



MISSION: *Strives for excellence in education and seeks to maximize each child's unique learning ability.*

VISION: *Pursuit of excellence, respect of diversity and achievement for all.*

**THE REGULAR MEETING FOR THE BOARD OF EDUCATION OF THE
SASKATCHEWAN RIVERS PUBLIC SCHOOL DIVISION**

**Seminar Room, Education Centre
545 – 11th Street East
Prince Albert, SK S6V 1B1**

Monday, November 30, 2020

Time: 4:00 p.m.

AGENDA (#20R-12)

- 1. Call to order by Board Chair**
- 2. Land Acknowledgement**
- 3. Declaration of Conflict of Interest**
- 4. Motion to move into Closed Session**
- 5. Regular session convenes at 5:00 p.m.**
- 6. Adoption of the agenda**
- 7. Consent Items**
 - (a) Adoption of the Minutes for Organizational and Regular meetings of November 16, 2020
 - (b) Administrative Procedures Changes
- 8. Business arising from the previous meeting**
- 9. New Business** (Board Committee Reports, Trustees' items and Notice of Motions)
 - (a) External Board Committees
 - (b) Provincial Update (if any)
 - (c) Saskatchewan Rivers Students for Change (SRSC) Report – **SRSC student trustees**
 - (d) School Community Councils Clusters – 2020-2021 – **B. Hollick**
 - (e) Recap of 2020 SSBA Annual Convention – **B. Hollick**
 - (e) SRPSD Board Advocacy Plan – **R. Bratvold**
- 10. Accountability reports**
(if any)
- 11. Three key messages for SCC/Public from meeting**

12. Board members' forum

13. Adjournment

CALENDAR OF EVENTS	
Monday, December 7, 2020 <i>Time: 4:00 p.m.</i>	Regular Meeting, Education Centre, 545 – 11 th Street East, Prince Albert, SK
Monday, January 11, 2021 <i>Time: 4:00 p.m.</i>	Regular Meeting, Education Centre, 545 – 11 th Street East, Prince Albert, SK

MEETING DATE: November 30, 2020

Type of Meeting	Agenda Items	Intent
<input checked="" type="checkbox"/> Regular	<input type="checkbox"/> Correspondence	<input type="checkbox"/> Information
<input type="checkbox"/> Closed Session	<input type="checkbox"/> New Business	<input type="checkbox"/> Decision
<input type="checkbox"/> Committee of the Whole	<input checked="" type="checkbox"/> Reports from Administrative Staff	<input type="checkbox"/> Discussion
	<input type="checkbox"/> Other: _____	<input checked="" type="checkbox"/> Consent Item
<i>Primary Policy Reference:</i>	<u>8.8</u>	

FROM: R. Bratvold, Director of Education **ATTACHMENTS** [v]

BACKGROUND

RE: ADOPTION OF THE MINUTES OF THE REGULAR MEETING AND SPECIAL MEETING

- November 16, 2020 Organizational minutes
- November 16, 2020 Regular minutes

RECOMMENDATION

- 1. That the minutes of the Organizational meeting of November 16, 2020 be approved as presented.***
- 2. That the minutes of the Regular meeting of November 16, 2020 be approved as presented.***



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MINUTES OF THE ORGANIZATIONAL MEETING OF THE SASKATCHEWAN RIVERS PUBLIC SCHOOL DIVISION NO. 119 HELD IN THE BOARD ROOM, EDUCATION CENTRE, 545 - 11TH STREET EAST, ON MONDAY, NOVEMBER 16, 2020 AT 4:00 P.M.

PRESENT:

MRS. C. BLOOM, Trustee
MR. B. GEROW, Trustee
MR. G. GUSTAFSON, Trustee
MR. B. HOLLICK, Trustee
MR. A. LINDBERG, Trustee

MR A. NUNN, Trustee
MS. D. ROWDEN, Trustee
MS. J. SMITH-WINDSOR, Trustee
DR. M. VICKERS, Trustee
MR. B. YEAMAN, Trustee

SENIOR ADMINISTRATION

Mr. R. Bratvold, Director of Education
Mrs. J. Hingley, Superintendent of Schools
Mr. T. Michaud; Superintendent of Schools
C. Trann, Superintendent of Schools

Mr. N. Finch, Superintendent of Schools
Mr. M. Hurd, Superintendent of Schools
Mr. J. Pidborochynski, Chief Financial Officer
Mrs. J. Ward, Administrative Services Officer

r.

