AGENDA

FOR THE REGULAR MEETING OF THE NORTHWEST SCHOOL DIVISION NO. 2O3 BOARD OF EDUCATION

DATE: January 11, 2024 **LOCATION:** Northwest School Division

TIME: 10:00 a.m. CST Boardroom / TEAMS

- 1. Call to Order
- 2. Additions to and Adoption of Agenda
- 3. Adoption of Minutes of Last Meetings

Inaugural Meeting – November 28, 203

Regular Meeting – November 28, 2023

4. Delegation

4.1 Facilities Presentation – Bobby Tough

5. Discussion / Decision Items

- **5.1** Academic Calendar 2024-2025
- **5.2** Audit Services Proposals
- **5.3** Financial Reports November 2023
- **5.4** Financial Reports December 2023

6. Information Items

- **6.1** Celebrations
- 6.2 Calendar

7. Committee of the Whole

- 7.1 HR Report
- **7.2** Sector Update

8. Information of Emergent Items for Next Agenda

February

Regular Board Meeting Agenda Items

- Establish Board budget priorities
- · Mid Term Report Annual Sector Plan
- Approve School Year Calendar
- Approve Annual Capital Plan

March

Regular Board Meeting Agenda Items

- Transportation Report #2
- · Student Services Report
- Student Voice Presentation
- Appointment of Auditor (every 3 years)

April

Regular Board Meeting Agenda Items

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

May

Regular Board Meeting Agenda Items

- Review draft budget and provide required redirection
- Approve PMR
- · Establish compensation guidelines for out of scope staff
- Approve Director semi-annual evaluation (3rd year of Board Term)
- Approve Board semi-annual evaluation (even years)
- · Sub-Division graduation ceremonies to present awards as determined

June

Regular Board Meeting Agenda Items

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

July

Regular Board Meeting Agenda Items

· No Scheduled Board meeting

9. Adjournment

MINUTES OF THE ORGANIZATIONAL MEETING OF THE BOARD OF EDUCATION OF THE NORTHWEST SCHOOL DIVISION NO. 203 HELD TUESDAY, NOVEMBER 28, 2023 AT 10:00 A.M. IN THE BOARD OFFICE AT MEADOW LAKE, SASKATCHEWAN VIA TEAMS

Members Present: Faith Graham, Barb Seymour, Mark Campbell, Terri

Prete, Andrea Perillat, Glen Winkler, Charles Stein, Bev Josuttes-Harland, Janice Baillargeon, Patricia Main, John

Anderson

Members Absent: None

In Attendance: Duane Hauk, CEO

Charlie McCloud, CFO

Davin Hildebrand, Deputy Director of Education Jennifer Williamson, Deputy Director of Education

Cheryl Treptow, Superintendent of Learning Dawn Paylor, Superintendent of Learning Aaron Oakes, Superintendent of Schools Kaitlin Harman, Communications Officer

Director of Education, Duane Hauk called the meeting to order.

Agenda Andrea That the agenda be adopted.

23-078 Perillat CARRIED

Chair Duane Hauk opens nominations for Chair.

John Nominated Glen Winkler as Chair.

Anderson

Chair Cease Charles That nominations cease.

23-079 Stein CARRIED

Glen Winkler was elected Chair by acclamation.

Vice-Chair Glen Winkler opens nominations for Vice-Chair.

Terri Prete Nominated Bev Josuttes-Harland as Vice-Chair

Vice-Chair John That nominations cease.

Cease Anderson

23-080 CARRIED

Bev Josuttes-Harland was elected Vice-Chair by acclamation.

Board Committees 23-081	Andrea Perillat	That the following Board Committees be established for the upcoming year: - Transportation - Policy Review/Governance - Ad Hoc CARRIED
Regular Board Meetings 23-082	John Anderson	That the regular Board meeting be held in the Meadow Lake office on the second Thursday of each month starting at 10:00 AM, beginning in December 2023. CARRIED
December Board Meeting	Terri Prete	That the regular Board meeting scheduled for December 14, 2023, be cancelled in recognition of the short time frame between meetings.
23-083 Indemnities and Expenses 23-084	Barb Seymour	That the following indemnity and expense rates be established: 1) Per Diem - equal to 1/197 th of Class IV, Step 4 of the Teacher's Collective Bargaining Agreement 2) Mileage - \$0.5703 per km 3) Meals - \$15/\$20/\$30 4) Private Accommodations - \$35 per night 5) Travel Time - \$32 per hour 6) Communication - \$75 per month Definition of a day: six (6) hours or more per day CARRIED
Signing Authorities 23-085	Charles Stein	That the signing authorities for the Northwest School Division No. 203 be the Board Chair or the Vice-Chair and the CFO or the CEO. CARRIED
Chair and Vice-Chair Allowance 23-086	Glen Winkler	That the Chair receive a \$1,500.00 annual allowance in addition to regular indemnities and that the Vice-Chair receive a \$500.00 annual allowance in addition to regular indemnities, effective November 2024.
23-000		CARRIED
Adjournment 23-087	Janice Baillargeon	That we adjourn. CARRIED
		Time: 10:25 a.m.
Glen W	Vinkler, Chair	Charlie McCloud, Chief Financial Officer

MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION OF THE NORTHWEST SCHOOL DIVISION NO. 203 HELD TUESDAY, NOVEMBER 28, 2023, AT 10:30 A.M. IN THE BOARD OFFICE AT MEADOW LAKE, SASKATCHEWAN VIA TEAMS

Members Present: Glen Winkler, Chair

Bev Josuttes-Harland, Vice-Chair

Terri Prete, Charles Stein, Faith Graham, Janice Baillargeon, Barb Seymour, John Anderson, Patricia Main, Andrea Perillat,

Mark Campbell

Members Absent: None

In Attendance: Duane Hauk, CEO

Charlie McCloud, CFO

Davin Hildebrand, Deputy Director of Education Jennifer Williamson, Deputy Director of Education Cheryl Treptow, Superintendent of Learning Dawn Paylor, Superintendent of Learning Aaron Oakes, Superintendent of Schools

Kaitlin Harman, Communications Officer

Agenda Bev That the agenda be adopted.

