



Three Year Plan 2008-2009 to 2010-2011

Saskatchewan Rivers School Division

Our Mission

The mission of the Saskatchewan Rivers School Division is to strive for excellence in education and to seek to maximize each child's unique learning ability.

Our Motto

"Excellence for Every Learner."

Updated June 2010

Adopted by the Board of Education on April 21, 2008

The Three Year Plan: 2008-2009 to 2010-2011

Contact Person Dr. W. O. Cooke, Director
of Education

Saskatchewan Rivers School Division
545 11th Street East Prince Albert,
Saskatchewan, Canada S6V 1B1

Telephone: (306) 764-1571

Facsimile: (306) 763-4460

Web Site: www.srsd119.ca

This document and the companion reports are available in Portable Document Format on the school division web site.
(Revised June 21, 2010)

SASKATCHEWAN RIVERS SCHOOL DIVISION NO. 119

BOARD THREE YEAR PLAN UPDATE

JUNE 2010

The Board's Three Year Plan is in the second year of its existence and will need to be updated to reflect the direction the school division will take for another three year period starting with the 2011-2012 fiscal year.

The purpose of this report is to update the status of the goals that were established under the function areas of Governance, Administration, Instruction, Plant Operations, and Transportation.

GOVERNANCE

- Develop a plan to provide trustees with laptop computers and other technology required to move to an electronic system for the distribution of meeting packages, communication and records management.

COMPLETED

(Trustees have been provided with laptop computers and are continuing to work on improving utilization of technology. The Technical Services Department is working at installing an improved wireless system at the Education Centre to improve computer access. This should enhance computer connectivity and speed in the Board Room).

- Complete the review of attendance area boundaries. Rationalization of boundaries is required to improve efficiency, to avoid duplication of service, and to enhance the viability of rural schools. The Board will work with the Ministry of Education to develop some consistency with the ways changes are made to existing boundaries.

(Administration and the Board are continuing to work on the attendance area boundaries and are gradually adjusting them for educational and administrative efficiency. To date, boundaries in the following attendance areas (Shell Lake, Shellbrook, Canwood, Wild Rose, St. Louis, Birch Hills, Kinistino, Meath Park, Spruce Home, and Christopher Lake) have been administratively reviewed and, where necessary, adjusted by the Board.)

- Begin the review of Board policies in 2010-2011.
(The Board started reviewing policies in February 2010. To date, all policies with the exception of the 8000 and 9000 sections have been reviewed.)
- Review the viability of schools with small and declining enrolments and continue to work with School Community Councils with respect to this and other thrusts.
(As of July 2010, the school in Shell Lake will close at the request of the School Community Council. This is an ongoing continual process)
- Continue to refine communication strategies with the many publics.
(The on-line survey to determine the usefulness of CheckMark and other publications has been completed. Administration continues to monitor the effectiveness of communications.)
- Continue to lobby the provincial government to provide additional funding for capital purposes. Deferred maintenance is a major concern as provincial funding for renovations, roof replacement, and new construction has not been adequate for the past 10 years.

(The Board and Director have lobbied the Provincial Government for financial assistance to construct a new gymnasium at Carlton Comprehensive High School since 2007. The Board has discussed the project with the Ministry on numerous occasions and with the Minister of Education this spring in an attempt to move the project forward. The project is ready to proceed to tender.

With the changes to funding announced by the Ministry as part of the 2009 Budget, the Board lobbied the Ministry for the development of a funding formula that will provide adequate, dependable and equitable funding for educational purposes.)

- Prepare for 2009 board elections – rural/urban. An additional temporary full-time clerical position will be required to accommodate the extra workload of running an election.

COMPLETED

- Review the election process regarding the ward system. Under Section 40 of The Education Act, 1995, the Board can apply to the Minister of Education to have both urban and rural trustees elected at large.

(Committee established to review the election of board members in a ward versus an at large system. No action was taken as the committee did not meet. The Board needs to decide if it wishes to pursue the matter further.)

