

# *The Education Regulations, 2019*

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Chapter E-0.2 Reg 29 (effective October 10, 2019) as amended by Saskatchewan Regulations [105/2020](#), [70/2022](#), [82/2023](#) and [77/2024](#).

**NOTE:**

This consolidation is not official. Amendments have been incorporated for convenience of reference and the original statutes and regulations should be consulted for all purposes of interpretation and application of the law. In order to preserve the integrity of the original statutes and regulations, errors that may have appeared are reproduced in this consolidation.

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## CHAPTER E-0.2 REG 29

### *The Education Act, 1995*

#### PART 1

#### Preliminary Matters

##### Title

- 1 These regulations may be cited as *The Education Regulations, 2019*.

##### Definitions

- 2(1) In these regulations:

“**Act**” means *The Education Act, 1995*; (« *Loi* »)

“**approved**” means approved by the minister; (« *approuvé* »)

“**business day**” means a day other than a Saturday, Sunday or holiday; (« *jour ouvrable* »)

“**course**” means a course of study; (« *cours* »)

“**Form**” means a Form as set out in Part 2 of the Appendix; (« *formule* »)

“**learning resource**” means a resource used for educational purposes in any format, real or virtual, that:

(a) illustrates or supports one or more elements of a school program or course; and

(b) may enrich the learning experience of the pupil or the teacher; (« *matériel d'apprentissage* »)

“**Quality Assurance Framework for K-12 Online Learning**” means that policy:

(a) as amended from time to time; and

(b) published by the ministry; (« *Cadre d'assurance de la qualité pour l'apprentissage en ligne de la maternelle jusqu'à la 12<sup>e</sup> année* »)

“**recognized**” means recognized by the minister; (« *reconnu* »)

“**Table**” means a Table as set out in Part 1 of the Appendix. (« *table* »)

- (2) For the purposes of the Act:

“**attendance area**” means, with respect to the school operated by the SDLC, Saskatchewan and includes that portion of the City of Lloydminster located in Alberta; (« *zone de fréquentation* »)

“**learning resource**” has the same meaning as in these regulations. (« *matériel d'apprentissage* »)

(2.1) For the purposes of the Act, these regulations and any regulations made pursuant to the Act, the definition of ‘online learning’ does not include learning where the learning activities, including collaboration, sharing, communication and learning resources, are provided by a school division to pupils of a class if:

- (a) a majority of pupils in the class are primarily required to be face-to-face with each other and with the teacher when participating in the learning activities;
  - (b) a minority of pupils in the class:
    - (i) are participating in the learning activities primarily by means of the internet or any other digital platform; and
    - (ii) are not required to be face-to-face with each other or with the teacher; and
  - (c) all of the pupils mentioned in clauses (a) and (b) are pupils of the same school division.
- (3) For the purposes of clause 4(3)(a) of the Act, “**supplementary materials**” includes licences or other rights or authorizations respecting the use of textbooks, library books, reference books or other learning resources.

25 Oct 2019 c E-0.2 Reg 29 s2; 1 Sep 2023 SR  
82/2023 s3.

## PART 2 Establishment of Separate School Divisions

### Forms

- 3(1) Form A is the form to be used for a petition to establish a separate school division pursuant to subsection 49(5) of the Act.
- (2) Form B is the form to be used for a notice of a meeting of electors pursuant to subsection 49(7) of the Act.
- (3) Form C is the form to be used for a declaration of an elector pursuant to subsection 49(9) of the Act.
- (4) Form D is the form to be used for a notice of poll pursuant to clause 50(5)(d) of the Act.
- (5) Form E is the form to be used for a declaration of an elector pursuant to subsection 50(7) of the Act.
- (6) Form F is the form to be used for a ballot for the purposes of a poll pursuant to section 50 of the Act.
- (7) Form G is the form to be used for the record of the results of a poll pursuant to subsection 50(12) of the Act.
- (8) Form H is the form to be used for the appointment of representatives pursuant to subsection 50(13) of the Act.

25 Oct 2019 c E-0.2 Reg 29 s3.

PART 3  
**Establishment of Francophone Education Area and Fransaskois School**

**Transfer of property**

4 When a francophone education area and a fransaskois school are established, textbooks, library books, reference books, other learning resources, apparatus and equipment, and similar property, that have been acquired for minority language instruction, excluding French immersion programming, by a board of education with funding pursuant to a *Canada-Saskatchewan agreement for minority-language education and second-language instruction* are to be transferred by the board of education to the conseil scolaire, at no cost.

25 Oct 2019 c E-0.2 Reg 29 s4.

PART 3.1  
**Establishment of Online Learning**

**Approved online learning provider**

4.1(1) The minister may approve an application by a board of education of a separate school division or the conseil scolaire to be an approved online learning provider on any terms and conditions that the minister considers appropriate if the board of education or the conseil scolaire, as the case may be:

- (a) meets each of the requirements for a separate school division or the conseil scolaire, as the case may be, pursuant to the Act, these regulations and any other regulations made pursuant to the Act;
- (b) submits to the minister an application to be an approved online learning provider in the form required by the minister, including any records, reports or other information required to be submitted by the *Quality Assurance Framework for K-12 Online Learning*; and
- (c) is otherwise qualified to be an approved online learning provider pursuant to the Act, these regulations and any other regulations made pursuant to the Act that govern online learning offered by approved online learning providers.

(2) The minister may approve an application pursuant to this section before the date on which the board of education of a separate school division or the conseil scolaire, as the case may be, meets all of the requirements for approved online learning providers if:

- (a) the minister is satisfied that the board of education or the conseil scolaire otherwise meets the qualifications for approval set out in this section; and
- (b) the board of education or the conseil scolaire provides the minister with a written notice of intent to comply with the Act, these regulations, any other regulations made pursuant to the Act that govern online learning and the *Quality Assurance Framework for K-12 Online Learning* by the time the board of education or the conseil scolaire, as the case may be, commences offering online learning.

- (3) The minister may grant an approval mentioned in subsection (2) that:
- (a) is conditional on the board of education of the separate school division or the conseil scolaire offering online learning commencing on September 1 of that year;
  - (b) is conditional on the board of education of the separate school division or the conseil scolaire complying with the Act, these regulations, any other regulations made pursuant to the Act that govern online learning and the *Quality Assurance Framework for K-12 Online Learning* by the time the board of education or the conseil scolaire, as the case may be, commences offering online learning; and
  - (c) has an effective date of September 1 of that year.
- (4) For the purposes of clause 11.2(4)(c) of the Act, each board of education of a separate school division or the conseil scolaire that is an approved online learning provider shall comply:
- (a) with any requirements set out in the *Quality Assurance Framework for K-12 Online Learning*;
  - (b) with the requirements of the Act, these regulations and any regulations made pursuant to the Act to the extent and in the manner that the Act and the regulations apply to the board of education or the conseil scolaire, as the case may be, that is an approved online learning provider; and
  - (c) with any other provisions in the Act, these regulations or any other regulations made pursuant to the Act that govern any online learning offered by the approved online learning provider.
- (5) No board of education of a separate school division or the conseil scolaire shall offer online learning in Saskatchewan without receiving approval to be an approved online learning provider.

1 Sep 2023 SR 82/2023 s4.

**Rejection of application – approved online learning provider**

**4.2** If the minister refuses to approve an application to be an approved online learning provider, the minister shall provide the applicant with:

- (a) written notice of the refusal; and
- (b) written reasons for the refusal.

1 Sep 2023 SR 82/2023 s4.

**Suspension, cancellation or probation of approved online learning provider**

**4.3(1)** The minister may suspend or cancel an approval granted to an approved online learning provider if the minister is satisfied that:

- (a) the board of education of the separate school division or the conseil scolaire that is an approved online learning provider:
  - (i) received the approval by providing the minister with false or misleading information;

- (ii) has contravened the Act, these regulations, any other regulations made pursuant to the Act or the *Quality Assurance Framework for K-12 Online Learning*;
  - (iii) has breached a term or condition imposed on the approval; or
  - (iv) has ceased to meet the qualifications for an approved online learning provider; or
- (b) the suspension or cancellation of the approval of an approved online learning provider is necessary in the public interest.
- (2) If the minister considers it to be in the public interest, the minister may place an approved online learning provider on probation.

1 Sep 2023 SR 82/2023 s4.

**Prohibition**

- 4.4(1) No person other than an approved online learning provider may refer to itself or advertise itself as an approved online learning provider.
- (2) Subject to subsection (3), no person purporting to provide its pupils of compulsory school age with an exemption from attendance at a school pursuant to clause 157(1)(m) of the Act shall offer online learning without being an approved online learning provider.
- (3) No person who has applied to the minister for approval to be an approved online learning provider pursuant to section 4.1 is liable to prosecution pursuant to subsection (2) of this section for the period during which the minister considers the application and until the minister:
- (a) approves the application to be an approved online learning provider; or
  - (b) responds in writing pursuant to section 4.2.

1 Sep 2023 SR 82/2023 s4.

**City of Lloydminster**

- 4.5(1) A board of education of a separate school division may apply to the minister to become an approved online learning provider if:
- (a) the board of education satisfies the minister that it meets the requirements of this Part and section 11.2 of the Act; and
  - (b) the separate school division:
    - (i) is located in the City of Lloydminster; and
    - (ii) is governed by the Act.
- (2) Sections 4.1 to 4.4 apply, with any necessary modification, to an approved online learning provider mentioned in subsection (1).

(3) A person is eligible to be accepted by the SDLC or an approved online learning provider mentioned in subsection (1) to receive online learning as a pupil if the person:

- (a) resides, or the person's parents or guardians reside, permanently in Alberta or Saskatchewan; and
- (b) resides, or the person's parents or guardians reside, within the boundaries of a school division that includes any of the Saskatchewan portion of the City of Lloydminster.

(4) If a person mentioned in subsection (3) is accepted by the SDLC to receive online learning, subsection 142(5.1) of the Act applies.