23-088 Josuttes- CARRIED Harland

Minutes Terri Prete That the minutes of the October 12, 2023, regular meeting be

23-089 approved as presented.

CARRIED

Delegation The Board heard a presentation from Jesse Boughen, External

Auditor from Grant Thornton, LLP, regarding the 2022-2023

draft Audited Financial Statements via Teams.

Delegation The Board met with the Transportation Officer, Virginia

Calvert, to review the operations of the Transportation

Department.

Audited John That the draft Audited Financial Statements for 2022-2023 be accepted

Financial Anderson and submitted to the Provincial Comptroller and the Ministry of Education pending format approval and any significant changes.

23-090 CARRIED

Annual Report Terri Prete That the 2022-2023 Annual Report for the Northwest School Division #203 be accepted and submitted to the Ministry of

Division #203 be accepted and submitted to the Ministry of Education pending format approval and any significant changes.

CARRIED

Finance Statement	Bev Josuttes-	That the Financial Report for the period ending October	er 31,
23-092	Harland	2023, be approved as presented.	CARRIED
Closed Session 23-093	Charles Stein	That we enter a Closed Session.	CARRIED
Report from Closed Session 23-094	Andrea Perillat	That we rise and report from the Closed Session.	CARRIED
23-07-			CARRILD
		The Committee reported on Education Sector arising i personnel.	ssues and
Emergent Items		 Tender of Audit (3-year contract) Facilities Department Presentation 	
Tems		3. Draft 2024-2025 School Year Calendar Option	ns
Adjournment 23-095	Charles Stein		CARRIED
		Time: 2:35 p.m.	
Glen W	inkler, Chair	Charlie McCloud, Chief Financial	Officer

5.1: Academic Calendar 2024-2025

RECOMMENDATION



MEETING DATE: January 11, 2024 **FORUM** AGENDA ITEMS INTENT **Board Meeting** Correspondence Information Committee of the Whole **New Business** Decision Reports from Administrative Staff Discussion Other: Delegations **BACKGROUND** A calendar committee consisting of 3 LEADS members and 3 NWTA members develop draft calendar choices for Board approval. In previous years the Board may approve multiple calendars and allow division staff to vote on their preferred choice. The Board of Education has the final decision to approve the school academic calendar. **CURRENT STATUS** The Calendar Committee has developed 2 calendar options. The Board will determine which options presented are to be considered for voting by staff. **PROS AND CONS** FINANCIAL IMPLICATION PREPARED BY: DATE **ATTACHMENTS** Duane Hauk January 3, 2024

