



Minutes of a (Regular/Special) Meeting of the Board of Education for St. Paul's RCSSD #20 held in the Boardroom at 1:30 p.m. on Monday, November 24, 2025.

Board Present In-person:	Chair D. Boyko; Trustees M. Christopher, K. Day, B. Elliott, T. Jelinski, F. Possberg, M. Raney and S. Zakreski-Werbicki.
Executive In-person:	Director of Education F. Rivard; Chief Financial Officer/Deputy Director J. Lloyd; Superintendents K. Cardinal, T. Fradette, L. Giocoli Clark, T. Hickey, K. Kowal, S. Gessler, T. Shircliff, J. Vangool and R. Martin.
Resources:	Communications Consultant, D. Kunz; Executive Assistant to the Director of Education and Corporate Governance Advisor, B. Cutts; Coordinator C. Saleski, Coordinator L. Willey, Consultant L. Rook, Consultant C. McTavish, Consultant L. Sampson; and Kathryn Holmes, Manager, Financial Services
Regrets:	Trustee O. Fortosky.
Attendance Notes:	One trustee seat is vacant at the time of this meeting.

The meeting was called to order by Chair Boyko at 1:34 p.m. and began by acknowledging that we are on Treaty 6 Territory—traditional territories of First Nations including Cree, Dene, Nakota, Lakota, Dakota and Saulteaux—and homeland of the Métis Nation. We pay our respect to the First Nation and Métis ancestors of this place, and we reaffirm our relationship with one another in the spirit of Reconciliation.

The opening prayer was led by Trustee and Vice-Chair, T. Jelinski.

Adoption of Agenda

Motion: Moved by Trustees F. Possberg and B. Elliott that the agenda be approved as circulated.

All in favour/none opposed/no abstention

CARRIED

UNANIMOUS

Declaration of Conflict of Interest – None Declared

- The Chair called for any declaration of conflict of interest based on the materials provided for this meeting. No conflicts of interest were noted.

Approval of Minutes

- The Chair called for the approval of the minutes of the Regular Meeting of the Board held October 6, 2025, as presented.

Motion: Moved by Trustees T. Jelinski and M. Raney that the minutes of the Regular Meeting of the Board October 6, 2025, be adopted as circulated.

All in favour/none opposed/no abstention **CARRIED** **UNANIMOUS**

- The Chair called for the approval of the minutes of the Organizational meeting of the Board, November 3, 2025, noting a request that came forward following the November 3rd meeting regarding trustee board appointments. The request reconsidered the board representative appointments to two partnership committees, being the māmawohkamātowin Partnership and the nākatēyimitowin Educational Partnership
- Decisions resulting from the requests presented to the board were recorded as:

Motion: Moved and seconded by Trustees M. Christopher and B. Elliott, that the motion carried at the November 3, 2025, Organizational Meeting of the Board, that the Board appoint the board chair or designate and Trustees S. Zakreski-Werbicki and M. Raney to attend the māmawohkamātowin Partnership meetings, be rescinded.

All in favour/none opposed/no abstention **CARRIED** **UNANIMOUS**

Motion: Moved by Trustees M. Christopher and S. Zakreski-Werbicki that as per the Organizational Meeting of the Board November 3, 2025, the motion that the Board appoint the board chair or designate and Trustees T. Jelinski and M. Raney to attend the māmawohkamātowin Partnership meetings, as amended.

All in favour/none opposed/no abstention **CARRIED** **UNANIMOUS**

Motion: Moved by Trustees K. Day and M. Christopher that the motion carried at the November 3, 2025, Organizational Meeting of the Board, that the Board appoint the board chair or designate and Trustees D. Boyko, T. Jelinski and K. Day to attend the nākatēyimitowin Educational Partnership meetings, be rescinded.

All in favour/none opposed/no abstention **CARRIED** **UNANIMOUS**

Motion: Moved by Trustees K. Day and M. Christopher that as per the Organizational Meeting of the Board November 3, 2025, the Board appoint the board chair or designate and Trustees D. Boyko, S. Zakreski-Werbicki and K. Day to attend the nākatēyimitowin Educational Partnership meetings, as amended.

