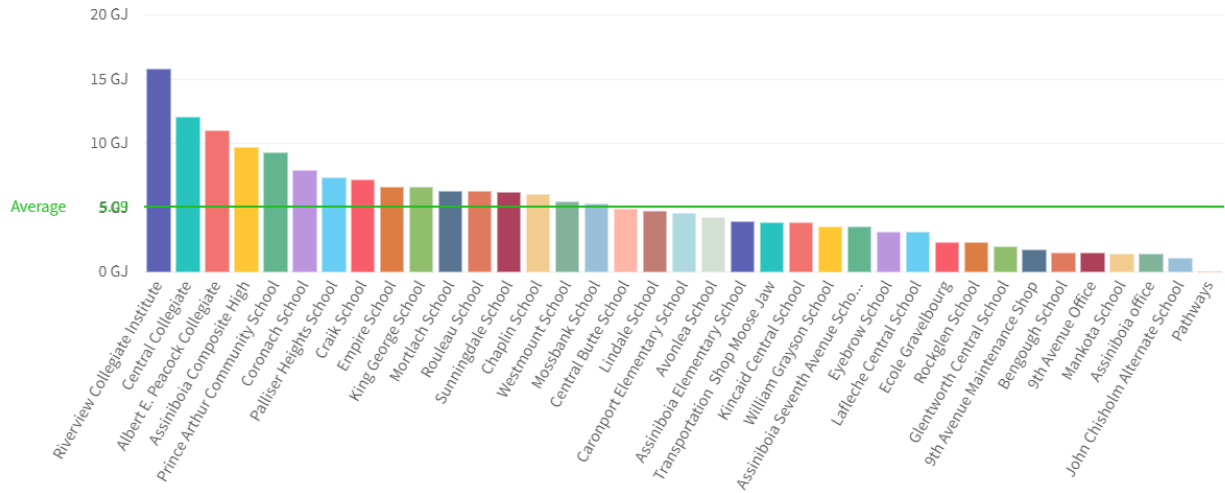
Total Natural Gas Consumption per Day 2023-09-01 to 2024-08-31



Electricity Consumption per Area (Sq. M) 2023-09-01 to 2024-08-31



Natural Gas Consumption per Area (Sq. M) Between 2022-09-01 and 2023-08-31



Administrative Priorities

- Staff absences, scheduling
- Daily prioritization of work between Pathways School, Joint Use School preparations, planned maintenance, Ministry Audits
- Ongoing balance between emergencies and pro-active efficiencies and regular maintenance
- Asset preventative maintenance work continues to increase
- Increased emphasis on staff safety training/reduction of workplace incidents

AGENDA ITEM

Meeting Date:	December 10, 2024	Agenda Item #:	5.2
Topic:	2025-2026 Calendar Parameters		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background:

The Education Act, 1995 in conjunction with collective agreements at the provincial and local level provide guidelines for school calendar development.

In accordance with subsection 4.1 of *The Education Act, 1995*, when Labour Day occurs on or after September 5, the minister may, by order, set a date in September that is earlier than Labour Day as the first instructional day of the year.

Labour Day in September 2025 is on the 1st.

In accordance with *The Education Regulations, 2019* the Ministry reviews board-approved school calendars to ensure they adhere to the prescribed requirements. Board-approved calendars for 2025-2026 are due at the Ministry by May 1, 2025.

A calendar committee will be established in the new year to create calendar options that align with these parameters.

Current Status:

Proposed 2025-2026 school calendar teaching and instructional day parameters are:

- In accordance with *The Education Regulations, 2019* subsection 22, the school year provides at least 950 instructional hours for Grades 1 to 12 and 475 instructional hours for kindergarten.
- Balance between student instructional time threshold of 950 hours and teacher assigned time threshold of 1044 hours. In accordance with Article 16 of the Teachers' Provincial Collective Bargaining Agreement it stipulates teachers' assigned time shall not exceed 1044 hours within the school year.
- In accordance with *The Education Regulations, 2019* subsection 18, the following vacation periods are to be observed:

	<ul style="list-style-type: none"> ○ a Christmas vacation, which is to commence not later than December 23 and end not earlier than January 2 ○ a spring vacation consisting of not more than 5 consecutive school days • 11 non-instructional days include: <ul style="list-style-type: none"> ○ 1.0 school-based organizational day at the start of the year ○ 1.0 division-wide professional learning day at the start of the year ○ 1.0 school improvement day (0.6 LIP & 0.4 LIT) at the start of the year ○ 1.0 teacher prep day at the start of the year ○ 1.0 LIT day throughout the year (5 x 0.2) ○ 4.0 teacher prep days throughout the year (5 x 0.8) ○ 1.6 school-based organizational day at the end of the year ○ 0.4 LIT day at the end of the year
Pros and Cons:	
Financial Implications:	
Governance/Policy Implications:	Authority for the Board to set the yearly calendar is established in Board Policy 2.
Legal Implications:	
Communications:	The calendar will be shared with schools, SCCs, staff, parents, and the public once the calendar has been approved by the Board and Ministry.

Prepared By:	Date:	Attachments:
Ryan Boughen	December 3, 2024	2024-25 School Year Calendars

Recommendation:

That the Board approve the parameters for the 2025-2026 school calendars and direct administration to proceed with calendar development.

2024-2025 School Year Calendar - MOOSE JAW and CARONPORT

FIRST SEMESTER					SECOND SEMESTER				
MON	TUE	WED	THU	FRI	AUGUST 2024				
			1	2					
5	6	7	8	9					
12	13	14	15	16					
19	20	21	22	23					
26	27	28	29	30	TD= 4	BD= 0	ID= 0		
MON	TUE	WED	THU	FRI	SEPTEMBER 2024				
2	3 ¹	4 ²	5 ³	6 ⁴					
9 ⁵	10 ⁶	11 ¹	12 ²	13 ³					
16 ⁴	17 ⁵	18 ⁶	19 ¹	20 ²					
23 ³	24 ⁴	25 ⁵	26 ⁶	27 ¹	Sept 30: National Day for Truth & Reconciliation				
30 ²					TD= 20	BD= 20	ID= 20		
MON	TUE	WED	THU	FRI	OCTOBER 2024				
	1 ³	2 ⁴	3 ⁵	4 ⁶					
7 ¹	8 ²	9 ³	10 ⁴	11					
14	15 ⁵	16 ⁶	17 ¹	18 ²					
21 ³	22 ⁴	23 ⁵	24 ⁶	25 ¹					
28 ²	29 ³	30 ⁴	31 ⁵		TD= 22	BD= 21	ID= 21		
MON	TUE	WED	THU	FRI	NOVEMBER 2024				
				1 ⁶					
4 ¹	5 ²	6 ³	7 ⁴	8					
11	12 ⁵	13 ⁶	14 ¹	15 ²					
18 ³	19 ⁴	20 ⁵	21 ⁶	22 ¹	Nov 29: TIL SLC				
25 ²	26 ³	27 ⁴	28 ⁵	29	TD= 19	BD= 18	ID= 18		
MON	TUE	WED	THU	FRI	DECEMBER 2024				
2 ⁶	3 ¹	4 ²	5 ³	6 ⁴					
9 ⁵	10 ⁶	11 ¹	12 ²	13 ³					
16 ⁴	17 ⁵	18 ⁶	19 ¹	20 ²					
23	24	25	26	27					
30	31				TD= 15	BD= 15	ID= 15		
MON	TUE	WED	THU	FRI	JANUARY 2025				
		1	2	3					
6 ³	7 ⁴	8 ⁵	9 ⁶	10 ¹					
13 ²	14 ³	15 ⁴	16 ⁵	17 ⁶					
20 ¹	21 ²	22 ³	23 ⁴	24 ⁵	Exams: January 27-30				
27 ⁶	28 ¹	29 ²	30 ³	31	TD= 20	BD= 19	ID= 19		
MON	TUE	WED	THU	FRI	FEBRUARY 2025				
3 ⁴	4 ⁵	5 ⁶	6 ¹	7 ²					
10 ³	11 ⁴	12 ⁵	13 ⁶	14 ¹					
17	18	19	20	21					
24 ²	25 ³	26 ⁴	27 ⁵	28 ⁶	TD= 15	BD= 15	ID= 15		
MON	TUE	WED	THU	FRI	MARCH 2025				
3 ¹	4 ²	5 ³	6 ⁴	7 ⁵					
10 ⁶	11 ¹	12 ²	13 ³	14					
17 ⁴	18 ⁵	19 ⁶	20 ¹	21 ²					
24 ³	25 ⁴	26 ⁵	27 ⁶	28 ¹					
31 ²					TD= 21	BD= 20	ID= 20		
MON	TUE	WED	THU	FRI	APRIL 2025				
	1 ³	2 ⁴	3 ⁵	4 ⁶					
7 ¹	8 ²	9 ³	10 ⁴	11 ⁵					
14 ⁶	15 ¹	16 ²	17 ³	18					
21	22	23	24	25	Apr 25: TIL SLC				
28 ⁴	29 ⁵	30 ⁶			TD= 16	BD= 16	ID= 16		
MON	TUE	WED	THU	FRI	MAY 2025				
			1 ¹	2 ²					
5 ³	6 ⁴	7 ⁵	8 ⁶	9 ¹					
12 ²	13 ³	14 ⁴	15 ⁵	16					
19	20 ⁶	21 ¹	22 ²	23 ³					
26 ⁴	27 ⁵	28 ⁶	29 ¹	30 ²	TD= 21	BD= 20	ID= 20		
MON	TUE	WED	THU	FRI	JUNE 2025				
2 ³	3 ⁴	4 ⁵	5 ⁶	6 ¹					
9 ²	10 ³	11 ⁴	12 ⁵	13 ⁶					
16 ¹	17 ²	18 ³	19 ⁴	20 ⁵					
23 ⁶	24 ¹	25 ²	26 ³	27	Exams: June 23-26				
30					TD= 21	BD= 19	ID= 19		