November '24 Su M Tu W Th F Sa 15/15 Su M Tu W Th F Sa 15/15 Su M Tu W Th F Sa 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 31 31 31 31 31 31	F Sa 1 7 8 14 15 21 22 28 F Sa 1 7 8 14 15 21 22 28 29 F Sa 4 5 11 12 18 Good Fri 19 25 26 F Sa	6 7 13 14 20 21 27 28 1 '25 Th F 6 7 13 14 20 21 27 28 '25 Th F 3 4 10 11 17 Good Fr	5 6 12 13 19 20 26 27 March '25 W Th 5 6 12 13 19 20 26 27 April '25 W Th 2 3 9* 10 16 17	5 12 19 26 Marc W 5 12 19 26 Apri W 2 9*	4 11 18 25 Tu 4 11 18 25 Tu 1 8*	3 10 17 Family 24 M 3 10 17 24 31	2 9 16 23 2 9 16 23 30	5/0 21/21 20/20	3 10 14 24 31 Sa 7 14 21	2 9 16 23 30 F 6 13 20	1 8 15 22 29 er '24 Th 5 12 19	7 14 21 28 ptembe W 4 11 18	6 13 20 27 See Tu 3 School Starts 10	5 12 19 26 M	4 11 18 25 Su
4 5 6 7 8 9 10 11 12 13 14 15 16 14 18 19 20 21 22 23 24 25 26 27 28 29 30 31 5/0 23 24 25 26 27 28 29 30 31 5/0 23 24 25 26 27 28 29 30 31 5/0 23 24 25 26 27 28 29 30 31 5/0 23 24 25 26 27 28 29 30 31 5/0 23 24 25 26 27 28 29 30 31 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 20 23 24 25 26 27 28 29 30 31 20 23 24 25 26 27 28 29 30 31 20 20 20 20 20 20 20 2	7 8 14 15 21 22 28 F Sa 1 7 8 14 15 21 22 28 29 F Sa 4 5 11 12 18 Good Fri 19 25 26	13 14 20 21 27 28 1 '25 Th F 6 7 13 14 20 21 27 28 '25 Th F 3 4 10 11 17 Good Fr	12 13 19 20 26 27 March '25 W Th 5 6 12 13 19 20 26 27 April '25 W Th 2 3 9* 10 16 17	12 19 26 Marc W 5 12 19 26 Apri W 2 9*	11 18 25 Tu 4 11 18 25 Tu 1 18 25	10 17 Family 24 M 3 10 17 24 31	2 9 16 23 2 9 16 23 30	5/0 21/21 20/20	10 14 24 31 Sa 7 14 21	9 16 23 30 F 6 13 20	8 15 22 29 27 '24 Th 5 12	14 21 28 Potember W 4 11 18	13 20 27 See Tu 3 School Starts 10	12 19 26 M 2 Labour Day 9	11 18 25 Su
11	14 15 21 22 28 F Sa 1 7 8 14 15 21 22 28 29 F Sa 4 5 11 12 18 Good Fri 19 25 26	13 14 20 21 27 28 1 '25 Th F 6 7 13 14 20 21 27 28 '25 Th F 3 4 10 11 17 Good Fr	12 13 19 20 26 27 March '25 W Th 5 6 12 13 19 20 26 27 April '25 W Th 2 3 9* 10 16 17	12 19 26 Marc W 5 12 19 26 Apri W 2 9*	11 18 25 Tu 4 11 18 25 Tu 1 18 25	10 17 Family 24 M 3 10 17 24 31	9 16 23 2 9 16 23 30	21/21	14 24 31 Sa 7 14 21	16 23 30 F 6 13 20	15 22 29 er '24 Th 5 12 19	14 21 28 Potember W 4 11 18	13 20 27 See Tu 3 School Starts 10	12 19 26 M 2 Labour Day 9	11 18 25 Su
18	21 22 28 F Sa 1 7 8 14 15 21 22 28 29 F Sa 4 5 11 12 18 Good Fri 19 25 26	20 21 27 28 1 '25 Th F 6 7 13 14 20 21 27 28 '25 Th F 3 4 10 11 17 Good Fr	19 20 26 27 March '25 W Th 5 6 12 13 19 20 26 27 April '25 W Th 2 3 9* 10 16 17	19 26 Marc W 5 12 19 26 Apri W 2 9*	18 25 Tu 4 11 18 25 Tu 1 8*	17 Family 24 M 3 10 17 24 31	2 9 16 23 30	21/21	24 31 Sa 7 14 21	23 30 F 6 13 20	22 29 27 '24 Th 5 12	21 28 Pptembe W 4 11 18	20 27 Se Tu 3 School Starts 10	19 26 M Labour Day 9	18 25 Su
18	F Sa 1 7 8 14 15 21 22 28 29 F Sa 4 5 11 12 18 Good Fri 19 25 26	27 28 n '25 Th F 6 7 13 14 20 21 27 28 '25 Th F 3 4 10 11 17 18 Good Fr	26 27 March '25 W Th 5 6 12 13 19 20 26 27 April '25 W Th 2 3 9* 10 16 17	26 Marc W 5 12 19 26 Apri W 2 9*	25 Tu 4 11 18 25 Tu 1 8*	M 3 10 17 24 31	2 9 16 23 30	21/21	31 Sa 7 14 21	30 F 6 13 20	29 Th 5 12 19	28 W 4 11 18	27 Se Tu 3 School Starts 10	M 2 Labour Day 9	25 Su
Su	F Sa 1 7 8 14 15 21 22 28 29 F Sa 4 5 11 12 18 Good Fri 19 25 26	27 28 n '25 Th F 6 7 13 14 20 21 27 28 '25 Th F 3 4 10 11 17 18 Good Fr	26 27 March '25 W Th 5 6 12 13 19 20 26 27 April '25 W Th 2 3 9* 10 16 17	26 Marc W 5 12 19 26 Apri W 2 9*	25 Tu 4 11 18 25 Tu 1 8*	M 3 10 17 24 31	2 9 16 23 30	21/21	31 Sa 7 14 21	30 F 6 13 20	29 Th 5 12 19	28 W 4 11 18	27 Se Tu 3 School Starts 10	M 2 Labour Day 9	25 Su
September '24 Su	F Sa 1 7 8 14 15 21 22 28 29 F Sa 4 5 11 12 18 Good Fri 19 25 26	1 '25 Th F 6 7 13 14 20 21 27 28 '25 Th F 3 4 10 11 17 Good Fr	March '25 W Th 5 6 12 13 19 20 26 27 April '25 W Th 2 3 9* 10 16 17	Marc W 5 12 19 26 Apri W 2 9*	Tu 4 11 18 25 Tu 1 8*	M 3 10 17 24 31	2 9 16 23 30	21/21	7 14 21	6 13 20	5 12 19	4 11 18	Tu 3 School Starts 10	M 2 Labour Day 9	Su 1
Su	T 8 14 15 21 22 28 29 F Sa 4 5 11 12 18 Good Fri 19 25 26	Th F 6 7 13 14 20 21 27 28 *25 Th F 3 4 10 11 17 Good Fr	W Th 5 6 12 13 19 20 26 27 April '25 W Th 2 3 9* 10 16 17	5 12 19 26 Apri W 2 9*	4 11 18 25 Tu 1 8*	3 10 17 24 31	2 9 16 23 30	20/20	7 14 21	6 13 20	Th 5 12 19	W 4 11 18	Tu 3 School Starts 10	2 Labour Day 9	1
1	T 8 14 15 21 22 28 29 F Sa 4 5 11 12 18 Good Fri 19 25 26	6 7 13 14 20 21 27 28 *25 Th F 3 4 10 11 17 Good Fr	5 6 12 13 19 20 26 27 April '25 W Th 2 3 9* 10 16 17	5 12 19 26 Apri W 2 9*	4 11 18 25 Tu 1 8*	3 10 17 24 31	2 9 16 23 30	20/20	7 14 21	6 13 20	5 12 19	4 11 18	3 School Starts	2 Labour Day 9	1
1	7 8 14 15 21 22 28 29 F Sa 4 5 11 12 18 Good Fri 19 25 26	13 14 20 21 27 28 *25 Th F 3 4 10 11 17 Good Fr	12 13 19 20 26 27 April '25 W Th 2 3 9* 10 16 17	12 19 26 Apri W 2 9*	11 18 25 Tu 1 8*	10 17 24 31	2 9 16 23 30	20/20	14 21	13 20	12 19	11 18	School Starts	Labour Day	
1	14 15 21 22 28 29 F Sa 4 5 11 12 18 Good Fri 19 25 26	13 14 20 21 27 28 *25 Th F 3 4 10 11 17 Good Fr	12 13 19 20 26 27 April '25 W Th 2 3 9* 10 16 17	12 19 26 Apri W 2 9*	11 18 25 Tu 1 8*	10 17 24 31	9 16 23 30		14 21	13 20	12 19	11 18	School Starts	Labour Day	