1 Sep 2023 SR 82/2023 s4.

#### PART 4 School Community Councils

##### Membership

5(1) In this Part, "**community member**":

- (a) means an elector who resides within the attendance area for that school community council's school or the geographic area for a school community council as determined by that school's board of education if an attendance area has not been defined; and
- (b) does not include parents or guardians of pupils who attend that school.

(2) Each school community council shall consist of:

- (a) the elected members mentioned in clause 140.2(a) of the Act; and
- (b) the members appointed pursuant to subsections (3) and (4).

(3) A board of education shall appoint as members:

- (a) subject to clause (b), for each school community council in the school division:
  - (i) if practicable, 1 or 2 pupils who attend that school who are enrolled in the secondary level;
  - (ii) the principal of that school;
  - (iii) one teacher from that school; and
  - (iv) in consultation with the other members, any other individuals;
- (b) if 2 or more school community councils are amalgamated pursuant to the Act, for each amalgamated school community council:
  - (i) if practicable, 1 or 2 pupils who attend each school who are enrolled in the secondary level;
  - (ii) the principal of each school;

- (iii) one teacher from each school; and
  - (iv) in consultation with the other members, any other individuals.
- (4) If a pupil at a school resides on reserve, the board of education shall, for the school community council for that school:
- (a) request that the Indian band, for whose use and benefit the reserve where the pupil resides has been set aside, identify individuals willing to represent that Indian band on the school community council; and
  - (b) if practicable, appoint at least one of those individuals to the school community council.
- (5) Subject to the Act and these regulations, a board of education shall, for each school community council in the school division:
- (a) determine the geographic area for the purposes of clause (1)(a);
  - (b) determine the maximum number of members;
  - (c) for the purposes of clause 140.2(a) of the Act, determine the number of elected members; and
  - (d) develop policies and procedures for:
    - (i) the appointment of members; and
    - (ii) the nomination and election of elected members.
- (6) Subject to subsection (7), a majority of the elected members of a school community council must be parents or guardians of pupils who attend the school.
- (7) Subsection (6) does not apply if the majority of the pupils who attend the school:
- (a) are 18 years of age or older; or
  - (b) do not reside with a parent or guardian.

25 Oct 2019 c E-0.2 Reg 29 s5.

#### **Elections**

- 6(1)** An annual election shall be held to elect members of a school community council.
- (2) A board of education shall, for each school community council in the school division, appoint an employee of the board of education, other than any member of that school community council, to be the returning officer for the election of members of the school community council.
- (3) A returning officer shall provide at least 4 weeks' notice to the public before a public meeting is held to elect members of a school community council.
- (4) The notice shall state:
- (a) the purpose of the meeting;
  - (b) the attendance area or the geographic area for the school community council;

- (c) where any policies or procedures developed by the board of education respecting the election of the school community council can be reviewed; and
  - (d) the date, time and location of the meeting.
- (5) The notice shall be advertised or posted in such a way that it would be reasonably expected to reach the parents or guardians of pupils of that school and community members.
- (6) The following may stand for election to a school community council:
- (a) a parent or guardian of a pupil who attends the school of that school community council;
  - (b) subject to subsection (7), a community member.
- (7) A community member may not be a member of a school community council for more than one school in which the community member is not a parent or guardian of a pupil in the school.
- (8) The following may cast a vote in a school community council election:
- (a) a community member;
  - (b) a parent or guardian of a pupil who attends that school.
- (9) The members to be elected shall be elected at the public meeting by secret ballot.

25 Oct 2019 c E-0.2 Reg 29 s6.

#### **Terms of appointed members**

- 7(1) Subject to subsection (2), each appointed member of a school community council holds office for 2 years and is eligible for reappointment.
- (2) Any pupil who is appointed as a member of a school community council holds office for one year and is eligible for reappointment.

25 Oct 2019 c E-0.2 Reg 29 s7.

#### **Officers**

- 8 Each school community council shall select a chairperson, a vice-chairperson and a secretary from among the following members:
- (a) pupils;
  - (b) representatives of Indian bands;
  - (c) elected members.

25 Oct 2019 c E-0.2 Reg 29 s8.

#### **Meetings**

- 9 A school community council shall meet at least 5 times each year, have an annual general meeting and meet at any other time at the call of the chairperson.

25 Oct 2019 c E-0.2 Reg 29 s9.

**Reimbursement**

**10** Members of a school community council may be reimbursed for expenses by the board of education for the school pursuant to the board's policies, but will not receive compensation.

25 Oct 2019 c E-0.2 Reg 29 s10.

**Support**

**11** A board of education shall, for each school community council in the school division:

- (a) designate a senior administrative employee to be responsible for that school community council; and
- (b) provide orientation, training, development and networking opportunities for members.

25 Oct 2019 c E-0.2 Reg 29 s11.

**Duties**

**12** A school community council shall:

- (a) undertake activities to enhance its understanding of:
  - (i) the economic, social and health needs of the community;
  - (ii) the aspirations for the education and well-being of the pupils within the community; and
  - (iii) the resources and supports for the school, parents, guardians and community;
- (b) in cooperation with the school staff, develop and recommend to its board of education for approval a school level plan that is in accordance with the board of education's strategic plan;
- (c) perform any activities assigned to it in a school level plan approved by the board of education;
- (d) communicate annually to the parents, guardians and community members about its plans, initiatives and accomplishments;
- (e) account publicly for the expenditure of funds related to the operation of the school community council;
- (f) participate in orientation, training, development and networking opportunities in order to enhance its capacity to fulfil its responsibilities; and
- (g) not discuss or be given access to personal confidential information about or complaints about any pupil, family member or guardian of any pupil, teacher, administrator or other employee of or member of the board of education.

25 Oct 2019 c E-0.2 Reg 29 s12.

**Powers**

**13** A school community council may:

- (a) provide advice and recommendations to the board of education respecting policies, programs and educational service delivery, including fundraising, school fees, pupil code of conduct, grade discontinuance, school closure, religious instruction, and language of instruction but not including educational service delivery by a specific teacher;
- (b) provide advice to the school staff respecting school programs; and
- (c) provide advice to other organizations, agencies and governments on the learning needs and well-being of pupils.

25 Oct 2019 c E-0.2 Reg 29 s13.

**Constitution**

**14(1)** A school community council shall develop and submit for approval to its board of education a constitution that includes its:

- (a) subcommittees and officers;
  - (b) schedule of meetings;
  - (c) means of public communication and consultation;
  - (d) code of conduct;
  - (e) decision-making processes; and
  - (f) complaint and dispute resolution processes.
- (2) A school community council's constitution, or any amendment to it, is not in effect until it is approved by that school community council's board of education.
- (3) A board of education, by resolution, may delegate its power to approve the school community council's constitution, or any amendment to it, to the director or the superintendent of the board of education.
- (4) The approval of the school community council's constitution, or any amendment to it, by the director or the superintendent of the board of education, as the case may be, in accordance with a resolution made pursuant to subsection (3) and any policies and procedures established by the board of education, is deemed to be the approval of the board of education.
- (5) If a board of education has delegated its power to the director or the superintendent of the board of education pursuant to subsection (3) and the school community council disagrees with the decision of the director or superintendent, the school community council may appeal the decision, in writing, to the board of education.

25 Oct 2019 c E-0.2 Reg 29 s14.

PART 5  
**Tuition**

**Definitions for Part**

**15(1)** In this Part:

“**chart of accounts**” means the chart of accounts manuals designated by the minister that provides an accounting framework for boards of education, the conseil scolaire and the SDLC; (« *plan comptable* »)

“**enrolment**” means the number of full-time equivalent pupils and kindergarten children in a school division, in the division scolaire francophone or the school operated by the SDLC as at September 30 of the school year; (« *effectif scolaire* »)

“**fiscal year**” means the period commencing on September 1 in one year and ending on August 31 of the following year; (« *exercice* »)

“**tuition fee amount**” means the tuition fee amount of a board of education, the conseil scolaire or the SDLC for a particular fiscal year, calculated in accordance with section 16 or 16.1. (« *montant des frais de scolarité* »)

(2) For the purposes of clause 173(3)(b) of the Act, “**temporary resident**”, with respect to a pupil, means:

(a) a pupil:

(i) who has been lawfully admitted to Canada as a temporary resident; and

(ii) whose parent with whom the pupil resides in Saskatchewan has been lawfully admitted to Canada as a temporary resident and is:

(A) the holder of a valid work permit issued by the Government of Canada; or

(B) the holder of a valid study permit issued by the Government of Canada and is registered in a recognized full-time degree or diploma program in Saskatchewan, other than an English as an additional language program; or

(b) a pupil who has been lawfully admitted to Canada, is residing in Saskatchewan, and is allowed to remain in Canada under authority of a visa, permit or visitor record issued by the Government of Canada pursuant to the Canada-Ukraine Authorization for Emergency Travel (CUAET) program established by the Government of Canada.

25 Oct 2019 c E-0.2 Reg 29 s15; 23 Sep 2022 SR  
70/2022 s2; 1 Sep 2023 SR 82/2023 s5.

**Tuition fee amount**

**16(1)** In accordance with this section, a board of education may establish a tuition fee amount to be charged pursuant to sections 171 and 173 of the Act.

(2) In accordance with this section, the conseil scolaire may establish a tuition fee amount to be charged pursuant to section 172 of the Act.

(3) For the purposes of subsections (1) and (2), a board of education or the conseil scolaire, as the case may be, shall calculate the tuition fee amount payable with respect to a pupil in accordance with the following formula, using budgeted expenditures of the board of education or conseil scolaire for the particular fiscal year:

$$\text{func } \{ \text{Tuition fee amount} = \frac{\text{Expenditures} - \text{Recovered Costs}}{\text{Enrolment}} \}.$$

(4) For the purposes of subsection (3), expenditures are outlined in the chart of accounts and are to be determined by adding the following expenses of the board of education or conseil scolaire:

- (a) governance expenses;
- (b) administration expenses;
- (c) instruction expenses;
- (d) plant operation and maintenance expenses;
- (e) complementary services expenses;
- (f) other expenses.