STUDENT TRUSTEES

K. Lam (absent)

CALL TO ORDER:

R. Bratvold, Director of Education, called the meeting to order.

ADOPTION OF THE AGENDA:

(Motion #20R-95)

Moved by A. Lindberg that the agenda be approved as presented.

Carried.

ELECTION OF BOARD CHAIR:

R. Bratvold called for nominations for the position of Board Chair of the Board of Education.

D. Rowden nominated B. Hollick as Board Chair for the ensuing year.

B. Hollick was declared elected as Board Chair, by acclamation, for the ensuing year.

ELECTION OF VICE-CHAIR:

B. Hollick called for nominations for the position of Vice-Chair of the Board of Education.

B. Hollick nominated D. Rowden as Vice-Chair for the ensuing year.

M. Vickers nominated J. Smith-Windsor as Vice-Chair for the ensuing year.

D. Rowden was declared elected as Vice-Chair, by ballot, for the ensuing year.

APPOINTMENT OF DEPUTY CHAIR ROTATION:

- | | |
|---|------------------|
| • November, December, 2020, January, 2021 | B. Gerow |
| • February, March, April, 2021 | C. Bloom |
| • May, June, September, 2021 | G. Gustafson |
| • October, November, December 2021 | A. Lindberg |
| • January, February, March, 2022 | A. Nunn |
| • April, May, June, 2022 | D. Rowden |
| • September, October, November, 2022 | J. Smith-Windsor |
| • December, 2022, January, February, 2023 | M. Vickers |
| • March, April, May, 2023 | B. Yeaman |
| • June, September, October, 2023 | C. Bloom |
| • November, December 2023, January, 2024 | B. Gerow |
| • February, March, April, 2024 | G. Gustafson |
| • May, June, September, 2024 | A. Lindberg |
| • October, November, 2024 | A. Nunn |

APPOINTMENTS FOR THE SCHOOL DIVISION:

(a) Auditor

(Motion #20R-96)

Moved by D. Rowden that the Board re-affirm the appointment of Meyers Norris Penny (MNP) LLP as the auditors for the school division for 2021.

Carried.

(b) Agent of Record (Insurance agent or broker):

(Motion #20R-97)

Moved by J. Smith-Windsor that AON Risk Solutions be the agent of record for the school division for the year 2021.

Carried.

(c) Solicitor:

(Motion #20R-98)

Moved by B. Yeaman that the firm of Novus Law Group be the solicitor for the school division for the 2021 year.

Carried.

ESTABLISH THE FOLLOWING:

(a) Regular meeting date, hour and place:

(Motion #20R-99)

Moved by M. Vickers that the Regular meetings of the Saskatchewan Rivers Public School Division be held, subject to change, on one Monday of each month at 5:30 p.m., with the Closed Session at 4:00 p.m., in the Board Room, Education Centre, 545 - 11th Street East, and that the Board Chair and the Director of Education be authorized to cancel a Regular meeting if the agenda does not warrant holding a meeting.

Carried.

(b) **Planning Meeting Date, Hour and Place:**

(Motion #20R-100)

Moved by A. Lindberg that the planning meetings of the Saskatchewan Rivers Public School Division be held, subject to change, on one Monday of each month usually from 3:00 p.m. to 5:00 p.m. at the Education Centre, 545 - 11th Street East.

Carried.

(c) **Approval of accounts:**

(Motion #20R-101)

Moved by M. Vickers that the Chief Financial Officer be authorized for the 2021 year to certify all accounts for payment.

Carried.

(d) **Signing officers:**

(Motion #20R-102)

Moved by G. Gustafson that the Board Chair and the Chief Financial Officer be the signing officers for the school division, with the Vice-Chair to sign in the absence of the Board Chair and the Manager of Financial Services to sign in the absence of the Chief Financial Officer for the year 2021.

Carried.

(e) **Amount of temporary credit with a financial institution in Prince Albert:**

(Motion #20R-103)

Moved by A. Lindberg that the school division continue with Concentra Financial a credit limit of five million dollars for the 2021 year.

Carried.

(f) **Attendance and Transportation Services Areas**

(Motion #20R-104)

Moved by G. Gustafson that the Board confirm the current attendance and transportation services areas for 2020-2021 school year.

Carried.

(g) **Hours of Public Access to All Central Offices:**

(Motion #20R-105)

Moved by A. Nunn that public access to the Education Centre/Support Services Centre during regular hours be from 8:00 a.m. to 12:00 noon and from 12:30 p.m. to 4:30 p.m. and during summer hours be from 8:30 a.m. to 2:30 p.m. Monday to Friday except for statutory holidays.