Consent Items

- The Chair called for the approval of the consent agenda items, noting that there is one item starred as a consent agenda item, the Notice of Motion agenda item brought forward at the October 6, 2025, regular meeting of the board. By motion, the Notice of Motion was placed on the agenda for the November 24, 2025, regular meeting of the board by Trustee O. Fortosky. As a consent agenda item, once approved. the Notice of Motion will be deferred to the agenda of the Regular Meeting of the Board, December 15, 2026, as out forward for approval by the board.

Motion: Moved by Trustees M. Raney and T. Jelinski, that Board approves that the Notice of Motion by O. Fortosky, be deferred to the agenda of the Regular Meeting of the board schedules for December 15, 2025.

All in favour/none opposed/no abstention

CARRIED

UNANIMOUS

Discussion/Decision

6.1 Area of Focus: Student Learning and Assessment

- The Supporting Student Learning and Assessment Area of Focus Report was provided by Superintendent T. Fradette, along with Coordinator C. Saleski, Coordinator L. Willey, Consultant L. Rook, Consultant C. McTavish, and Consultant L. Sampson. The report highlighted the reading, writing and mathematics strategies that will hopefully support GSCS students to attain, by 2030, an achievement rate of 80% for students from grade 3 to grade 12.
- The materials and review explained the variety of assessments that teachers use within their classrooms to inform instruction throughout the year. Details were also provided on the assessments used each June for reading, writing and mathematics for our school division.
- Ongoing work continues to strengthen effective assessment practices across all schools. This work is guided by the *Student Assessment Handbook*, which outlines clear expectations and approaches for assessing, evaluating, and reporting student learning. Each school has an Assessment Lead who supports teachers in applying effective, evidence-based assessment strategies that promote clarity and consistency.
- The presentation “Supporting Student Learning and Assessment Area of Focus” provided details on the actions during the 2024/25 school year, including student assessment information from June 2025 and the October 2024 CAT4 assessment. The presentation was actioned to be provided to trustees following the meeting.
- The Ministry of Education, in collaboration with education partners, is launching the Saskatchewan Student Assessment (SSA) program as part of the 2020–2030 Provincial Education Plan. Beginning in 2025–26, the SSA will assess literacy and numeracy at key grade levels to provide consistent, province-wide data on student learning. The program’s purpose is to celebrate strengths, identify areas for growth, guide targeted interventions, and evaluate educational initiatives.
- As part of the provincial Actions to Improve Early Literacy, the Ministry of Education is in the process of procuring a provincial license for the Reading Screener (English and French) for Kindergarten to Grade 3. The Reading Screener will replace the Benchmark reporting. Details on the proposed training and resources to support assessment, instruction, structured literacy, and use of the new screener were provided. These provincial assessments represent a significant step toward consistent, evidence-informed assessment practices across Saskatchewan.
- Trustee questions regarding the assessment practices included: appreciation for the data and the impactful growth over the years; details on job-embedded teachers; the application process; and on the summer reading program.

Motion: Moved by Trustees M. Christopher and K. Day, that the Board of Education receive the information as presented in the Improving Student Learning and Achievement Monitoring Report: Supporting Student Learning and Assessment.

All in favour/none opposed/no abstention

CARRIED

UNANIMOUS

Note: Public attendee, J. Brown, departed from the meeting at 3:04 p.m.

6.2 2024-2025 Audited Financial Statements

- The Chair introduced the agenda item to review the 2024-2025 audited financial statements. The Deputy Director and Chief Financial Officer provided the details on the audit process and reviewed the financial statements, assisted by Manage of Financial Services, K. Holmes.
- The 2024-2025 Financial Statements were prepared in accordance with generally accepted accounting principles for local governments, as recommended by the Public Sector Accounting Board (PSAB) of the Canadian Institute of Chartered Accountants (CICA) and reviewed in detail.
- The summary of the revenue and expense accounts that ended the fiscal year noted a greater than positive or negative 5% variance.
- The school division ended the year with a consolidated cash and non-cash surplus. Explanations on how the surplus was realized were provided. The unrestricted cash surplus for 2024-2025 was noted as primarily due to lower school utility and school transportation costs than projected. The unrestricted surplus was confirmed as aligning with the board's policy and allows the board the flexibility to respond to unforeseen needs.
- The Chair called for any comments and questions; the trustees noted appreciation for the excellent presentation and information.

