

GREATER SASKATOON CATHOLIC BOARD OF EDUCATION

REGULAR MEETING OF THE BOARD

Monday, October 26, 2009 – 7:00 P.M.
Board Room

AGENDA

1. Call to Order - D. Boyko
2. Opening Prayer - Chair Boyko
3. Adoption of the Agenda
4. Approval of the Minutes of the September 28, 2009 Regular Meeting of the Board
5. Delegations and Special Presentations
6. Post Meeting Assignments
7. Consent Items

The Chair will ask for a motion to receive the items, which are starred, and to approve all recommendations contained therein. Prior to approving the motion, any trustee may request a star(s) be removed.

8. Discussion/Decision
 - ★ 8.1 Staff Monitoring Report
 - 8.2 September 30, 2009 Enrolment Monitoring Report
 - 8.3 Catholic Faith Committee - Review Terms of Reference
 - 8.4 Saskatchewan Catholic School Boards Association Fall Convention Registration
 - 8.5 Saskatchewan School Boards Association Voting Procedures
 - 8.6 E.D. Feehan Catholic High School Renovation

9. Correspondence
 - 9.1 Copies Enclosed
 - . Expressions of Gratitude - posted on Bulletin Board
 - 9.2 Reading File
10. Reports and Good News
 - 10.1 Report of the Director of Education
 - 10.2 Board Activity
 - 10.3 Board Linkage
 - 10.4 Convention Reports
 - 10.5 Joint Operations Committee Report - Trustees Berscheid and Stus
 - 10.6 Catholic Faith Committee Report - Trustee Lambert
 - 10.7 Saskatchewan Catholic School Boards Association - Trustee Fortosky
 - 10.8 Greater Saskatoon Catholic Schools Foundation - Trustees Lambert and Risling
 - 10.9 Saskatchewan School Boards Association
11. Committee of the Whole
12. Closing Prayer -Chair Boyko
13. Adjournment and Sign of Peace

**MINUTES OF A REGULAR MEETING OF THE BOARD OF EDUCATION OF ST. PAUL'S
R.C.S.S.D. #20 HELD IN THE BOARD ROOM AT 7:00 P.M. ON MONDAY, SEPTEMBER
28, 2009**

PRESENT: Chair Boyko, Trustees Berscheid, Boechler, Carriere,
Carruthers, Fortosky, Lambert, Risling, Stus, Wesolowski

ALSO: Director of Education Hanson
Superintendent of Administrative Services Dr. Lloyd
Superintendent of Education McAuliffe (Secretary to the
Board)
Superintendents of Education Bitz, Boutin, Chatlain, Martell,
Weninger
Assistant Superintendent of Education Coffin
Communications Consultant Hoffman

The meeting was called to order by Chair Boyko at 7:00 p.m.

The opening prayer was led by Trustee Berscheid.

ADOPTION OF AGENDA

Motion: Moved by Trustees Lambert and Carruthers that the agenda be approved as presented.

CARRIED

APPROVAL OF MINUTES

Motion: Moved by Trustees Risling and Berscheid that the minutes of the Regular Meeting of the Board of August 24, 2009 be adopted as amended.

CARRIED

Motion: Moved by Trustees Lambert and Stus that the minutes of the Special Meeting of September 9, 2009 be adopted as amended.

CONSENT ITEMS

No consent items

8. Discussion/Decision

8.1 Attendance at Saskatchewan School Boards Association Members' Council Meeting October 22 and 23, 2009

Motion: Moved by Trustees Berscheid and Carruthers that the Board of Education nominate Trustee Fortosky to attend the Saskatchewan School Boards Association Members' Council.

CARRIED

8.2 Mission Statement Approval

Motion: Moved by Trustees Fortosky and Risling that the Board of Education approve the Mission Statement developed for Greater Saskatoon Catholic Schools.

CARRIED

8.3 Premier's Board of Education Award For Innovation and Excellence in Education

Motion: Moved by Trustees Carriere and Stus that the Board of Education nominate Distance Learning/Cyber School programming to the Premier's Award for Innovation and Excellence in Education.

CARRIED

8.4 Saskatchewan School Boards Association Award of Distinction

Motion: Moved by Trustees Carriere and Boechler that the Board of Education nominate Alice Risling for the Saskatchewan School Boards Association Award of Distinction.

CARRIED

8.5 Continuous Improvement Framework - 2009 - 2010 Plan

Motion: Moved by Trustees Lambert and Boechler that the Board of Education receive the Continuous Improvement Framework 2009 - 2010 Plan.