(5) For the purposes of subsection (3), the following expenses as outlined in the chart of accounts are to be excluded from the calculation of the tuition fee amount:

- (a) costs of pupil transportation;
- (b) payments of tuition fees to other boards of education or to the conseil scolaire;
- (c) external service expenses;
- (d) allowances for:
  - (i) uncollectable taxes;
  - (ii) losses on disposal of tangible capital assets; and
  - (iii) write-downs of tangible capital assets;
- (e) prekindergarten program expenses.

(6) For the purposes of subsection (3), the recovered costs to be deducted from the expenditures in the calculation of the tuition fee amount are the reimbursements received by the board of education or conseil scolaire related to the expenses mentioned in subsections (4) and (5), not including grant revenue received from the Government of Saskatchewan.

(7) A board of education or the conseil scolaire may charge fees for the transportation of pupils described in sections 171, 172 and 173 of the Act, but, in accordance with clause (5)(a), the calculation of those fees must be separate from the calculation of the tuition fee amount.

(8) Notwithstanding subsection (3), if a board of education or the conseil scolaire has a tuition fee arrangement with another party, the board of education or conseil scolaire:

- (a) may make adjustments to the calculation of the tuition fee amount with the consent of the parties to the arrangement; or

- (b) shall make adjustments to the calculation of the tuition fee amount if the agreement among the parties requires that adjustments be made.
- (9) A board of education or the conseil scolaire shall inform the minister of any adjustments made pursuant to subsection (8) to the tuition fee amount.
- (10) The parties to arrangements with respect to the payment of the tuition fee amount shall, by agreement, set the dates by which the tuition fee amount is to be paid.

25 Oct 2019 c E-0.2 Reg 29 s16.

**SDLC tuition fee amount**

- 16.1(1)** In accordance with this section, the SDLC may establish a tuition fee amount to be charged pursuant to section 173 of the Act.
- (2) For the purposes of subsection (1), in calculating the tuition fee amount payable with respect to a pupil, the SDLC may consider for the particular fiscal year:
- (a) the expenditures of the SDLC, including any governance expenses, administrative expenses, instruction expenses, plant operation and maintenance expenses, complementary service expenses and other expenses;
  - (b) the enrolment at the school operated by the SDLC;
  - (c) any costs of the school operated by the SDLC that are recovered by means other than by the tuition to be paid with respect to a pupil; and
  - (d) any other factor the SDLC considers appropriate in the circumstances.
- (3) Notwithstanding subsection (2), if the SDLC has a tuition fee arrangement with another party, the SDLC:
- (a) may make adjustments to the calculation of the tuition fee amount with the consent of the parties to the arrangement; or
  - (b) shall make adjustments to the calculation of the tuition fee amount if the agreement among the parties requires that adjustments be made.
- (4) The SDLC shall inform the minister of any adjustments made pursuant to subsection (3) to the tuition fee amount.
- (5) The parties to arrangements with respect to the payment of the tuition fee amount shall, by agreement, set the dates by which the tuition fee amount is to be paid.

1 Sep 2023 SR 82/2023 s6.

**PART 6**  
**School Year**

**School holidays**

- 17(1)** The following days are school holidays:
- (a) Saturdays and Sundays;

- (b) Family Day, Good Friday, Victoria Day, Labour Day, Thanksgiving Day and Remembrance Day;
  - (c) any day proclaimed as a holiday by the Governor General or the Lieutenant Governor.
- (2) When Remembrance Day falls on a Saturday or Sunday, the Monday following that day is to be observed as the school holiday.
- (3) A holiday declared by the mayor of a city, town or village or the reeve of a rural municipality in which a school is situated is not a school holiday unless the board of education, the conseil scolaire or the SDLC declares it to be.
- (4) Notwithstanding subsection (1), one or more Saturdays may be declared to be school days by resolution of the board of education, the conseil scolaire or the SDLC.

25 Oct 2019 c E-0.2 Reg 29 s17; 1 Sep 2023 SR 82/2023 s7.

#### **Vacation periods**

**18** The following vacation periods are to be observed in each year:

- (a) a Christmas vacation, which is to commence not later than December 23 and end not earlier than January 2;
- (b) a spring vacation consisting of not more than 5 consecutive school days;
- (c) a summer vacation that is at least 6 consecutive weeks from the last school day in one school year to the first school day in the following school year.

25 Oct 2019 c E-0.2 Reg 29 s18.

#### **Instructional time**

**19** Instructional time is any time in which pupils of a school are in attendance and under teacher supervision for the purpose of receiving instruction in an educational program, including work-experience programs, parent-teacher-pupil conferences, examinations, and other learning activities provided by the board of education, the conseil scolaire or the SDLC.

25 Oct 2019 c E-0.2 Reg 29 s19; 1 Sep 2023 SR 82/2023 s8.

#### **Non-instructional time**

**20** Non-instructional time is any time:

- (a) when pupils of a school are not in attendance but teachers are present at the school or at another site agreed to by the board of education, the conseil scolaire or the SDLC; or
- (b) when teachers are present at the school and pupils of the school are in attendance at school but are not receiving instruction in an educational program.

25 Oct 2019 c E-0.2 Reg 29 s20; 1 Sep 2023 SR 82/2023 s9.

**School day**

**21(1)** A school day, except for a school day of the SDLC, shall consist of not less than 5 hours of:

- (a) instructional time;
- (b) non-instructional time; or
- (c) a combination of instructional time and non-instructional time.

(2) Each school day, except for a school day of the SDLC, on which instruction is given to pupils must include:

- (a) a recess period of 15 minutes, or break periods amounting to 15 minutes, in each of the morning and the afternoon; or
- (b) a recess period or break periods amounting to 30 minutes.

(3) A school day of the SDLC may be subject to any requirements determined by the minister.

25 Oct 2019 c E-0.2 Reg 29 s21; 1 Sep 2023 SR  
82/2023 s10.

**School year**

**22(1)** In each school year, every board of education and the conseil scolaire shall provide at least:

- (a) 950 hours of instructional time for Grades 1 to 12; and
- (b) 475 hours of instructional time for kindergarten.

(2) Subject to subsection (1), a board of education or the conseil scolaire may allow for fewer than 5 school days in a week.

(3) Notwithstanding subsection (1), if, for any school year, classes in any school are cancelled or suspended by declaration of a state of emergency pursuant to *The Emergency Planning Act* or by order of the chief medical health officer for Saskatchewan pursuant to *The Public Health Act, 1994*, the minister may, by order, reduce the hours of instructional time required for that school year.

(4) An order pursuant to subsection (3) may be made to apply to all of Saskatchewan or to a specific school, school division or geographical area, as the case requires.

25 Oct 2019 c E-0.2 Reg 29 s22; 25 Sep 2020 SR  
105/2020 s3.

**School year of the SDLC**

**22.1(1)** In each school year, the SDLC shall provide any instructional hours as determined by the minister.

(2) Subject to subsection (1), the SDLC may allow for fewer than 5 school days in a week.

(3) Notwithstanding subsection (1), if, for any school year, classes in the school operated by the SDLC are cancelled or suspended by declaration of a state of emergency pursuant to *The Emergency Planning Act* or by order of the chief medical health officer for Saskatchewan pursuant to *The Public Health Act, 1994*, the minister may, by order, reduce the hours of instructional time required for that school year.

(4) An order pursuant to subsection (3) may be made to apply to all of Saskatchewan or to a specific portion of the attendance area of the SDLC or geographical area, as the case requires.

1 Sep 2023 SR 82/2023 s11.

#### Notice of school calendar

**23(1)** On or before May 1 in each year, every board of education and the conseil scolaire shall notify the minister of, and publish information for employees, trustees, parents and pupils respecting, the school calendar for the next school year, including holidays, vacation periods, school hours of operation, kindergarten hours of operation, instructional days and non-instructional days.

(2) The SDLC may notify the minister of, and publish information for employees, trustees, parents and pupils respecting, the school calendar for the next school year, including holidays, vacation periods, school hours of operation, instructional days and non-instructional days.

25 Oct 2019 c E-0.2 Reg 29 s23; 1 Sep 2023 SR 82/2023 s12.

## PART 7 Educational Program

#### Courses

**24** The courses that may be used in schools are those authorized by the minister and issued in curriculum documents, bulletins or directives.

25 Oct 2019 c E-0.2 Reg 29 s24.

#### Instructional time per course

**25** The principal, in consultation with the teachers and the director, or a person designated in writing by the director, shall determine the instructional time to be allocated to each course, within the guidelines issued by the minister.

25 Oct 2019 c E-0.2 Reg 29 s25.

#### Classification of courses

**26** The ministry shall determine the prerequisites and number of credits associated with each course.

25 Oct 2019 c E-0.2 Reg 29 s26.

**Registered independent schools**

**27** A pupil enrolled in a registered independent school is eligible for secondary level credits if:

- (a) the school is under the supervision of the ministry;
- (b) the school has been lawfully in operation for at least one full academic year, unless this requirement is waived by the minister; and
- (c) the ministry has approved:
  - (i) the educational program and courses for pupils receiving instruction at the secondary level;
  - (ii) the qualifications of the teachers instructing those pupils; and
  - (iii) the arrangements for evaluating the work of those pupils.

25 Oct 2019 c E-0.2 Reg 29 s27.

## PART 8 Examinations

**Definitions for Part**

**28** In this Part:

“**accredited teacher**” means a teacher who meets the requirements for accreditation established by the ministry and set out in the ministry’s policy statement on accreditation; (« *enseignant agréé* »)

“**composite mark**” means the sum of:

- (a) the mark assigned by the teacher on the basis of work and examinations out of a maximum total of 60; and
- (b) the mark earned by the pupil on a provincial examination, in accordance with this Part, out of a maximum total of 40. (« *note combinée* »)

25 Oct 2019 c E-0.2 Reg 29 s28.

**Examinations**

**29(1)** The ministry may provide examinations for any course at any level and may prescribe the manner in which those examinations are to be used.

(2) Grade 12 provincial examinations are to be held in any course and format and at any time and place that the ministry may determine.