Motion: Moved by Trustees F. Possberg and B. Elliott, that subject to Ministry approval and minor formatting changes, the Board of Education approves the Audited Financial Statements for the fiscal year ending August 31, 2025, as presented.

All in favour/none opposed/no abstention

CARRIED

UNANIMOUS

Note: K. Holmes departed from the meeting at 3:13 p.m.

6.3 Transportation Monitoring Report

- The transportation monitoring report, as reviewed by Deputy Director/Chief Financial Officer, J. Lloyd, highlighted that GSCS is seeing an increase in the number of riders this year and that the routes are similar to the past year, with some routes added for growth. Overall, GSCS offers transportation services to 6,688 students daily. Rural students who attend a GSCS school in the town of Biggar, and the cities of Humboldt, Warman, and Martensville are jointly transported with the public school divisions in each of the respective areas.
- Overall, transportation is being managed with the budget provided.

- The Chair called for any questions and comments. Trustees asked about the arrangements with Prairie Spirit School division, particularly for Warman and Martensville. The responses noted a few challenges, such as communication systems and finding drivers, along with ways these are being addressed. GSCS is working with their partners to find solutions as best as possible and are aware of the concerns with the services being provided.
- Ride share programs such as taxis, Uber and K-Go, were noted with discussion on the costs and reliability of the different options.
- Confirmation was provided that the reimbursement option is available to families that are willing to drive.

Motion: Moved by Trustees T. Jelinski and B. Elliott that the Board of Education approve the Transportation Monitoring Report as presented.

All in favour/none opposed/no abstention

CARRIED

UNANIMOUS

6.4 Staff Monitoring Report

- The Staff Monitoring Report, as presented, by Superintendent K. Kowal, reviewed the report details on the staffing for Full Time Equivalent (FTE) levels for GSCS instructional, support and service staff, which included comparatives from the 2024 and 2025 school years.
- The Chair called for any questions or comments. Trustees asked for further details on the classroom complexity hires for this year and the processes to hire these positions.
- Administration confirmed the challenges provincially due to the current teacher shortage in Saskatchewan. Administration recognized that being an urban centre we have the privilege and advantage of drawing from those wanting to move to teach in an urban setting, which the rural divisions do not.
- Trustees asked what is anticipated for next year. Administration noted hope for stability and manageable growth in tandem with regular attrition and retirement.
- Trustees were provided with details on the combination of hires, temporary and continuing contracts, including the number that were new hires from recent graduates. Hiring was remarked as a constant process throughout the year now due to division growth.

Motion: Moved by Trustees S. Zakreski-Werbicki and M. Christopher that the Board of Education receive the information in the Staffing Monitoring Report as presented.

All in favour/none opposed/no abstention

CARRIED

UNANIMOUS

Note: K. Kowal and K. Cardinal departed from the meeting at 3:27 p.m.

6.5 Saskatoon Tribal Council Partnership Agreement

- The Chair Saskatoon Tribal Council (STC) partnership agreement item, as presented by the director noted Saskatoon Tribal Council and Greater Saskatoon Catholic Schools have been working together for over 18 years in the spirit of collaboration, trust, and respect.
- The māmawohkamātowin Partnership has resulted in numerous initiatives aimed at improving Indigenous education outcomes; specifically, those focused on language, culture, and well-being. Both parties wish to strengthen this partnership by building upon this legacy of work and establishing a partnership agreement.
- Developing the agreement was noted as a two-year process and has moved the document from a Memorandum of Understanding to a partnership agreement, in alignment with the STC's governance practices and processes.
- For the partnership agreement, STC has requested to add an appendix as a work plan, which would not change the agreement yet add definition on the expectations and accountability for each party involved.
- Details on the specifics in the agreement were reviewed, with highlights being the different partners and programs noted within the agreement and the amazing work being done.
- Another change noted to the partnership agreement was to acknowledge that all information and data that is shared with this partnership is safe guarded with this agreement.
- The Chair called for any questions and comments and a few minor corrections were noted as needed in the document which were completed post meeting.