CARRIED

[[Motion: Moved by Trustee Boechler that the Board move into committee.]

CARRIED

[Motion: Moved by Trustee Fortosky that the Board move out of committee.]

CARRIED

ADJOURNMENT

Motion: Moved by Trustee Carruthers that the meeting be adjourned.

CARRIED

Secretary

Chair



8.1 Staff Monitoring Report

Board Priority:

➤ Promoting Stewardship

Presented by: Superintendent A. Boutin

Background Information:

The attached Staffing Report includes staff complements for teaching, service and support staff as of September 30, 2009 and for comparison purposes, September 30, 2008.

Staffing activities for the period August 1, 2008 to July 31, 2009 include contracts and resignations in the various employee categories.

An updated staffing report will be provided in February.

Recommendation

That the Board of Education receive the Staffing Report.

Staffing Report - September 30, 2009

Continuing Contracts	Instructional	Support	Service	Total
September 30, 2009				
. Full Time Equivalents	995.42	541.27	124.71	1661.40
. Number of Employees	1092	672	144	1908
September 30, 2008				
. Full Time Equivalents	1006.69	534.32	125.98	1666.99
. Number of Employees	1102	588	147	1837

Staffing Activity August 1, 2008 to July 31, 2009				
	Teaching	Support	Service	Total
Continuing Contracts	50	65	7	122
Full Time Equivalents	38.59	56.01	4.53	99.13
New Employees	17	34	5	56
Temporary Contracts	271	89	7	367
Full Time Equivalents	179.61	58.26	4.19	242.06
Number of Employees	125	68	7	200
Replacement Contracts	17			17
Full Time Equivalents	11.5			11.5
Number of Employees	15			15
Resignations	13	49	11	73
Retirement	43	10	4	57
Other	3		1	4

8.2 September 30, 2009 Enrolment Monitoring Report

Board Priority:

➤ Promoting Stewardship

Presented by: Learning Services Superintendents and Superintendent J. McAuliffe

Background Information:

Each year the school division submits September 30 statistical data to the Ministry of Education identifying enrolment for grant purposes. The following report is based on the September 30, 2009 submission. The data includes enrolment in pre-kindergarten and students enrolled through the Greater Saskatoon Catholic Schools International Program.

	September 30, 2008	September 30, 2009	Difference
Elementary	10088	10094	6
High School	4490	4653	163
Home Based	50	53	3
Total	14628	14800	172

Notes

1. Pre-kindergarten to grade 12 French Immersion enrolment increased from 1984 in September 2008 to 2087 in September, 2009. This is an overall increase of 103 students.
2. Pre-kindergarten enrolment increased from 238 in September, 2008 to 269 in September, 2009. This is an overall increase of 31 students.
3. English as an Additional Language (EAL) increased from 595 in September, 2008 to 795 in September, 2009. This is an overall increase of 200 students.
4. The Greater Saskatoon Catholic Schools International Program enrolment decreased from 108 in September, 2008 to 104 in September, 2009. This is an overall decrease of 4 students.

5. The Greater Saskatoon Catholic Schools Cyber School Program enrolment increased from 45 students in September, 2008 to 145 students in September, 2009. This is an overall increase of 100 students.

Recommendation:

That the Board of Education receive this as information.



8.3 Catholic Faith Committee - Review Terms of Reference

Board Priority:

➤ Celebrating Catholic Identity

Presented by: Trustee Lambert

Background Information:

The Terms of Reference (attached) for the Catholic Faith Committee are to be reviewed by the Board of Education on an annual basis.

Recommendation:

That the Board of Education review and approve the Terms of Reference for the Catholic Faith Committee.

GREATER SASKATOON CATHOLIC SCHOOLS

CATHOLIC FAITH COMMITTEE

TERMS OF REFERENCE

1. Objectives

- To support the Catholic dimension of Greater Saskatoon Catholic Schools
- To support the Board's priorities and goals for 2009 - 2010

2. Board Priorities and Goals 2007 - 2009

The vision of the Board of Education is to make the schools in the division ones that are: *Rooted in Faith, Growing in Knowledge, and Reaching Out to Transform the World.*

The Mission Statement of the Board of Education is: Greater Saskatoon Catholic Schools: a welcoming community where we nurture faith, encourage excellence in learning and inspire students to serve others, making the world a better place. *'We love because He first loved us.'* 1 John 4:19

Rooted in Faith

Priority: Celebrating Catholic Identity

Rationale: Catholic education in Saskatoon, Biggar, Humboldt, Viscount and area grew from a shared desire by home and parish to teach children in a faith-filled setting. This relationship between parents and church has sustained Catholic education for more than a century. Greater Saskatoon Catholic Schools will continue to define and strengthen its Catholic identity to ensure Catholic education exists in our communities for another 100 years.