First Semester Instructional Days=	93.0
First Semester Non-Instructional Days=	7.0
First Semester Teacher Days=	100.0

LEGEND					
First/Last Day	Stat Holiday	Holiday	School Based Inservice (No Students)	Prep Day (No Students)	Prep/LIT Day (No Students)

Second Semester Instructional Days=	90.0
Second Semester Non-Instructional Days=	4.0
Second Semester Teacher Days=	94.0
Total Instructional Days FTE=	183.0
Total Non-Instructional Days=	11.0
Total Teacher Days=	194.0

2024-2025 School Year Calendar - K-12 and ASSINIBOIA SCHOOLS

FIRST SEMESTER					SECOND SEMESTER				
MON	TUE	WED	THU	FRI	AUGUST 2024				
			1	2					
5	6	7	8	9					
12	13	14	15	16					
19	20	21	22	23					
26	27	28	29	30					
					TD= 4	BD= 0	ID= 0		
MON	TUE	WED	THU	FRI	SEPTEMBER 2024				
2	3 ¹	4 ²	5 ³	6 ⁴					
9 ⁵	10 ⁶	11 ¹	12 ²	13 ³					
16 ⁴	17 ⁵	18 ⁶	19 ¹	20					
23 ²	24 ³	25 ⁴	26 ⁵	27 ⁶	Sept 30: National Day for Truth & Reconciliation				
30 ¹					TD= 19	BD= 19	ID= 19		
MON	TUE	WED	THU	FRI	OCTOBER 2024				
	1 ²	2 ³	3 ⁴	4					
7 ⁵	8 ⁶	9 ¹	10 ²	11					
14	15 ³	16 ⁴	17 ⁵	18 ⁶					
21 ¹	22 ²	23 ³	24 ⁴	25					
28 ⁵	29 ⁶	30 ¹	31 ²		TD= 20	BD= 19	ID= 19		
MON	TUE	WED	THU	FRI	NOVEMBER 2024				
				1					
4 ³	5 ⁴	6 ⁵	7 ⁶	8					
11	12 ¹	13 ²	14 ³	15 ⁴					
18 ⁵	19 ⁶	20 ¹	21 ²	22	Nov 29: TIL SLC				
25 ³	26 ⁴	27 ⁵	28 ⁶	29	TD= 17	BD= 16	ID= 16		
MON	TUE	WED	THU	FRI	DECEMBER 2024				
2 ¹	3 ²	4 ³	5 ⁴	6 ⁵					
9 ⁶	10 ¹	11 ²	12 ³	13					
16 ⁴	17 ⁵	18 ⁶	19 ¹	20 ²					
23	24	25	26	27					
30	31				TD= 14	BD= 14	ID= 14		
MON	TUE	WED	THU	FRI	JANUARY 2025				
		1	2	3					
6 ³	7 ⁴	8 ⁵	9 ⁶	10					
13 ¹	14 ²	15 ³	16 ⁴	17 ⁵					
20 ⁶	21 ¹	22 ²	23 ³	24 ⁴	Exams: January 27-30				
27 ⁵	28 ⁶	29 ¹	30 ²	31	TD= 19	BD= 18	ID= 18		
MON	TUE	WED	THU	FRI	FEBRUARY 2025				
3 ³	4 ⁴	5 ⁵	6 ⁶	7					
10 ¹	11 ²	12 ³	13 ⁴	14 ⁵					
17	18	19	20	21					
24 ⁶	25 ¹	26 ²	27 ³	28 ⁴	TD= 14	BD= 14	ID= 14		
MON	TUE	WED	THU	FRI	MARCH 2025				
3 ⁵	4 ⁶	5 ¹	6 ²	7 ³					
10 ⁴	11 ⁵	12 ⁶	13 ¹	14					
17 ²	18 ³	19 ⁴	20 ⁵	21					
24 ⁶	25 ¹	26 ²	27 ³	28					
31 ⁴					TD= 19	BD= 18	ID= 18		
MON	TUE	WED	THU	FRI	APRIL 2025				
	1 ⁵	2 ⁶	3 ¹	4 ²					
7 ³	8 ⁴	9 ⁵	10 ⁶	11					
14 ¹	15 ²	16 ³	17 ⁴	18					
21	22	23	24	25	Apr 25: TIL SLC				
28 ⁵	29 ⁶	30 ¹			TD= 15	BD= 15	ID= 15		
MON	TUE	WED	THU	FRI	MAY 2025				
			1 ²	2 ³					
5 ⁴	6 ⁵	7 ⁶	8 ¹	9					
12 ²	13 ³	14 ⁴	15 ⁵	16					
19	20 ⁶	21 ¹	22 ²	23 ³					
26 ⁴	27 ⁵	28 ⁶	29 ¹	30	TD= 19	BD= 18	ID= 18		
MON	TUE	WED	THU	FRI	JUNE 2025				
2 ²	3 ³	4 ⁴	5 ⁵	6					
9 ⁶	10 ¹	11 ²	12 ³	13 ⁴					
16 ⁵	17 ⁶	18 ¹	19 ²	20 ³					
23 ⁴	24 ⁵	25 ⁶	26 ¹	27	Exams: June 23-26				
30					TD= 20	BD= 18	ID= 18		
					Second Semester Instructional Days= 83.0 Second Semester Non-Instructional Days= 4.0 Second Semester Teacher Days= 87.0 Total Instructional Days FTE= 169.0 Total Non-Instructional Days= 11.0 Total Teacher Days= 180.0				
LEGEND									
First/ Last Day	Stat Holiday	Holiday	School Based Inservice (No Students)	Prep Day (No Students)	Prep/LIT Day (No Students)	Alt Friday No School			