(3) The ministry shall prescribe procedures for the conduct of provincial examinations.

- (4) If a pupil violates any examination procedure prescribed pursuant to subsection (3), the ministry may:
- (a) cancel the pupil's examination paper; and
  - (b) prohibit the pupil from writing any provincial examination for a period of not more than 2 years.
- (5) Pursuant to clause 175(2)(k) of the Act, the principal, as the presiding officer, shall arrange for the accommodation and supervision of pupils writing provincial examinations.

25 Oct 2019 c E-0.2 Reg 29 s29.

#### Final standings

- 30(1)** In this section, “**adult**” means a person who is at least 18 years of age and who has been out of school for at least one year.
- (2) Subject to clause 175(2)(k) of the Act, the final standings of pupils are to be determined by the teacher:
- (a) in kindergarten to Grade 11; and
  - (b) in Grade 12 courses in which provincial examinations are not prepared.
- (3) Immediately after final standings have been determined or changed, the principal shall submit to the ministry, in a form approved by the ministry, the marks of all pupils taking courses in Grades 10, 11 and 12.
- (4) The principal of the school shall sign and issue a statement of standing for Grade 10 or 11 to pupils who have successfully completed the requirements for that grade.
- (5) In Grade 12 courses in which provincial examinations are prepared, the final standing of a pupil is:
- (a) in the case of a pupil of an accredited teacher, determined by the teacher, subject to clause 175(2)(k) of the Act;
  - (b) in the case of a pupil of a teacher who is not an accredited teacher, the pupil's composite mark; and
  - (c) in the case of an adult who prepares for a provincial examination by home-study, determined by the mark obtained on the provincial examination.
- (6) The final standing of a pupil writing a supplemental examination is determined by the mark obtained on that examination.

25 Oct 2019 c E-0.2 Reg 29 s30.

#### Appeal

- 31(1)** A pupil who has written a provincial examination, other than a machine-scored examination, and has a composite mark of over 42% may appeal to have his or her provincial examination paper reread.
- (2) No pupil may appeal with respect to more than 2 courses at any examination sitting.

(3) A pupil who wishes to appeal pursuant to this section must lodge the appeal by the date published by the ministry in the Provincial Examinations Timetables.

25 Oct 2019 c E-0.2 Reg 29 s31; 25 Sep 2020 SR 105/2020 s4.

#### **Supplemental examination**

**32(1)** A pupil may write a provincial supplemental examination to raise his or her mark in a Grade 12 course in which a provincial examination is prepared.

(2) Pupils who are taught a Grade 12 course by an accredited teacher may elect to write:

- (a) a teacher-prepared comprehensive supplemental examination; or
- (b) a provincial supplemental examination.

(3) A pupil who elects to write a teacher-prepared supplemental examination shall give the teacher any notice of the pupil's intention that may be required by the principal of the school pursuant to clause 175(2)(k) of the Act.

(4) Pupils may write provincial examinations as supplemental examinations in any number of courses during a regular examination sitting.

25 Oct 2019 c E-0.2 Reg 29 s32.

#### **Examination procedures**

**33** In accordance with the procedures prescribed by the ministry pursuant to subsection 29(3), teachers, presiding officers and examiners shall, when conducting a provincial examination or a provincial supplemental examination:

- (a) be responsible for the security of all examination booklets;
- (b) not retain any booklets following the examination;
- (c) not keep any record of any items appearing in any booklets; and
- (d) immediately after the examination, account for and forward all of the following to the ministry:
  - (i) envelopes;
  - (ii) completed examination booklets;
  - (iii) answer sheets;
  - (iv) tally sheets;
  - (v) unused examination booklets.

25 Oct 2019 c E-0.2 Reg 29 s33; 25 Sep 2020 SR 105/2020 s5.

PART 9  
Designated Schools

**Definitions for Part**

**34(1)** In this Part:

**“designated”** means designated for the purposes of subsection 180(3) of the Act; (« *désigné* »)

**“designated program”** means:

- (a) a Type A French Language Program; or
- (b) a Type B Immersion/Bilingual Program; (« *programme désigné* »)

**“designated school”** means a school that has been designated as a school in which a designated program is offered; (« *école désignée* »)

**“parents’ council”** mean a parents’ council formed in accordance with section 35; (« *conseil des parents* »)

**“Type A French Language Program”** means a program of instruction:

- (a) in which:
  - (i) French is the language of instruction for all courses except English and, subject to section 40, may be the sole language of instruction from kindergarten to Grade 2; and
  - (ii) provision is made for activities that emphasize French-Canadian culture; and
- (b) provided in the whole or a portion of a facility that assures that the administration and operation of the program are self-contained; (« *programme français de type A* »)

**“Type B Immersion/Bilingual Program”** means a program of instruction in which:

- (a) French is the language of instruction for at least 50% of the instructional time or, subject to section 40, may be the sole language of instruction for all courses; and
- (b) provision may be made for complementary francophone cultural activities. (« *programme d’immersion ou bilingue de type B* »)

(2) If a Type A French Language Program has been designated, the administration and operation of the program shall be conducted in French but, if requested by parents, guardians, members of the teaching staff or administrative officials, the intent of administrative and operational procedures and directives shall be communicated in English.

(3) If a Type B Immersion/Bilingual Program has been designated, the administration and operation of the program may be conducted in French but, if requested by parents, guardians, members of the teaching staff or administrative officials, the intent of administrative and operational procedures and directives shall be communicated in English.

**Parents' council**

**35(1)** In a school division, the parents and guardians of the pupils enrolled or to be enrolled in a designated program may apply, in writing, to the board of education to form a parents' council.

(2) The parents' council shall act in an advisory capacity to:

- (a) the board of education; and
- (b) the school community council.

25 Oct 2019 c E-0.2 Reg 29 s35.

**Designation of schools and programs**

**36(1)** A board of education may on its own initiative, or shall in the circumstances mentioned in subsection (2), request:

- (a) that the minister designate a school for the purposes of subsection 180(3) of the Act; and
- (b) that a specific type of designated program be established, continued or expanded in the designated school.

(2) A board of education shall act in accordance with subsection (1) if, before the December 15 preceding the school year in which the designated program is proposed to begin, continue or be expanded, the board of education receives a written request, from or by means of one of the following, asking that the school be designated and that a specific type of designated program be established, continued or expanded in the designated school:

- (a) from a school community council;
- (b) from the parents or guardians of 15 or more pupils eligible for enrolment in the program in the proposed school year;
- (c) by means of a petition from a parents' council representing the parents or guardians of 15 or more pupils.

(3) A board of education that is empowered or required pursuant to this section to make a request to the minister shall submit the request to the minister before the February 15 preceding the school year in which the designated program is to begin, continue or be expanded, together with a plan that outlines:

- (a) the implementation, continuance or expansion of the designated program;
- (b) the resources to be provided; and
- (c) the administrative structure to be employed.

(4) The minister shall designate the school for the purposes of subsection 180(3) of the Act if:

- (a) before the February 15 preceding the school year in which the designated program is to begin, continue or be expanded, the minister receives a request for the designation of the school from:
  - (i) a board of education acting in accordance with subsection (3); or
  - (ii) the governing body of a registered independent school;

- (b) the school:
  - (i) will have at least 15 pupils enrolled in each instructional grouping; or
  - (ii) will offer only a designated program; and
- (c) the minister is satisfied that:
  - (i) a designated program of the specific type proposed can be operated for at least 3 consecutive years; and
  - (ii) if the school will offer only a designated program, adequate provision has been made for the education of pupils who do not wish to enrol in the designated program.
- (5) If the minister designates the school, the minister shall specify:
  - (a) the type of designated program;
  - (b) the grade level; and
  - (c) the school year or school years during which the order is to be effective.
- (6) The board of education shall provide for the additional needs of the designated program in its allocation of staff and resources.

25 Oct 2019 c E-0.2 Reg 29 s36.

#### Consultation required

**37** A board of education shall develop the plan mentioned in subsection 36(3) in consultation with the parents' council or, if applicable, with the school community council.

25 Oct 2019 c E-0.2 Reg 29 s37.

#### Enrolment in designated school

**38(1)** In this section, "**non-resident pupil**" means a person whose declared place of residence in Saskatchewan is outside the boundaries of the school division in which that person is provided with educational services by a designated school.

(2) Subject to subsections (3) and (4), a parent or guardian of a pupil may enrol the pupil in a designated program in a designated school outside the pupil's attendance area, by applying to the board of education in the pupil's attendance area, if:

- (a) there is no designated program appropriate to a pupil's grade level available in the pupil's attendance area; or
- (b) the ministry confirms that the specific type of designated program established in a pupil's attendance area is of a different type than the designated program in which the parent or guardian of the pupil wishes the pupil to be enrolled.

(3) If the entitlement described in subsection (2) is to be exercised with respect to the attendance of a pupil at a designated school located:

- (a) in the same school division in which the parent or guardian resides, the board of education shall make the necessary arrangements for the enrolment of the pupil;

- (b) outside the school division in which the parent or guardian resides, the board of education shall, on its own initiative or with the assistance of the ministry, arrange for the enrolment of the pupil; or
- (c) outside the attendance area in which the parent or guardian resides, the board of education in whose local attendance area the parent or guardian resides shall assume full organizational and financial responsibility for the transportation of the pupil if the pupil:
  - (i) is in kindergarten to Grade 8; and
  - (ii) travels a distance greater than the maximum distance travelled by pupils in non-designated schools in established attendance areas in the school division.
- (4) Notwithstanding subsection (3), if the ministry confirms that the requested type of designated program is available within the school division or attendance area in which the parent or guardian resides, the board of education may choose not to arrange for attendance of a pupil at a designated school outside the school division.
- (5) A board of education shall not charge a non-resident pupil a tuition fee to enrol in a designated program in a designated school within its jurisdiction.

25 Oct 2019 c E-0.2 Reg 29 s38.

#### **Language other than English**

**39** Notwithstanding sections 36 to 38, a board of education or the governing body of a registered independent school may, by resolution, approve the use of a language other than English as a language of instruction in any specified school within its jurisdiction:

- (a) to a maximum of 100% of the instructional time at the kindergarten level; and
- (b) to a maximum of 50% of the instructional time at any other grade level.

