## **AGENDA**

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

**DATE:** January **LOCATION:** Northwest School Division

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

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

Regular Meeting – December 9, 2021

#### 4. Delegation

**4.1** Maintenance & Facilities – Bob Tough

#### 5. Discussion / Decision Items

- **5.1** Strategic Planning
- **5.2** Academic Calendar 2022-2023
- **5.3** Financial Reports

#### 6. Information Items

- **6.1** Budget Analysis 2021-2022
- **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
- Strategic Planning
- Student Services Report
- Appointment of Auditor (every 3 years)

#### **April**

#### **Regular Board Meeting Agenda Items**

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

## 9. Adjournment

MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION OF THE NORTHWEST SCHOOL DIVISION NO. 203 HELD THURSDAY, DECEMBER 9, 2021 AT 10:00 A.M. IN THE BOARD OFFICE AT MEADOW LAKE, SASKATCHEWAN VIA TEAMS

Members Present: Glen Winkler, Chair

Terri Prete, Vice-Chair

Mark Campbell, John Anderson, Bev Josuttes-Harland, Charles Stein, Faith Graham, Janice Baillargeon, Patricia Main, Barb Seymour

Members Absent: Andrea Perillat

In Attendance: Duane Hauk, CEO

Charlie McCloud, CFO

Davin Hildebrand, Deputy Director of Education Jennifer Williamson, Deputy Director of Education Darrell Newton, Supt. Curriculum & Instruction Aaron Oakes, Supt. Curriculum & Instruction Kaitlin Harman, Communications Officer

Agenda 21-104	John Anderson	That the agenda be adopted.	CARRIED
Minutes 21-105	Charles Stein	That the minutes of the November 25, 2021 organiza meeting be approved as presented.	
			CARRIED
Minutes 21-106	Mark Campbell	That the minutes of the November 25, 2021 regular rapproved as presented.	neeting be
21 100	e a mp e a m	approved as pressured.	CARRIED
Delegation		The Board met with the Transportation Supervisor, A Gerow, to review the operations of the Transportation Department via Teams.	
Board Committees		The Board chose committee members to populate the structure established at the November organization n	
Finance Statement	John Anderson	That the Financial Report for the period ending Nove 2021 be approved as presented.	ember 30,
21-107	Anderson	2021 of approved as presented.	CARRIED
Committee of the Whole 21-108	Mark Campbell	That we enter a Committee of the Whole.	CARRIED
Report from	John	That we rise and report from the Committee of the W	hole.
the Committee of the Whole 21-109	Anderson		CARRIED

The Committee reported on Education Sector arising issues and personnel.

Emergent Items		<ol> <li>Facilities Department Presentation</li> <li>Draft 2022-2023 School Year Calendar Option</li> </ol>	ons
Adjournment 21-110	Barb Seymour	That we adjourn.  Time: 11:00 a.m.	CARRIED
Glen W	inkler, Chair	Charlie McCloud, Chief Financia	l Officer





<b>MEETING DATE:</b>	January 13, 2022		
FORUM	AGENDA ITEMS	I	NTENT
x Board Meeting	Correspondence		Information
Committee of the Whole	x New Business	x	Decision
	Reports from Administrative Staf	T x	Discussion
	Other: Delegations		
BACKGROUND			
the upcoming year. Ali	n and senior administration parti gnment of provincial, division a		
<b>CURRENT STATUS</b>			
Dates, location and to	pics will need to be determined	l for Strategic Planning	g.
THOSTHIB COTIS			
FINANCIAL IMPLIC	CATION		
DDEDADED DV	DAT	TC A	TTACHMENTS
PREPARED BY:	DAT		TTACHMENTS
Duane Hauk	Janua	ry 6, 2022	
RECOMMENDATIO	N		

# 5.2: Academic Calendar 2022-2023



MEETING DATE.	January 13, 2022	
FORUM	AGENDA ITEMS	INTENT
x Board Meeting	Correspondence	Information
Committee of the Whole	New Business	x Decision
	x Reports from Administrative Staff	Discussion
	Other: Delegations	
BACKGROUND		
and allow division staff	To vote on their preferred choice. T school academic calendar.	Board may approve multiple calendars the Board of Education has the final
<b>CURRENT STATUS</b>		
	ttee has developed 2 calendar opti to be considered for voting by sta	ions. The Board will determine which ff.
PROS AND CONS		
FINANCIAL IMPLIC	CATION	
PREPARED BY:	DATE	ATTACHMENTS
Duane Hauk	January 6	5, 2022
RECOMMENDATIO	N	

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2022-2023 Option B

# 5.3: Financial Reports



**MEETING DATE:** January 13, 2022

FORUM	AGENDA ITEMS		INTENT
x Board Meeting	Correspondence		x Information
Committee of the Whole	New Business		x Decision
	x Reports from Administ	trative Staff	x Discussion
	Other: Delegations		
BACKGROUND			
Financial reports are pres	sented regularly.		
CURRENT STATUS			
The statement is for the p	period September 1, 20	21 to December 31, 2021.	
PROS AND CONS			
N/A			
FINANCIAL IMPLICA	ATION		
N/A			
PREPARED BY:		DATE	ATTACHMENTS
Charlie McCloud		January 6, 2022	One
RECOMMENDATION			

That the financial report for the period ending December 31, 2021 be approved.