First Semester Instructional Days= 86.0

First Semester Non-Instructional Days= 7.0

First Semester Teacher Days= 93.0

2024-2025 School Year Calendar - HUTTERIAN SCHOOLS

FIRST SEMESTER					AUGUST 2024				
MON	TUE	WED	THU	FRI					
			1	2					
5	6	7	8	9					
12	13	14	15	16					
19	20	21	22	23					
26	27	28	29	30	TD= 4 BD= 0 ID= 0				
MON	TUE	WED	THU	FRI	SEPTEMBER 2024				
2	3	4	5	6					
9	10	11	12	13					
16	17	18	19	20					
23	24	25	26	27	Sept 30: National Day for Truth & Reconciliation				
30					TD= 20 BD= 20 ID= 20				
MON	TUE	WED	THU	FRI	OCTOBER 2024				
	1	2	3	4					
7	8	9	10	11					
14	15	16	17	18					
21	22	23	24	25					
28	29	30	31		TD= 22 BD= 21 ID= 21				
MON	TUE	WED	THU	FRI	NOVEMBER 2024				
				1					
4	5	6	7	8					
11	12	13	14	15					
18	19	20	21	22	Nov 29: TIL SLC				
25	26	27	28	29	TD= 19 BD= 18 ID= 18				
MON	TUE	WED	THU	FRI	DECEMBER 2024				
2	3	4	5	6					
9	10	11	12	13					
16	17	18	19	20					
23	24	25	26	27					
30	31				TD= 15 BD= 15 ID= 15				
MON	TUE	WED	THU	FRI	JANUARY 2025				
		1	2	3					
6	7	8	9	10	Jan 6: Hutterian Holiday				
13	14	15	16	17					
20	21	22	23	24	Exams: January 27-30				
27	28	29	30	31	TD= 19 BD= 18 ID= 18				

First Semester Instructional Days=	92.0
First Semester Non-Instructional Days=	7.0
First Semester Teacher Days=	99.0

SECOND SEMESTER					FEBRUARY 2025				
MON	TUE	WED	THU	FRI					
3	4	5	6	7					
10	11	12	13	14					
17	18	19	20	21					
24	25	26	27	28	TD= 15 BD= 15 ID= 15				
MON	TUE	WED	THU	FRI	MARCH 2025				
3	4	5	6	7					
10	11	12	13	14					
17	18	19	20	21					
24	25	26	27	28					
31					TD= 21 BD= 20 ID= 20				
MON	TUE	WED	THU	FRI	APRIL 2025				
	1	2	3	4					
7	8	9	10	11					
14	15	16	17	18					
21	22	23	24	25	Apr 25: TIL SLC				
28	29	30			TD= 16 BD= 16 ID= 16				
MON	TUE	WED	THU	FRI	MAY 2025				
			1	2					
5	6	7	8	9					
12	13	14	15	16					
19	20	21	22	23	May 29: Hutterian Holiday				
26	27	28	29	30	TD= 20 BD= 19 ID= 19				
MON	TUE	WED	THU	FRI	JUNE 2025				
2	3	4	5	6					
9	10	11	12	13	June 9 and 10: Hutterian Holiday				
16	17	18	19	20					
23	24	25	26	27	Exams: June 23-26				
30					TD= 19 BD= 17 ID= 17				

Second Semester Instructional Days=	87.0
Second Semester Non-Instructional Days=	4.0
Second Semester Teacher Days=	91.0
Total Instructional Days FTE=	179.0
Total Non-Instructional Days=	11.0
Total Teacher Days=	190.0

LEGEND					
First/Last Day	Stat Holiday	Holiday	School Based Inservice (No Students)	Prep Day (No Students)	Prep/LIT Day (No Students)

AGENDA ITEM

Meeting Date:	December 10, 2024	Agenda Item #:	5.3
Topic:	SHSAA and Public Section Delegates		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background:	Prairie South Trustees have provided representation to the Saskatchewan High Schools Athletic Association (SHSAA) and the Public Section in past years. These representatives represent the Board of Education at meetings of these organizations and provide information to the Board.
Current Status:	If Trustee representation to these bodies is desired, appointments will need to be made by the Board.
Pros and Cons:	
Financial Implications:	Board representation to the SHSAA and Public Section was considered during the development of the 2024-2025 budget.
Governance/Policy Implications:	Both the SHSAA and the Public Section are affiliated with the Saskatchewan School Boards Association. Prairie South is a member board of the SSBA.
Legal Implications:	
Communications:	Internal to the Board of Education

Prepared By:	Date:	Attachments:
Ryan Boughen	November 19, 2024	n/a

Recommendations:

Nominations for SHSAA and Public Section reps shall take place.

Giselle Wilson declared that Trustee _____ be elected/appointed as Prairie South School’s representative for the Saskatchewan High Schools Athletic Association (SHSAA) for the 2024-2025 school year.

Giselle Wilson declared that Trustee _____ be elected/appointed as Prairie South School’s representative for the Public Section for the 2024-2025 school year.

AGENDA ITEM

Meeting Date:	December 10, 2024	Agenda Item #:	5.4
Topic:	Annual Bursary Fund Directorship Appointments		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background:	<p>Directorships for the Moose Jaw School District No. 1 Bursary Fund Inc. are appointed by the Board of Education on an annual basis. The fund is a separate legal entity established by the Moose Jaw School Division No. 1 to collect and invest money donated to provide scholarships to deserving students. The Prairie South Board of Education is now the sole member of the fund and as such has the duty to appoint directors. The appointments to the board are done annually and the recommended appointments below would be for the calendar year 2025.</p> <p>The Bursary Fund has registered the business name of Prairie South Schools Bursary Fund so the fund can be seen as more than just a City of Moose Jaw fund. The dollars held in trust by the school division for scholarships have been transferred to the Bursary Fund. It is important to understand that the transfer of funds does not change anything for any individual scholarship except where the money is housed and accounted for and the return it earns.</p>
Current Status:	<p>The following people served as board members for 2024: Jeff Feeley, Mary Jukes, Al Kessler, Aline Kirk, Pam Ludwar, Doreen Majeran, Darcy Dumont, Amanda Olson, George Patterson, Ron Purdy, and Greg Veillard.</p> <p>The Prairie South Board needs to appoint the Bursary Fund Board for the 2025 calendar year.</p> <p>The Bursary Fund does not pay an indemnity for attendance at meetings or mileage and other expenses for travel to meetings.</p>
Pros and Cons:	
Financial Implications:	There are no financial implications for the Board.
Governance/Policy Implications:	
Legal Implications:	
Communications:	

Prepared By:	Date:	Attachments:
Ron Purdy	December 2, 2024	n/a

Recommendation:

That the Board appoint the following people as directors of the Moose Jaw School District No. 1 Bursary Fund Inc. for the year 2025:

Jeff Feeley, Mary Jukes, Al Kessler, Aline Kirk, Pam Ludwar, Doreen Majeran, Darcy Dumont, Amanda Olson, George Patterson, Ron Purdy, and Greg Veillard.

AGENDA ITEM

Meeting Date:	December 10, 2024	Agenda Item #:	5.5
Topic:	Monthly Tender Report		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background:	<p>The Board has requested a monthly update regarding tenders awarded. AP 513 details limits where formal competitive bids are required. The procedure is as follows:</p> <ul style="list-style-type: none"> The Board has delegated responsibility for the award of tenders to administration except where bids received for capital projects exceed budget. In this case the Board reserves the authority to accept/reject those tenders. A report of tenders awarded since the previous Board Meeting will be prepared for each regularly planned Board meeting. Competitive bids will be required for the purchase, lease or other acquisition of an interest in real or personal property, for the purchase of building materials, for the provision of transportation services and for other services exceeding \$75,000 and for the construction, renovation or alteration of a facility and other capital works authorized under the Education Act 1995 exceeding \$200,000.
Current Status:	<p>This tender report covers the period from November 1, 2024 to November 30, 2024. The following competitive bids were awarded during the reporting period:</p> <ul style="list-style-type: none"> A tender was posted to SaskTenders for Elevator Modernization at Peacock Collegiate. The tender was awarded to NH Elevators for \$285,000. A tender was posted to SaskTenders for the supply of a Storage Array. The tender was awarded to Powerland for \$137,000 which includes a 4-year support subscription.
Pros and Cons:	
Financial Implications:	
Governance/Policy Implications:	
Legal Implications:	
Communications:	

Prepared By:	Date:	Attachments:
Ron Purdy	November 29, 2024	• n/a

Recommendation:

That the Board receive and file the tender report as presented.