Su	14 15 21 22 28 29 F Sa 4 5 11 12 18 Good Fri 19 25 26	13 14 20 21 27 28 *25 Th F 3 4 10 11 17 Good Fr	12 13 19 20 26 27 April '25 W Th 2 3 9* 10 16 17	12 19 26 Apri W 2 9*	11 18 25 Tu 1 8*	10 17 24 31	9 16 23 30		14 21	13 20	12 19	11 18	10	9	
15	21 22 28 29 F Sa 4 5 11 12 18 Good Fri 19 25 26	20 21 27 28 '25 Th F 3 4 10 11 17 Good Fr	19 20 26 27 April '25 W Th 2 3 9* 10 16 17	19 26 Apri W 2 9*	18 25 Tu 1 8*	17 24 31 M	16 23 30		21	20	19	18			X
22 23 24 25 26 27 28 29 30 31	F Sa 4 5 11 12 18 Good Fri 19 25 26	27 28 '25 Th F 3 4 10 11 17 Good Fr	26 27 April '25 W Th 2 3 9* 10 16 17	26 Apri W 2 9*	Tu 1 8*	24 31 M	30							16	
Su	F Sa 4 5 11 12 18 Good Fri 19 25 26	'25 Th F 3 4 10 11 17 18 Good Fr	April '25 W Th 2 3 9* 10 16 17	Apri W 2 9*	Tu 1 8*	31 M	30		20	ZI	20	25	2/		
November '24 Su M Tu W Th F Sa Sa Sa Sa Sa Sa Sa	4 5 11 12 18 Good Fri 19 25 26	Th F 3 4 10 11 17 18 Good Fr	W Th 2 3 9* 10 16 17	W 2 9*	1 8*	M						25	24	30	
Su M Tu W Th F Sa 6 7 8 9 10 11 12 13 14 14 15 16 17 18 19 20 PD 22 23 24 25 26 22/21 20 PD 22 23 24 25 26 22/21 20 23 24 27 28 29 30 31 31 31 31 31 31 31 31 31 31 31 31 31 32 32 33 34<	4 5 11 12 18 Good Fri 19 25 26	Th F 3 4 10 11 17 18 Good Fr	W Th 2 3 9* 10 16 17	W 2 9*	1 8*						10.4)		Reconciliation	29
1	4 5 11 12 18 Good Fri 19 25 26	3 4 10 11 17 18 Good Fr	2 3 9* 10 16 17	9*	1 8*										
6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 PD 22 23 24 25 26 22/21 27 28 29 30 31 November '24 Su M Tu W Th F Sa 10 11 12 13 14 15 17 18 19 20 21 22 23 24 25 26 27 28 29 30 December '24 Su M Tu W Th F Sa 10 11 12 13 14 15 16 7 8* 9* 10 13 14 15 16 17 21 20 Easter Mon 22 23 24 27 28 29 30 May '25 May '25 M Tu W Th 1 1 2 113 14 15 16 17 17 18 19 20 21 22 23 24 25 26 27 28 29 30 December '24 Su M Tu W Th F Sa 11 12 13 14 15 16 17 17 18 19 20 21 22 23 24 25 26 27 28 29 30 December '24 Su M Tu W Th F Sa 1 2 3 4 5 6 7 20/19 1 2 3 4 5	11 12 18 Good Fri 19 25 26	10 11 18 17 Good Fr	9* 10 16 17	9*	8*	7			Sa	F	Th		Tu	M	Su
13	18 Good Fri 19 25 26	17 Good Fr	16 17			7		17/17*	5	4	3	2	1		
13	Good Fri 19 25 26	17 Good Fr		16	15		О		12	11	10	9	8		6
20 PD 22 23 24 25 26 22/21 20 Easter Mon 22 23 24 27 28 29 30		24 25	23 24				13		19	18	17	16	15		13
November '24 Su M Tu W Th F Sa 10 Rembrance 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 21/21*		24 25	23 24											21	
November '24 Su M Tu W Th F Sa Sa Sa Sa Sa Sa Sa	F Sa			23	22		20	22/21	26	25	24	23	22	PD	20
November '24 Su M Tu W Th F Sa Sa Sa Sa Sa Sa Sa	F Sa		30	30	29	28	27				31	30	29	28	27
Su M Tu W Th F Sa 3 4 5 6* 7* 8 9 10 11 Rembrance 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 Su M Tu W Th F Sa 1 2 3 4 5 6 7 20 1 2 3 4 5	F Sa			1 00											
Su M Tu W Th F Sa 3 4 5 6* 7* 8 9 10 11 Rembrance 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 Su M Tu W Th F Sa 1 2 3 4 5 6 7 20 1 2 3 4 5	F Sa	'25	May '25	May							r '24	ovembe	N		
1					Tu	M			Sa	F				M	Su
3 4 5 6* 7* 8 9 10 11 not be a constructed by the construction of the	2 3							21/20							
10 Rembrance 12 13 14 15 16 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 21/21* December '24 Su M Tu W Th F Sa 1 2 3 4 5 Sa 20/19 Sa 20/19 1 2 3 4 5 Sa 20/19 1 2 3 4 5 Sa 20/19 Sa 20/19 1 2 3 4 5 Sa 20/19 Sa 20/19 1 2 3 4 5 Sa 20/19 Sa 20									ο	Q	7*	6*	5	1	2
10 Rembrance 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 21/21*	9 10	8 9	7 8	7	6	PD	4			0					
17 16 19 20 21 22 23 24 25 26 27 28 29 30 21/21* December '24	16 17	15 16	14 15	14	13		11		16	15	14	13	12		10
24 25 26 27 28 29 30 21/21* 25 26 27 28 29 December '24 Su M Tu W Th F Sa 1 2 3 4 5 6 7 20/19 1 2 3 4 5	23 24	22 23	21 22	21	20		18		23	22	21	20	19	18	17
December '24 Su M Tu W Th F Sa 1 2 3 4 5 6 7 20/19 1 2 3 4 5	30 31	29 30			27		25	21/21*	30	29	28	27	26	25	24
Su M Tu W Th F Sa 1 2 3 4 5 6 7 20/19 1 2 3 4 5			- , -												
Su M Tu W Th F Sa 1 2 3 4 5 6 7 20/19 1 2 3 4 5		'25	June '25	June							r '24	ecembe	De		
1 2 3 4 5 6 7 20/19 1 2 3 4 5									Sa	F				M	Su
2017	6 7	5 6	1 5	1	3	2	1	20/10						1	
8 9 10 11 12	13 14							20/19							8
15 16 17 18 19 20 21 15 16 17 18 19	21							_							
25 26	20 Indigen						15			20					
22 23 24 25 26 27 28 15/15 22 Exams Exams Exams Exams Exams	Admin 28						22	15/15	28	27			24	23	22
29 30 31 29 30						30	29						31	30	29
January '25											'25	January	J		
Su M Tu W Th F Sa									Sa	F	Th	W	Tu	М	Su
1 2 3 4 20/19 1 = Convention			rention	onvention	1 = Co ₁			20/19	4	3	2	1			
5 6 7 8 9 10 11 2 = Admin			nin	dmin	2 = Ac				11	10	9	8	7	6	5
12 13 14 15 16 17 18 Teacher Days = 197 1 = Staff			f	taff	1 = Sta	_ 107	Dave -	Tooobox							
12 13 14 13 10 17 10 Teacher Days = 157						= 197	Days =	Teacher		'		1			
Student Days* = 188		1.(0 1)	1.6			= 188	Days*	Student	25						19
26 Exams Exams Exams Exams Exams Turn Around Sem 1 26 Turn Around (Sem 1)	1d (Sem 1)	n Around (Sem	urn Arou	1= Tu		-								26
Teachers Students Aug 5 0 Feb 15 15 Sept 20 20 Mar 21 21 Oct 22 21 Apr 17 17 Nov 21 21 May 21 20 Dec 15 15 June 20 19 Jan 20 19 Sem I 103 96 Sem II 94 92						15 21 17 20	15 21 17 21 20	Feb 1 Mar 2 Apr 1 May 2 June 2	0 20 21 21 15	tug 5 ept 20 ect 22 fov 21 ec 15	So O N D				