Goals:

- To nurture an awareness and understanding of Gospel values, ensuring they are part of the fabric of each school and each student's experience.
- To focus on faith formation for staff and students, supporting each individual's faith journey.

Priority: Improving Student Learning and Achievement

Rationale: Catholic education helps each child develop their God-given talents as they strive to reach their full potential spiritually, academically, physically, socially, and emotionally. Greater Saskatoon Catholic Schools combines academic

excellence and spiritual development with support for the physical wellness of each student. A well-rounded Catholic education helps students become contributing citizens in their communities.

Goals:

- To focus on learning and academic excellence for all students.
- To improve academic achievement, with an emphasis on literacy and numeracy.
- To have each student complete high school.
- To commit to increasing physical fitness development of students.
- To support transitions for students of all ages, from those entering early learning programs to those preparing for careers after high school.

Priority: Building Relationships and Partnerships

Rationale: Greater Saskatoon Catholic Schools believes a strong relationship between parents, the church and the school is needed to educate children and youth to their full potential. We will continue to develop and enrich our relationships with the broader community and all levels of government. We are committed to working with many groups and organizations within our communities because we all share responsibility for educating our children and youth.

Goals:

- To continue to focus on relationships with parents, through Catholic School Community Councils; and the church, through the Diocese, Eparchy and parishes.
- To establish formal partnerships with First Nations and Metis groups, so these relationships may contribute to improved outcomes for First Nations and Metis students.
- To maintain our focus on academic success for New Canadians through a variety of shared initiatives.
- To establish formal partnerships with post-secondary institutions, to better reflect our shared role as educators in our communities.

Priority: Promoting Stewardship

Rationale: Catholic education is a calling to take care of God's abundant gifts. As stewards the Board is entrusted with the gifts of people, finances, facilities, and the environment. We seek to receive these gifts gratefully and tend to them responsibly so that our work contributes to the greater good of the school division, our communities and our world. The Board of Education strives to govern the operations of school division with forethought and diligence.

Goals:

- To nurture and develop God's people: our human resources.
- To responsibly allocate and use financial resources.
- To build and maintain facilities as centers of learning.

- To teach children and youth to care for God's creation.
- To define and implement practices to achieve and sustain excellent board governance.

3. Membership

Committee membership will consist of:

- . the Board of Education,
- . the Director of Education,
- . members of Religious Education Services, and
- . others as determined from time to time by the Board of Education including:
 - . superannuate
 - . principal
 - . vice principal/assistant principal
 - . elementary religion representative
 - . high school chaplain
 - . communications consultant
 - . representative from support services

The Committee may also invite input by means of focus groups, some of which may include youth, parents through Catholic School Community Councils, pastors and their associates, and Catholic organizations.

Membership on the Committee shall be reviewed each year in September.

4. Roles, Responsibilities and Term of Service

The Catholic Faith Committee is a standing committee of the Board of Education.

The role of the Committee, consistent with policy governance, will be to do the pre-Board work, that is, the Committee is empowered by the Board of Education to make recommendations with respect to the Catholic dimension of Greater Saskatoon Catholic Schools to the Board for approval at its regular meetings.

The standing committees for 2009 - 2010 are:

- . Faith Development Committee
- . Distinctiveness of Catholic Education Committee

The working committees for 2009 - 2010 are:

- . Opening Day Committee
- . World Catholic Education Day Committee
- . Roots of Secondary Education

5. Meetings

The Committee will meet monthly, September through June.

The Board of Education shall nominate a chair and the chair shall appoint a recording secretary.

The Committee will adopt a consensus model of decision-making.

Meeting minutes, to be deemed as working documents, will be e-mailed to the Board of Education and to each Committee member. The agenda will be e-mailed prior to the next meeting.