Motion: Moved by Trustees S. Zakreski-Werbicki and Kate Day that the Board of Education approve the signing of the Saskatoon Tribal Council Partnership Agreement.

All in favour/none opposed/no abstention

CARRIED

UNANIMOUS

6.6 2024-2025 Annual Report for Approval

- The 2024-2025 Annual Report, as prepared for board review, was confirmed as aligning with the Ministry requirements and formats, which are similar year to year and consistent for all school boards in the province.
- Process steps following board approval were confirmed. The final step will be for the report to be tabled in the legislature along with the annual reports from other school boards, ministries, and crown corporations. Once the ministry has tabled the report, it will be made available to the public through an electronic copy on our website.
- The Chair called for any questions or comments, and trustees suggestions were noted as 1) It would be advantageous to add in the number of candidates who ran in the November 2024 election, as this evidences interest in Catholic education and our growth; and
- 2) The data graph titles do not accurately reflect the division's name as St. Paul's RCSSD No.20; suggest this is corrected going forward.
- Remarks noted the value of this documents as a resource for Trustees working with Catholic School Community Councils, with caution regarding the sensitivity of the

contents within, particularly staff salaries.

Motion: Moved by Trustees M. Christopher and F. Possberg that the Board of Education has reviewed and approves the Greater Saskatoon Catholic Schools 2024-2025 Annual Report, pending minor changes made after format review and approval is received from the Ministries of Education and Finance.

All in favour/none opposed/no abstention

CARRIED

UNANIMOUS

6.7 Aspen Ridge Project Management Services Contract Approval

- The Aspen Ridge project management services contract item was presented by the Superintendent of Facility Services, Ryan Martin, who highlighted that the design phase for the Brighton and Aspen Ridge projects are running concurrently and details on the process for the contacting of project management services. The Aspen Ridge project experienced a timing irregularity, therefore, we had to go back to the hiring process. We are happy with the services provided to date.
- The Chair called for any questions or comments and trustees asked questions regarding the school sites and community areas. The allocation for each site was explained.
- Trustees asked if permission will be granted to build both schools at the same time. Administration confirmed this is the hope, as both communities and their numbers have demonstrated their need for these schools to be built.

Motion: Moved by Trustees F. Possberg and M. Raney that the Board of Education approves to award the contract for Project Management Services to JPH Consulting Ltd. for the New Joint Use Elementary School in Aspen Ridge for \$399,099.48 inclusive of taxes.

All in favour/none opposed/no abstention

CARRIED

UNANIMOUS

6.8 Trustee Seat Vacancy Plan

- With reflection on the passing of Trustee R. Boechler, the director then provided a review of the trustee vacancy situation and the options available for board consideration. From discussion on the two options, to leave vacant or to conduct a by-election, confirmation was given that discussions have been had with the Deputy Minister of Education and a review of the local government elections act as guide to ensure we are compliant in all aspects and understand the timeline requirements.
- Administration's report included potential by-election dates, City requirements that we will be requesting to provide for the by-election, that there has been money budgeted in the event the by-election is chosen and planning details for consideration.
- The Chair called for questions or comments. Trustee remarks advocated for a by-election to be held. Those who were on the board when past by-elections were called for provided historical information and experience.
- Discussions on the dates for the election and advanced polls included suggestion to refrain from Sundays for various reasons.
- Administration noted discussions with the City of Saskatoon and their recommendations. Regarding the use of technology, discussions resulted in support for

- not using technology, due to costs.
- Further feedback was given to administration so that they can develop a communications plan for the by-election, bringing this back to the next meeting for review. Confirmation was provided that following the December 15th meeting and board review of the drafted plan, communications will be sent at that time.

