

## MEETING NUMBER TWO HUNDRED AND TWENTY-THREE

A regular meeting of the Board of Education of the Sun West School Division No. 207 took place in the boardroom, Sun West Board Office, on November 28, 2023 commencing at 9:00 a.m. with the following present: Chairperson John Collins (Subdivision No. 6), Board Members Michelle Brummund (Subdivision No. 1), Michele Whitfield (Subdivision No. 2), Sue Lytle (Subdivision No. 4), Karen Itterman (Subdivision No. 3), Scott Sander (Subdivision No. 5), Cathy Morrow (Subdivision No. 7), Cara Nisbet (Subdivision No. 8) joined electronically, Director of Education – Vicki Moore, Superintendent of Business – Ryan Smith, Communications and Marketing Coordinator – Mike Fedyk and Executive Assistant – Linda Klassen

Chairperson John Collins called the meeting to order at 9:11 a.m.

John Collins, Chairperson, read the Sun West School Division Land Acknowledgement.

### AGENDA

Brummund: That the agenda be adopted. **Carried**  
223-01

### MINUTES

Morrow: That the minutes of the meeting held October 24, 2023 be approved as  
223-02 circulated. **Carried**

Amanda Bertoia (CHBB Chartered Professional Accountants), Rhonda Saathoff (Business Manager) and Jamie Cowell (Business Supervisor) joined the meeting at 9:11 a.m. for the Auditor Report and Audited Financial Statement Report and departed the meeting at 9:50 a.m.

### ACTION ITEMS

Brummund: That the Board accept the 2022-23 Auditor Report, as prepared by CHBB  
223-03 Chartered Accountants of Kindersley, Saskatchewan. **Carried**

Sander: That the Board approve the draft Audited Financial Statement for the period  
223-04 from September 1, 2022 to August 31, 2023 pending minor changes made after format review and approval is received from the Ministry of Education. **Carried**

Itterman: That the Board approve the draft Annual Report for the period ending August  
223-05 31, 2023, pending minor changes made after format review and approval is received from the Ministry of Education. **Carried**

Ruth Griffith (Subdivision No. 9) joined electronically at 10:19 a.m.

Whitfield: That the December 19, 2023 Board Meeting be moved to December 18, 2023.  
223-06 **Carried**

CONSENT/INFORMATION ITEMS

Brummund: 223-07 That the Board receive the following consent items and approve the recommendations included therein:

- To approve as circulated the following items:
  - Financial Reports as of August 31, 2023 (final run) and October 31, 2023
  - ERP (Enterprises Resource Planning) RFP Tender Results and Softchoice Report
- To receive as information the following items:
  - Government of Saskatchewan/Ministry of Education
    - October 20, 2023, “Parents’ Bill of Rights” Passed and Enshrined in Legislation
    - October 23, 2023 – Ministerial Directive and Royal Assent – “Parents’ Bill of Rights” (and follow-up letter October 23, 2023)
    - November 8, 2023 – Ministry of Education News Release – Changes Coming to Graduation Credit Requirements for 2024-25 School Year
    - November 8, 2023 – Minister of Education Letter – Provincial Education Plan 2030
    - November 8, 2023 – Ministry of Education Letter – Targeted Funding for School Division to Support Mental Health Training Opportunities (\$10,000 Grant)
    - November 20, 2023, Holocaust Education to Become Mandatory in Saskatchewan
  - National Trustees Gathering on Indigenous Education & CSBA Congress – July 3-5, 2024
  - Saskatchewan School Boards Association (SSBA)
    - 2023 SSBA Fall General Assembly Voting Delegates
    - Sample Equity, Diversity, Inclusion and Accessibility Policy
    - October 2023 – General Insurance Plan (GIP) 5 Years Later Summary Report)
    - November 14, 2023 Media Release – Ile-a-La Crosse School Board Receives Premier’s Award
  - Public Section
    - October 31, 2023 - Public Section Update
    - Annual General Meeting Agenda November 14, 2022
    - Annual General Meeting Agenda November 13, 2023
    - Financial Statement 2022-23
    - Public Section 2023-24 Calendar Update (November 2023)
  - Board Meeting Highlights November 2023
  - Sun West Communications Bulletin - Partners Edition November 2023
  - West Central Municipal Government Committee Minutes (October 26, 2022)