6. 2008 - 2009 Indicators/Measures

- The Faith Development Committee continued its work of assisting the Board of Education in the development and coordination of staff faith development opportunities. Some of the outcomes of this work were:
 - . Collaboration took place with the Diocese on Theology Uncorked.
 - . Partnership with St. Thomas More College on 'Movies with a Message'.
 - . Faith Formation Facilitator program. Six new elementary schools were added to the program. This program provided Religion representatives with one sub-day per month. With this time, the Faith Formation Facilitator provided further support to fellow staff and students in the areas of liturgical and faith development. As well, they enhanced the partnership between the school and parish.
 - . Faith Mentorship for New Teachers. The development of a project which would pair new teachers with a veteran teacher to discuss important aspects of our Catholic faith. Piloting took place beginning in January 2009 involving ten mentors and mentees.
- The Distinctiveness of Catholic Education Committee has continued to work on the key messages of the booklet Understanding Catholic Education. This year elementary teachers helped to compile an additional booklet on the theme "Growing in Knowledge". This new booklet was made available to all staff at the fall institute.

The Committee established a sub-committee that developed resources for K to grade 8 focusing on all key messages of the Understanding Catholic Education booklet. The resource package offers deliberate points in the existing Religion program to insert the key message.

Further work was done on establishing a communication plan to make Catholics and the general population aware of the distinctiveness of Catholic education. A part of that plan was to use our schools' outdoor signs to communicate upcoming events as well as communicate our distinctiveness.

Interest has been shown from the general teaching population in this committee and we intend to include membership from the classroom teaching population.

- Our 2009-2010 Opening Day Celebration was held on August 28, 2009 at Circle Drive Alliance Church. The theme for the day was "Growing in Knowledge". Each school received an etching of the Board's new Mission Statement from the Board of Education. The guest speaker for the afternoon was Fr. Ron Rolheiser. Each staff member received a booklet entitled "Growing in Knowledge" to assist in their staff faith formation.
- World Catholic Education Day was celebrated on May 21, 2009. Schools participated in a flag relay and walk through the city. The closing liturgy took place at the Band Shell on the riverbank led by Bishops LeGatt and Bayda.

BOARD APPROVED: November 7, 2001
AMENDED: December 11, 2002
AMENDED: May 17, 2006
AMENDED: December 3, 2007
AMENDED: October 20, 2008
AMENDED: October 26, 2009



8.4 Saskatchewan Catholic School Boards Association Fall Convention Registration

Board Priority:

➤ Celebrating Catholic Identity

Presented by: Director of Education B. Hanson

Background Information:

The Saskatchewan Catholic School Boards Association Fall Convention is scheduled for November 6 - 8 in Weyburn.

The organizing committee would appreciate registrations as soon as possible after the election on October 28.

Recommendation:

That trustees inform J. Stone of their intent regarding registration at the Saskatchewan Catholic School Boards Association Fall Convention.



8.5 Saskatchewan School Boards Association Voting Procedures

Board Priority:

➤ Promoting Stewardship

Presented by: Director of Education B. Hanson

Background Information:

Attached please find a memorandum regarding ballot voting at the Saskatchewan School Boards Association Annual General Meeting. Greater Saskatoon Catholic Schools will receive 45 ballots.

Recommendation:

That the Board of Education consider its voting procedures after the election results are final on October 28.



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MEMORANDUM

October 19, 2009

TO: Secretary-Treasurer for Boards of Education

FROM: Bonnie Ozirny, General Counsel

RE: **2009 Annual General Meeting
Information Requirements for Ballot Voting**

For the purposes of voting on bylaw amendments and resolutions at the annual general meeting to be held on November 30, 2009 during the Fall General Assembly, attached, please find a form that we ask you to complete and return to this office by November 23, 2009.

This will enable us to prepare a package of ballots for your board that can be picked up at the Ballot station at the General Assembly Registration Desk by an authorized representative of your board.

Please note that bylaw amendments adopted at the December 2008 AGM provide for a new method of allocating votes. A copy of Bylaw No. 11 is attached for your information.

If the form is not received by November 23, then, you will need to deliver the completed form to the Ballot station during registration for the Annual General Assembly in order to pick up ballots for your board.

NOTE: If a board member who is listed as a "voting" delegate for your board does not attend the general meeting or must leave before votes on resolutions have been completed, your board chair or other person authorized by your board can have that board member's votes allocated to another board member. To do this, please see Bonnie Ozirny, General Counsel, or Krista Lenius, during the General Assembly to make a change. It is important to do this prior to the start of the general meeting, if possible, so that the annual general meeting is not interrupted after it has begun.

Thanks for your assistance.