Northwest School Division No. 203				
Revenues and Expenditures September 1, 2021 to December 31, 2021			Year-to-Date	33%
	2021/22	2021/22		
	Annual Budget	YTD	Balance	
Revenues:				
Total Property Tax Revenue	\$0	\$0	\$0	
Total Grants Revenue	\$55,628,283	\$17,706,917	(\$37,921,366)	
Total Tuition and Related Fees	\$2,975,853	\$1,349,135	(\$1,626,718)	
School Generated Funds	\$1,893,396	\$0	(\$1,893,396)	
Total Interest and Other Revenues	\$115,000	\$89,106	(\$25,894)	
Total Complementary Services Revenues	\$1,117,492	\$361,613	(\$755,879)	
External Services Revenues	\$470,861	\$156,952	(\$313,909)	
Total Capital Revenues	\$0	\$53,596	\$53,596	
Total Revenues	\$62,200,885	\$19,717,319	(\$42,483,566)	32%
Expenditures:				
Total Governance	\$311,654	\$39,885	\$271,769	
Total Administration	\$3,135,933	\$955,270	\$2,180,663	
Total Instruction	\$43,116,747	\$14,594,054	\$28,522,693	
Total Plant Operation and Maintenance	\$10,914,670	\$2,406,255	\$8,508,415	
Total Student Transportation	\$5,745,121	\$1,651,074	\$4,094,047	
Total Tuition and Related Fees	\$618,293	\$274,854	\$343,439	
School Generated Funds	\$1,893,396	\$0	\$1,893,396	
Total Interest and Bank Charges	\$59,106	\$10,265	\$48,841	
Total Complementary Services	\$1,756,695	\$512,644	\$1,244,051	
Total External Services	\$470,861	\$142,225	\$328,636	
Total Capital Expenditures	\$1,969,500	\$82,620	\$1,886,880	
Total Expenditures	\$69,991,976	\$20,669,145	\$49,322,831	30%
Surplus or (Deficit)	(\$7,791,091)	(\$951,826)		

# 6.1: Budget Analysis 2021-2022



**MEETING DATE:** January 13, 2022

FORUM	AGENDA ITEMS		INTENT
x Board Meeting	Correspondence		x Information
Committee of the Whole	New Business		Decision
	x Reports from Administrative	e Staff	Discussion
	Other: Delegations		
BACKGROUND			
Each fall, the Ministry of enrolment numbers.	Education adjusts the appr	roved budget to reflect ac	ctual September
CURRENT STATUS			
The comparison for NWS	SD budget day to the fall re	ecalculation is attached for	or information.
PROS AND CONS			
N/A			
FINANCIAL IMPLICA	TION		
N/A			
PREPARED BY:	D	ATE	ATTACHMENTS
Charlie McCloud	Ja	nuary 6, 2022	One
RECOMMENDATION			

Budget comparisons are provided for information purposes only.

	22 December Recalculat					-
Revised Budg						
Revision: January 6, 2022						
inrolment Data Submitted	Jan-21	Sep-21				
Enrolment PreK-12 FTE	4434	4247	Variance			
Recognized Expenses	2021-2022	2021-2022	Increase/(De	ecrease)		
Governance	299,465	305,037	5,572			
Administration	2,095,674	2,059,048	-36,626		Senior Sta	ff & Office
Base Instruction	24,820,620	24,192,429	-628,191		Teachers	
chool-Based Support	2,786,360	2,788,425	2,065			
upports For Learning	8,487,407	8,327,386	-160,021			
DTB	2,670,919	2,670,919	0		LINC	
nstructional Resources	3,125,869	3,095,053	-30,816			
irst Nation and Metis Education	150,947	159,455	8,508			
Plant Operation	6,159,455	6,200,570	41,115			
Complementary (Pre-K)	880,492	886,321	5,829			
ransportation	5,831,033	5,869,662	38,629			
chool Bus Renewal	0	0	0		Included i	n formula
uition Fee Expense	548,293	720,432	172,139			
Debt Repayment - Principal	102,674	102,674	0		Loan	
Debt Repayment - Interest	58,106	58,106	0		Loan	
chool Consolidation Assistance	116,861	116,861	0			
otals:	58,134,175	57,552,378	-581,797	-1.01%		

## 6.2: Calendar



**MEETING DATE:** January 13, 2022 **FORUM AGENDA ITEMS** INTENT **Board Meeting** Information Correspondence Reports from Administrative Staff Discussion **CURRENT STATUS Northwest School Division Schedule** 

2021-2022 Academic Year

Final Exam Schedule (High School)

Semester Turn Around / School Planning Day (no classes) Monday, January 31

Family Day (no school)

Winter Break (no school)

Professional Development (no classes)

**Easter Break** 

Last Day of Classes School Reopens Victoria Day (no school)

Final Exam Schedule (High School)

Admin Days

Tuesday to Friday, January 25-28

Monday, February 21

Tuesday to Friday, February 22-25

Monday, March 21

Thursday, April 14 Monday, April 25 Monday, May 23

Thursday to Wednesday June 23-28 Wednesday & Thursday, June 29 & 30

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

2022 Spring Assembly – April 7 & 8, 2022 - Saskatoon

#### **Board Meetings – 2022**

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

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

PREPARED BY: **DATE ATTACHMENTS** 

Shirley Gerstenhofer January 5, 2022