- Review succession planning at the senior administration level. Under a policy-based governance model, the Board will assume the responsibility for establishing a process for the selection of the Director of Education. Succession planning for all other senior administrative positions is assigned to the Director of Education.

(The Board will be meeting in the fall of 2010 to select and engage a consultant to assist in the recruitment and hiring of a new Director of Education to replace Dr. W.O. Cooke.)

- Create an awareness of energy conservation initiatives that can be undertaken to incorporate new technologies to promote a responsible and “Green Response” in a sustainable manner to facility and operational issues. Such initiatives should be undertaken with an awareness of funding available from senior levels of government.

(This is an ongoing objective that includes the following:

- *Planning for new Carlton gymnasium incorporates through design energy efficiency.*

ONGOING

- *Installation of a new energy efficient heating system at Prince Albert Collegiate Institute.*

COMPLETED

- *Installation of a new electricity based air-conditioning system at Carlton Comprehensive High School.*

COMPLETED

- *Replacement of window units and upgrade energy efficiency of exterior wall areas of older schools in the division.)*

- Continue to work to enhance relationships with First Nation and Métis communities. There is a need to open up lines of communications and cooperation on educational issues with the Prince Albert Grand Council. Partnerships need to be established to expand programs to:
 - develop schools that meet the needs of urban First Nation and Métis children and their families; and,
 - develop an outreach program/school that focuses on youth age 10 to 15 years who are already outside of the school system.

(The school division, in co-operation with community agencies, implemented the Junior Won Ska program to address the needs of youth age 10 to 15 years during the 2008-2009 fiscal year. The school division continues to work with the Ministry and other educational partners to address the needs of children at risk.)

- Strengthen the Board's relationship with the Prince Albert Grand Council by establishing a tri-party committee (school division, Ministry, PAGC), whose mandate will be to work together to improve the academic achievement of First Nation and Métis students.
(The Board has, with the facilitation of the Ministry of Education, met with the Prince Albert Grand Council to develop a Letter of Intent to improve educational outcomes for First Nation children. The Board is represented by senior administrative staff.)
- Establish a Roundtable on First Nation and Métis Education, for two purposes:
 - to recognize the shared responsibility among parents, community, First Nation and Métis organizations, government, and the school division to ensure the success of First Nation and Métis learners; and,
 - to eliminate the academic gap between First Nation and Métis students and the general student population.
(No progress to date – for further information please refer to the First Nation and Métis Education Plan.)
- Develop a protocol to acquire a school division elder, by utilizing the Prince Albert Grand Council elder pool.
(The Board received \$180,000.00 funding from the Ministry of Education to expand Elder Services for a three year period starting with the 2010-2011 school year.)
- Develop partnerships with municipal and First Nation and Métis governments to support economic development initiatives within the school division.
(Not started as yet.)
- Reinforce the Board's relationship with the Saskatchewan Institute of Applied Science and Technology (SIAST), at the curricular level and in the pursuit of a potential joint facility.
(Not started as yet.)
- Confirm the Board's place (membership) within the Saskatchewan School Boards Association, or determine its place within another provincial organization (i.e., Public Boards Section, or other.)
(The Board has met with the Executive Director of the Saskatchewan School Boards Association to deal with areas of concern with respect to the Association and involvement of boards of education.)

ADMINISTRATION

- Tender for photocopier services for the period August 1, 2008 to July 31, 2013.
COMPLETED
(Tender for photocopier services were issued in April 2008. The successful bidder and the supplier of copier services for the five year period ending on July 31, 2013 is Konica Minolta Business Solutions Canada Ltd.)