For your information:

Ballot Voting

Association Bylaw No. 11 provides:

Bylaw No. 11: Delegates and Voting

1. School board members who register and pay the registration fee are delegates at the general meetings of the Association.
2. Every member shall inform the Association as to which of its delegates it has authorized to be accredited delegates to cast the votes of the member on questions for which a formal ballot is used, and the number of votes each accredited delegate is authorized to cast.
3. Formal ballots shall be used for:
 - (a) election of members to the Executive;
 - (b) adoption of the Association budget;
 - (c) votes on bylaw amendments and resolutions; and
 - (d) approval to the Executive to petition the Legislative Assembly for changes to the Act incorporating the Association.
4. The number of votes to which each board of education is entitled when a formal ballot is used shall be determined in accordance with the following table using the student count of the board of education as of September 30 for the most recent year as provide by the Ministry of Education:

<u>Student Count</u>	<u>Number of Votes</u>
1 to 2000 students	6
2001 to 3000 students	9
3001 to 4000 students	12
4001 to 5000 students	15
5001 to 6000 students	18
6001 to 7000 students	21
7001 to 8000 students	24
8001 to 10,000 students	30
10,001 to 15,000 students	45
15,001 students and over	51

5. Only accredited delegates in attendance at the time a vote is taken shall be entitled to vote.
6. Absentee voting shall not be allowed.
7. On matters where voting is by show of hands, such as motions on procedural matters, each delegate in attendance at the time the vote is taken shall be entitled to vote, and shall have one vote.
8. Delegates who are not accredited delegates may participate in General Assembly and general meeting discussions and debate.

8.6 E.D. Feehan Catholic High School Renovation

Board Priority:

- Building Relationships and Partnerships
- Promoting Stewardship

Presented By: Superintendents D. Lloyd, G. Martell

Background Information:

Following is a summary of work in relation to the attached Plans, "Preliminary Design - October 2009" for E.D. Feehan Catholic High School. Included is work to date by Owner's Forces, and subcontractors (shown green on the plans), and work which can proceed, based on completed Design and Construction Drawings (shown blue on the plans). Also included is the work related to a 50-space Daycare, for which Ministry of Education approval to proceed is pending (shown yellow on the plans).

The balance of the (grey) toned areas indicate portions where some significant work is done, either change of function, or significant upgrading. The areas that are shown white will still have some 'background' work as needed such as sprinklers, electrical power and systems, ceilings, windows, doors and washroom updating.

June - August 2008 Computer Labs 103 and 104 were completed, relocating them out of the basement which was prone to flooding. Selective Demolition by Owner's forces at basement (future Drama space) followed.

June - August 2009 CTS Shop is nearing completion, by Owner's forces and subcontractors.

September 2009 Review and Confirmation of Scope regarding Career Academy Strands, new Health Career Campus requirements, by GSCS. Direction to include Daycare, but Ministry of Education approval to proceed to design is pending. Schedule estimate of 4 to 6 months from approval to design to construction completion.

October 2009 Design Team to proceed to Design Development and Working Drawings.

January 2010 Construction Work to proceed on Functionally Integrated Area (Rms 115-118) and Practical Arts Foods Area (Rm 235).

March - April 2010 Design and Working Drawing completion for balance of Renovations Scope, including preliminary phasing over 2 years, for confirmation with Contractor. Note: "Construction Management" model of project delivery has been anticipated, for maximum flexibility, especially for budget, on a renovation project where unforeseen conditions always arise. There is also the potential to tender the project as a traditional "Design-Bid-Build" project, with a fixed price; if this approach is taken, more Design time may be required to prioritize, phase, and detail the project, possibly with some identified and/or unit costs, so that if it comes in over budget portions of work may be removed. There are advantages and disadvantages to both of the above delivery models; we should meet to review which better suits the project and meets your needs.

June-August 2010 Construction begins on Phase One of the Major Renovation.

- . New Electrical Service, New 6" Water Line re Sprinklers
- . New Kitchen / Cafeteria / Commons, Daycare Phase 1 (temp LRC to Small Gym). Note: Daycare could proceed earlier, as soon as Ministry approval to design is given.
- . Balance of Phase One Scope to be established
- . (Work will continue into fall and winter, coordinated w/ school)