Carried.

(h) **Indemnity, honorarium and expenses to be paid to trustees:**

(Motion #20R-106)

Moved by A. Lindberg that the revised Trustee Remuneration Guidelines be approved for the 2020-2021.

Carried.

(i) **Indemnity, honorarium and expenses to be paid to trustees:**

(Motion #20R-106)

Moved by A. Lindberg that the revised Trustee Remuneration Guidelines be approved for the 2020-2021.

Carried.

EXTERNAL BOARD APPOINTMENTS:

(a) **Employee Bargaining Committees:**

- **Out of Scope Bargaining Committee:** Barry Hollick Darlene Rowden
- **CUPE Bargaining Committee:** Grant Gustafson
- **LINC Bargaining Committee:** Jaimie Smith-Windsor

(b) **Operational Committees:**

- **Student Discipline Committee:**
Cher Bloom Bill Gerow Grant Gustafson Arne Lindberg
- **Principal Selection Committee:** Michelle Vickers
- **Vice-Principal Selection Committee:** Bill Yeaman

(c) **Committees with Third Parties:**

- **Saskatchewan High School Athletic Association:** Bill Yeaman
- **Public Section Executive Member:** Alan Nunn
- **City Liaison Committee:** Barry Hollick Arne Lindberg

(d) **Standing Committees/Ad Hoc Committees:**

- **Saskatchewan Rivers Students for Change:**
Cher Bloom Barry Hollick Arne Lindberg
Jaimie Smith-Windsor Michelle Vickers
- **Board Development Committee (BDC):**
Bill Gerow Darlene Rowden Jaimie Smith-Windsor
- **Facilities Committee:**
Arne Lindberg Alan Nunn Darlene Rowden
Bill Yeaman
- **Policy Committee:**
Grant Gustafson Jaimie Smith-Windsor Michelle Vickers
- **SRSPD Foundation:**
Barry Hollick Arne Lindberg Darlene Rowden
- **Invitational Shared Service Initiative (ISSI):**
Bill Gerow

(e) **School Community Council Clusters:**

B. Hollick requested that trustees indicate their top five choices for schools (a mix of urban and rural) and provide this information to J. Ward by the end of the meeting. The school community cluster groups will be approved at the November 30 Board meeting.

(Motion #20R-107)

Moved by G. Gustafson that the appointments to the respective Boards and Committees for 2020-2021 be ratified.

Carried.

ADJOURNMENT:

(Motion #20R-108)

Moved by A. Lindberg that the meeting be adjourned.

Carried.

SIGNATURES:

Board Chair

Administrative Services Officer

Date of Approval



MISSION: *Strives for excellence in education and seeks to maximize each child's unique learning ability.*

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NO. #2020R-10 (MONDAY, NOVEMBER 16, 2020)

MINUTES OF THE REGULAR MEETING OF THE SASKATCHEWAN RIVERS PUBLIC SCHOOL DIVISION, BOARD OF EDUCATION HELD ON OCTOBER 5, 2020 AT 5:00 P.M. IN THE SEMINAR ROOM, EDUCATION CENTRE, 545 11TH STREET EAST, PRINCE ALBERT, SK

PRESENT:

MEMBERS OF THE BOARD

MRS. C. BLOOM, Trustee

MR. B. GEROW, Trustee

MR. G. GUSTAFSON, Trustee

MR. B. HOLLICK, Board Chair

MR. A. LINDBERG, Trustee

MR. A. NUNN, Trustee

MS. D. ROWDEN, Vice-Chair

MS. J. SMITH-WINDSOR, Trustee

DR. M. VICKERS, Trustee

MR. B. YEAMAN, Trustee

SENIOR ADMINISTRATION

Mr. R. Bratvold, Director of Education

Mr. M. Hurd, Superintendent of Schools

Mr. J. Pidborochynski, Chief Financial Officer

Mrs. J. Ward, Administrative Services Officer

Mrs. J. Hingley, Superintendent of Schools

Mr. T. Michaud; Superintendent of Schools

Mr. C. Trann, Superintendent of Schools

B. Hollick, Board Chair, called the meeting to order.

B. Hollick acknowledged the traditional homelands of the Métis and the ancestral lands of the Cree, Dene, Dakota, Lakota, Nakoda and Saulteaux peoples and that the division is within Treaty 6 Territory.

Trustees were given an opportunity to declare a conflict of interest.

