

Minutes of the Regular Meeting of the Board of Education of the Chinook School Division No. 211 held on Monday, June 10th 2024 at 11:00 a.m. at the Chinook Education Centre.

PRESENT: Kimberly Pridmore
Dianne Hahn
Ken Duncalfe
Rachael Eliason
Gwen Humphrey
Susan Mouland
Rachelle Patzer
Tim Ramage
Katelyn Toney

Mark Benesh – Director of Education
Kathy Robson – Deputy Director
Sharie Sloman – Chief Financial Officer
Joanne Booth – Communications Coordinator
Katie Andreas – Executive Assistant

REGRETS: Keri Hudec

The meeting was called to order at 11:00 a.m. by Chair Kimberly Pridmore.

AGENDA 56/24 Ramage THAT the Agenda be approved as circulated and revised.

CARRIED

CLOSED 57/24 Humphrey THAT the Chinook Board of Education recess the meeting to go into closed session to discuss personnel items and other confidential matters to be received by the board.

CARRIED

OPEN 58/24 Patzer THAT the Chinook Board of Education rise and report.

CARRIED

AGENDA 59/24 Patzer
AMENDMENT

THAT the agenda be amended to include the following Administrative and Information items:

1. 2024 Enrolment projections
2. Chinook International Program
3. Eastend summer music festival
4. SCCHS grad RSVP
5. AP update 157: Flag Protocol

CARRIED

MINUTES 60/24 Moulard

THAT the minutes of the Regular meeting of May 13, 2024 be approved, as presented.

CARRIED

2024- 61/24 Eliason
2025
FEES

THAT the Chinook Board of Education approve the 2024-25 Schedule of Fees, as attached, and Compensation Related Fees.

CARRIED

RETURNING 62/24 Toney
OFFICER

THAT the appointment of Sharie Sloman, CFO, as Returning Officer for conducting school board elections on November 13, 2024 in the area of the school division outside of the City of Swift Current, Wards 1 to 7, be approved.

CARRIED

OM 63/24 Duncalfe
IRWIN
TENDER

THAT the Chinook Board of Education approve the awarding of the tender to D.W. Wallace Construction in the amount of \$139,700 plus applicable taxes for the washroom at O.M. Irwin School.

CARRIED

SCCHS 64/24 Hahn
TENDER

THAT the Chinook Board of Education approve the awarding of the tender to D.W. Wallace Construction in the amount of \$144,970 plus applicable taxes for the installation of three accessible ramps at Swift Current Comprehensive High School.

CARRIED

REGULAR MEETING ----- June 10, 2024

CLOSED 65/24 Ramage THAT the Chinook Board of Education recess the meeting to go into closed session to discuss personnel items and other confidential matters to be received by the board.

CARRIED

OPEN 66/24 Eliason THAT the Chinook Board of Education rise and report.

CARRIED

ADJOURN 67/24 Humphrey THAT we do now adjourn.

CARRIED

Board Chair

CFO

Chinook School Division

Schedule of Fees

Approval Date: 10-Jun-24
 Implementation Date: 01-Sep-24

Board Policy Reference 7 Board Remuneration and Expenses

The Division remunerates Board members in accordance with its remuneration and expense schedule. The schedule is established annually as directed by the Board at the Organizational Meeting of the Board.

Category i	Attendance at Board determined meetings	<u>\$255.00</u>
Category ii	Attendance at Standing Committee meetings	<u>\$127.50</u>
Category iii	Attendance at SCC Forums	<u>\$127.50</u>
Category iv	Attendance at Approved External meetings	<u>\$127.50</u>
Category v	Attendance at meetings as official Board representative	<u>\$255.00</u>
Category vi	Attendance at Seminars, Conventions, Trustee Development	<u>\$255.00</u>
Category vii	Board Chair per diem allowance	<u>\$55.00</u>
Category viii	Attendance at SCC meetings	<u>\$55.00</u>
Category ix	Attendance (Upon Invitation) Grad ceremonies / X-mas Concerts	<u>\$55.00</u>
Category ix	Travel time per km.	<u>\$0.305</u>
Category x	Meals and Mileage	
	Government Rate Per Km	<u>\$ 0.5496</u>
	Breakfast	<u>\$ 10.00</u>
	Lunch	<u>\$ 18.00</u>
	Dinner	<u>\$ 23.00</u>

Apr-24

Last revision date: 31-May-23

Board Policy 16 School Community Councils

The Board of Education helps to offset expenses of non-Hutterian School Community Councils through provision of an annual grant.

Category i	Schools with enrolment <100	<u>\$ 1,500.00</u>
Category ii	Schools with enrolment 101 to 300	<u>\$ 1,500.00</u>
Category iii	Schools with enrolment >300	<u>\$ 1,500.00</u>

Administrative Procedure Reference 301 Non-Resident Students

Students who are non-residents of Chinook School Division may be admitted into a Chinook School provided they meet admittance criteria and pay the required tuition fees. Other fee structures may be in place for the Chinook International Program.