OPTION A

			August	24						F	ebrua	ry <u>'25</u>		
Su	M	Tu	W	Th	F	Sa			M	Tu	W	Th	F	Sa
				1	2	3								1
4	5	6	7	8	9	10	15/15	2	3	4	5	6	7	8
11	12	13	14	15	16	14		9	PD-1.5 hrs 10	11	12	13	14	15
18	19	20	21	22	23	24		16	17	18	19	20	21	22
							- F/O		Family					
25	26	27	28	29	30	31	5/0	23	24	25	26	27	28	
			ptembe								March			
Su	M	Tu	W	Th	F	Sa			М	Tu	W	Th	F	Sa
														1
1	2 Labour Day	3 Classes	4	5	6	7	21/21	2	3	4	5	6	7	8
8	9	Start 10	11	12	13	14		9	PD-1.5 hrs	11	12	13	14	15
	PD-1.5 hrs								10					
15	16	17	18	19	20	21		16	17	18	19	20	21	22
22	23	24	25	26	27	28	20/20	23	24	25	26	27	28	29
29	30 Reconciliation							30	31					
			October	'24							April	'25		
Su	M	Tu	W	Th	F	Sa			М	Tu	W	Th	F	Sa
		1	2	3	4	5				1	2	3	4	5
6	7	8	9	10	11	12	17/17*	6	7	8*	9*	10	11	12
13	PD-1.5 hrs 14	15	16	17	18	19	_	13	PD-1.5 hrs 14	15	16	17	18	19
	Thxgvng												Good Fri	
20	21	22	23	24	25	26	22/22	20	21 Easter	22	23	24	25	26
27	28	29	30	31				27	Mon 28	29	30			
	20	29	30	31				21	20	29	30			
		N	ovembe	r '2/							May	'25		
Su	M	Tu	W	Th	F	Sa			M	Tu	W	Th	F	Sa
					1	2						1	2	3
3	4	5	6*	7*	8	9	20/20	4	5	6	7	8	9	10
10	PD-1.5 hrs 11	10	13	14	No school 15	16		11	PD-1.5 hrs 12	13	14	15	16	17
17		12				10			·-					
	Rembrance	12					20/20*	4.0	40		0.4		No school	
	18	19	20	21	22	23	20/20*	18	19 Victoria	20	21	22	No school 23	24
24							20/20*	18 25		20 27	21 28	22 29		24 31
	18	19 26	20 27	21 28	22	23	20/20*		Victoria		28	29	23	
24	18 25	19 26	20 27 ecembe	21 28 er '24	22 29	23	20/20*		Victoria			29	23	
24 Su	18 25 M	19 26 Tu	20 27 ecembe W	21 28 er '24 Th	22 29 F	23 30 Sa		25	Victoria 26	27	28	29 '25	23 30	31
24	18 25 M 2	19 26	20 27 ecembe	21 28 er '24	22 29	23	20/20*		Victoria 26		28	29	23	
24 Su 1	18 25 M	19 26 Tu	20 27 ecembe W	21 28 er '24 Th	22 29 F	23 30 Sa		25	Victoria 26	27	28	29 '25	23 30	31
24 Su 1 8	18 25 M 2 PD-1.5 hrs	19 26 Tu 3	20 27 ecembe W 4	21 28 er '24 Th	22 29 F 6	23 30 Sa 7		25	Victoria 26 2 PD-1.5hrs	27	June 4	29 '25 5	30	7 14 21
24 Su 1 8	M 2 PD-1.5 hrs 9 16	19 26 Tu 3 10 17	20 27 ecembe W 4 11 18	21 28 27 '24 Th 5 12	22 29 F 6 13 20	23 30 Sa 7 14 21		1 8 15	26 2 PD-1.5hrs 9 16	3 10 17	28 June 4 11 18	29 '25 5 12 19	23 30 6 13 20	7 14 21 Indigeno
24 Su 1 8 15	M 2 PD-1.5 hrs 9 16 23	19 26 Tu 3 10 17 24	20 27 ecembe W 4 11	21 28 27 '24 Th 5	22 29 F 6 13	23 30 Sa 7	20/19	1 8 15 22	26 2 PD-1.5hrs 9 16 23 Exams	3 10	28 June 4 11	29 '25 5 12	23 30 6 13	7 14 21
24 Su 1	M 2 PD-1.5 hrs 9 16	19 26 Tu 3 10 17	20 27 ecembe W 4 11 18 25	21 28 27 '24 Th 5 12 19 26	22 29 F 6 13 20	23 30 Sa 7 14 21	20/19	1 8 15	26 26 27 28 28 29 29 20 20 20 20 20 20 20 20 20 20 20 20 20	3 10 17 24	28 June 4 11 18 25	29 '25 5 12 19 26	23 30 6 13 20 27	7 14 21 Indigeno
24 Su 1 8 15 22	M 2 PD-1.5 hrs 9 16 23	19 26 Tu 3 10 17 24 31	20 27 27 26 26 W 4 11 18 25 Xmas	21 28 27 '24 Th 5 12 19 26 Boxing	22 29 F 6 13 20	23 30 Sa 7 14 21	20/19	1 8 15 22	26 2 PD-1.5hrs 9 16 23 Exams	3 10 17 24	28 June 4 11 18 25	29 '25 5 12 19 26	23 30 6 13 20 27	7 14 21 Indigeno
Su 1 8 15 22 29	M 2 PD-1.5 hrs 9 16 23 30	19 26 Tu 3 10 17 24 31	20 27 27 26 26 W 4 11 18 25 Xmas	21 28 Th 5 12 19 26 Boxing	22 29 F 6 13 20 27	23 30 Sa 7 14 21 28	20/19	1 8 15 22	26 2 PD-1.5hrs 9 16 23 Exams	3 10 17 24	28 June 4 11 18 25	29 '25 5 12 19 26	23 30 6 13 20 27	7 14 21 Indigenou