ADOPTION OF THE AGENDA:

#20R-109

Moved by A. Lindberg that the agenda be approved as amended.

Carried.

CONSENT ITEMS:

#20R-110

Moved by M. Vickers that the following consent items be approved:

(a) Adoption of the Minutes for Regular meeting of October 5, 2020 and the Special Meeting of November 6, 2020;

(b) Board Policy Changes;

(c) Addition to the Board Annual Work Plan – 2020-2021.

Carried.

NEW BUSINESS:

(a) Saskatchewan Rivers Students for Change (SRSC) Report:

K. Lam was unable to attend the meeting but provided a written report that was presented by C. Trann, Superintendent of Schools.

The report included information on how schools who were new to block system were adjusting, graduation planning with the COVID restrictions, division-wide Book Club established with 15 students, learning opportunities for SRSC and the revision to the SRSC constitution.

(b) Service Club Inquiry

B. Hollick commented that he had been contacted by a service club member regarding recognition for monetary donations to schools. Discussion was held regarding different ways to recognize monetary and other donations to schools.

#20R-111

Moved by B. Hollick that the Board of Education direct administration to develop guidelines to recognize monetary donations by services clubs and community groups through a press release, thank you letters and/or signage.

Carried.

(c) 2020 SSBA Resolution

J. Smith-Windsor reported that the three SRSPD proposed resolutions require a secondary approver from the Board at next week's SSBA Annual General Meeting. B. Gerow, B. Yeaman and M. Vickers volunteered to do this role.

ACCOUNTABILITY REPORTS:

(a) Student Learning / Learning Improvement Plans (LIP) Accountability Reports

Superintendent Hingley presented student achievement data in a number of areas and reviewed an individual school's learning improvement plan for information.

#20R-112

Moved by J. Smith-Windsor that the Board confirm that the intent of Policy 2, item 3.2 and the Board's Strategic Plan expectation for monitoring of student achievement have been met and that the Student Achievement Accountability Report be referred to the Director Evaluation process.

Carried.

#20R-113

Moved by G. Gustafson that the Board confirm that the intent of Policy 1, Policy 2, Section 3 and the Board's Strategic Plan expectation for Learning Improvement Plans have been met and that the Learning Improvement Plan Accountability Report be referred to the Director Evaluation process.

Carried.

Discussion was held regarding how to strengthen the relationship of School Community Councils with student learning. The Board supports the involvement of the SCC's in the development and implementation of the school's learning improvement plans.

THREE KEY MESSAGES FOR SCC/PUBLIC FROM BOARD MEETING

- New Board Begins New Term – November 9, 2020
- Focus on student learning and School Community Councils.
- Board attendance at SSBA Convention and local trustee seeking vice-presidency on the provincial association.

BOARD MEMBERS' FORUM:

Trustees were given an opportunity to share information on items of mutual interest.

MOTION TO MOVE INTO CLOSED SESSION:

#20R-114

Moved by G. Gustafson that the meeting move into Closed Session with Board and Administration present.

Carried.

NEW BUSINESS:

(a) Motions from the Closed Session of November 16, 2020:

#20R-115

Moved by B. Hollick that the following motions be brought forward:

- 1. That the Board review, discuss potential mechanisms for the consultation and confirm or amend the "Key Questions" and "Audience Summary" in the attached report; and further, and that the Board direct administration to proceed with the consultation to inform strategic plan development.***

Carried.

ADJOURNMENT:

#20R-116

Moved by B. Yeaman that the meeting adjourn.

Carried.

SIGNATURES:

Board Chair

Administrative Services Officer

Date of Approval

MEETING DATE: November 30, 2020

Type of Meeting	Agenda Items	Intent
<input checked="" type="checkbox"/> Regular	<input type="checkbox"/> Correspondence	<input type="checkbox"/> Information
<input type="checkbox"/> Closed Session	<input type="checkbox"/> New Business	<input type="checkbox"/> Decision
<input type="checkbox"/> Committee of the Whole	<input checked="" type="checkbox"/> Reports from Administrative Staff	<input type="checkbox"/> Discussion
	<input type="checkbox"/> Other: _____	<input checked="" type="checkbox"/> Consent Item

FROM: R. Bratvold, Director of Education **ATTACHMENTS**

BACKGROUND

RE: ADMINISTRATIVE PROCEDURES CHANGES

The following Administrative Procedure has been revised.

- AP 200: Organization for Instruction
No. 5 (revision)

RECOMMENDATION

For Board information.