Category i	Regulation 16 Tuition Fee Calculation	<u>\$ 14,091.00</u>
Category ii	Prairie Rose School Division Tuition Agreement	<u>\$ 8,700.00</u>
Category iii	SDLC	<u>\$ 500.00</u>
Category iv	Chinook International Program	
	Application Fee (non-refundable)	<u>\$ 200.00</u>
	Custodianship Fee	<u>\$ 300.00</u>
	Homestay Placement Fee	<u>\$ 400.00</u>
	Tuition	<u>\$ 13,950.00</u>
	Medical Insurance	<u>\$ 600.00</u>
	Homestay Fee per Month	<u>\$ 700.00</u>
	Airport pick up fee	<u>\$ 250.00</u>

Administrative Procedure Reference 505 Student Fees

The CFO or designate is responsible for establishing a *Student Fee Schedule* for the ensuing school year for Director of Education approval prior to May 30 of each year.

***Fees are stated below at maximum amounts per category.** All fees must be equal to; or less than actual costs. Fees may be lowered at the discretion of the Principal. School Community Councils are to review the list of fees established by the principal to ensure it is in alignment with the division procedures and community capacity

Category i	***Caution Fees (lost/damaged books, materials, sports jerseys)	<u>\$ 120.00</u>
Category ii	Locks for Lockers	<u>\$ 25.00</u>
Category iii	Rental and Repair of Musical Instruments	<u>\$ 120.00</u>
Category iv	**Extracurricular Fees (per Activity)	<u>\$ 210.00</u>
Category v	Ski-Trip Fees	<u>\$ 50.00</u>

**Exceptional extracurricular activity fee requests may be adjudicated by the Superintendent of Schools on a case by case basis.

*** Caution fees may be refundable

Administrative Procedure Reference 270 Home Based Education

Chinook School division recognizes the right of parents residing within the school division to choose home-based instruction for their children. Students participating in home-based education are students of the school division, and are required to be registered as such. The school division provides services to students and annual funding for certain expenditures in relation to registered programs.

Category i	Conditional reimbursement per student	<u>\$500.00</u>
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Administrative Procedure Reference 560 Transportation Services

Chinook School Division shall provide Grades 9-12 bussing on a conditional basis. Chinook shall establish such conditoins from time to time.

Service to be provided to students residing south of the South Railway Street and north of the Trans-Canada Highway.

Category i	SCCHS Bus Pass (per semester)	<u>\$ 200.00</u>
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Administrative Procedure Reference 562 Special Use of Buses

Chinook School Division endorses the use of school division buses for transporting students for educational and school related activities. Chinook also provides division owned 15 passenger vans for use in transporting students for extra-curricular activities.

Category i	Bus charge per kilometer (w driver)	Minimum \$135	<u>\$ 1.50</u>
Category ii	Bus charge (in city only per trip)		<u>\$ 135.00</u>
Category iii	Van charge per kilometer (w/o driver) plus fuel costs		<u>\$ 0.53</u>
Category iv	Van driver		<u>Actual</u>

Administrative Procedure Reference 565 Transportation in private vehicles

Chinook recognizes there may be times when it is most practical or efficient to transport students in private vehicles provided there is compliance with applicable legislation.

Category i	School approved special events (per km)		<u>\$ 0.35</u>
Category iii	Allowance in lieu of bussing (per km)	Gov'nt Rates	<u>\$ 0.5496</u> Apr-24

Chinook School Division believes that maximum use of school facilities should occur both in serving the needs of students and other members of the community. The principal may levy a rental charge to approved groups for the purpose of covering operational expense and additional maintenance costs. Fees are suggested rates and exceptional circumstances may require different charges at the discretion of the Principal. All charges except for ancillary charges are deemed as School Generated Funds. Ancillary charges incurred by Chinook shall be charged back to the respective school. Those ancillary charges shall be defined as:

- Staff compensation beyond regular contract time (overtime and call back)
- Extraordinary utility charges (eg: Air Conditioning)
- Extraordinary equipment usage

All charges subject to applicable taxes

		Not for Profit	For Profit
		hourly rates - 2 hour minimum	
Category i	Single Classroom	\$ 15.25	\$ 20.50
Category ii	Larger room (multipurpose, Art Room Stage, Library Computer Lab, Home Ec lab)	\$ 25.50	\$ 30.50
Category iii	Large gym / Student Lounge area	\$ 46.00	\$ 61.00
Category iv	Smaller Gym / Student Lounge area	\$ 30.50	\$ 40.50
Category v	Lecture Theatre / Stage/ Gym (with tech and sound)	\$ 51.00	\$ 66.00
Category vi	Cafeteria	\$ 86.50	\$ 112.00
Category vii	Liquor surcharge (approved areas only)	\$ 127.50	\$ 127.50
Category viii	Ancillary Charges (set up/tear down, air conditioning, equipment usage, staff costs, late usage)	actual	actual