Su 1 8 15 22 29	M 2 PD-1.5 hrs 9 16 23	19 26 Tu 3 10 17 24 31	20 27 27 26 26 W 4 11 18 25 Xmas	21 28 27 '24 Th 5 12 19 26 Boxing	22 29 F 6 13 20 27	23 30 Sa 7 14 21 28	20/19	1 8 15 22	26 2 PD-1.5hrs 9 16 23 Exams	3 10 17 24 Exams	28 June 4 11 18 25 Exams	29 '25 5 12 19 26	23 30 6 13 20 27	7 14 21 Indigeno
Su 1 8 15 22 29 Su	M 2 PD-1.5 hrs 9 16 23 30	19 26 Tu 3 10 17 24 31	20 27 27 28 20 27 29 4 11 18 25 Xmas	21 28 Th 5 12 19 26 Boxing	22 29 F 6 13 20 27	23 30 Sa 7 14 21 28	20/19	1 8 15 22	26 2 PD-1.5hrs 9 16 23 Exams	3 10 17 24	28 June 4 11 18 25 Exams	29 '25 5 12 19 26	23 30 6 13 20 27	7 14 21 Indigeno
Su 1 8 15 22 29	M 2 PD-1.5 hrs 9 16 23 30 M	19 26 Tu 3 10 17 24 31	20 27 27 26 26 W 4 11 18 25 Xmas	21 28 27 '24 Th 5 12 19 26 Boxing	22 29 F 6 13 20 27	23 30 Sa 7 14 21 28	20/19	1 8 15 22	26 2 PD-1.5hrs 9 16 23 Exams	3 10 17 24 Exams	28 June 4 11 18 25 Exams	29 '25 5 12 19 26	23 30 6 13 20 27	7 14 21 Indigeno
Su 1 8 115 222 29 Su 5	M 2 PD-1.5 hrs 9 16 23 30	19 26 Tu 3 10 17 24 31	20 27 27 28 20 27 29 4 11 18 25 Xmas	21 28 Th 5 12 19 26 Boxing	22 29 F 6 13 20 27	23 30 Sa 7 14 21 28	20/19	1 8 15 22 29	2 PD-1.5hrs 9 16 23 Exams	3 10 17 24 Exams Admin- Staff – 1	28 June 4 11 18 25 Exams	29 '25 5 12 19 26 Exams	23 30 6 13 20 27	7 14 21 Indigeno
Su 1 8 15 22 29 Su 5 12	M 2 PD-1.5 hrs 9 16 23 30 M PD-1.5 hrs	19 26 Tu 3 10 17 24 31 Tu 7	20 27 27 26 26 W 4 11 18 25 Xmas	21 28 Th 5 12 19 26 Boxing '25 Th 2	F 3 10	23 30 Sa 7 14 21 28 Sa 4 11	20/19	1 8 15 22 29	26 2 PD-1.5hrs 9 16 23 Exams	3 10 17 24 Exams Admin- Staff- Conven	June 4 11 18 25 Exams 2 days 1 Day tion/PD	29 '25 5 12 19 26 Exams	23 30 6 13 20 27	7 14 21 Indigeno
24 Su 1 8 115 222 29 5 112	M 2 PD-1.5 hrs 9 16 23 30 M 6 PD-1.5 hrs 13 20	19 26 Tu 3 10 17 24 31 Tu 7 14 21	20 27 27 28 29 20 27 29 4 11 18 25 25 25 27 W 1 8 15 22	21 28 27 24 Th 5 12 19 26 Boxing *25 Th 2 9 16 23	F 6 13 20 27 F 3 10 17 24	23 30 Sa 7 14 21 28 Sa 4 11	20/19 15/15 20/19 Teacho	1 8 15 22 29	26 2 PD-1.5hrs 9 16 23 Exams 30	3 10 17 24 Exams Admin- Staff- Conven	28 June 4 11 18 25 Exams 2 days 1 Day tion/PD 1.5 hrs x 1	29 '25 5 12 19 26 Exams	23 30 6 13 20 27 Admin	7 14 21 Indigeno
24 Su 1 8 15 22 29 Su	18 25 M 2 PD-1.5 hrs 9 16 23 30 M 6 PD-1.5 hrs 13	19 26 Tu 3 10 17 24 31 Tu 7 14	20 27 27 28 29 20 27 20 4 11 18 25 Xmas 25 Xmas 4 11 8 12 13 14 14 15	21 28 27 '24 Th 5 12 19 26 Boxing '25 Th 2 9 16	F 3 10 17	23 30 Sa 7 14 21 28 Sa 4 11	20/19 15/15 20/19 Teacho	1 8 15 22 29	2 PD-1.5hrs 9 16 23 Exams	3 10 17 24 Exams Admin- Staff – 1 Conveni	28 June 4 11 18 25 Exams 2 days 1 Day tion/PD 1.5 hrs x 1	29 '25 5 12 19 26 Exams 3 Days 0 days aff	23 30 6 13 20 27 Admin	

	Teachers	Students		Teachers	Students
Aug	5	0	Feb	15	15
Sept	20	20	Mar	21	21
Oct	22	22	Apr	17	17
Nov	20	20	May	20	20
Dec	15	15	June	20	19
Jan	20	19			
Sem I	102	96	Sem II	93	92

OPTION B

5.2: Audit Services Proposals



MEETING DATE: January 11, 2024

FORUM	AGENDA ITEMS	INTENT
x Board Meeting	Correspondence	x Information
Committee of the Whole	New Business	Decision
	x Reports from Administrative Staff	x Discussion
	Other: Delegations	
BACKGROUND		

A call for audit service proposals is issued every three (3) years with the option of a two (2) year extension.