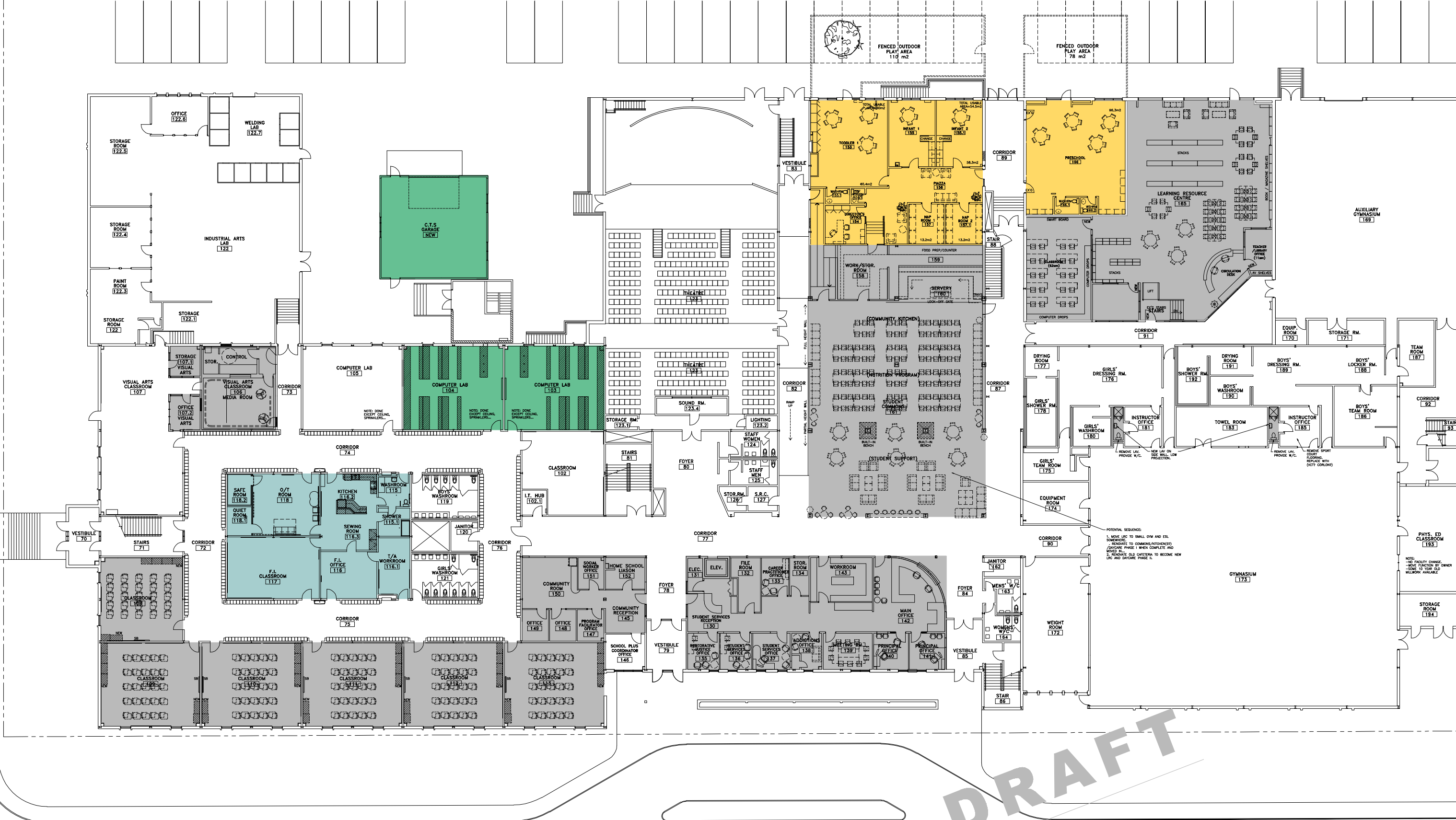
June-August 2011 Construction begins on Phase Two of the Major Renovation.

- . New LRC, Daycare Phase 2
- . Balance of Phase Two Scope to be established
- . (Work will continue into fall and winter, coordinated w/ school)

The Budget for the remaining work which is desired is tight at about \$4.5M plus approximately \$500K for the Daycare, so we will need to prioritize to stay under that total, whichever project delivery model is used.

Recommendation:

That the Board of Education approve the Preliminary Concept Plan for E.D. Feehan Catholic High School as presented.



