

Minutes of the Regular Meeting of the Board of Education of the Chinook School Division No. 211 held on Monday, August 22, 2022 at 11:00 a.m. at the Chinook Education Centre.

PRESENT: Kimberly Pridmore
Dianne Hahn
Keri Hudec
Gwen Humphrey
Rachael Eliason
Susan Mouland
Rachelle Patzer
Tim Ramage
Katelyn Toney

Mark Benesh – Director of Education
Kathy Robson – Deputy Director of Education
Sharie Sloman – Chief Financial Officer
Joanne Booth – Communications Coordinator
Katie Andreas – Executive Assistant

Regrets: Ken Duncalfe

The meeting was called to order at 11:00 a.m. by Chair Kimberly Pridmore

AGENDA 114/22 Ramage THAT the Agenda be approved as circulated and revised.

CARRIED

CLOSED 115/22 Humphrey THAT the Chinook Board of Education recess the meeting to go into closed session to discuss personnel items and other confidential matters to be received by the Board.

CARRIED

RISE 116/22 Mouland THAT the Chinook Board of Education rise and report.

CARRIED

Keri Hudec declared oath of office as the newly elected board member for Subdivision One.

MINUTES 117/22 Hahn THAT the Minutes of the Regular Meeting of June 27, 2022, be approved, as presented.

CARRIED

BOARD 118/22 Eliason THAT the revised Board Policy 2, Appendix A: Board POLICY 2: ANNUAL WORK PLAN Annual Workplan be approved, as attached.

CARRIED

DIRECTORS 119/22 Patzer THAT the Board approve the Director of Education Evaluation EVALUATION Report, as developed during the Director Evaluation workshop of July 18, 2022 as an accurate assessment of his performance for the period April 1, 2021 – June 30, 2022, and further that the Chair be authorized to make any required technical edits and to sign the evaluation report on the Board’s behalf.

CARRIED

BOARD 120/22 Toney THAT the Board approve the Board evaluation report as EVALUATION developed at the externally facilitated Board Evaluation meeting of July 18, 2022 and that the Board Chair be authorized to make any required edits. In addition, the Board Chair will monitor the priorities and directions agreed to and bring items forward for Board consideration as deemed appropriate during the 2022-2023 year.

CARRIED

UPDATED 121/22 Humphrey THAT the Board receive the renewed City of Swift Current AGREEMENTS Recreational Facilities Agreement and the Milestone Early Learning Centre Lease Agreement, for informational purposes.

CARRIED

REGULAR MEETING ----- August 22, 2022

CLOSED 122/22 Ramage THAT the Chinook Board of Education recess the meeting to go into closed session to discuss personnel items and other confidential matters to be received by the Board.

CARRIED

RISE 123/22 Mouland THAT the Chinook Board of Education rise and report.

CARRIED

ADJOURN 124/22 Hudec THAT we do now adjourn.

CARRIED

Board Chair

CFO

Declaration of Office

(Subsection 78(1) of the Act)

I, Keri-Lynn Hudec, do hereby accept the office of Member of the Board of Education of the Chinook School Division No. 211 of Saskatchewan, to which I have been elected (in Subdivision No. One), and I will to the best of my ability honestly and faithfully discharge the duties devolving on me as such member.

Dated at Swift Current in the Province of Saskatchewan, this 22nd day of August, 2022.



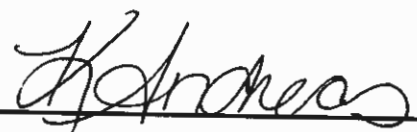
Member of the Board

Endorsement Certificate by Commissioner for Oaths / Notary Public

(Subsection 78(2) of the Act)

I, Katherine Andreas, of Swift Current in the Province of Saskatchewan do hereby certify that Keri-Lynn Hudec, a person elected as a member of the Board of Education of the Chinook School Division No. 211 (for Subdivision No. One), has this day made before me the required Declaration of Office.

Dated at Swift Current in the Province of Saskatchewan, this 22nd day of August, 2022.



A Commissioner for Oaths or Notary Public



BOARD ANNUAL WORK PLAN

August

Regular Board Meeting Agenda Items

- Approve meeting date for Audit Committee
- Review and Approve Boards Division Goals and Priorities
- Review of 4th Quarter Financial Update
- Conduct and approve Director annual evaluation
- Participate in a facilitated Board self-evaluation and approve a positive path forward

Events

- Teachers Convention

Budget Considerations

- Budget Work Plan, August 31 – (Estimate) Ministry approves Budget.