Administrative Procedure 200

ORGANIZATION FOR INSTRUCTION

Background

The Division strives to provide a quality program of studies for all students for which it has responsibility. All programs and services offered shall be in accordance with provincial requirements and within the parameters of the Division's foundational statements – refer to Board Policy Handbook, Policy 1.

Procedures

The Division supports programming that:

1. Promotes high expectations in educational programming.
2. Promotes the acquisition of the basic learning skills.
3. Encourages the growth and development of responsibility and citizenship.
4. Emphasizes a positive self-concept and genuine feelings of self-worth among students.
5. Develops a knowledge ~~regarding of God~~ of respect for family, religion, **diversity** and culture in a pluralistic society.
6. Delivers a balanced Special Education Program to assist students who are experiencing learning or coping difficulties.
7. Provides for relevant career education and counselling.
8. The Division's program of studies shall strive to include:
 - 8.1 A strong emphasis on staying current in Core Curriculum implementation and maintenance.
 - 8.2 Rich and varied instructional strategies as an integral part of the delivery of Core Curriculum.
 - 8.3 A broad range of resource material for the use of staff and students.
 - 8.4 Provision for meeting the individual needs of students as an important element of the teaching and learning process in all schools.
9. Curriculum research and development efforts will be supported on the basis that:
 - 9.1 The basic responsibility for curriculum development lies with Ministry of Education.
 - 9.2 Support services will be provided in the form of a program and classroom consultants and teacher release time for pilot and implementation initiatives upon the approval of Superintendents of Schools.
 - 9.3 Financial support will be considered for special initiatives in curriculum development upon the recommendation of Superintendents of Schools.
10. Each school, in collaboration with Superintendents of Schools and consultants, shall adapt the curriculum to meet the needs of their students.

Reference: Section 85, 87, 109, 175, 177 *The Education Act, 1995*
Section 21-25, 37, Education Regulations
The Ministry of Education – Registrar's Handbook
<http://www.education.gov.sk.ca/registrarshandbook>
Core Curriculum – Principles, Time Allocations and Credit Policy
<http://www.education.gov.sk.ca/policy>

Approved: May 12, 2014

MEETING DATE: November 16, 2020

Type of Meeting	Agenda Items	Intent
<input checked="" type="checkbox"/> Regular	<input type="checkbox"/> Correspondence	<input type="checkbox"/> Information
<input type="checkbox"/> Closed Session	<input type="checkbox"/> New Business	<input type="checkbox"/> Decision
<input type="checkbox"/> Committee of the Whole	<input checked="" type="checkbox"/> Reports from Administrative Staff	<input checked="" type="checkbox"/> Discussion
	<input type="checkbox"/> Other: <u>Student Trustee Report</u>	<input type="checkbox"/> Consent Item

FROM: K. Lam / E. Zbaraschuk - Student Trustees ATTACHMENTS [v]

BACKGROUND

RE: HIGHLIGHTS OF RECENT SRSC MEETING

- Elected our new rural trustee — Emily Zbaraschuk!
- Discussed the Constitution change (attached).
 - The change is in Article 3, Pt 3, Page 1 - “Any persons not an SRSC student may apply for observer status granted by the president.”
 - The change is going from the president giving the status to the executive group as a whole making the decision.
 - We recognized the feedback that the Board gave us in terms of the change, and we believe that because the observer status is rarely granted, the amendment change would not be that cumbersome.
 - Of the students available at the time, (around 15-17 students), the amendment passed with a 92% approval rate.

Recent SRSC activities:

- We have mainly been working on our professional development opportunities for our group.
- One of our first options, working with the Red Cross, has been tabled until next year. We are having constant communication with them, and they are simply not ready to give us any form of communication. We still want to keep a close relationship with them because they do have great resources that pertain to the work the SRSC does regularly.
- At our next general meeting on January 14th, we are going to start our PD with Saskatchewan Polytechnic, Presentation with Confidence. At our last meeting, we were answering questions given to us by Kim Bater in order to help tailor the course to our groups specific needs. The course will take place over three general meetings (a portion of a meeting), and by the end we will have a certificate to attach to a resume.

Questions or Concerns from SRSC for the School Board to consider:

As many of you know, schools have been adapting to the block system as opposed to our standard semester system. Our SRSC had some thoughts to share with the Board.

- The pace is obviously faster, since we are condensing a 5 month workload into 7-8 weeks. Some like the new pace, others are finding it difficult to keep up.