AGENDA ITEM

Meeting Date:	December 10, 2024	Agenda Item #:	5.6
Topic:	Out of Province Excursion – Coronach to Asessippi Ski Resort, Manitoba		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background:	Coronach School’s Grade 9-12 Ski/Snowboarding trip to Asessippi Ski Resort on January 9 & 10, 2025.
Current Status:	See attached application form.
Pros and Cons:	
Financial Implications:	
Governance/Policy Implications:	
Legal Implications:	
Communications:	

Prepared By:	Date:	Attachments:
Derrick Huschi	November 18, 2024	<ul style="list-style-type: none"> • Out of Province Excursion Application Form

Recommendation:

That the Board approve Coronach School’s Grade 9-12 Ski/Snowboarding trip to Asessippi Ski Resort, Manitoba on January 9 and 10, 2025.

**OVERNIGHT EXCURSIONS / OUTDOOR EDUCATION / HIGH RISK
ACTIVITIES APPLICATION FORM**

Division Office Administration Approval Required

A. INFORMATION	
Name of Teacher: Nathan Beselaere	School: Coronach School
Type of Activity: <input checked="" type="checkbox"/> Curricular <input type="checkbox"/> Extra-Curricular <input type="checkbox"/> Curricular	<input checked="" type="checkbox"/> High Risk Activity <input type="checkbox"/> Skiing/Snowboarding
Grade Level: 9/10/11/12	Number of Students: 60
Destination: Asessippi Ski Area and Resort	Trip Date: January 09-10, 2025
Number of School Days (Partial/Full): 1 – January 09, 2025	
Transportation: <input type="checkbox"/> Travel by Bus (PSSD No. 210) or <input checked="" type="checkbox"/> Other: South Sask Bus Lines <input type="checkbox"/> Travel by Car/Van (List names of drivers):	
Number of Teachers, Parents, Chaperones: 2 Teacher Chaperones, 3 Parent Chaperones	
Qualifications/Certifications of Teachers, Parents, Chaperones: <input checked="" type="checkbox"/> First Aid <input type="checkbox"/> Lifeguard <input type="checkbox"/> Canoe Certification <input type="checkbox"/> Other _____	

B. SAFETY GUIDELINES
<input checked="" type="checkbox"/> Parent consent forms and medical information including the Health Card Number will be obtained. <input checked="" type="checkbox"/> Evacuation Plan is in place and will be communicated to appropriate individuals. <input checked="" type="checkbox"/> Designated supervisor has access to emergency vehicles at all times. <input checked="" type="checkbox"/> Access to cellular or satellite phone or other communication device. <input checked="" type="checkbox"/> A list of emergency telephone numbers will be formulated. <input checked="" type="checkbox"/> Have reviewed the Physical Activity Safety Guidelines section on Outdoor Education. <input checked="" type="checkbox"/> Appropriate number of supervisors as designated in the Physical Activity Safety Guidelines. <input checked="" type="checkbox"/> Male and Female Chaperones for a co-ed activity. <input type="checkbox"/> If using 15 passenger vans, SSBA safety guidelines and restrictions will be followed.

C. BUDGET
<ul style="list-style-type: none"> - Anticipated Budget ❖ Budget breakdown (be sure to include cost of substitute staff) <ol style="list-style-type: none"> 1. Excursion Trip One Night Two Day – School Stay Package: Prices ranging from \$170.46-194.20 per person + meals and transportation. 2. Substitute Teacher Salary: \$0 (<i>Substitute not required</i>) ❖ Description of Funding Sources <ol style="list-style-type: none"> 1. The SRC will fundraise for additional costs of ski trip through food sales/special events. 2. Transportation will come our of decentralized account 1-2-14-175-522-118-000-000. ❖ Out of Pocket Cost per Participant

1. The students will be required to submit cash/cheque/online \$125.00 per person.

SECTIONS D, E and F MUST BE COMPLETED FOR ALL CURRICULAR EXCURSIONS

D. LEARNING OBJECTIVES

Physical Education 9

PE9.5

Build skills towards proficiency in four self-selected complex movement skills including one from four of the following categories:

- target games (e.g., bowling, curling, golf, archery)
- striking/fielding games (e.g., long ball, softball, slo-pitch, cricket)
- net/wall games (e.g., badminton, tennis, table tennis, volleyball)
- invasion/territorial games (e.g., basketball, soccer, touch football, soft lacrosse, floor hockey, rugby, ultimate frisbee, double ball, team handball)
- alternate environment activities (e.g., orienteering, skating, cross-country skiing, canoeing, roping, downhill skiing, dog sledding, wall climbing, in-line skating, skate boarding, cycling)
- body management activities (e.g., dance, wrestling, track and field, pilates, martial arts, yoga, aerobics, gymnastics).

Wellness10

W3

Plan for and engage in movement activity to increase confidence, competence, and sustainability in self-selected individual and/or partner movement activities from each of the following categories:

- Body Management Activities (e.g., dance, yoga, pilates, martial arts, aerobics)
- Alternate Environment Activities (e.g., cycling, snowshoeing, cross-country skiing, swimming, hiking, skating, canoeing, trapping, weight lifting/going to a fitness centre)
- Target games (e.g., bowling, golf, archery, bocce ball)
- Net/Wall games (e.g., tennis, table tennis, racquetball, squash)

Physical Education 20

PE20.4

- Complex Skills – Demonstrate improvement in performance of complex skills.

PE20.5

- Physical Activity within Multiple Environments – Investigate how physical activity within multiple environments contributes to the well-being of self and others.

LEARNING ACTIVITIES *(Outline prior training for outdoor education and high risk activities)*

a) Pre-Excursion Learning

Model and promote a local culture/norm of safety and injury prevention (i.e., physical safety, social safety, psychological safety, spiritual safety, environmental safety) to optimize well-being of self, family, community, and the environment.

b) Excursion Learning

Plan for and engage in movement activity to increase confidence, competence, and sustainability in self-selected individual and/or partner movement activities.

c) Post-Excursion Learning

Evaluate one's understanding of wellness while participating in various learning opportunities that balance the dimensions of wellness (i.e., physical, psychological, social, spiritual, environmental).

F. SCHEDULE OF ACTIVITIES

Thursday, January 09, 2025

- Time:** 6:00AM Departing Coronach School
- Time:** 8:30AM Breakfast in Regina Saskatchewan
- Time:** 9:00AM Departing Regina Saskatchewan
- Time:** 11:30PM Arriving Aseissippi Ski Area and Resort (orientation and rental equipment)
- Time:** 12:00-5:00PM Ski/Snowboard Package (lesson, lift, lunch)
- Time:** 5:00PM Departing Aseissippi Ski Area and Resort
- Time:** 5:15PM Arriving at Russell Inn, Russell Manitoba
- Time:** 6:00PM Dinner
- Time:** 7:00-11:00PM Swimming/Movie/Games

Friday, January 10, 2025

- Time:** 8:00AM Breakfast at the Russell Inn (provided by Russell Inn)
- Time:** 9:00AM-2:00PM Ski/Snowboard Package (lesson, lift, lunch)
- Time:** 2:00PM Departing Aseissippi Ski Area and Resort
- Time:** 4:30 Supper in Regina Saskatchewan
- Time:** 5:30PM Departing Regina Saskatchewan
- Time:** 8:00PM Arriving at Coronach School

Teacher Signature



Date

Principal Signature

Date

Nov 18, 2024

Director/Superintendent Signature

Request Approved

Request Denied

AGENDA ITEM

Meeting Date:	December 10, 2024	Agenda Item #:	5.7
Topic:	Out of Province Excursion – Lindale School to Asessippi Ski Resort, Manitoba		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background:	Lindale School’s Grade 8 Ski trip to Asessippi Ski Resort on January 22 & 23, 2025.
Current Status:	See attached application form.
Pros and Cons:	
Financial Implications:	
Governance/Policy Implications:	
Legal Implications:	
Communications:	

Prepared By:	Date:	Attachments:
Derrick Huschi	November 18, 2024	<ul style="list-style-type: none"> • Out of Province Excursion Application Form

Recommendation:

That the Board approve Lindale School’s Grade 8 Ski trip to Asessippi Ski Resort, Manitoba on January 22 and 23, 2025.