25 Oct 2019 c E-0.2 Reg 29 s39.

#### **Provision of English courses**

**40** If a language other than English has been authorized as a language of instruction pursuant to section 36 or 39, approved English language courses are to be provided at all grade levels beginning not later than Grade 3.

25 Oct 2019 c E-0.2 Reg 29 s40.

PART 10  
**School Operations**

**Flag**

- 41(1) Every board of education and the conseil scolaire shall provide:
- (a) a flagstaff for each school within its jurisdiction;
  - (b) a flag of Canada for display on the flagstaff; and
  - (c) one or more flags for display within each school.
- (2) Every board of education and the conseil scolaire shall make provision for the raising and lowering of the flag on each school day.

25 Oct 2019 c E-0.2 Reg 29 s41.

**Learning resources and library services**

- 42(1) A board of education, the conseil scolaire and the SDLC shall establish policies concerning:
- (a) subject to subsection (2), the selection of textbooks, library books, reference books and other learning resources;
  - (b) the procedure by which a person may challenge the inclusion or exclusion of specific textbooks, library books, reference books and other learning resources; and
  - (c) the procedures to be used to ensure that pupils have access to the textbooks, library books, reference books and other learning resources that they need to complete their course requirements.
- (2) Subject to subsection (3), if the minister has prescribed textbooks, library books, reference books or other learning resources, a board of education, the conseil scolaire and the SDLC shall ensure their use in schools.
- (3) If a board of education, the conseil scolaire or the SDLC requests an exception to the prescribed textbooks, library books, reference books or other learning resources, the minister may approve its use of alternative textbooks, library books, reference books or other learning resources.
- (4) A board of education, the conseil scolaire or the SDLC may, in accordance with policies established pursuant to clause (1)(a), approve other textbooks, library books, reference books or other learning resources to be provided at the expense of the board of education, the conseil scolaire or the SDLC, as the case may be.
- (5) A board of education and the conseil scolaire shall:
- (a) provide school library services; and
  - (b) establish policies and standards governing school libraries.

(6) Pupils of the school operated by the SDLC shall be given access to the school library services provided by the board of education of the school division in which that pupil resides, or in which the pupil's parents or guardians reside, at no cost to the pupil or the pupil's parents or guardians.

25 Oct 2019 c E-0.2 Reg 29 s42; 1 Sep 2023 SR 82/2023 s13.

**Driver education**

**43(1)** For the purposes of section 189 of the Act, a board of education and the conseil scolaire shall only offer a driver education and training program that is approved by the person designated as administrator pursuant to *The Traffic Safety Act*.

(2) Every board of education and the conseil scolaire shall retain an official record of pupil participation in the driver education and training program offered in its schools.

(3) Every board of education and the conseil scolaire shall submit to the minister at least once each year, in the form required by the minister, a record of every pupil who participates in the driver education and training program offered in its schools.

25 Oct 2019 c E-0.2 Reg 29 s43.

**Report re irregular attendance**

**44(1)** Form I is the form to be used for reports and referrals pursuant to section 161 of the Act.

(2) Form I applies, with any necessary modification, to the SDLC.

25 Oct 2019 c E-0.2 Reg 29 s44; 1 Sep 2023 SR 82/2023 s14.

**Annual reports re attendance problems**

**45(1)** Form J is the form to be used for the report to be submitted to the ministry by the local attendance counsellor pursuant to clause 160(2)(e) of the Act.

(2) Form J applies, with any necessary modification, to the SDLC.

25 Oct 2019 c E-0.2 Reg 29 s45; 1 Sep 2023 SR 82/2023 s15.

**Pupil record of secondary level standing**

**46** An applicant shall pay the fees set out in Table 1 for the provision of the following:

- (a) a pupil record of secondary level standing;
- (b) a graduation verification letter.

4 Oct 2024 SR 77/2024 s3.

PART 11  
Special Education

**Definitions for Part**

**47** In this Part:

**“assessment”** means assessment as defined in subsection 178(1) of the Act; (« *évaluation* »)

**“guideline”** means the guideline respecting assessments that is established by the minister pursuant to subsection 178(2) of the Act, as that guideline is amended from time to time; (« *directive* »)

**“parent or guardian”**, with respect to a child, means a parent or guardian who has lawful custody of the child; (« *parent ou tuteur* »)

**“pupil with intensive needs”** means pupil with intensive needs as defined in subsection 178(1) of the Act. (« *élève à besoins particuliers* »)

25 Oct 2019 c E-0.2 Reg 29 s47.

**Identification of pupil with intensive needs**

**48(1)** Subject to subsection (2), if the teacher or the principal of a pupil is of the opinion that the pupil is unable, without special accommodation, to benefit from the regular program of instruction provided in the school, the principal may refer the matter to the director of the board of education, the conseil scolaire or the SDLC, as the case may be, or to the director’s designate, for an assessment of the pupil.

(2) Before making a referral pursuant to subsection (1), the teacher or principal shall confer with the pupil’s parent or guardian.

(3) The parent or guardian of a child may, on his or her own initiative, contact the principal to request that an assessment be conducted if:

(a) the parent or guardian is of the opinion that, without special accommodation, the child is unable to benefit from the regular program of instruction provided in the school; or

(b) for similar reasons, the child has not been registered to attend school.

(4) On receipt of a request pursuant to subsection (3), the principal shall refer the matter to the director of the board of education, the conseil scolaire or the SDLC, as the case may be, or to the director’s designate, for an assessment of the child.

(5) On receipt of a referral pursuant to subsection (1) or (4), the director, or the director’s designate, shall direct that an assessment be conducted to determine, as the case requires:

(a) whether the pupil who is the subject of the referral is a pupil with intensive needs; or

(b) whether the child who is the subject of the referral, if registered in the school division, the division scolaire francophone or the school operated by the SDLC, as the case may be, would be a pupil with intensive needs.

- (6) Assessments must be conducted in accordance with the guideline.
- (7) The director, or the director's designate, shall confer with the parent or guardian of the pupil or child, and may confer with the principal, teacher, pupil or child, with respect to the results of the assessment and any recommendations for changes to the regular program of instruction provided in the school to benefit the pupil or child concerned.
- (8) The director, or the director's designate, shall review at least annually the educational services and program of instruction being provided to a pupil with intensive needs who is registered in the school division, the division scolaire francophone or the school operated by the SDLC, as the case may be.
- (9) The school division, the division scolaire francophone or the school operated by the SDLC shall submit to the minister, in the form and at the times requested by the minister, the information requested by the minister respecting pupils with intensive needs.
- (10) On the request of a parent or guardian of a child who is 3 years of age or older but less than compulsory school age, the minister may identify that child on the basis of an assessment as a pupil with intensive needs and place that pupil in an appropriate program of instruction in or outside Saskatchewan.

25 Oct 2019 c E-0.2 Reg 29 s48; 1 Sep 2023 SR  
82/2023 s16.

#### Reviews

**49** For the purposes of section 178.1 of the Act, the right to a review does not apply if the disagreement with respect to the placement of the child is based on:

- (a) parental preference as to the location of the delivery of the program;
- (b) parental convenience;
- (c) other factors unrelated to the impact of the location of the educational instruction on the child's education and development;
- (d) location within an educational institution;
- (e) any other reason that relates to or is similar in nature to those listed in clauses (a) to (d); or
- (f) an allegation of discrimination pursuant to *The Saskatchewan Human Rights Code, 2018* or the *Canadian Charter of Rights and Freedoms*.

25 Oct 2019 c E-0.2 Reg 29 s49.

#### Service delivery

**50(1)** A board of education or the conseil scolaire shall:

- (a) make available programs and supports for pupils with intensive needs, at no cost to parents or guardians, and may provide those services for preschool-aged children identified as pupils with intensive needs pursuant to subsection 48(10);
- (b) ensure that the services described in clause (a) are provided by individuals with the qualifications required pursuant to the guideline; and

- (c) in accordance with the guideline, provide instruction, access to curriculum and an inclusive learning environment that, in the opinion of the board of education or the conseil scolaire, are appropriate in relation to the pupils with intensive needs.
- (1.1) The SDLC shall:
- (a) make available programs and supports for pupils with intensive needs, at no cost to parents or guardians;
  - (b) ensure that the services described in clause (a) are provided by individuals with the qualifications required pursuant to the guideline; and
  - (c) in accordance with the guideline, provide instruction, access to curriculum and an inclusive learning environment that, in the opinion of the SDLC, are appropriate in relation to the pupils with intensive needs.
- (2) If a board of education, the conseil scolaire or the SDLC enters into an agreement pursuant to clause 178(13)(b) of the Act, the board of education, the conseil scolaire or the SDLC shall pay, on behalf of the pupil with intensive needs:
- (a) the actual tuition fees; and
  - (b) in the case of a board of education or the conseil scolaire, subject to subsections (3) and (4) of these regulations, the approved rates for room and board and for transportation.
- (3) If a board of education provides educational services to a pupil with intensive needs outside the attendance area for the school district in which the pupil resides but within the school division, the board of education shall pay the approved rates for room and board and for transportation, as the case requires, on behalf of the pupil with intensive needs.
- (4) If the conseil scolaire provides educational services to a pupil with intensive needs outside the attendance area for the francaskois school in which the pupil resides but within the same francophone education area, the conseil scolaire shall pay the approved rates for room and board and for transportation, as the case requires, on behalf of the pupil with intensive needs.
- (5) A board of education, the conseil scolaire or the SDLC is not responsible for the cost of educational services provided to a pupil with intensive needs who is placed in a public institution by an authority other than an educational authority.
- (6) No pupil is to be identified as a pupil with intensive needs on any electronic data system maintained by the ministry unless the board of education or the SDLC employs teachers, support staff and other professionals with qualifications acceptable to the minister to provide educational services and programming to meet the learning needs of the pupil.