- Evaluate and select an electronic document software system which will allow for digitizing all records, thus eliminating storage concerns.
(Administration is exploring document storage options that exist. A more formal process of selecting a software solution to meet the school division document storage needs will be undertaken in 2010-2011.)
- Implement the Public Sector Accounting Bodies (PSAB) guidelines to conform to financial reporting guidelines. Depending on requirements, a full time accounting position will be required. In addition, software enhancements will be required to meet the needs of fixed asset management and reporting.
(PSAB Implementation is on schedule.
 - *Effective the 2008-2009 fiscal year, School Based Funds is reported as part of the school division's Financial Statement in accordance with Section 1000 of the CICA (Canadian Institute of Chartered Accountants) Handbook.*
 - *The Ministry of Education engaged the services of Mercer (Canada) Ltd. to perform the actuarial work required to determine the liabilities associated with employee benefits on a school division basis in accordance with PSAB Sections 3250 and 3255 of CICA Handbook. The report has been received and the liability was included in the 2008-2009 Financial Statement.*
 - *Suncorp Valuations is completing the valuation of Tangible Capital Assets to accommodate PSAB accounting and reporting requirements under Section 3150 of the CICA Handbook.*
 - *PSAB Financial Statement format presentation requirements (PS1000, PS1100 and PS1200 of CICA Handbook) will be implemented for the 2009-2010 Financial Statements)*
 - *The audit of the school division's financial statements and schedules for the 2008-2009 fiscal year was completed by Deloitte & Touche in accordance with PSAB requirements. The school division statement was in compliance with the requirements. No qualifications were reported.*
- Review and update all job descriptions.
(Process underway and will continue until all job descriptions are finalized.)
- Negotiate a revised collective bargaining agreement with CUPE Local No. 4195, effective August 1, 2008.
COMPLETED
(A new agreement has been negotiated with CUPE Local No. 4195 for the period August 1, 2009 to July 31, 2012.)
- Negotiate a revised Teacher Local Bargaining Agreement, effective July 1, 2008.
COMPLETED
*(New Agreement negotiated for the period July 1, 2008 to June 30, 2010.)
(Negotiations with the Teachers' Local Bargaining Committee have commenced to develop a new Local Bargaining Agreement to replace the one that expires on June 30, 2010.)*

- Consider title changes for Administrative Council positions.

COMPLETED

The following titles for out-of-scope senior administrative positions were changed:

- *Secretary-Treasurer* TO *Superintendent of Business Administration*
- *Supervisor of Facilities* TO *Superintendent of Facilities*
- *Manager of Human Resources* TO *Superintendent of Human Resources*
- *Supervisor of Transportation* TO *Transportation Supervisor*
- *Manager of Maintenance Services* TO *Maintenance Services Manager*
- *Coordinator of Transportation* TO *Transportation Coordinator*

INSTRUCTIONAL

- Expect that student academic achievement in mathematics and language arts will improve. To support this expectation, the Board expects schools to organize Professional Learning Communities and to establish school-based SMART goals to improve achievement in these two areas. Further, schools will participate in the Provincial Assessment for Learning program and use provincial and school division student assessment data to drive instruction. *(The Board of Education Continuous Improvement Reports and the schools' Learning Improvement Plans outline the progress of this goal. These reports are available online at www.srsd119.ca/continuousimprovement.html.)*
- Maintain the initiative to renew provincial curricula as scheduled by the Ministry of Education. The Board will increase its annual contribution to \$250,000.00 for curriculum renewal, with a further annual contribution of \$160,000.00 for staff development initiatives to support curriculum renewal. *(Funding for curriculum implementation initiatives increased by \$275,000.00 for materials and by \$66,000.00 to cover substitute teacher costs in the 2009-2010 budget. Funding for curriculum implementation now totals \$773,335.00.)* *(Funding of an additional consultant was provided in the 2010-2011 Budget to assist with curriculum implementation and data management/reporting requirements with respect to the Continuous Improvement Framework (CIF)).*
- Support job-embedded staff development by allocating funds for additional staff in the role of coaches and resources to implement new curricula and instructional strategies in the classroom. *(Funding was provided in the 2009-2010 to add an additional coach position. The school division now employs a total of seven coaches.)*
- Review and upgrade middle years and secondary science labs to ensure that the curriculum needs of the program are met. *[A committee has been formed under the leadership of Sheila Cunningham, Integrated Learning Consultant, to establish a comprehensive plan to upgrade science labs (facility, equipment, supplies) to meet new curriculum requirements. Other committee members include Laura Scheidl, Science teacher at Kinistino School, Matt Gray, Science teacher at W. J. Berezowsky School, Maureen Taylor, Superintendent, Mike Hurd, Superintendent of Facilities and D. A. Moniuk, Superintendent of Business Administration.]*