**Carried**

- Whitfield: That the following reports be accepted as presented:  
223-08
- Audit Committee (Collins, Brummund)
  - Boundary Committee (Smith)
  - CUPE Negotiating Committee (Smith)
  - LINC Negotiating Committee (Brummund, Sander, Moore)
  - Major Facilities Renovations Committee (Collins, Sander, Smith)
  - Board Policy Review Committee (Collins, Moore)
  - Advocacy Committee (Collins)
  - Saskatchewan High School Athletics Association and West Central High School Athletics Association (Morrow)
  - Public Section(Whitfield)
  - West Central Municipal Government (Itterman)
  - Board Chairs Meeting (Collins)
  - Communications (Fedyk)
  - Successes (Itterman, Morrow, Griffith, Whitfield, Brummund) **Carried**

IN-CAMERA

Itterman: That the Board go in-camera to discuss personnel and other confidential  
223-09 reports and advice. **Carried**

Griffith: That the Board rise and report. **Carried**  
223-10

Itterman: That the Board receive the report of the Out-of-scope Committee and approve  
223-11 the recommendations included therein. **Carried**

Brummund: That the Board ratify the proposed LINC Agreement effective December 1,  
223-12 2023 to August 31, 2028; contingent upon its also being ratified by the  
members of the Sun West Teachers Association. **Carried**

ORGANIZATIONAL MEETING

Vicki Moore, Director of Education, asked for review of policies regarding Trustee code of conduct and conflict of interest, with Acknowledgement of Review signed by Board members.

Meeting norms reviewed.

Vicki Moore, Director of Education, asked for nominations for Board Chair.

Itterman: Nominate Michele Whitfield (declined)  
Brummund Nominate John Collins (accepted)

Nominations for Vice-chair were opened.

Brummund: Nominate Michele Whitfield for Board Vice-Chair.

Brummund: Moved nominations cease. **Carried**  
223-13

Vicki Moore, Director of Education, turned chair over to John Collins.

Brummund: 223-14 That the following committees be struck with the membership as indicated for each:

- Audit Committee – Board Chair and Three Trustees (Michelle Brummund, Karen Itterman and Michele Whitfield)
  - Board Committee of the Whole – All Trustees
  - Boundary Committee – Board Chair or Vice-chair and Two Trustees (Karen Itterman and Subdivision Trustee)
  - CUPE Negotiating Committee – Two Trustees (Michelle Brummund and Cathy Morrow)
  - LINC Negotiating Committee – Two Trustees (Karen Itterman and Scott Sander)
  - Major Facilities Renovations Committee – Board Chair or Vice-chair, Subdivision Trustee and Scott Sander.
  - Student Discipline Committee – Three Trustees (Scott Sander, Michele Whitfield and Subdivision Trustee)
  - Technology Committee – Board Chair or Vice Chair and Three Trustees (Michelle Brummund, Ruth Griffith and Sue Lytle)
  - Board Policy Review Committee – Board Chair and Two Trustees (Karen Itterman and Sue Lytle)
  - Advocacy Committee – (John Collins, Ruth Griffith, Cathy Morrow and Michele Whitfield)
- Carried**

Whitfield: 223-15 That the following representative be appointed:

- Saskatchewan High School Athletic Association –(Michelle Brummund and Cathy Morrow)
  - Saskatchewan School Boards Association Public Boards Section Executive – Board Chair and Michele Whitfield
  - West Central Municipal Government Committee – Ruth Griffith/ Subdivision Trustee.
- Carried**

Itterman: 223-16 That the following rates be approved for the 2023-24 school year:

- indemnity rates at \$300,
  - meal rates at \$15 for breakfast, \$20 for lunch and \$30 for supper,
  - the kilometrage rate at 51 cents/km (effective December 1, 2023).
- Carried**

ADJOURNMENT

Griffith: 223-17 That the meeting adjourn, 3:15 p.m.

**Carried**

Original signed by: John Collins  
Chairperson

Original signed by: Ryan Smith  
Superintendent of Business