PART 12  
**Teachers and Certain Support Staff**

**Forms – contract offer, acceptance, confirmation, termination**

**51(1)** Form K is the form for use by a board of education, the conseil scolaire or the SDLC as a notice of termination of a contract with a teacher pursuant to:

- (a) clause 210(1)(a) and subsection 210(2) of the Act; or
- (b) clause 210(1)(c) or (d) of the Act.

(2) Form L is the form for use by a board of education, the conseil scolaire or the SDLC as a notice of termination of a contract with a teacher pursuant to clause 210(1)(b) of the Act.

(3) For the purposes of section 200 of the Act, with respect to temporary teaching contracts:

- (a) Form M is the form for use by the director as an offer;
- (b) Form N is the form for use by a teacher to accept an offer; and
- (c) Form O is the form for use by the director as a notice of confirmation of a teaching contract.

(4) For the purposes of section 200 of the Act, with respect to replacement teaching contracts:

- (a) Form P is the form for use by the director as an offer;
- (b) Form Q is the form for use by a teacher to accept an offer; and
- (c) Form R is the form for use by the director as a notice of confirmation of a teaching contract.

(5) For the purposes of section 200 of the Act, with respect to any other teaching contract:

- (a) Form S is the form for use by the director as an offer;
- (b) Form T is the form for use by a teacher to accept an offer; and
- (c) Form U is the form for use by the director as a notice of confirmation of a teaching contract.

(6) Forms K to U apply, with any necessary modification, to the conseil scolaire or the SDLC.

25 Oct 2019 c E-0.2 Reg 29 s51; 1 Sep 2023 SR  
82/2023 s18.

**Educational assistants**

**52** Subject to the prior approval of the board of education, the conseil scolaire or the SDLC, as the case may be, the principal or a teacher designated by the principal shall determine the duties of an educational assistant and shall specify those duties in writing.

25 Oct 2019 c E-0.2 Reg 29 s52; 1 Sep 2023 SR  
82/2023 s19.

**Noon-hour supervision**

**53** Every board of education and the conseil scolaire shall take any steps that it considers necessary with respect to designating a responsible person to remain at schools during the noon hour.

25 Oct 2019 c E-0.2 Reg 29 s53.

**List of substitute teachers**

**53.1(1)** Every board of education, the conseil scolaire and the SDLC shall provide to the federation, at the beginning of each month of the academic year, a list, in electronic format, of the substitute teachers available for employment by the board of education, the conseil scolaire or the SDLC, as the case may be, at that time in relation to that academic year.

(2) The list mentioned in subsection (1) must include each substitute teacher's name, teacher's certificate number, mailing address, email address and telephone number.

(3) The information provided to the federation in accordance with this section shall not be used or disclosed by the federation for any purpose other than for the federation to offer services to substitute teachers.

25 Sep 2020 SR 105/2020 s6; 1 Sep 2023 SR 82/2023 s20.

## PART 13

**Teacher Classification Board****Board members**

**54(1)** The Teacher Classification Board continued pursuant to section 271 of the Act consists of:

- (a) 1 person who is employed in the ministry and who is appointed by the minister;
- (b) 2 persons who are appointed by the federation; and
- (c) 2 persons who are appointed by the association.

(2) In addition to the member appointed pursuant to clause (1)(a), if the minister considers it advisable, the minister may appoint 1 or 2 additional persons to be members of the board.

(3) Each member of the board:

- (a) holds office for a period not exceeding 3 years and, notwithstanding the expiry of the member's term, continues to hold office until a successor is appointed; and
- (b) is eligible for reappointment.

25 Oct 2019 c E-0.2 Reg 29 s54.

**Vacancy**

**55(1)** If a vacancy occurs among the members of the board appointed pursuant to section 54, the relevant person or organization shall fill the vacancy by appointing another representative for:

- (a) the remainder of the term of the person who vacated the office; or
- (b) for the term mentioned in subsection 54(3).

(2) A vacancy in the membership of the board does not impair the power of the remaining members of the board to act.

25 Oct 2019 c E-0.2 Reg 29 s55.

**Quorum**

**56(1)** A majority of the members of the board constitutes a quorum of the board for the transaction of business.

(2) An act or thing done by a majority of members of the board present at a meeting of the board, if the members present are a quorum, is deemed to have been done by the board.

25 Oct 2019 c E-0.2 Reg 29 s56.

**Meetings**

**57(1)** Subject to subsection 58(1), the board shall meet at least once each year, at the time and place specified by the chairperson of the board.

(2) The member of the board appointed pursuant to clause 54(1)(a) is the chairperson of the board.

25 Oct 2019 c E-0.2 Reg 29 s57.

**Appeals**

**58(1)** If a regularly scheduled meeting of the board is not to occur within 60 business days after the board receives a written notice of appeal respecting a teacher's salary classification pursuant to *The Teacher Salary Classification Regulations*, the board shall schedule a meeting to hear the appeal within 30 business days after receiving the written notice of appeal.

(2) Within 30 business days after hearing an appeal, the board shall provide a copy of its determination respecting the teacher's salary classification, together with written reasons, to:

- (a) the appellant; and
- (b) the employing board of education, conseil scolaire or SDLC.

25 Oct 2019 c E-0.2 Reg 29 s58; 1 Sep 2023 SR 82/2023 s21.

**Remuneration and reimbursement**

**59(1)** Subject to subsection (2), members of the board are entitled to:

- (a) remuneration for their services at the rates approved by the Lieutenant Governor in Council; and
  - (b) reimbursement for their expenses incurred in the performance of their responsibilities at the rates paid to members of the public service of Saskatchewan.
- (2) A member of the board who is also a member of the public service of Saskatchewan is not eligible to receive remuneration, but may be reimbursed for expenses in accordance with the rates paid to members of the public service of Saskatchewan.
- (3) Sections 74 and 75 and Table 3 do not apply to members of the board.

25 Oct 2019 c E-0.2 Reg 29 s59.

**PART 14**  
**Finance**

**School tax forms**

**60(1)** Form V is the form to be used for a declaration respecting the designation of school taxes for the purposes of subsections 53(2) and 296.1(1) of the Act.

(2) Form W is the form to be used for a notice of school tax designation pursuant to subsection 296.1(2) of the Act.

25 Oct 2019 c E-0.2 Reg 29 s60.

**Assessed value of certain properties**

**61** For the purposes of subsection 300(1) of the Act, the formula described in that subsection is to be applied to the assessed value of the properties described in that subsection as those properties existed on the assessment roll, as amended following the sitting of the last court of revision excluding any court of revision dealing with supplemental assessments, for the year preceding the year with respect to which the formula is applied.

25 Oct 2019 c E-0.2 Reg 29 s61.

**Investments through trust companies**

**62** With the minister's approval, a board of education may invest 20% or less of its guaranteed short-term investments through approved trust companies to a maximum of the lesser of:

- (a) 2% of the value of the board's assets; and
- (b) \$60,000.

25 Oct 2019 c E-0.2 Reg 29 s62.

**Non-application of Part**

**62.1** This Part does not apply to the SDLC.

1 Sep 2023 SR 82/2023 s22.

PART 15  
**School Division Buildings**

**Selection of school site**

**63** When selecting a school site, a board of education or the conseil scolaire, as the case may be, shall consider with respect to the proposed school site:

- (a) present and future enrolment requirements;
- (b) the location with respect to school population, traffic and other hazards, distracting noises and other sensory or environmental nuisances;
- (c) the adequacy of level play areas;
- (d) the site drainage, soil conditions and land contours as they affect construction and landscaping;
- (e) the shape of the school site; and
- (f) the health and safety of the pupils.

25 Oct 2019 c E-0.2 Reg 29 s63.

**Water and sewage**

**64** If there is no municipal waterworks or sewage system, a board of education or the conseil scolaire, as the case may be, shall ensure that the proposed school site is to be provided with an adequate water supply and sewage disposal.

25 Oct 2019 c E-0.2 Reg 29 s64.

**Area of site**

**65(1)** Subject to subsection (2), a school site acquired for a new school or for an existing school that is being enlarged is required to have an area that is not less than the area shown for that type of school in Table 2 for the maximum enrolment of pupils projected by the board of education or conseil scolaire for that school.

(2) The minister may, in writing, authorize a board of education or the conseil scolaire to acquire a smaller area than the area prescribed in subsection (1) for a school.

(3) If a board of education or the conseil scolaire has acquired a school site adjoining other property that can be used for athletic or recreational purposes and has written assurance from the owner of that other property with respect to the permanent use of that other property, the board of education or conseil scolaire may include that other property to make up the area requirements as outlined in subsection (1).

(4) If a play area is located next to a busy street or natural hazard such as a steep ravine, a creek or a lake, a suitable fence is to be provided to separate the play area from the hazard.

(5) For the purposes of this section and Table 2, the different types of schools are as follows:

“**elementary school**” means a school in which kindergarten and grades 1 to 8 are typically taught; (« *école élémentaire* »)

“**high school**” means a school in which grades 9 to 12 are typically taught; (« *école secondaire* »)

“**joint-use school**” means a building containing two or more schools that are operated by different boards of education, or by one or more boards of education and the conseil scolaire, with common space that is used by all parties; (« *école à usage mixte* »)

“**K-12 school**” means a school in which kindergarten and grades 1 to 12 are typically taught. (« *école M-12* »).

25 Oct 2019 c E-0.2 Reg 29 s65; 4 Oct 2024 SR 77/2024 s4.

#### Advertising

**66** Advertising for construction tenders for new school division buildings, or for renovations, major repairs or additions to school division buildings, is not to be commenced until written approval of the drawings and specifications has been received from the minister.

25 Oct 2019 c E-0.2 Reg 29 s66.

#### Construction

**67(1)** Construction of school division buildings is not to be commenced until a board of education or the conseil scolaire, as the case may be, has:

- (a) secured title to the building site or a long-term lease acceptable to the minister; and
- (b) received the minister’s written approval for the following respecting the construction:
  - (i) final costs and financing;
  - (ii) final drawings and specifications.