**OVERNIGHT EXCURSIONS / OUTDOOR EDUCATION / HIGH RISK
ACTIVITIES APPLICATION FORM**

Division Office Administration Approval Required

A. INFORMATION	
Name of Teacher: Ivy Sheward, Alanda Smith	School: Lindale
Type of Activity:	<input type="checkbox"/> Curricular <input type="checkbox"/> Extra-Curricular _____ <input checked="" type="checkbox"/> High Risk Activity _____
Grade Level: 8	Number of Students: 27
Destination: Aseissippi Ski Area & Resort	Trip Date: January 22-23, 2025
Number of School Days (Partial/Full): 2	
Transportation: <input type="checkbox"/> Travel by Bus (PSSD No. 210) or <input checked="" type="checkbox"/> Other: Charter Bus <input type="checkbox"/> Travel by Car/Van (List names of drivers): _____	
Number of Teachers, Parents, Chaperones: Ivy Sheward, Alanda Smith, Christine Stokes, Kelly Babich, Brett Williams	
Qualifications/Certifications of Teachers, Parents, Chaperones: <input type="checkbox"/> First Aid <input type="checkbox"/> Lifeguard <input type="checkbox"/> Canoe Certification <input type="checkbox"/> Other _____	

B. SAFETY GUIDELINES
<input checked="" type="checkbox"/> Parent consent forms and medical information including the Health Card Number will be obtained. <input checked="" type="checkbox"/> Evacuation Plan is in place and will be communicated to appropriate individuals. <input checked="" type="checkbox"/> Designated supervisor has access to emergency vehicles at all times. <input checked="" type="checkbox"/> Access to cellular or satellite phone or other communication device. <input checked="" type="checkbox"/> A list of emergency telephone numbers will be formulated. <input checked="" type="checkbox"/> Have reviewed the Physical Activity Safety Guidelines section on Outdoor Education. <input checked="" type="checkbox"/> Appropriate number of supervisors as designated in the Physical Activity Safety Guidelines. <input checked="" type="checkbox"/> Male and Female Chaperones for a co-ed activity. <input type="checkbox"/> If using 15 passenger vans, SSBA safety guidelines and restrictions will be followed.

C. BUDGET
❖ Anticipated Budget: \$8550 - Budget breakdown (be sure to include cost of substitute staff) Ski/Snowboard lift passes and rentals – \$3,000 Bus - \$3200 (plus meals/hotel for driver \$150) Inglis Hall - \$750 Food (\$1000) – Students bring bag lunch for day 1, snacks for evening and bus ride 1 Meal voucher 15\$ x 30=\$460 (lunch day 2) Plus estimated \$500 - pizza, breakfast day 2, and snacks Grade 7 sub for 7/8 7's \$275 x 2= \$550 ❖ Description of Funding Sources: School Fundraising (Parent Committees)

SECTIONS D, E and F MUST BE COMPLETED FOR ALL CURRICULAR EXCURSIONS

D. LEARNING OBJECTIVES

PE8.8

Apply and adapt selected activity-related skills (e.g., carrying, paddling, gripping, hanging, wheeling, digging, fire building, snow ploughing, compass reading) and strategies required for participation in alternate environment activities (e.g., backpacking, hiking, cycling, overnight camping, canoeing, snowshoeing, wall climbing, in-line skating, skate boarding, cross-country skiing, tracking, roping, dog sledding, skating, orienteering, downhill skiing, tobogganing, Quincy building).

- (a) Willingly participate in a variety of alternate environment activities focusing on developing the skills that are unique to the activities.
- (b) Create and implement practice plans for skill development related to participation in specific alternate environment activities.
- (f) Identify options available for participation in natural and built alternate environment movement activity in and around own neighbourhood and community.
- (g) Propose a variety of problems and suggest solutions to problems that one might encounter while participating in alternate environment activities (e.g., get lost, bad weather, wipe out).
- (h) Explain safety considerations and apply safe practices when participating in a variety of alternate environment activities (e.g., wearing a helmet while skateboarding, checking for ground protrusions when tobogganing).
- (i) Demonstrate an understanding of how to prepare and preserve the natural environment when using it for activities (e.g., hiking, camping, backpacking).
- (j) Express insights in response to questions such as "Should we spend more time outdoors?", "Who is responsible for the environment?", and "Why do some movement activities get labelled as dangerous or lead to people who participate in them getting a negative reputation?"

E. LEARNING ACTIVITIES (*Outline prior training for outdoor education and high risk activities*)

a) Pre-Excursion Learning

Safety course at the ski hill

b) Excursion Learning

Leveled skill groups for different hill options.

c) Post-Excursion Learning

F. SCHEDULE OF ACTIVITIES

Wednesday January 22nd

Depart 7am from Lindale (Estimated 4hr drive)

Arrive at Ski resort – Lessons/ski until 4pm

Check into Inglis Hall- Dinner/Relax/Sleep

Thursday January 23rd

Check out of Inglis Hall and arrive at Asessippi by 10am

Ski all day- depart by 430pm

Meal on the road

Arrive to Moose Jaw by 10pm

Mary Sheward
Teacher Signature

November 14, 2024
Date

[Signature]
Principal Signature

November 14, 2024
Date

Director/Superintendent Signature

Request Approved

Request Denied

AGENDA ITEM

Meeting Date:	December 10, 2024	Agenda Item #:	5.8
Topic:	Out of Province Excursion – Peacock Collegiate to Medicine Hat, Alberta		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background:	Peacock Collegiate’s Grade 12 Ski trip to Medicine Hat, Alberta on January 10 and 11, 2025.
Current Status:	See attached application form.
Pros and Cons:	
Financial Implications:	
Governance/Policy Implications:	
Legal Implications:	
Communications:	

Prepared By:	Date:	Attachments:
Derrick Huschi	November 21, 2024	<ul style="list-style-type: none"> Out of Province Excursion Application Form

Recommendation:

That the Board approve Peacock Collegiate’s Grade 12 Ski trip to Medicine Hat, Alberta on January 10 and 11, 2025.

OVERNIGHT EXCURSIONS / OUTDOOR EDUCATION / HIGH RISK ACTIVITIES APPLICATION FORM

Division Office Administration Approval Required

A. INFORMATION	
Name of Teacher: Brad Raes	School: A.E Peacock
Type of Activity: <input type="checkbox"/> Curricular <input checked="" type="checkbox"/> Extra-Curricular _____ <input type="checkbox"/> High Risk Activity _____ Skiing	
Grade Level: 12	Number of Students: 52
Destination: Medicine Hat	Trip Date: Jan. 10-11
Number of School Days (Partial/Full): 1	
Transportation: <input type="checkbox"/> Travel by Bus (PSSD No. 210) or <input checked="" type="checkbox"/> Other: South Sask Bus Lines <input checked="" type="checkbox"/> Travel by Car/Van (List names of drivers): Emergency Vehicle will also be brought <i>Tana Arnett</i>	
Number of Teachers, Parents, Chaperones: 4 or 5	
Qualifications/Certifications of Teachers, Parents, Chaperones: <input checked="" type="checkbox"/> First Aid <input type="checkbox"/> Lifeguard <input type="checkbox"/> Canoe Certification <input type="checkbox"/> Other _____	

B. SAFETY GUIDELINES
<input checked="" type="checkbox"/> Parent consent forms and medical information including the Health Card Number will be obtained. <input checked="" type="checkbox"/> Evacuation Plan is in place and will be communicated to appropriate individuals. <input checked="" type="checkbox"/> Designated supervisor has access to emergency vehicles at all times. <input checked="" type="checkbox"/> Access to cellular or satellite phone or other communication device. <input checked="" type="checkbox"/> A list of emergency telephone numbers will be formulated. <input checked="" type="checkbox"/> Have reviewed the Physical Activity Safety Guidelines section on Outdoor Education. <input checked="" type="checkbox"/> Appropriate number of supervisors as designated in the Physical Activity Safety Guidelines. <input checked="" type="checkbox"/> Male and Female Chaperones for a co-ed activity. <input type="checkbox"/> If using 15 passenger vans, SSBA safety guidelines and restrictions will be followed.