CURRENT STATUS

The current auditor is Grant Thornton LLP (previously Cogent Business Consulting). Their three (3) year contract expired at the end of the 2022-2023 fiscal year. Proposals were received from Pinnacle Business Solutions, Grant Thornton LLP, and Meyers Norris Penny (MNP) for the fiscal years ending August 31, 2021, 2022, and 2023. A summary of the proposals is included.

PROS AND CONS

Renewing the audit services contract every three (3) years is intended to ensure that audit services are being provided in the most fiscally responsible manner. Familiarity with the school division's accounting practices lends to a more efficient and thorough review, however, may also be perceived as detrimental in terms of potential complacency as the auditor develops a higher degree of comfort with administration.

FINANCIAL IMPLICATION

Quotes ranged from \$19,500 plus taxes at the low end to \$29,000 plus taxes at the high end, annually.

PREPARED BY:	DATE	ATTACHMENTS
Charlie McCloud	December 12, 2023	Two attached to email
DECOMPAND ARION		

RECOMMENDATION

That the school division audit services proposal be requested from selected audit firms.

	Audit Firm	Grant & Thornton			Pinnacle Business Solutions			MNP	
	AdditTilli	Grant & Thornton			I IIIIacie Dusiliess Colutions			MINI	
	2020-2021	¢22.405	Plus Taxes		\$19,500			\$28.000	
	2021-2022							\$28,500	
Acadia Fara			Plus Taxes		\$20,100			,	
Audit Fees	2022-2023	\$25,295	Plus Taxes		\$20,700 21700??			\$29,000	
A -1 -1/4/ 1	F	#00F Is a second	070 405		0405		A desire E 00 04	04.400	
Additional	Fees		\$70 - 125		\$185 per hour \$90 per hour		Admin Fee 20-21	. , .	
		Partner	Staff		Partner Sta	ιπ	Admin Fee 21-22		
							Admin Fee 22-23	\$1,450	
rovincial Audit		\$5,000.00	Dive teves		Not mentioned		Provincial Audit	\$1.500	
TOVITICIAI AUUIL		\$5,000.00	Plus taxes		Not mentioned		FIOVINCIAI Audit	\$1,500	
orrespondence		Doesn't charge extra			5 or 10 minutes calls do not charge			included in the admin fee above	
onespondence		Docont ondige calla			Short consultation to perform additional work add	itional foo		Indiaded in the daminine above	
					Short consultation to periorn additional work add	Illoriar iee			
amed Properly		Yes			No - spelled external wrong			Yes	
umout topolly		100			The opened external wrong			100	
Completed & Signed Cop	v of Appendix	A Yes			No			Yes	
Jpiotou & Oigilou Oop	, s.r.ppcnalx								
igned Formal Proposal		Yes			Yes			Yes	
igiica i oimari roposar		103			165			100	
ubmission Form		Email			Paper			Email	
Submission Date & Time		February 25th, 2021	@ 10:15pm		February 26th		ì	February 26th, 2021 @ 10:26am	
							ì	, , ,	
								Saskatchewan Rivers School Division, Prairie Valley School	
		1						Division, Prairie Spirit School Division, Horizon School Division,	
xperience with School D	ivisions	We were the first			They audited NWSD in past			Regina School Division	
					Some information is out of date				
iscussion of AFS Dates		Yes			Yes			Yes - Nice Outline of Dates	
		Planning (June through A	rugust)		Initial planning of engagement mid-October to	November		Introductory meeting with senior management	May/June 20021
		Assessing risk (June thro	ough August)		-YE Fin Statements & Auditors report completed by	Mid November		Review of predecessor working papers	May/June 2021
		Evaluating internal contro	ols (June through Se	otember)				Presentation of an audit service plan	July/August 2021
		Testing accounts and tra	nsactions (End of S	eptember into Beginning of Octo	ber)			Pre-audit meeting with senior management and audit planning	July/August 2021
		Concluding and reporting	(By the third week	n November)				Interim Fieldwork	August/September 202
								Year-end field work	Oct-21
								Post-audit meeting with senior leadership, present draft financia	
								statements, audit findings and management letter(s)	Early November 2021
								Attendance and presentation of audit findings to the CFO and the Board of Education	Nov-21
								and Bould of Education	After approval by
									Board of Education,
									expected to be
								Release of final year-end financial statements	November 2021
									Approximately 1
									month after audit
								Client Feedback session	completion



5.3: Financial Reports - November 2023

MEETING DATE:	January 11, 2024			
FORUM	AGENDA ITEMS	S	IN	TENT
x Board Meeting	Correspondence		Х	Information
Committee of the Whole	New Business		X	Decision
	x Reports from Admini	istrative Staff	X	Discussion
	Other: Delegations			
BACKGROUND				
Financial reports are pr	resented regularly.			
CURRENT STATUS				
	e period September 1, 20	023, to November 3	0, 2023.	
PROS AND CONS				
N/A				
FINANCIAL IMPLIC	CATION			
N/A				
PREPARED BY:		DATE	A	TACHMENTS
Charlie McCloud			Or	ne
RECOMMENDATIO	ON			

That the financial report for the period ending November 30, 2023, be approved.