(2) A board of education or the conseil scolaire, as the case may be, must obtain the minister’s approval before any existing building is purchased for use by the board of education or the conseil scolaire.

25 Oct 2019 c E-0.2 Reg 29 s67.

**Plans and specifications**

**68(1)** A board of education or the conseil scolaire, as the case may be, shall submit preliminary plans and specifications for new school division buildings to the minister for approval before the preparation of final drawings and specifications.

(2) Before submitting final drawings and specifications to the minister for new school division buildings, or for renovations, major repairs or additions to school division buildings, a board of education or the conseil scolaire shall secure the approval of any other provincial regulatory body whose approval is required.

(3) Changes from the approved final drawings and specifications and costs for school division buildings are subject to approval by the minister and by any other provincial regulatory body whose approval is required.

25 Oct 2019 c E-0.2 Reg 29 s68.

**Design**

**69(1)** The design and construction of a new school division building, or renovations, major repairs or additions to school division buildings, must comply with the edition of the National Building Code of Canada, including revisions, variations and modifications to it, declared to be in force pursuant to *The Uniform Building and Accessibility Standards Act* and the regulations made pursuant to that Act.

(2) Standards with respect to dimensions, heating, lighting, ventilation, sanitation, acoustics, fire protection, safety and adequacy of accommodation for the pupils and the users of the building are required to conform to ministry guidelines.

(3) The design and planned arrangement of new school buildings or additions to existing school buildings must incorporate features and fixtures for the accommodation of pupils with physical disabilities.

(4) The design and planned arrangement of school renovations not covered by subsection (3) must, if possible, take into account the requirements of pupils with physical disabilities.

25 Oct 2019 c E-0.2 Reg 29 s69.

**Acquisition of property**

**70(1)** The amount prescribed is:

- (a) \$75,000 for the purposes of clause 344(4)(a) of the Act; and
- (b) \$200,000 for the purposes of clause 344(4)(b) of the Act.

(2) The amount prescribed is:

- (a) \$75,000 for the purposes of clause 344(5)(a) of the Act;
- (b) \$200,000 for the purposes of clause 344(5)(b) of the Act;
- (c) \$75,000 for the purposes of clause 344(5)(c) of the Act; and
- (d) \$200,000 for the purposes of clause 344(5)(d) of the Act.

25 Oct 2019 c E-0.2 Reg 29 s70.

**Disposal of property**

**71(1)** For the purposes of subsection 347(2) of the Act, the amount prescribed is:

- (a) \$50,000 for personal property; and
- (b) \$100,000 for real property.

**(2)** For the purposes of subsection 347(3) of the Act, the amount prescribed is:

- (a) \$50,000 for personal property; and
- (b) \$100,000 for real property.

25 Oct 2019 c E-0.2 Reg 29 s71.

**Tenders re transportation services**

**72** For the purposes of subsection 355(1) of the Act, the amount prescribed is \$75,000.

25 Oct 2019 c E-0.2 Reg 29 s72.

**Policy re acquisition and disposal**

**73(1)** Every board of education and the conseil scolaire shall establish a policy respecting acquisition and disposal by the board of education or conseil scolaire pursuant to sections 344, 347 and 355 of the Act.

**(2)** In its policy, a board of education or the conseil scolaire may set lesser amounts for the purposes of sections 344, 347 and 355 of the Act than those prescribed in sections 70 to 72 of these regulations, in which case the board of education or conseil scolaire shall call for tenders or arrange for a public auction based on the lesser amounts.

25 Oct 2019 c E-0.2 Reg 29 s73.

**PART 16****Remuneration and Expenses of Members of Boards,  
Commissions, Committees and Councils****Remuneration**

**74** Honoraria are payable, at the rates set out in Table 3, to members of boards, commissions, committees and councils and to persons for services rendered.

25 Oct 2019 c E-0.2 Reg 29 s74.

**Expenses**

**75** Expenses payable to persons mentioned in section 74 are payable in accordance with the types of expenses and in the amounts payable to members of the public service of Saskatchewan.

25 Oct 2019 c E-0.2 Reg 29 s75.

**PART 17**  
**Repeal and Coming into Force**

**RRS c E-0.2 Reg 24 repealed**

**76** *The Education Regulations, 2015* are repealed.

25 Oct 2019 c E-0.2 Reg 29 s76.

**Coming into force**

**77** These regulations come into force on the day on which they are filed with the Registrar of Regulations.

25 Oct 2019 c E-0.2 Reg 29 s77.

**Appendix**

**PART 1**

**Tables**

**TABLE 1**

[Section 46]

**Pupil Records – Fees**

Service for each third-party recipient	Fee (\$)
(a) Pupil record of secondary level standing, with unlimited updates	15
(b) Graduation verification letter	20

4 Oct 2024 SR 77/2024 s5.

**TABLE 2**

[Section 65]

**Area of Site**

Maximum Enrolment	Area of Site (hectares)				
	Elementary School	Joint-Use Elementary School	High School	Joint-Use High School	K-12 School
Less than 300	1.2	1.5	2.4	3	2.6
300	2.4	3.0	2.8	3.5	3.1
400	2.8	3.5	3.2	4.0	3.5
500	2.8	3.5	3.6	4.5	4.0
700	3.2	4	4.4	5.5	4.8
1 000**+	4.0	5.0	5.7	7.1	6.3

\*\*For an elementary school or high school, an additional 0.4 hectare for each additional 100 pupils in excess of 1 000 pupils.

+ For a joint-use elementary school or joint-use high school, an additional 0.5 hectare for each additional 100 pupils in excess of 1 000 pupils

4 Oct 2024 SR 77/2024 s5.

TABLE 3  
[Section 74]

**Honoraria**

<b>Type</b>	<b>Rate\$</b>
1. Members of special advisory committees, boards, commission and councils designated as: (a) High responsibility chairperson..... member ..... (b) Medium responsibility chairperson..... member ..... (c) Moderate responsibility chairperson..... member .....	  235 per day 155 per day  155 per day 110 per day  95 per day 70 per day
2. Teachers serving on special committees appointed to prepare or validate Grade 12 examinations or to chair examination scoring sessions..... Sub-examiners and appeal readers ..... Special consultant for examination adaptation and/or revision .....	 150 per day 7.50 per exam 150 per day to a maximum of 300 per exam
3. Educational Relations Board: Chairperson..... Member ..... Chief Executive Officer ..... Mediators, conciliators and arbitrators appointed by the board as approved by the board, not more than .....	 75 per hour 155 per day 750 per year 500 per day
4. Boards of Reference: Chairperson, not more than.....	500 per day

PART 2

**Forms**

FORM A

[Subsection 49(5) of the Act]  
 [Subsection 3(1) of the Regulations]

**Petition for Establishment of Separate School Division**

To the Minister of Education:

The undersigned electors petition, pursuant to subsection 49(3) of *The Education Act, 1995*, for the establishment of the \_\_\_\_\_  
 (Protestant/Roman Catholic) Separate School Division and declare as follows:

1. The undersigned are (Protestant/Roman Catholic) and are electors of the \_\_\_\_\_ School District established pursuant to section 120 of the Act within the \_\_\_\_\_ School Division No. \_\_\_\_\_ of Saskatchewan.\*
2. The undersigned constitute a committee for the purpose of securing the establishment of the proposed separate school division.
3. A plan is attached showing the boundaries of the proposed separate school division.
4. A list is attached containing the names and locations of electors of the school district who are of the same religious faith as the petitioners.
5. The (following/attached) information reasonably demonstrates that the electors named in the attached list represent a minority of electors of the school district.

Dated at \_\_\_\_\_, Saskatchewan this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_ .

	Name and Address of Secretary:

(signatures)

\*To qualify as an elector of the school district, you must: be a Canadian citizen, be at least 18 years of age, have lived in Saskatchewan for at least the past 6 months, and have lived in the school district for at least the past 3 months.

FORM B  
 [Subsection 49(7) of the Act]  
 [Subsection 3(2) of the Regulations]

**Notice of Meeting of Electors**

Petition to establish the \_\_\_\_\_  
 (Protestant/Roman Catholic) Separate School Division.

Take notice that a meeting of the (Protestant/Roman Catholic) electors of the \_\_\_\_\_ School District\* will be held as follows for the purpose of enabling the electors to consider the petition:

Date: \_\_\_\_\_

Time: \_\_\_\_\_

Location: \_\_\_\_\_

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_ .

\_\_\_\_\_  
 (Secretary of Petitioners)

\*To qualify as an elector of the school district, you must: be a Canadian citizen, be at least 18 years of age, have lived in Saskatchewan for at least the past 6 months, and have lived in the school district for at least the past 3 months.

FORM C  
 [Subsection 49(9) of the Act]  
 [Subsection 3(3) of the Regulations]

**Declaration of Elector**

Meeting to consider petition to establish the \_\_\_\_\_  
 (Protestant/Roman Catholic) Separate School Division.

I declare as follows:

1. I am an elector of the \_\_\_\_\_ School District.\*
2. I am of the same religious faith as the petitioners for the establishment of the separate school division named above.

Dated at \_\_\_\_\_, Saskatchewan this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_ .

\_\_\_\_\_  
 (Signature of Elector)

\* To qualify as an elector of the school district, you must: be a Canadian citizen, be at least 18 years of age, have lived in Saskatchewan for at least the past 6 months, and have lived in the school district for at least the past 3 months.

FORM D  
 [Clause 50(5)(d) of the Act]  
 [Subsection 3(4) of the Regulations]

**Notice of Poll**

Petition to establish the \_\_\_\_\_  
 (Protestant/Roman Catholic) Separate School Division.

Take notice that a poll with respect to the above-noted petition will be held on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, from 10:00 a.m. to 8:00 p.m., at the following location: \_\_\_\_\_

I will attend to receive representations and appoint electors to represent supporters and opponents of the petition on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, from \_\_\_\_\_ to \_\_\_\_\_, at the following location: \_\_\_\_\_

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

\_\_\_\_\_  
 (Returning Officer)

FORM E  
 [Clause 50(7)(a) of the Act]  
 [Subsection 3(5) of the Regulations]

**Elector's Declaration Form**

Poll with respect to petition to establish the \_\_\_\_\_  
 (Protestant/Roman Catholic) Separate School Division.