C. BUDGET
❖ Anticipated Budget Entire Budget will be paid for by participants. Preliminary estimate is 150\$ per student, includes transport, hotel, rental and lesson. This also includes the cost of Substitute teacher needed for Scott Ayars.

- Budget breakdown (be sure to include cost of substitute staff)

	Cost Per student	
		Cost Per student
Book Bus	3,000\$	60
chap. rental	120	2.5
rental/pass	75	75
Room	139 x 17	47.5
Sub cost	320	6.5
Chaperone vehicle		5
	Estimated cost	196.5

- ❖ Description of Funding Sources _____ Student Paid.
- ❖ Out of Pocket Cost per Participant
 _____ \$196.50 _____

SECTIONS D, E and F MUST BE COMPLETED FOR ALL CURRICULAR EXCURSIONS

D. LEARNING OBJECTIVES

E. LEARNING ACTIVITIES (*Outline prior training for outdoor education and high risk activities*)

a) Pre-Excursion Learning

b) Excursion Learning

c) Post-Excursion Learning

F. SCHEDULE OF ACTIVITIES

Depart on Jan. 10 at 7:30 from Peacock Collegiate

Ski for the day and check in to hotel before evening skiing

Jan. 10th

Check out of hotel and go to the ski hill for the day

Depart and return to Moose Jaw later that evening Jan. 12th



Teacher Signature

Nov. 20

Date



Principal Signature

Nov 20

Date

Director/Superintendent Signature

Request Approved

Request Denied

AGENDA ITEM

Meeting Date:	December 10, 2024	Agenda Item #:	5.9
Topic:	Out of Province Excursion – Central Collegiate to Edmonton, Alberta		
Intent:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information

Background:	Central Collegiate’s Grade 9-12 Band and Choir trip to Edmonton, Alberta on March 13-15, 2025.
Current Status:	See attached application form.
Pros and Cons:	
Financial Implications:	
Governance/Policy Implications:	
Legal Implications:	
Communications:	

Prepared By:	Date:	Attachments:
Derrick Huschi	November 18, 2024	<ul style="list-style-type: none"> Out of Province Excursion Application Form

Recommendation:

That the Board approve Central Collegiate’s Grade 9-12 Band and Choir trip to Edmonton, Alberta on March 13-15, 2025.

**OVERNIGHT EXCURSIONS / OUTDOOR EDUCATION / HIGH RISK
ACTIVITIES APPLICATION FORM**

Division Office Administration Approval Required

A. INFORMATION	
Name of Teacher: <u>Paul McCorriston</u>	School: <u>Central Collegiate</u>
Type of Activity: <input type="checkbox"/> Curricular <input checked="" type="checkbox"/> Extra-Curricular <u>Band/Choir Trip</u> <input type="checkbox"/> High Risk Activity _____	
Grade Level: <u>9-12</u>	Number of Students: <u>50</u>
Destination: <u>Edmonton, AB</u>	Trip Date: <u>March 13-15, 2025</u>
Number of School Days (Partial/Full): _____	
Transportation: <input type="checkbox"/> Travel by Bus (PSSD No. 210) or <input checked="" type="checkbox"/> Other: <u>Engelheim Charter</u> <input type="checkbox"/> Travel by Car/Van (List names of drivers): _____	
Number of Teachers, Parents, Chaperones: <u>3</u>	
Qualifications/Certifications of Teachers, Parents, Chaperones: <input checked="" type="checkbox"/> First Aid <input type="checkbox"/> Lifeguard <input type="checkbox"/> Canoe Certification <input type="checkbox"/> Other _____	

B. SAFETY GUIDELINES
<input checked="" type="checkbox"/> Parent consent forms and medical information including the Health Card Number will be obtained. <input checked="" type="checkbox"/> Evacuation Plan is in place and will be communicated to appropriate individuals. <input checked="" type="checkbox"/> Designated supervisor has access to emergency vehicles at all times. <input checked="" type="checkbox"/> Access to cellular or satellite phone or other communication device. <input checked="" type="checkbox"/> A list of emergency telephone numbers will be formulated. <input type="checkbox"/> Have reviewed the Physical Activity Safety Guidelines section on Outdoor Education. <input type="checkbox"/> Appropriate number of supervisors as designated in the Physical Activity Safety Guidelines. <input checked="" type="checkbox"/> Male and Female Chaperones for a co-ed activity. <input type="checkbox"/> If using 15 passenger vans, SSBA safety guidelines and restrictions will be followed.

C. BUDGET
❖ Anticipated Budget <u>\$15,041</u> - Budget breakdown (be sure to include cost of substitute staff) ❖ Description of Funding Sources <u>students + Bus subsidy from Central</u> ❖ Out of Pocket Cost per Participant <u>\$300</u>

SECTIONS D, E and F MUST BE COMPLETED FOR ALL CURRICULAR EXCURSIONS

D. LEARNING OBJECTIVES

[Empty box for Learning Objectives]

E. LEARNING ACTIVITIES *(Outline prior training for outdoor education and high risk activities)*

a) Pre-Excursion Learning

b) Excursion Learning

c) Post-Excursion Learning

F. SCHEDULE OF ACTIVITIES

Itinerary

Paul [Signature]
Teacher Signature

Oct 30, 2025
Date

[Signature]
Principal Signature

Oct 30, 2025
Date

Director/Superintendent Signature

Request Approved

Request Denied

CCI Band/Choir Trip 2025 Itinerary - Edmonton, Alberta

Thursday, March 13th

7:30 AM – Arrive at CCI. Go to Choir Room.
Collect instruments

7:45 AM – Meeting with Ms. Krawetz

7:50 AM – Start Boarding

8:00 AM – Board Bus for North Battleford

12:00 PM – Lunch at Tim Hortons/Burger
King/Edo/Subway. Bring a bag lunch for the bus
if you want to save money

1:00 PM – Arrive at St. Vital Elementary School.
Set Up equipment (332 23rd St)

1:30 PM – Perform at St. Vital Elementary
School

3:00 PM – Board Bus for Edmonton, AB.

6:00 PM (Alberta time) – Arrive at Wingate
Hotel in Edmonton, AB (18220 100 Ave NW)

7:00 PM – Board Bus for West Edmonton Mall

8:30 PM – Return to Hotel

11:00 PM – Lights Out

Friday, March 14th

7:30 AM – Rise and Shine

8:00 AM – Breakfast at Wingate Hotel

9:30 AM – Board Bus for U of A clinic w/Ms
Schroeder

10:30 AM – U of A clinic w/Ms Schroeder

12:00 PM – Eat lunch at U of A Food Court (Hub
Mall 112 St NW)

1:30 PM – Choir Clinic

3:00 PM – Board bus for West Edmonton Mall

7:00 PM – Board Bus for Planet Lazer (11271 -
170 ST NW)

7:30 PM – Arrive at Planet Lazer for Lasertag

8:30 PM – Return to Wingate for Watersliding

11:00 PM – Lights out

Saturday, March 15th

7:00 AM – Rise and Shine

7:30 AM – Breakfast at Hotel

8:30 AM – Board Bus for North Battleford

1:30 PM (Sask Time) – Lunch in North
Battleford, SK

5:30-6:00 PM – Arrive at Central Collegiate

Things to Bring:

- Money for 5 meals or 4 meals and a bag lunch
- Swimsuit
- Snacks
- Water Bottle
- Music and Instrument
- Overnight bag (clothes, pajamas, toiletries)

