

**Saskatchewan Community Schools Association
Executive Meeting
Monday, November 27, 2006
Bedford Road Collegiate
722 Bedford Road - Saskatoon
10:30 am – 2:00 pm (lunch provided)**

Minutes

In Attendance:

Delphine Melchert, Diane Kopchynski, Luanne Sawatsky, , Shelley Sargent, Margaret Marsollier, Tanya Price-Wright, Pat Corbin, Carmen Prince, Nina Henry, Maureen Strawson, Wendy Dice.

Regrets: Mary-Ann Baxter, & Luanne Price, Sue Bland, Shannon Shakotko.

Welcome: By Delphine

Delphine welcomed everyone who came out in this cold miserable day. This meeting was called to discuss important issues that need immediate attention and/or consultation over before our next scheduled executive meeting in January 2007.

1. Resignation of Sue Bland and hiring for the position

(Attached) Letter of Resignation indicated that effective December 31, 2006 Sue will be leaving her position with the SCSA. Her resignation is for a personal commitment to further her education in a Masters Program and with consideration of timing for the person who will be hired in her position. (Conference Planning) She is most thankful for the support and friendship she has received over the 2 plus years she has been hired by the SCSA. Sue is grateful for the enriched experience she has had while being a part of the SCSA team. Sue also indicated her wish to attend the fall conference in Saskatoon for her final goodbyes.

Discussion:

This would be a good time to evaluate the existing contract and terms of employment for the next Executive Assistant. A review of what role of the executive Assistant.

Clear Roles & Responsibilities: should include, assisting with conference, on call representation/contact person on behalf of the SCSA, coordination of Legacy Grant, maintain good communication with executive, good time management (prior zing projects) and monthly reports as opposed to only for executive meetings.

Mileage/Wage: Clear policies for time traveled and wages paid should be set out. (I.E, is travel time paid by mileage or hours worked)

Job Description: Important skills/Qualifications/experiences, the applicant should have good communication skills, computer skills, good oral communication, be flexible, be a team player, ability to work independently with limited supervision.

Contract: Should be open and flexible to accommodate both the SCSA and the needs of the new employee. Typically the contract is for one year, but because this is for a year and a half a six month evaluation/review should be implemented. (January 2007 to June 30, 2008 with an evaluation in June of 2007) **Cell Phone**, SCSA should own the phone, **wage:** \$1000/month plus expenses, **Hours:** 600 hours over 10 months (do not include travel time), **Mileage:** .38 cents a Km. **Accommodations:** \$100 for hotel and meals at this point are not per-diam. (committee will look into per-diam amounts)

Hiring Committee: Shelley Sargent, Margaret Marsollier, and Delphine Melchert will make up the committee to revise the existing roles and responsibilities and contract for the Executive Assistant Position. They will also be responsible for placing an ad, evaluating the applicants, and hiring the new Executive Assistant. The applications should be forwarded to Shelley Sargent.

1. Discussion of Concerns re: future of Community Schools

There are still concerns for the future of community schools and the operational funds designated specific to community schools. As an association we should be prepared for provincial lobbying to ensure that community school concerns are noted and addressed.

Concern:

School Plus Panel at the Conference: Their were many questions/concerns to the status of the school plus model.

Concern: Overview: Continuous Improvement Framework is to align priorities (equity, transparency, capacity with results based as the guiding principle. Priorities are: **literacy** (from survey – higher level of student achievement in a broad range of studies), **equity** (personal and social skills), **smoother transitions** (from Pre-K through to High school and on to Post Secondary), and **accountability** (result based - annual planning and reporting for effective practices). School Div. will be required to do annual outcome based reports on the four priorities.

Concerns: for Sask Learning Review:

Phase I, Restructuring of School Divisions, **Phase II**, Review Foundation of Operational Grant and **Phase III**, Review of Property Taxes. Current concerns for Community schools are within **Phase II** – elimination of the operational budget line that was previously designated Specific to Community Schools. Community Schools will no longer be a separate entity and will be included in the overall funding amount for each school Division. There is concern that the funds could be reallocated and operational costs as we have today will be gone. It is also a concern that a review of the operational grant will be done without consultations with Community School representative.

3. Changes to Department - Community Schools transfer to Children's Services Unit.

Letter from Mrs. D. Higgins, Minister of Learning: Regarding the Cabinet realignment and the newly restructured Department of Learning: (Attached)

Minister Higgins reported two new departments, Department of Learning to which Minister Higgins was appointed to (responsible for early learning and childcare, K-12 education, provincial library and the Saskatchewan Literacy Commission) and Department of Advanced Education and Employment (AEE) to which Pat Atkinson is Minister of. In the short-term staff contact information remains unchanged with exception to Pat Erhardt who has been reassigned to a new position. It is unclear if Pat's position will be re-filled.

There is a new Directory available, it was originally sent out with the "call for submissions" for the newsletter. The Directory is also available on the Sask Learning Website.

4. Round Table

Pat Corbin – Region 3

Pat summarized the concerns from the Community Schools in this region. It appears that Schools Plus is on the back burner, identity, SCSA role in assuring issues are being heard, maintain standard formula, special consideration for student staff ratio (last designations only get base formula), inner schools have lost 2.4 educational associates, the budgets designated for community school need to be assigned to Community Schools. Maintaining identity of Community schools means keeping a separate budget line for operational funding, parent councils need training, continuous improvement is a one size fits all solution, special needs of community schools not being addressed, and issues such as sexual assaults, & gangs need to be addressed.

Shelley Sargent – Region One

Shelley has the only community school in her region. It will be easy to get lost in the Division if the budgets are not specific to community schools.

Nina Henry

Concerns for the operational Budgets going into a pool of money for the school division without being specifically identified as Community School funds. Also since 1980 no increase to community schools and wages consumed a large amount of the budget (which also means wages stay low). Nina also raised the concern of addressing the needs of the existing community schools before designating more. Funding for Pre-K programs in non-community schools (Sask Learning initiative), there needs to be funding for pre-k programs for operational needs on a yearly basis and not just for set-up. Barriers for young parents and transportation needs to be addressed.

Wendy Dice – Northern Region

The administration has indicated that Community Schools are on the back burner in regards to Saskatchewan Learning. The Long term goals for Sk Learning are early childhood care and seamless transitions. Out of school student #s are due to no daycare/pre-k and or transportation for young moms/families.

5. Plan agenda for Joint Meeting with SK Learning.

- 1) Sask Learning: Continuous Framework
- 2) SCSA: Literacy (legacy Grant)
- 3) Significant leadership: Inclusion of Aboriginal Education for all

Meeting January 23, 2007

W.P. Bates School

10 – 3 pm

6. Other

Recognition for Sue,

Recognition for Rosanne Glass and Pat Erhardt

Check out the Website: The legacy Grant will be up-dated to indicate what has been approved

7. Adjournment

Motion by Pat Corbin, 2nd by Luanne Price