- Review the English as an Additional Language program and make appropriate adjustments according to student needs.
(A full time teacher has been hired to support students who are learning English as an additional language. It is clearly evident that additional resources will have to be allocated to meet the increasing demand for services and the expectations of the Ministry of Education. Administration, as part of their budget submission to the Ministry in October, highlighted the need for additional funding and resources in this area.)
- Support the Smooth Transitions pillar of the Continuous Improvement Framework by implementing the Career Development Action Plan, including strengthening the school-based network of staff responsible for career development, re-assigning staff responsibilities to include a liaison role, and reviewing existing programs to support at-risk students transitioning to post-secondary training.
(With the assistance of the Ministry of Education, a school division team is planning the steps to implement the Career Development Action Plan in this school division. The 2009-10 operating budget provided the resources to hire a consultant to implement the provincial action plan. A consultant was hired for the start of the 2009-2010 school year.)
- Review the staffing of libraries across the school division and provide training where necessary so that staff rationalization can occur.
(Additional library staff has been hired to equalize library services throughout the school division.)
- Review and evaluate the driver education services and negotiate new contracts with Klassen Driving School and Parkland Driving School.
COMPLETED
(Contracts for driver education services are in place with Parkland Driving School and Klassen Driving School for the 2008-2009 and 2009-2010 school years.)
COMPLETED
*(Tenders for Driver Education Services were awarded to:
 Klassen Driving School Ltd. 2010-2011 school year to 2012-2013 school year
 Anderson's Driving School 2010-2011 school year to 2011-2012 school year.)*
- Develop and implement a Safe Schools Plan that will:
 - ensure that all schools are equipped with fully integrated telephone/intercom communications systems to enhance communications abilities;
(The 2009-2010 budget allocated funds to expand integrated phone services to Osborne and East Central Schools. In 2010, the Board approved the use of reserves to install additional systems at Birch Hills, Christopher Lake, John Diefenbaker, and Arthur Pechey Schools.)
(The 2010-2011 budget allocated funds to expand integrated phone services to Princess Margaret and Shellbrook Elementary Schools.)
 - install and train staff in the operation of AED's (Defibrillators) in all schools;
(There are currently 12 AED's in schools. Facilities that have the AED's and received the training include the Education Centre, Carlton Comprehensive High, P.A.C.I., Wesmor Community High, W. P. Sandin High, Christopher Lake, Meath Park, Birch Hills, Debden, Kinistino and Big River High Schools.)

(The 2010-2011 budget allocated funds to install AED's and train staff at Canwood, St. Louis, and West Central Schools.)