- The science and math classes have been really intense. In some math classes we are having a test everyday we are at school.
- We, as students, feel that our workload is quite intense sometimes. It feels like the same amount of work we would get in a standard semester.

School Highlights (2-3 schools at each meeting so each is highlighted at least once/year)

- A common theme for all of the schools is that everyone is following the COVID protocols extremely well, and their efforts have contributed to having a safe, school experience.
- Birch Hills and WP Sandin have had successful isolation periods and are now getting back into the swing of school.
- Wesmor is doing extremely well with their COVID protocols, as they have had 0% transmission so far.
- Birch Hills, Kinistino, Carlton, and St Louis have had many forms of spirit days/weeks that have been successful.

Board Directed Topics (Trustees to request topic of interest from the Board for the SRSC to consider)

SRSC TRUSTEE request from Board at the board meeting: “Are there topics of interest from the Board for the SRSC to consider related to the Strategic Plan?”

RECOMMENDATION

That the Board consider the information in this report and take appropriate action as needed.

Saskatchewan Rivers Students for Change Constitution (updated 10/07/2020)

ARTICLE 1: NAME AND MANDATE

1. The name of the organization shall be, “*Saskatchewan Rivers Students for Change*” (SRSC).
2. The SRSC shall operate under the guidance of the Saskatchewan Rivers Public School Board of Education (SRPSD).
3. The mandate of the SRSC shall be:
 - a) To provide a student perspective to the SRPSD Board of Education.
 - b) To bring forth topics concerning students in grades 9 to 12 in the SRPSD.
 - c) To connect students throughout the SRPSD, creating relationships between the schools.
 - d) To initiate projects throughout the division, in the schools, and the community.
 - e) To provide positive opportunities for students in the SRPSD.

ARTICLE 2: FUNCTIONS

1. To act in accordance with the SRSC mandate.
2. To act as a liaison between SRPSD trustees and students.
3. To coordinate and assist in the building of relationships between schools within the division.
4. To sponsor and coordinate various division activities in accordance with the SRSC mandate.
5. To participate actively and regularly in SRSC general meetings.
6. To provide leadership experience for members of SRSC.
7. To associate with other organizations in accordance with the mandate.
8. To appropriately represent the SRSC at division functions.
9. To advocate for SRPSD students’ achievements and successes.
10. To promote student input in the decision making process which affects their education.
11. To advocate for the SRPSD goals as well those of the SRSC.

ARTICLE 3: ADMISSIONS AND MEMBERSHIP

1. All high schools under the jurisdiction of the SRPSD are members of the SRSC. Members are expected to send representatives to SRSC general meetings in accordance with Article IV.
2. All members must be appointed by their school administration or elected by his/her school students.
3. Any persons not an SRSC student may apply for observer status granted by the **SRSC Executive**.
4. An observer shall be defined as a person who may participate in discussions, but who may not move or vote on a motion.

5. Any observer who wishes to make a presentation may do so in consultation with the President and/or the Executive Representatives.
6. The President or Chair of a meeting has the ability to revoke observer status effective immediately in order to maintain decorum.

ARTICLE 4: COMPOSITION AND SCHEDULE

1. Three members are to be selected from each of the 12 high schools within the SRPSD; elected by their peers or school administration to best represent the school.
2. If a member of the SRSC is to switch schools within the division, that member will remain a part of the group, however, that member's previous school would elect a new representative.
3. The SRSC is to meet as a whole a minimum of two times throughout the year at a predetermined location.

ARTICLE 5: DUTIES AND RESPONSIBILITIES OF THE EXECUTIVE

1. The Executive representatives shall be responsible for all administrative work for the SRSC, and for all details and decisions not possible or practical to be clarified or made at the general meetings in accordance with SRSC mandate and policy.
2. All official communications between the SRSC and the SRPSD must be approved by the majority of the available Executive representatives. Only under emergency situations should less than the President, Vice President and one additional Executive representative be consulted.
3. The Executive representatives should be responsible to liaise with the SRPSD.
4. The Executive representatives shall be directly responsible to the General Body.
5. All Executive representatives shall be responsible for attending Executive and General Meetings. Extenuating circumstances may be taken into account.
6. Each Executive representative is responsible for researching and analyzing any policies relevant to their position.
7. All SRSC Executive representatives must act in accordance with SRPSD policy regarding student government and student conduct.
8. All SRSC Executive representatives must act in accordance with the views of the majority of the SRSC.
9. In the absence of a student trustee at a board of education meeting, a member of the SRSC Executive may attend as a temporary replacement. Order of temporary replacement(s) is as follows: President, Vice-President, Secretary, Media Relations Officer.