Chaperones:

Mr. Paul McCorriston – 306 690 9304

Expenses	
Bus	6,019
Hotel	6,520
Honourarium	1200
Laserquest	903
Sub-Total	14,641
Sub Costs	400
Total	15,041

AGENDA ITEM

Meeting Date:	December 10, 2024	Agenda Item #:	7.1
Topic:	School Board Election Results - November 13, 2024		
Intent:	<input type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input checked="" type="checkbox"/> Information

Background:	School Board Elections are held every 4 years in conjunction with municipal elections in Saskatchewan. The Prairie South Board of Education is made up of 10 trustees who are elected in 6 subdivisions; one each from the 5 rural subdivisions and 5 are from the City of Moose Jaw.
Current Status:	The Election was completed without incident. Four trustees were acclaimed in subdivisions 2, 3, 4, and 5. Six trustees were elected in the other two subdivisions: 1 and 6. A summary of individual polls and the Declaration of Results forms are attached.
Pros and Cons:	
Financial Implications:	Expenses associated with the election process are part of the global school division budget. Election expenses are taken from unrestricted surplus in order to maintain continuity of expenses between election year and other years.
Governance/Policy Implications:	The Board of Education provides governance support for the school division. Specific responsibilities and restrictions of the Board of Education are described in Legislation and Board Policy.
Legal Implications:	
Communications:	Information about current Board of Education members has been communicated throughout Prairie South and beyond via email, social media, and our website.

Prepared By:	Date:	Attachments:
Ron Purdy	November 28, 2024	<ul style="list-style-type: none"> • Form CC (for each subdivision) • Individual Poll Results

Recommendation:

That the Board review the information provided.

Form CC

Declaration of Results

BOARD MEMBER: PRAIRIE SOUTH SCHOOL DIVISION NO. 210

Subdivision No. 1


for the election held on the 13th day of November, 2024.

Name of Candidates	Number of Votes and Acclamation/Elected
Jan Pogorzelec (Rice)	158
Darcy Pryor	253 Elected

Number of rejected ballots, except those on which no vote was made	1
Number of ballots counted but objected to	0
Spoiled (e.g. issued to a person who declined to vote/no votes)	14
Total number of voters who voted as indicated on Form Z	412

I declare that this is an accurate statement of the votes cast for the office of **Board Member** for **Prairie South School Division**.

Dated this 15th day of November, 2024.



Returning Officer

Form CC

Declaration of Results

BOARD MEMBER: PRAIRIE SOUTH SCHOOL DIVISION NO. 210

Subdivision No. 2


for the election held on the 13th day of November, 2024.

Name of Candidate	Number of Votes or Acclamation/Elected
Robert Bachmann	Acclaimed

Number of rejected ballots, except those on which no vote was made	n/a
Number of ballots counted but objected to	n/a
Spoiled (e.g. issued to a person who declined to vote/no votes)	n/a
Total number of voters who voted as indicated on Form Z	n/a

I declare that this is an accurate statement of the votes cast for the office of **Board Member** for **Prairie South School Division**.

Dated this 15th day of November, 2024.



Returning Officer

Form CC

Declaration of Results

BOARD MEMBER: PRAIRIE SOUTH SCHOOL DIVISION NO. 210

Subdivision No. 3


for the election held on the 13th day of November, 2024.

Name of Candidate	Number of Votes or Acclamation/Elected
John Bumbac	Acclaimed

Number of rejected ballots, except those on which no vote was made	n/a
Number of ballots counted but objected to	n/a
Spoiled (e.g. issued to a person who declined to vote/no votes)	n/a
Total number of voters who voted as indicated on Form Z	n/a

I declare that this is an accurate statement of the votes cast for the office of **Board Member** for **Prairie South School Division**.

Dated this 15th day of November, 2024.



Returning Officer

Form CC

Declaration of Results

BOARD MEMBER: PRAIRIE SOUTH SCHOOL DIVISION NO. 210

Subdivision No. 4

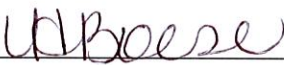
for the election held on the 13th day of November, 2024.

Name of Candidate	Number of Votes or Acclamation/Elected
Giselle Wilson	Acclaimed

Number of rejected ballots, except those on which no vote was made	n/a
Number of ballots counted but objected to	n/a
Spoiled (e.g. issued to a person who declined to vote/no votes)	n/a
Total number of voters who voted as indicated on Form Z	n/a

I declare that this is an accurate statement of the votes cast for the office of **Board Member** for **Prairie South School Division**.

Dated this 15th day of November, 2024.



Returning Officer

Form CC

Declaration of Results

BOARD MEMBER: PRAIRIE SOUTH SCHOOL DIVISION NO. 210

Subdivision No. 5


for the election held on the 13th day of November, 2024.

Name of Candidate	Number of Votes or Acclamation/Elected
Shawn Davidson	Acclaimed

Number of rejected ballots, except those on which no vote was made	n/a
Number of ballots counted but objected to	n/a
Spoiled (e.g. issued to a person who declined to vote/no votes)	n/a
Total number of voters who voted as indicated on Form Z	n/a

I declare that this is an accurate statement of the votes cast for the office of **Board Member** for **Prairie South School Division**.

Dated this 15th day of November, 2024.



Returning Officer

Form CC

Declaration of Results

BOARD MEMBER: PRAIRIE SOUTH SCHOOL DIVISION NO. 210

Subdivision No. 6


for the election held on the 13th day of November, 2024.

Name of Candidates	Number of Votes and Acclamation/Elected
Abdul Alabi	483
Kursty Bansley	649
Patrick Boyle	2105 Elected
Ron Gorham	616
Brett Hagan	2061 Elected
Mary Jukes	2119 Elected
Brian Martynook	1494
Tenielle McLeod	1706 Elected
Lew Young	1925 Elected

Total Number of Ballots Cast:	3746
Number of Ballots Blank Voted:	21
Number of Ballots Over Voted:	134

I declare that this is an accurate statement of the votes cast for the office of **Board Member** for **Prairie South School Division**.

Dated this 15th day of November, 2024.



Returning Officer

SUBDIVISION #1		Pogorzelec	Pryor
Poll 1	Central Butte	15	40
Poll 2	Chaplin	10	47
Poll 3	Craik	10	44
Poll 4	Eyebrow	3	36
Poll 5	Mortlach	21	35
Poll 6	Riverhurst	22	28
Poll 7	Tuxford	69	23
Mail-In Ballots	Mail-In Ballots	8	0
Total Votes		158	253

SUBDIVISION #6	Total Votes
Jukes, Mary	2119
Boyle, Patrick	2105
Hagan, Brett	2061
Young, Lew	1925
McLeod, Tenielle	1706
Martynook, Brian	1494
Bansley, Kursty	649
Gorham, Ron	616
Alabi, Abdul	483

AGENDA ITEM

Meeting Date:	December 10, 2024	Agenda Item #:	7.2
Topic:	Board Committee and SCC Appointments		
Intent:	<input type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input checked="" type="checkbox"/> Information

Background:	The Board Chair assigns trustees to committees and School Community Councils (SCCs) on an annual basis.
Current Status:	A list of Board appointments on Committees and SCCs for 2024-2025 is attached.
Pros and Cons:	
Financial Implications:	
Governance/Policy Implications:	
Legal Implications:	
Communications:	

Prepared By:	Date:	Attachments:
Ryan Boughen	December 2, 2024	<ul style="list-style-type: none"> 2024-2025 Board Appointments on Committees & School Community Councils

Recommendation:

That the Board review the information provided.