September 1, 2023 to November 30, 2023			Year-to-Date	25%
	0000/04	0000/04		
	2023/24 Annual Budget	2023/24 YTD	Balance	
Revenues:	Aimaar Baaget	<u>11D</u>	Balance	
Tatal Duan arts Tay Davance	ФО.	Φ0.	ФО.	
Total Property Tax Revenue	\$0	\$0	\$0	
Total Grants Revenue	\$56,694,295	\$13,308,712	(\$43,385,583)	
Total Tuition and Related Fees	\$3,206,262	\$1,518,340	(\$1,687,922)	
School Generated Funds	\$1,547,000	\$0	(\$1,547,000)	
Total Interest and Other Revenues	\$45,000	\$95,376	\$50,376	
Total Complementary Services Revenues	\$1,285,223	\$224,754	(\$1,060,469)	
External Services Revenues	\$1,001,482	\$266,626	(\$734,856)	
Total Capital Revenues	\$0	\$40,194	\$40,194	
Total Revenues	\$63,779,262	\$15,454,003	(\$48,325,259)	24%
Expenditures:				
Total Governance	\$290,054	\$73,852	\$216,202	
Total Administration	\$3,279,557	\$631,611	\$2,647,946	
Total Instruction	\$42,487,766	\$10,249,391	\$32,238,375	
Total Plant Operation and Maintenance	\$10,720,780	\$1,941,011	\$8,779,769	
Total Student Transportation	\$6,077,762	\$1,238,635	\$4,839,127	
Total Tuition and Related Fees	\$763,453	\$352,203	\$411,250	
School Generated Funds	\$1,547,000	\$0	\$1,547,000	
Total Interest and Bank Charges	\$60,387	\$19,509	\$40,878	
Total Complementary Services	\$1,814,966	\$413,170	\$1,401,796	
Total External Services	\$996,482	\$185,285	\$811,197	
Total Capital Expenditures	\$795,000	\$118,343	\$676,657	
Total Expenditures	\$68,833,207	\$15,223,009	\$53,610,198	22%
Surplus or (Deficit)	(\$5,053,945)	\$230,994		



5.4: Financial Reports – to December 2023

MEETING DATE:	January 11, 2024		
FORUM	AGENDA ITEMS		INTENT
x Board Meeting	Correspondence		x Information
Committee of the Whole	New Business		x Decision
	x Reports from Administr	ative Staff	x Discussion
	Other: Delegations		
BACKGROUND			
Financial reports are pr			
CURRENT STATUS			
The statement is for the	e period September 1, 202	3, to December 31, 2023	3.
PROS AND CONS			
N/A			
FINANCIAL IMPLIC	CATION		
THOMICENE IVII EN			
N/A			
PREPARED BY:		DATE	ATTACHMENTS
Charlie McCloud			One
RECOMMENDATIO)N		

That the financial report for the period ending December 31, 2023, be approved.

September 1, 2023 to December 31, 2023			Year-to-Date	33%
	2023/24 Annual Budget	2023/24 YTD	Palanas	
Revenues:	Annual Budget	<u> </u>	<u>Balance</u>	
110 VO 110 O.				
Total Property Tax Revenue	\$0	\$0	\$0	
Total Grants Revenue	\$56,694,295	\$17,970,261	(\$38,724,034)	
Total Tuition and Related Fees	\$3,206,262	\$1,518,340	(\$1,687,922)	
School Generated Funds	\$1,547,000	\$0	(\$1,547,000)	
Total Interest and Other Revenues	\$45,000	\$96,207	\$51,207	
Total Complementary Services Revenues	\$1,285,223	\$525,239	(\$759,984)	
External Services Revenues	\$1,001,482	\$373,793	(\$627,689)	
Total Capital Revenues	\$0	\$53,596	\$53,596	
Total Revenues	\$63,779,262	\$20,537,436	(\$43,241,826)	32%
Expenditures:				
Total Governance	\$290,054	\$124,309	\$165,745	
Total Administration	\$3,279,557	\$905,716	\$2,373,841	
Total Instruction	\$42,487,766	\$14,228,996	\$28,258,770	
Total Plant Operation and Maintenance	\$10,720,780	\$2,541,714	\$8,179,066	
Total Student Transportation	\$6,077,762	\$1,848,295	\$4,229,467	
Total Tuition and Related Fees	\$763,453	\$352,203	\$411,250	
School Generated Funds	\$1,547,000	\$0	\$1,547,000	
Total Interest and Bank Charges	\$60,387	\$101,743	(\$41,356)	
Total Complementary Services	\$1,814,966	\$591,187	\$1,223,779	
Total External Services	\$996,482	\$281,962	\$714,520 [*]	
Total Capital Expenditures	\$795,000	\$118,343	\$676,657	
Total Expenditures	\$68,833,207	\$21,094,468	\$47,738,739	31%
Surplus or (Deficit)	(\$5,053,945)	(\$557,032)		

6.1: Celebrations

January 11, 2024 MEETING DATE: FORUM INTENT **AGENDA ITEMS Board Meeting** Correspondence Information Committee of the Whole **New Business** Decision Reports from Administrative Staff Discussion Other: Delegations **BACKGROUND CURRENT STATUS**

FINANCIAL IMPLICATION

PREPARED BY: DATE ATTACHMENTS

RECOMMENDATION

6.2: Calendar



Thursday & Friday, June 27 & 28

MEETING DATE:	January 11, 2024			
FORUM	AGENDA ITEMS	INTENT		
X Board Meeting	Correspondence	X Information		
	X Reports from Administrative Staff	Discussion		
CURRENT STATUS				
Northwest School Div 2023-2024 Academic				
Final Exam Schedule (High School) Semester Turn Around / School Planning Day (no classes)		Thursday to Tuesday, January 25-30 Wednesday, January 31		
Family Day (no school Winter Break (no school		Monday, February 19 Tuesday to Friday, February 20-23		
Easter Break Last Day of Classes School Reopens		Thursday, March 28 Monday, April 8		
Victoria Day (no schoo	ol)	Monday, May 20		
PD (no classes)		Monday, May 27		
Final Exam Schedule (High School)	Thurs, June 20 & Mon-Wed, June 24-26		

SSBA Events (http://saskschoolboards.ca/) - 2023

2024 Calendar Year:

Admin Days

April 11 & 12 - SSBA Spring Assembly

Board Meetings – 2024 – Second Thursday of each month

February 8, 2024 March 14, 2024 April 11, 2024 May 9, 2024 June 13, 2024 August 8, 2024?? September 11, 2024 October 10, 2024

Strategic Planning - NB Museum - Chamber of Commerce Meeting Room

March 7, 2024 starting at 1:00 p.m. to March 8 – Noon Hotel Rooms for March 7 at Gold Eagle Lodge

PREPARED BY:	DATE	ATTACHMENTS	
--------------	------	-------------	--