1 MAIN FLOOR
SCALE: 1:100

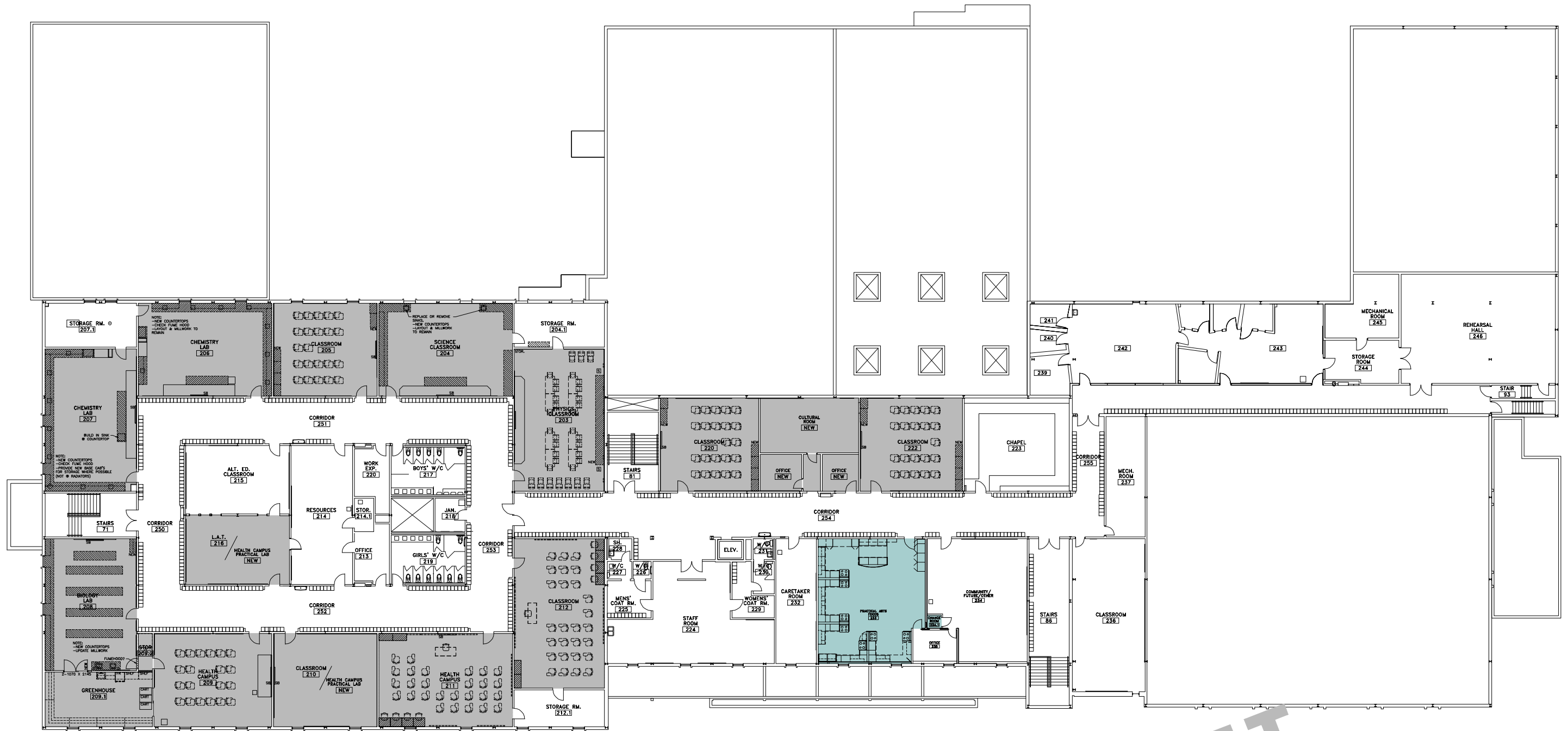
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E.D. FEEHAN HIGH SCHOOL RENOVATION
PRELIMINARY DESIGN - OCTOBER 2009