2024-2025 Committee	Mandate, Accountability Reports, Members, and Staff Support
Student Outcomes	<p>Mandate: To examine issues related to increasing student literacy and achievement, promoting academic achievement for all students while closing achievement gaps and enhancing student outcomes. Begin the review process during the November Committee Meeting and conclude the review by the February Committee Meeting and provide recommendations to the Board in March.</p> <p>Annual Project: TBD</p> <p>AR: Student Achievement I (October), School and Division Improvement (November), Early Learning (March), Student Achievement II (June)</p> <p>Trustees: John, Mary, Tenielle, Lew Staff: Ryan, Derrick, Amanda, Sr. Admin Team as Required</p>
Business, Infrastructure and Governance	<p>Mandate: To examine issues related to business, public accountability, stewardship, the advancement of public education including effective utilization of human resources, finance, transportation, and facilities.</p> <p>Annual Project: TBD</p> <p>AR: Facilities (December), 1st Quarter Business (January), Transportation (February), 2nd Quarter Business (April), 3rd Quarter Business (June)</p> <p>Trustees: John, Shawn, Brett, Tenielle Staff: Ryan, Ron, Sr. Admin Team as Required</p>
Human Resources	<p>Mandate: To examine issues related to school staffing, recruitment and retention, performance management and employee and labour relations.</p> <p>Annual Project: TBD</p> <p>AR: Human Resources (January)</p> <p>Trustees: Robert, Patrick, Giselle, Lew Staff: Ryan, Amy, Sr. Admin Team as Required</p>
Partnerships and Teambuilding	<p>Mandate: To examine issues related to advocacy and networking and enhanced relationships with all stakeholders.</p> <p>Annual Project: TBD</p> <p>AR: n/a</p> <p>Trustees: Robert, Brett, Mary, Darcy Staff: Ryan, Jenn, Sr. Admin Team as Required</p>
Transportation Committees	<p>Mandate: BP 17 Issues (ad hoc)</p> <p>Trustees: 5 Rural or 5 Urban Staff: Ryan, Ron, Todd</p>
Communications Committee	<p>Mandate: Communications/Social Media (ad hoc)</p> <p>Trustees: Patrick, Shawn, Darcy, Giselle Staff: Ryan, Dustin, Heather</p>
Committee of the Whole	<p>Mandate: To provide a forum for trustees to engage in planning sessions related to issues such as, but not restricted to, finance, facilities, special projects and the Provincial Education Plan (PEP).</p> <p>Trustees: All Trustees Staff: Ryan, Sr. Admin Team as Required</p>
Executive Committee	<p>Mandate: As assigned by the Board of Education</p> <p>Trustees: Chair, Vice-Chair Staff: Ryan; Sr. Admin Team as Required</p>

SCHOOL COMMUNITY COUNCILS BOARD REPRESENTATIVES FOR 2024-2025

Central Butte: Darcy Pryor
Chaplin: Darcy Pryor
Craik: Darcy Pryor
Eyebrow: Darcy Pryor
Mortlach: Darcy Pryor

École Gravelbourg: Shawn Davidson
Glentworth: Shawn Davidson
Kincaid: Shawn Davidson
Lafleche: Shawn Davidson
Mankota: Shawn Davidson

Assiniboia 7th Ave: John Bumbac
Assiniboia Elementary: John Bumbac
Assiniboia Composite High: John Bumbac
Mossbank: John Bumbac

Avonlea: Robert Bachmann
Caronport: Robert Bachmann
Lindale: Robert Bachmann
Rouleau: Robert Bachmann

Bengough: Giselle Wilson
Coronach: Giselle Wilson
Rockglen: Giselle Wilson

École Palliser Heights: Mary Jukes, Lew Young
Empire: Brett Hagan, Tienielle McLeod
King George: Patrick Boyle, Lew Young
Prince Arthur: Tienielle McLeod, Mary Jukes
Sunningdale: Brett Hagan, Lew Young
Westmount: Brett Hagan, Tienielle McLeod
William Grayson: Mary Jukes, Patrick Boyle

Central Collegiate: Tienielle McLeod, Patrick Boyle
Peacock Collegiate: Patrick Boyle, Lew Young
Riverview Collegiate: Brett Hagan, Mary Jukes



AGENDA ITEM

Meeting Date:	December 10, 2024	Agenda Item #:	7.3
Topic:	Update to Administrative Procedure 553: Severe Weather and Bus Cancellations		
Intent:	<input type="checkbox"/> Decision	<input type="checkbox"/> Discussion	<input checked="" type="checkbox"/> Information

Background:	Changes to our current AP 553 are required to align with our current practices.
Current Status:	The update aligns with what we are currently doing.
Pros and Cons:	
Financial Implications:	
Governance/Policy Implications:	
Legal Implications:	
Communications:	The updated Administrative Procedure will be placed on our website.

Prepared By:	Date:	Attachments:
Ryan Boughen	December 2, 2024	• AP 553

Recommendation:

That the Board review the information provided.

SEVERE WEATHER AND BUS CANCELLATIONS

Background

Because of the geographic size of Prairie South School Division the Board believes that enabling policy providing local discretion in dealing with weather conditions is both prudent and appropriate.

Schools remain open for staff and students despite inclement weather and will only be closed in the event of a threat to health and/or safety. Parents are welcome to transport their children to school at any time during the regular school day, whether buses are running or not.

Procedures

1. Responsibility of the Transportation Manager

- 1.1 The Transportation Manager, in consultation with the Director of Education, has the authority to cancel school bus service on a Division-wide basis. Inclement weather driving conditions may be a valid reason for non-operation of school buses.
- 1.2 The Transportation Manager or designate will inform the bus drivers, school principal(s), CAC, and post on ~~social media and~~ the Prairie South website when transportation services have been cancelled. The Transportation Manager or designate will direct the bus drivers to contact parents/guardians. All parents signed up on Bus Planner Web will receive a notification of cancellation of their route.
- 1.3 The Transportation Manager or designate shall maintain files for the cancellation of school buses. The Transportation Manager will cancel applicable bus routes when the temperature including wind chill reaches -40°C or lower. For paratransit passengers, bus routes will be cancelled with the temperature including wind chill reaches -35°C or lower.
- 1.4 Buses may be cancelled pending consideration of the following factors:
 - Severely drifted or extremely icy roads.
 - Limited visibility because of fog or blowing snow.
 - Other environmental conditions are typically announced by Environment Canada through its telephone information services, web site or on a local radio station.
 - We collect information from Weather Canada for cancellations and a list of where the weather information is collected from can be found in *Appendix A: Weather Canada Information.*
- 1.5 The decision to cancel buses shall be made by 6:00 a.m.
- 1.6 If a bus is cancelled in the morning due to cold weather it will not operate in the afternoon.
- 1.7 School buses provided for out-of-school curricular and extracurricular activities

are also cancelled on days that transportation services are cancelled.

2. Responsibility of Principals

- 2.1 The principal is responsible for ensuring a process for billeting students is in place. The Division will assume any costs incurred.
- 2.2 The principal is to ensure all bus students have a billet.

3. Responsibility of Bus Drivers

- 3.1 Each bus driver in rural areas is responsible for canceling a route in consultation with the Transportation Manager or designate to ensure the safety and well-being of his/her passengers.

If the decision is made before students have been picked up from home in the rural area, the driver is to inform parents or guardians of all passengers that the bus will not operate.

- 3.2 Under no circumstances should buses start on the route at the height of a winter storm.
- 3.3 Under normal circumstances bus drivers shall not commence their routes prior to normal departure time.
- 3.4 If the decision to stop operation is made after students have been picked up, the driver is to arrange to deliver each student to a safe, supervised destination. In the rural area, drivers are to inform parents or guardians directly or indirectly of the location of the students. The driver must also inform the principal and Transportation Manager or designate.

4. Responsibility of Parents or Guardians

- 4.1 Parents or guardians of all bus students are to arrange for appropriate billet information for the individual students and to inform the school of those arrangements.
- 4.2 Parents and guardians always have the right to keep their children at home during severe weather conditions or when in the considered opinion of the parent or guardian, they have concern regarding the safety of their children. They also have the right to drive their children to school if the bus does not run.
- 4.3 Parents or guardians are responsible to ensure that their children are appropriately dressed for weather conditions.

Reference: Highway Traffic Act
Sections 85, 87, 194, 195, 196, 197, Education Act

~~June 5, 2024~~ December 10, 2024