September

Regular Board Meeting Agenda Items

- Consider nomination of a program for the Premier's Award For Innovation
- Board to establish Budget parameters
- MLA Forum Planning
- Approve Board Revisions to Annual Work Plan(if any)
- Approve Board Development Plan
- Approve Board Advocacy Plan
- Review Strategic Plan and Draft Annual Report and provide direction.
- Review Learning & Well Being Accountability Report
- School Accountability Report (Opening Day Enrolments and September 30 Official Enrolments) and Staffing Adjustments
- Board to meet with Auditors

Events/Action

- Public Boards Section Executive Meeting
- Transportation Committee Meeting

Budget Considerations

- Budget Work Plan: Board reviews current year priorities and plans priorities for next year

October

Regular Board Meeting Agenda Items

- Approve plans for Organizational Meeting
- Approve Resolutions (if any) for Saskatchewan School Boards Association Annual Convention
- Approve transfer of funds to/from reserves
- Review School Improvement Plans/Facilities Accountability Results Report
- Review Facilities Accountability Report
- Review Directors Report of School Viability
- Review Maintenance Accountability Report
- Review trends in the Cyber School Status Report

Events/Action

- Public Boards Section Executive Meeting
- SSBA Members' Council

November

Regular Board Meeting Agenda Items

- Organizational Meeting: Elect Board Chair, Vice-Chair, Committee appointments, appointment of auditor, approve auditor's terms of engagement, dates of regular Board meetings for the year, set/affirm per diems and trustee honorariums and expenses
- Appoint Voting Delegates and allocate votes for the SSBA Convention
- Authorize borrowing resolution
- Review Transportation Accountability Report
- Review trends in the NES Cluster Status Report
- Approve Audited Financial Statements and Annual Report for submission to Ministry of Education
- Review Board Goals

Events/Action

- Board Planning Retreat
- Hutterian Meeting
- SSBA Fall General Assembly
- Public Boards Section General Meeting
- SCC New Member Orientation & Fall Forum

December

Regular Board Meeting Agenda Items

- Review audit report and management letter (ensure deficiencies from previous year have been remediated to the satisfaction of the auditor)
- Review Legal Update of any outstanding cases
- Review Student Services Status Report
- Director implement recommendations included in the Audit Report

Events/Action

- Facilities Committee Meeting
- Host staff Board Christmas social

January

Regular Board Meeting Agenda Items

- Review initial projected enrollment for next year
- Review Technology Accountability Report
- Review Financial Accountability Report to November 30 (Quarterly Reporting)
- Review Provincial Education Plan Update
- Approval of Budget work plan

Events/Action

- Finance Committee Meeting
- Transportation Committee Meeting

February

Regular Board Meeting Agenda Items

- Review draft school year calendar (2 years)
- Review Trends in the Central Cluster Status Report
- Board approval of budget assumptions

Events/Action

- Public Boards Section Executive Meeting
- SSBA Members' Council

Budget Considerations

- Budget Work Plan
 - February 15 – Initial school staffing circulated to schools
 - February 15 – Priorities Communicated to the Community
 - February 15 – Priorities Communicated to the Division

March

Regular Board Meeting Agenda Items

- Approve school year calendar
- Review Athletics Status Report
- Review Hutterian Status Report
- Review and provide direction on draft Budget
- Review board goals

Events/Action

- Board Planning Retreat
- Rural Congress
- SCC Celebration of Learning
- Transportation Committee Meeting

April

Regular Board Meeting Agenda Items

- Approve Chinook Level 2 Education Plan
- Review Financial Accountability Report to Feb 28th (Quarterly Reporting)
- Review HR Accountability Report
- Review Update on Operating Budget Development
- Review trends in the West Cluster Status Report

Events/Action

- Finance Committee Meeting
- Meet with MLAS
- Public Boards Section Executive Meeting
- SSBA Spring General Meeting

May

Regular Board Meeting Agenda Items

- Review Hiring update
- Review Enrolment Projections that are sent to the Ministry
- Review and approve Board Annual Work Plan and Meeting Calendar

Events/Action

- Finance Committee Meeting
- Present Long Service Awards

June

Regular Board Meeting Agenda Items

- Review Financial Accountability Report to May 31 (Quarterly reporting)
- Review of Board Policies
- Review Board Goals for approval in August
- Approve the operating budget for submission to the Ministry of Education
- Approve Schedule of Fees

Events/Action

- Public Boards Section General Meeting
- Attend achievement nights and graduation ceremonies to present awards as determined.
- Determine the common extra-curricular transportation rate to be charged throughout the Division to facilitate equitable access to extracurricular opportunities for all schools.
- Facilities Committee Meeting
- Transportation Committee Meeting
- Host CEC Staff and Board BBQ

Ongoing

- Receive monthly HR report for informational purposes.
- Attend meetings as determined by the Board.
- Attend School Community Council meetings as scheduled and upon invitation.
- Attend Standing Committee meetings as assigned.
- Approve compensation for out of scope staff – no date determined.
- Consider new developments and directions from the Ministry of Education
- Engage in individual trustee development approved by the Board.
- Engage in celebration/recognition of students, staff, and community.
- Receive Union Negotiations Update provide terms of reference and approve memoranda of agreements.
- Approval of out of country field trips.
- Approve/review out of scope compensation.

Reference: Sections 61, 63, 85, 87, 277, 278, 279, 280, 281, 282, 283, 285, 286, 288, 289, 292
Education Act

Approved: October 26, 2021
Revised: August 22, 2022