ARTICLE 6: DUTIES AND RESPONSIBILITIES OF EXECUTIVE REPRESENTATIVES

1. **Student Trustees:** Two Student Trustees would be elected by the SRSC; one who is elected from a rural school within the division and one who is elected from an urban school within the division. These students would be approved by the Superintendent assigned to the SRSC. These students must have been a member of SRSC for at least one year before being elected into the position of Student Trustee. They must try to attend all required Board meetings and report back what they learned to the rest of the members

of SRSC along with overseeing all functions organized by SRSC. The Student Trustees must also be willing to give much of their time and dedication to SRSC. Student Trustees will attend open sessions of regular Board meetings only. Student Trustees are not allowed to make a motion but they may suggest a motion. Student Trustees are not allowed to vote but may participate in the discussion and debate.

2. **President:** The President would be elected by the SRSC. They would organize and run most SRSC meetings under the instruction of the Student Trustees.
3. **Vice President:** The Vice President would be elected by the SRSC. They must be willing to fill in and/or help the President whenever needed and must be kept up to date with all information passed between the Student Trustees and the President for these purposes.
4. **Secretary:** The secretary would be elected by the SRSC. This person must be organized and devoted to attending all SRSC meetings. They would be expected to record all important announcements, ideas and keep a record of all executive positions for SRSC. They must not be in grade 12.
5. **Media Relations Officer:** The Media Relations Officer (MRO) would be elected by the SRSC, however that officer would then form a committee for extra assistance with larger projects and tasks. The MRO would be in charge of creating/approving articles for public viewing, creating posters and pamphlets representing SRSC and updating the SRSC Facebook page. They would handle any matters that would deal with information that would be viewed by the public. All of their work would be approved by the Student Trustees or, if they are unavailable, approved by the President before being broadcasted/published for public viewing.
6. **Management of Funds:** The Executive shall ensure that all funds associated with the SRSC will be managed according to Board policy and Division Administrative Procedures.

ARTICLE 7: REQUIREMENTS OF EXECUTIVE REPRESENTATIVES

1. The Trustees will:
 - a) Have served as a member of the SRSC for a minimum of one year.
 - b) Have a strong interest in promoting student issues.
 - c) Have strong communication skills.
2. The President will:
 - a) Have demonstrated leadership within the SRSC.
3. The Vice President will:
 - a) Have demonstrated leadership within the SRSC
4. The Secretary will:
 - a) Have good note taking and organizational skills.
 - b) Be computer literate.
5. The Media Relations Officer will:
 - a) Have good communication skills.
 - b) Be computer literate.

ARTICLE 8: DUTIES AND RESPONSIBILITIES OF THE GENERAL BODY REPRESENTATIVES

1. To be involved in discussions about school related affairs/issues.
2. Participate in events put on by the SRSC.
3. Bring forward comments or concerns from their school.

4. Work together with fellow SRSC members as well as Board of Education.
5. The President will choose the method of voting to make decisions.

ARTICLE 9: DUTIES AND RESPONSIBILITIES OF THE SUPERINTENDENT RESPONSIBLE FOR THE SRSC

1. The Superintendent (or designate) will be fiscally responsible for SRSC.
2. The Superintendent (or designate) shall assist and advise the Executive Representatives.
3. The Superintendent (or designate) shall actively promote the role of SRSC to the high school Principals and Vice Principals, SRSPD Senior Management and Trustees.
4. The Superintendent (or designate) will report to the Board.

ARTICLE 10: VOTING PROCEDURES FOR POSITIONS

1. When electing the general body members, each student in grades 9 to 12 can receive one ballot or cast one vote.
2. All voting must be by secret ballot.
3. All voting for the general body members must be done by September.
4. If there are any existing, eligible members on the SRSC, one member will be grandfathered in each year.
5. Members that want a place in the executive positions must be voted in by the SRSC members.
6. Election of SRSC positions will follow the order of:
 - a. Trustees (1 Urban and 1 Rural)
 - b. President
 - c. Vice President
 - d. Secretary
 - e. Media Relations Officer
7. In the event that there is no candidate with one year's experience with the SRSC a student new to the group can be elected for a trustee position.