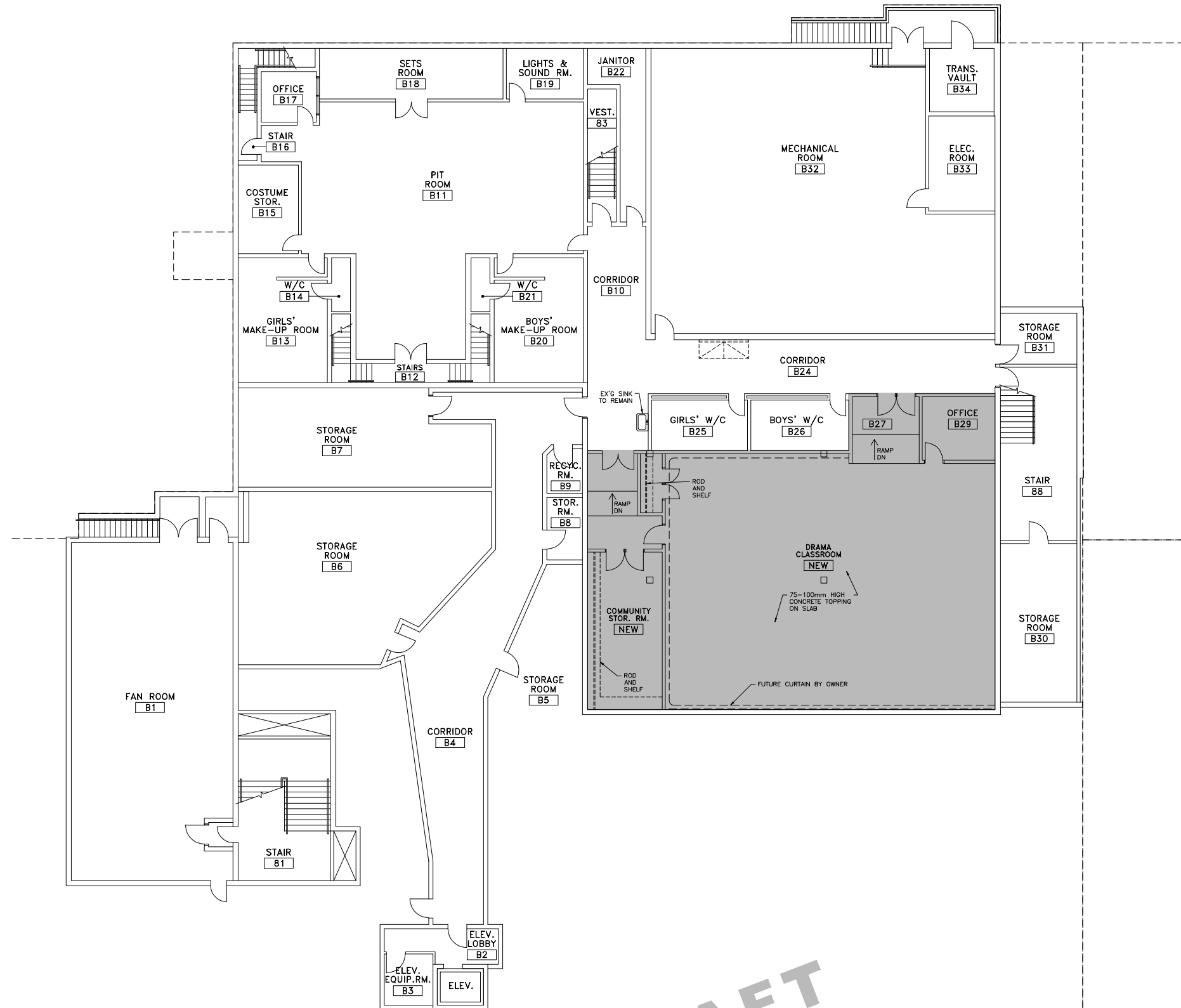
- POTENTIAL SEQUENCE:
1. MOVE LIC TO SMALL OYM AND EEL.
 2. DEMOLISH TO COMMUNITY/RECEPTION (DISCARE PHASE 1 WHEN COMPLETE AND SORTS R.).
 3. REINSTATE OLD CAFETERIA TO BECOME NEW LIC AND DISCARE PHASE 2.

NOTE:
-NO FACILITY CHANGE
-NOE FACTORY BY OTHER
-SOME 10 YEAR OLD
-MILKROOM AVAILABLE



1 SECOND FLOOR
SCALE 1:100

DRAFT



1 BASEMENT PLAN
SCALE 1:100

DRAFT

E.D. FEEHAN HIGH SCHOOL RENOVATION
PRELIMINARY DESIGN - OCTOBER 2009



DIRECTOR OF EDUCATION

1. I had the pleasure of addressing the Vice and Assistant Principals group on September 29. The topic of the day was how to engage in critical conversations.
2. Congratulations to the organizing committee of the Student Leadership Conference which took place on October 1 and 2. Our middle years students were once again treated to two days of leadership development. The conference was a great success and I thank the many principals, vice principals and staff who worked hard to ensure its value to our students.
3. The annual *In Motion Walk* took place on October 2. I am pleased to report that all schools in Greater Saskatoon Catholic Schools are *In Motion* schools.
4. Directors from across the province met on October 8 to have a focused conversation regarding student achievement as invited to by the provincial Panel on Student Achievement.
5. Greater Saskatoon Catholic Schools Elementary Teachers Professional Learning Day was held on October 9. The theme for the day was Curriculum Renewal with a focus on Inquiry. Thanks to Assistant Superintendent Cindy Coffin for her leadership in organizing the event and a note of appreciation to the presenters.
6. I was able to participate in the Governance Meeting of the STC/CUMFI Partnership on October 14. Plans are underway for a partnership naming and signing event.