- provide staff development opportunities in the areas of first aid, threat assessment, safe schools, and continued Character Education programming; and,
(Over 105 staff have received St. John Ambulance first aid training. In 2010-2011, the school division will offer a Level I First Aid Course that will provide an opportunity for an additional 35 staff to become certified.)
(Fifty-five school division staff have received Threat Assessment Training since the program's inception. During the current school year, a workshop will be held to provide training for an additional 15 staff members.)
- provide schools with the necessary tools to ensure student safety.
(A megaphone was provided to each school for lock down drills and emergency communication. A security audit of each school was completed by the Facilities Department. Additional security cameras have been installed in several schools and, in 2009-2010 camera based security/surveillance systems were installed at Birch Hills, W.J. Berezowsky and Wesmor Community High School. During 2010-2011 camera systems will be installed at Red Wing and Queen Mary or Vickers Schools)
(On May 28th and 29th, 2010, 12 staff members attended a Level I Canoe Certification Clinic in Prince Albert. Plans are to provide the course on an annual basis.)
- Review the school division nutrition guidelines in conjunction with the Ministry of Education's initiative, and then develop specific Board policy on nutrition for our schools and students.
(The Ministry of Education has recently released its provincial nutritional guidelines. This document will serve as the foundation for finalizing a nutrition policy for the school division. A draft policy was presented to the Board and approved, in principle. Following a consultation process with stakeholders, the policy will be returned to the Board for final approval in the fall of 2010.)
- Revise or purchase electronic Personal Program Plans (ePPP) software for the development, implementation and evaluation of students' Personal Program Plans (PPP). The Ministry of Education may determine the software that will be supported province-wide, and may provide the software to school divisions.
(The school division is currently waiting for the Ministry of Education to select the software.)
- Reduce the ratio of Educational Support teachers (EST) from 1 - 250 to 1 - 200 over the course of three years. This will require a staff increase of seven full time equivalents. Three staff were added in 2008-2009, two in 2009-2010 and two more in 2010-2011. Consideration must be given to the EST staffing needs at Carlton Comprehensive High School as they are not included in the EST staffing ratio.
(Three additional Education Support teachers were in place for the beginning of the 2008-2009 school year. The 2009-2010 budget provided the resources to add an additional two Education Support teachers. Due to budget restraints, hiring of the two EST planned for the 2010-2011 will be deferred to the next fiscal year.)
- Review the staffing allocation each year to determine how closely the staffing for intensive needs students aligns with the Ministry's expectations/requirements to identify and support intensive needs students.

(The Ministry of Education has released a draft document defining staffing and service levels of Full Service School Divisions. We have reviewed the implications of the document to staffing levels in the division and have some concern with some of the report's content as well as the lack of content or directions in other areas.)

- Coordinate student support services and those services provided by the consultants and coaches in the curriculum area.
(These groups meet once or twice every month to coordinate student support and curriculum services.)
- Implement the school division's Five Year Technology Plan. The Board is prepared to maintain its annual budget commitment towards technology. This commitment ensures that the annual budget allocation for technology shall include:
 - Technology Purchase Budget \$ 746,000.00
 - Technology Security Budget \$ 60,000.00*(The school division continues to provide laptop computers to teachers, install SMART boards, and replace existing student desktop computers with laptop computers. Almost all teachers in the school division have access to laptop computers.)*
(The Technology Directions Committee is working to develop a new three year plan to chart the direction for technology deployment in the school division for the next three years starting in September 2010.)
- Provide staff and students with secure tools for communication and instructional purposes. The Board needs to purchase and implement software to provide all students with access to e-mail, message boards, chat rooms, and blogs. It is anticipated these services will cost \$50,000.00.
(Gaggle and Droople software has been purchased and implemented throughout the school division. Gaggle is a software product that provides a safe web-based internet communication system for students where the teacher is always in control. Droople is a software tool that standardizes and enhances school web presence. The tools provided allow schools to feel confident about giving students access to email and other internet tools.)
- Implement Maplewood School Administrative software. The software will be fully integrated into Versa-Trans transportation software and the L4U library system.
(The Maplewood School Administrative software has been implemented throughout the school division. Data sharing among the three applications is occurring but full integration needs to be further evaluated.)
- Evaluate the library software to ensure that it continues to meet the needs of the school division and that it can be integrated into the other software platforms being introduced.
[The 2009-2010 Provincial Budget provided funding for the implementation of a provincial library system (SILS). Our evaluation has not started.]
(At this time, the provincial government has no plans to integrate the provincial library system (SILS) into the K-12 Education Sector.]
- As part of the Continuous Improvement Framework, the Board will contribute the necessary funds to purchase software for record-keeping, reporting, and data analysis. This software will provide the tools required to facilitate ongoing improvement of learner outcomes.
(See update below)
- Integrate technology into the Continuous Improvement Framework Plan.

