

**REGULAR MEETING ----- April 8, 2019**

**Minutes of the Regular Meeting of the Board of Education of the Chinook School Division No. 211 held on Monday, April 8, 2019 at 3:00 p.m. in the Chinook Education Centre.**

**PRESENT:** Kimberly Pridmore  
Allan Bridal  
Larry Caswell  
Dianne Hahn  
Gwen Humphrey  
Susan Mouland  
Tim Ramage  
Tim Weinbender

Kyle McIntyre – Director of Education  
Rod Quintin – Chief Financial Officer  
Joanne Booth – Communications Coordinator  
Jackie Wiebe – Executive Assistant

**REGRETS:** Katelyn Toney  
Shane Andrus

**GUESTS:** **School Presentation: “National Archery in Schools Program”  
Shaunavon High School**  
**Teacher:** Nancy Leroy  
**Students:** Aline Lebastard and Ty Schermerhorn

**School Presentation: “Positive Lifestyles Day” Shaunavon High School**  
**Teacher:** Gail Evenson  
**Students:** Kinae Wallis, Kennedy Stearns and Layne Stevenson

**Staff Presentations:**  
Bob Vavra: Superintendent of Learning  
Kathy Robson: Level I Coordinator  
Ken Garinger: Superintendent of Human Resources

The meeting was called to order at 3:00 p.m. by Chair Kimberly Pridmore

**AGENDA**      046/19 Ramage      THAT the Agenda be approved as circulated and revised.

**CARRIED**

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MINUTES      047/19 Mouland      THAT the Minutes of the Regular Meeting of March 11, 2019, be approved, as presented.

CARRIED

CONSENT      048/19 Caswell      THAT the Consent Agenda Items be approved.  
ITEMS

CARRIED

Bob Vavra, Superintendent of Learning and Kathy Robson, Level 1 Coordinator presented the Curriculum Status Report.

CURR.      049/19 Humphrey      THAT the Curriculum Status Report be received.  
REPORT

CARRIED

Ken Garinger, Superintendent of Human Resources, presented the Human Resources Staffing Monitoring Report

HR STAFF      050/19 Hahn      THAT the Human Resources Staffing Monitoring Report be  
REPORT

CARRIED

Rod Quintin, Chief Financial Officer presented the Finance Report up to February 28, 2019

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FINANCIAL 051/19 Bridal  
STATEMENT

THAT the Quarterly Interim Financial Statement and Supporting Schedules for the period December 1, 2018 to February 28, 2019, are approved, as attached.

CARRIED

CLOSED 052/19 Weinbender

THAT the Board of Education recess the meeting to go into Closed Session.

CARRIED

RISE 053/19 Hahn

THAT the Board of Education rise and report.

CARRIED

HR 054/19 Bridal  
REPORT

THAT the Employee Contracts be ratified as contained in the Human Resources Report dated April 8, 2019.

CARRIED

EMERGENT 055/19 Weinbender  
FUNDING

THAT the Chinook Board of Education approves the submission of the Emergent Funding Program Form to the Ministry of Education, as attached.

CARRIED

SUSPENSION 056/19 Humphrey

THAT the Chinook Board of Education suspends Daniel Froese for gross misconduct for the remainder of the 2018/2019 school year.

CARRIED

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ADJOURN      057/19 Caswell      THAT we do now adjourn.

CARRIED

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Board Chair

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CFO



## Emergent Funding Program Application Form

This form is to be submitted to the Ministry of Education and all fields must be completed with required documentation attached to be considered under the Emergent Funding Program. Financial information pertaining to Preventative Maintenance and Renewal (PMR) funding and school division reserves may be requested upon receipt of the application form.

Date: April 1, 2019

Name of School Division: Chinook School Division No. 211

Name of School: Herbert School

Total Enrolment in September, 2018; 186

Grade Structure: K-12

Has an insurance claim been made to address the emergent issue? ☐ yes  
☐ no

Has the board of education/conseil scolaire authorized this application? ☐ yes  
☐ no

Date of next board meeting: April 10, 2019

Does the board of education/conseil scolaire have existing capital reserves included in accumulated surplus and/or deferred revenue? ☐ yes  
☐ no

If yes, have any of the reserves been targeted for capital projects? ☐ yes  
☐ no

Please include details of existing capital reserves on page 4 and board motion(s) approving the use of capital reserves for capital projects.

**Describe the emergent issue(s):** Include information such as the date of occurrence, circumstances of the structural failure, witnesses, injuries and if any immediate action was taken.

The Herbert School Division acquired the Sask Power Building in Herbert and used it to store school equipment and supplies. The building was not structurally sound and we had a Phase 1 environmental assessment done in May of 2013. During demolition two encapsulated diesel tanks were discovered under the floor. The tanks were removed and contaminated soil stockpiled on site for disposal at a later date. The Ministry of Environment did not accept the decommissioning process of the tanks and contaminated soil and asked for a Corrective Action Plan (CAP) from Normac.

Normac AES Ltd provided the Ministry with a plan that did not meet the Ministries standards. Normac AES Ltd. and the Ministry officials have been in dispute with the CAP and Closure report for for the last six years. The Ministry of Environment wrote a letter in January of 2019 asking the Chinook School Division to hire a qualified consultant and develop a new CAP and clean the site up.

I asked P. Machibroda to assess the information and give an estimated cost and an action plan.

**Details of the recommended solution:** Include reasons for the recommended solution and source of opinions sought.

A new Corrective Action Plan (CAP) is to be developed, which includes site excavation around contaminated areas, Lab testing of material and disposal of contaminated material at a licensed landfill.

**Estimated Construction Cost of Project:** \$31,960.00

**Source of Estimate:** P. Machibroda Engineering Ltd.

**Timelines and scope of work to be completed:**

We would start in April, 2019 and finish up in May, 2019.

**Describe any impacts of construction:** Include disturbances to classrooms, students, staff and instruction.

No disruption to school


**Describe severity of problem and risk if not completed:** Include impacts in terms of health and safety and all negative impacts on the school and surrounding community.

Not dealing with contamination could cause environmental issues within the Town of Herbert and cost more to clean up in the future. With use of the emergent funding would free up PMR funding for other projects directly affecting instructional space.

  
Signature of Chief Financial Officer

Rod Quintin  
Name (Printed)

Date

  
Signature of Board Chair

Kim Pridmore  
Name (Printed)

Date

April 8/19  
April 8/19

**Capital Reserves (if applicable)**

	Balance	Committed*	Net Balance as of **
<b>Deferred Revenues</b>			
Federal tuition fees			
Proceeds from sale of schools			
Ministry of Education capital transfers			
<b>Accumulated Surplus</b>			
Sec 286 pre-April 2009 capital reserve			

\* Please attach a description and the board motion(s) approving the use of this balance.

\*\* Please provide the date.

**Required Attachments**

- Engineering reports with recommendations.
- If applicable, board motion(s) approving the use of capital reserves for capital projects.

**Submit completed forms with all attachments to:**

Ministry of Education  
Infrastructure Branch  
4<sup>th</sup> Floor, 2220 College Avenue  
REGINA SK S4P 4V9  
or Fax to 306-798-5042

For further information, email [EDInfrastructure@gov.sk.ca](mailto:EDInfrastructure@gov.sk.ca) or call 306-787-1156.