Motion: Moved by Trustees M. Raney and S. Zakreski-Werbicki, that the Board of Education sets April 15, 2026, as the By-election date for a By-election to occur in the City of Saskatoon to elect a trustee for one seat within the St. Paul's Roman Catholic Separate School Division No.20 School Division Board of Education to fill the trustee seat vacated October 13, 2025, in alignment with legislated requirements. AND

Motion: Moved by Trustees M. Christopher and K. Day, that the Board of Education authorize administration to send a letter requesting the City of Saskatoon to administer a By-election to elect a trustee for one seat within the City of Saskatoon on behalf of the St. Paul's Roman Catholic Separate School Division No.20 School Division Board of Education to fill the trustee seat vacated October 13, 2025, and act as the returning officer for the By-election. AND

Motion: Moved by Trustee M. Raney and T. Jelinski, that the Board of Education approve the number of polling locations for the By-election as seven locations.

All in favour/none opposed/no abstention

CARRIED

UNANIMOUS

6.9 Board Policy Approval

- As part of their four-year cycle for review, the board periodically receives board policies which have been reviewed and revised, as needed, following the policy review framework.
- Three policies were brought forward, being Policy 3.1 Board of Education Trustee Role Description; Policy 4.3 Director of Education Job Description; and Policy 5.0 Procedures for the Monitoring of the School Division's Performance.
- The director noted the revisions presented in each policy and that these policies help inform the self-evaluations completed by the board as well as the evaluation completed of the director of education. Explanations were also provided on the evaluation tools to be used, and the process of review these tools are also undergoing.
- The proposed dates and timelines for each evaluation were discussed so that administration can follow through with the coordination needed in December and January.
- The Chair called for any questions or comments and the trustees noted appreciation for the growth in the process and plan for evaluation which reflects accountability and transparency. Questions on the timing of the evaluations confirmed that the data from the surveys is brought forward at the March annual board retreat.
- Trustees discussed and agreed that there should be accountability that each trustee completes the survey.
- Trustees provided specific feedback on the contents of the surveys, noting revisions

where needed and reference to board manual definitions, which would be beneficial when completing the surveys.

Motion: Moved by Trustees M. Raney and K. Day, that the Board of Education approves, as revised:

Policy 3.1 Board of Education Trustee Role Description; AND

Policy 4.3 Director of Education Job Description; AND

Policy 5.0 Procedures for the Monitoring of the School Division's Performance.

All in favour/none opposed/no abstention

CARRIED

UNANIMOUS

Correspondence

- The Chair noted the two letters received by the board, from students sending thanks and appreciation for the board scholarships received.

Reports and Good News

- The Director of Education report was reviewed, as presented.
 - Trustees asked questions regarding the St. Mary's Warm Up Shelter and details were provided on the positive responses from schools eager to help.
 - Operation Santa and the program launch was noted as a great opportunity to connect with community and understand how help is needed.
- The Chair called for the reports from our committees and partnerships.
 - The Together In Faith and Action committee report was provided by Trustee M. Christopher, with details on the new faith-based materials being piloted and the ongoing work of our religious education team.
 - The GSFS Foundation report was provided by Trustee B. Elliott and updated on the Foundation lotteries and fund-raising efforts; the success of the student leadership conference and the new event being planned that will replace the Dueling Pianos fundraiser. Updates were also provided on the Faith in the Future Campaign and the Family First initiative.
 - māmawohkamātowin Partnership (Saskatoon Tribal Council) report was provided by the chair, with note that the governance with the working group is going very well.
 - nākatēyimitowin Educational Partnership (CUMFI) report was provided by the chair, with note of the good working being done even though the struggle to find Michif speakers and teachers is ongoing. The funding award is greatly appreciated and will help support the school and community of St. Michael.
 - Reconciliation and Healing report provided by Trustee K. Day noted the ongoing work being completed which is informed by the elders who attend and are dedicated to working together. Elder H. Lafond was noted as having received a member of distinction award; we are so blessed to work with him.

Motion: Moved by Trustee S. Zakreski-Werbicki that the Board move out of committee.

All in favour/none opposed/no abstention

CARRIED

UNANIMOUS

Adjournment

Motion: Moved by Trustee S. Zakreski-Werbicki that the meeting be adjourned at 4:24 p.m.

All in favour/none opposed/no abstention

CARRIED

UNANIMOUS

The closing prayer was read by: Trustee T. Jelinski

Diane Borko
Chair

J. Bonzana
Secretary