(The school division, in partnership with the Ministry of Education and other school divisions, has selected and will implement PCG Data Warehouse and School Improvement Software during the 2010-2011 school year.)
(Data Conversion and implementation is underway. Utilization of the program to facilitate CIF reporting for the 2010-2011 school year will take place in October 2010.)

PLANT OPERATION & MAINTENANCE

- Review and restructure the Facilities Department to meet the needs of the expanded school division. The restructuring will add a Manager of Maintenance Services to take over day-to-day operations of the department. This will allow the Supervisor of Facilities to oversee capital projects, manage the facilities budget and coordinate facility planning

COMPLETED

(Manager of Maintenance Services and an additional maintenance position have been added to the Facilities Department.)

- Begin the initial planning and evaluation leading to the renovation of W.P. Sandin Composite High School in Shellbrook.

(The Board submitted a B-1 Application for a Capital Project to the Ministry of Education to renovate W. P. Sandin School in 2010-2011.)

(Provincial approval has not been received and, given the financial situation of the province, it does not appear likely that the project will receive approval during the current fiscal year.)

- Consider expanding maintenance staff to add individuals interested in apprenticing to become a journeyman carpenter, electrician, or plumber. This will assist in developing qualified staff to replace tradespersonS as they retire or pursue other career opportunities.

(The plan is being reviewed. There has been no interest in the plan as the school division is not involved in the type of work to facilitate an apprenticeship program.)

- Evaluate aging facilities to develop a plan to tackle sustainability issues and lifecycle maintenance issues. The school division must either obtain funding provincially or self-fund a program to address these issues.

COMPLETED

(During the 2008-2009 fiscal year, an audit of all facilities was conducted for integration into Fame Software and the facility plans were converted to AUTOCAD format.)

- Establish a program to undertake facility improvement measures to achieve energy conservation in facilities that were not a part of the Johnson Controls Project in 2006.

(The Board, as part of the 2009 B-5 Five Year Capital Plan, identified an Energy Retrofit project for facilities not included in the Johnson Controls Project that was completed in 2006. The project is scheduled for the 2014 operational year.)

- Maintain the Board's commitment to provide an annual budget allocation of \$100,000.00 to pave school parking lots.

(During the 2008-2009 fiscal year, the Red Wing School parking lot and the compound area at the Maintenance Centre were paved. In 2009-2010, Prince Albert Collegiate Institute parking lot was paved. Funding has been included in the 2010-2011 Budget to pave parking lots at two locations. Paving is scheduled for Queen Mary and Christopher Lake Schools.)

- Review the Board's commitment to provide an annual budget allocation of \$100,000.00 for roof maintenance. With the expansion of the school division to include the schools from Parkland and St. Louis, the 40% to 60% price increase in tenders, and inadequate capital funding from the Ministry of Education funding for roof maintenance, the budget may need to be increased.

(Funding for roof repairs has been included in the 2009-2010 operating budget. The funds will be used for roof repair requirements following receipt of provincial capital funding approvals for roofing projects. A number of maintenance projects have occurred at various schools including a \$20,000.00 project at East Central School. Funding for 2010-2011 will be held to meet emergency repair requirements on roofs.)

- Construct a new gymnasium and fitness centre at Carlton Comprehensive High School.

ONGOING

(The Board authorized AODBT to continue with the planning and development process underway for the new Carlton gymnasium. Authorization provided is to the tender stage. The project is waiting Ministry approval to proceed in accordance with project guidelines.)

(Provincial approval has not been received and, given the financial situation of the province, it does not appear likely that the project will receive approval during the current fiscal year.)

- Develop plans to construct a new gymnasium at Prince Albert Collegiate Institute.
(The Board, as part of the B-5 Capital Plan, has applied to the Ministry of Education for a capital project to construct a new gymnasium at Prince Albert Collegiate Institute in 2011-2012.)

(Provincial approval has not been received and, given the financial situation of the province, it does not appear likely that the project will receive approval during the current fiscal year.)