ARTICLE 11: CONSTITUTIONAL AMENDMENTS

1. Amendments to the Constitution are to be presented to the President, Vice President, and Secretary before being introduced to the entire group, allowing for ideas and concerns to be expressed in full.
2. After being discussed, detailed written amendments are to be submitted to the group prior to the meeting.
3. The Constitution may be amended by a vote of 60% of the members present at the meeting.
4. The Constitution may only be amended after all criteria of amendments are met.
5. Amendments to the Constitution will not take effect until approved by the Board of Education.

ARTICLE 12: REVOCATION OF MEMBERSHIP

1. The Superintendent in charge of the SRSC reserves the right to revoke any position of any SRSC member.

ARTICLE 13: VACANCIES OF OFFICE

1. If an Executive representative position becomes vacant between annual elections it will be filled by a member of SRSC. The member will be chosen through an election at the following General Body meeting.
2. Candidates in the election will follow the constructed election rules outlined in the Constitution.
3. The winning candidate will take over their duties and responsibilities immediately.
4. If an Executive representative position becomes vacant after March 1st the remaining Executive representatives may choose to deem an election unnecessary.
5. In the event of a General Body Representative resigning it is the responsibility of his/her school to refill the position.

ARTICLE 14: LIMITATION OF AUTHORITY

1. No member of the SRSC, SRSC Executive or elected Student Trustee shall discuss or be given access to personal confidential information about or complaints about any student, family member, or guarantor of any student, teacher, administrator, trustee or employee of the Board of Education.

Saskatchewan Rivers Board of Education

*Approved: February 1, 2016;
Revised: February 22, 2016
Revised: September 20, 2016
Revised: November 23, 2017
Revised: November 19, 2018
Revised: September 25, 2019
Revised: October 7, 2020*

MEETING DATE: November 30, 2020

Type of Meeting	Agenda Items	Intent
<input checked="" type="checkbox"/> Regular	<input type="checkbox"/> Correspondence	<input type="checkbox"/> Information
<input type="checkbox"/> Closed Session	<input type="checkbox"/> New Business	<input type="checkbox"/> Decision
<input type="checkbox"/> Committee of the Whole	<input type="checkbox"/> Reports from Administrative Staff	<input type="checkbox"/> Discussion
<input type="checkbox"/> Planning Meeting	<input checked="" type="checkbox"/> Other: <u>Board</u>	<input type="checkbox"/> Consent Item
<i>Primary Policy Reference:</i>	<u>10</u>	

FROM: B. Hollick, Board Chair **ATTACHMENTS** [v]

BACKGROUND

RE: SCHOOL COMMUNITY COUNCIL CLUSTERS – 2020-2021

Attached are the proposed School Community Council Clusters for 2020-2021 with the trustee and alternate trustee assigned to each cluster.

RECOMMENDATION

That the appointments to the School Community Council clusters for 2020-2021 be approved as presented.

SCHOOL CLUSTERS FOR 2020-2021

Cluster 1:

- Queen Mary Public School
- Princess Margaret Public School
- Meath Park Public School

Alan Nunn

Alternate: Barry Hollick

Cluster 2:

- Christopher Lake Public School
- Spruce Home Public School
- Riverside Public School
- SRPSD Distance Learning Centre

Jaimie Smith-Windsor

Alternate: Arne Lindberg

Cluster 3:

- Big River Public School
- TD Michel Public School
- Ecole Debden Public School

Bill Gerow

Alternate: Cher Bloom

Cluster 4:

- PACI
- Westview Public School
- Wild Rose Public School

Michelle Vickers

Alternate: Grant Gustafson

Cluster 5:

- Shellbrook Elementary Public School
- WP Sandin Public High School
- Canwood Public School

Cher Bloom

Alternate: Bill Gerow

Cluster 6:

- East Central Public School
- Ecole Arthur Pechey Public School
- Won Ska Public School

Grant Gustafson

Alternate: Michelle Vickers

Cluster 7:

- Carlton Comprehensive Public High School
- Vincent Massey Public School
- Osborne Public School

Barry Hollick

Alternate: Alan Nunn

Cluster 8:

- St. Louis Public School
- Red Wing Public School
- West Central Public School
- Birch Hills Public School

Darlene Rowden

Alternate: Bill Yeaman

Cluster 9:

- Ecole Vickers Public School
- Wesmor Public High School
- W.J. Berezowsky Public School

Arne Lindberg

Alternate: Jaimie Smith-Windsor

Cluster 10:

- John Diefenbaker Public School
- King George Public School
- Kinistino Public School
- Winding River Colony School

Bill Yeaman

Alternate: Darlene Rowden