- Develop a plan to meet the increasing space requirements at the Education Centre to house all staff in administrative and educational support positions. Plans to expand or renovate the Education Centre should be designed to meet the administrative needs of the school division for a minimum of 10 years.

(The Board submitted a B-1 Application to construct a new facility to meet expanding administrative support services of the school division during 2010. Prior to the changes made by the Ministry during the 2009 Provincial Budgets, non-educational facilities were not included in the Provincial Capital process, nor were they eligible for capital funding from the Ministry.)

(The Ministry has informed the Board that provincial funding will not be provided for the project. The school division can proceed with the project utilizing their own resources. The Board has engaged AODBT Architects to prepare a proposal and preliminary cost estimates to develop a plan to address space, accessibility and safety issues at the Education Centre.)

- Upgrade the current micro-wave infrastructure and expand micro-wave services to Shellbrook, Canwood, Debden, Big River, and Shell Lake to meet the instructional and administrative bandwidth needs.

PROJECT CANCELLED

(With the expansion of the fibre optic network by SaskTel to rural communities in the school division, construction of wireless services to meet data demands will not be required.)

TRANSPORTATION

- Implement the GPS Technology in all buses operated by the Board.
*(During the 2008-2009, the Transportation Department, as a pilot project, tested GPS Technology within the City of Prince Albert utilizing the Rogers Cellular phone network. In 2009, SaskTel began construction of a \$172 million Universal Mobile Telecommunications System wireless network that will facilitate the use of devices that will work on GSM, 3G, 4G, and UMTS Networks. Completion of this network is required to expand the utilization of GPS technology for the bus fleet.)
(A further pilot project expanding GPS Technology to an additional 10 buses and integrating the information into the Versatrans Bus Management System and Zonar Bus Inspection program will occur during the 2010-2011 fiscal year.)*
- Develop a proactive approach to attracting and retaining bus drivers. The critical shortage of drivers must be addressed in order to maintain services to students.
(Recruiting and training of bus drivers continues to be a high priority with the Transportation Department. Our driving instructor continues to assist new drivers in obtaining their license and works with existing drivers to enhance student safety.)
- Continue the plan to update the bus fleet to ensure that all buses operating in the rural areas of the school division are not older than 12 years. As part of the transportation plan, older units will continue to be used on city routes and as spare units. To achieve this goal, the Board commits to maintaining an annual budget allocation of \$675,000.00 towards the purchase of new buses.
(Funding of \$675,000 00 has been included in the 2010-2011 Budget for bus purchases.)
- Negotiate a revised contract with all bus contractors.
COMPLETED
(A new two year contract has been negotiated with contractors in the North-west area of the school division and the contract with Rilling Bus Ltd for the St. Louis attendance area has been extended until June 2010.)
COMPLETED
(A new three year contract has been negotiated with contractors in the North-west area of the school division and the contract with Rilling Bus Ltd for the St. Louis attendance area has been extended until June 2013.)

- Consider expanding mechanical staff by adding a student interested in apprenticing to become a journeyman mechanic as each existing staff member reaches three years from retirement. This will assist in succession planning and allow the development of qualified staff to replace mechanics as they retire.
(The plan is being reviewed. There has been no interest in the plan as the school division is not involved in the type of work to facilitate an apprenticeship program.)
- Develop a school bus and van driver training program to assist new and existing drivers in improving their driving skills. To implement this program the school division will need to acquire the services of a full-time driver trainer and coordinate with provincial agencies.
*(The Van Training program was implemented during the 2007-2008 year to provide all employees who drive school division vans for curricular or extra-curricular purposes with classroom and in vehicle training and certification. Since the program started over 200 employees have received the training and are certified to operate school division 15 passenger vans. The course is offered twice a year to ensure that all employees who drive our 15 passenger vans are properly trained).
(An on-line 15 passenger van driving course has been developed in 2009-2010 to assist in employees in obtaining certification to operate the vans. After employees successfully complete the online course they can book the driver training portion of the certification program with the school division's driving instructor.)*