Name: \_\_\_\_\_

Street address or location of residence: \_\_\_\_\_

Complete the following by marking an "X" beside the statements that are correct:

1.  I am a Canadian citizen.
2.  I am of the full age of 18 years.
3.  I have not previously voted in this poll.
4.  I have resided in Saskatchewan for at least 6 months.
5.  I have resided for at least 3 months on land within the boundaries of the proposed separate school division.
6.  I am of the same religious faith as the petitioners for the establishment of the separate school division.

I declare that the information given by me with respect to the foregoing statements is true in all respects.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_ .

Witness:

Elector:

\_\_\_\_\_  
*(Returning Officer or Poll Clerk)*

Remarks: \_\_\_\_\_

Consecutive Number: \_\_\_\_\_

**FORM F**

*[Subsection 50(9) of the Act]*

*[Subsection 3(6) of the Regulations]*

**Ballot**

Poll with respect to petition to establish the \_\_\_\_\_

(Protestant/Roman Catholic) Separate School Division.

Note: Mark your ballot by placing an "X" in the circle to the right of the words that express your intention. Do not write any word or other figure on this ballot.

For the establishment of the proposed separate school division:



Against the establishment of the proposed separate school division:



FORM G  
[Subsection 50(12) of the Act]  
[Subsection 3(7) of the Regulations]

**Record of Poll**

Poll with respect to petition to establish the \_\_\_\_\_  
(Protestant/Roman Catholic) Separate School Division.

For establishment of the separate school division: \_\_\_\_\_

Against establishment of the separate school division: \_\_\_\_\_

**BALLOT ACCOUNT**

Category of Ballot	Number of Ballots
Counted (no objection)	_____
Counted (objected to)	_____
Rejected (no vote marked)	_____
Rejected (other)	_____
Spoiled and Declined	_____

**SUBTOTAL**

Unused Ballots \_\_\_\_\_

Total ballots supplied \_\_\_\_\_

The number of electors who have voted as indicated in the poll book: \_\_\_\_\_

I certify that the above statements are correct.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_ .

\_\_\_\_\_  
(Returning Officer)

FORM H  
 [Subsection 50(13) of the Act]  
 [Subsection 3(8) of the Regulations]  
**Appointment of Representative**

I appoint:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

as a representative to attend at the polling place and at the counting of the votes for the poll to be held on the \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_, on behalf of electors interested in:

supporting

opposing

the petition for the establishment of the \_\_\_\_\_  
 (Protestant/Roman Catholic) Separate School Division.

Dated at \_\_\_\_\_, Saskatchewan this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_.

\_\_\_\_\_  
 (Returning Officer)

## FORM I

[Subsection 161(3) of the Act]

[Section 44 of the Regulations]

**Principal's Report of Irregular Attendance**

To: \_\_\_\_\_  
 (Local Attendance Counsellor)

Re: \_\_\_\_\_  
 (School) (School Division)

The pupil named below has been absent for more than 4 days during the month of \_\_\_\_\_, 2 \_\_\_\_.

In my opinion, this absence was not justified.

Name of pupil \_\_\_\_\_

Birth date \_\_\_\_\_ Age \_\_\_\_\_ Grade \_\_\_\_\_

Name of Parent or Guardian \_\_\_\_\_

Address of Parent or Guardian \_\_\_\_\_

Distance from School or Bus Route \_\_\_\_\_

Dates Absent \_\_\_\_\_

Principal's Comments \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_

Dated at \_\_\_\_\_, Saskatchewan, this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

## FORM J

[Clause 160(2)(e) of the Act]

[Section 45 of the Regulations]

**Report of Local Attendance Counsellor to the Ministry of Education**

For the period July 1, 2 \_\_\_\_, to June 30, 2 \_\_\_\_ in the \_\_\_\_\_  
 School Division No. \_\_\_\_\_, legal proceedings were instituted in the  
 following cases (give name of pupil, parents' names and address, and judgment and comments):

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_  
 Local Attendance Counsellor

FORM K

[Clause 210(1)(a) and Subsection 210(2) of the Act]

[Clause 210(1)(c) or (d) of the Act]

[Subsection 51(1) of the Regulations]

**Notice of Termination of Contract**

I have been instructed to inform you that the Board of Education of the \_\_\_\_\_ School Division No. \_\_\_\_\_, at a regular (or special) meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_, adopted a resolution terminating your contract as a teacher with the Board of Education effective on the \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

Pursuant to subsection 210(3) of *The Education Act, 1995*, the Board of Education informs you that your contract is being terminated for the following reason(s):

- 1 \_\_\_\_\_
- 2 \_\_\_\_\_
- 3 \_\_\_\_\_

and that, in the opinion of the Board of Education, you are unsuitable for continued teaching service in your present position for the reason(s) stated.

This is to notify you further, in accordance with section 213 of *The Education Act, 1995*, that you may apply within 10 business days after the date on which you receive this notice to the Board of Education for an opportunity to attend at a meeting of the Board of Education to show cause why your contract should not be terminated.

Signed on behalf of the Board of Education of the \_\_\_\_\_ School Division No. \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

\_\_\_\_\_  
*Signature of proper officer of the board of education*

## FORM L

[Clause 210(1)(b) of the Act]  
 [Subsection 51(2) of the Regulations]

**Notice of Termination of Contract by Reason of Redundancy**

I have been instructed to inform you that the Board of Education of the \_\_\_\_\_  
 School Division No. \_\_\_\_\_, at a regular (or special) meeting held on  
 the \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_, adopted a resolution terminating  
 your contract as a teacher with the Board of Education effective on the \_\_\_\_\_ day  
 of \_\_\_\_\_, 20 \_\_\_\_.

Your teaching position is no longer considered by the Board of Education to be  
 necessary for the teaching requirements or educational programs of the school  
 division for the following reason(s):

- 1 \_\_\_\_\_
- 2 \_\_\_\_\_
- 3 \_\_\_\_\_

This is to notify you further, in accordance with section 213 *The Education Act, 1995*, that you may apply within 10 business days after the date on which you receive this notice to the Board of Education for an opportunity to attend at a meeting of the Board of Education to show cause why your contract should not be terminated.

Signed on behalf of the Board of Education of the \_\_\_\_\_  
 School Division No. \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

\_\_\_\_\_  
*Signature of proper officer of the board of education*



FORM N  
[Section 200 of the Act]  
[Subsection 51(3) of the Regulations]

**Teacher Acceptance of Temporary Contract**

To: The Board of Education of the \_\_\_\_\_ School Division No. \_\_\_\_\_ .

I accept the offer of a temporary contract of employment in the \_\_\_\_\_  
School Division No. \_\_\_\_\_ for a:

[Check One]

full-time teaching position; or

part-time teaching position;

commencing on \_\_\_\_\_ , \_\_\_\_\_ ; and  
*(month) (day) (year)*

expiring on \_\_\_\_\_ .  
*(month) (day) (year)*

I certify that:

[Check One]

I hold a \_\_\_\_\_ Saskatchewan teacher's certificate  
Number \_\_\_\_\_ ; or

my eligibility for a Saskatchewan teacher's certificate has been  
confirmed.

I have: \_\_\_\_\_ years of teaching experience in Saskatchewan; and  
\_\_\_\_\_ years of teaching experience outside Saskatchewan.

I understand that I am responsible for providing evidence that is satisfactory to  
the Board of Education of my years of teaching experience that are set out above.

My social insurance number is: \_\_\_\_\_ .

\_\_\_\_\_  
*(signature)*

\_\_\_\_\_  
*(date)*

\_\_\_\_\_  
*(address)*

\_\_\_\_\_  
*(telephone number)*



FORM P  
 [Section 200 of the Act]  
 [Subsection 51(4) of the Regulations]

**Offer of Replacement Contract**

This letter constitutes an offer of a replacement contract of employment to you by the Board of Education of the \_\_\_\_\_ School Division No. \_\_\_\_\_ for a:

[Check One]

full-time teaching position; or

part-time teaching position.

This offer is conditional on you holding a valid Saskatchewan teacher's certificate.

The contract is for the purposes of replacing \_\_\_\_\_  
 (name)

who is on a leave of absence for the academic year set out below.

Your duties, as set out in *The Education Act, 1995*,

commence on \_\_\_\_\_ , \_\_\_\_\_ ; and  
 (month) (day) (year)

expire on \_\_\_\_\_ .  
 (month) (day) (year)

The Board of Education of the \_\_\_\_\_ School Division No. \_\_\_\_\_.

\_\_\_\_\_  
 (address of Board of Education)

\_\_\_\_\_  
 Per: Director

\_\_\_\_\_  
 (date)

FORM Q  
[Section 200 of the Act]  
[Subsection 51(4) of the Regulations]

**Teacher Acceptance of Replacement Contract**

To: The Board of Education of the \_\_\_\_\_ School Division No. \_\_\_\_\_ .

I accept the offer of a replacement contract of employment in the \_\_\_\_\_

School Division No. \_\_\_\_\_ for a:

[Check One]

full-time teaching position; or

part-time teaching position;

commencing on \_\_\_\_\_ , \_\_\_\_\_ ; and  
(month) (day) (year)

expiring on \_\_\_\_\_ .  
(month) (day) (year)

I certify that:

[Check One]

I hold a \_\_\_\_\_ Saskatchewan teacher's certificate  
Number \_\_\_\_\_ ; or

my eligibility for a Saskatchewan teacher's certificate has been  
confirmed.

I have: \_\_\_\_\_ years of teaching experience in Saskatchewan; and  
\_\_\_\_\_ years of teaching experience outside Saskatchewan.

I understand that I am responsible for providing evidence that is satisfactory to  
the Board of Education of my years of teaching experience that are set out above.

My social insurance number is: \_\_\_\_\_ .

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
(date)

\_\_\_\_\_  
(address)

\_\_\_\_\_  
(telephone number)

## FORM R

[Section 200 of the Act]

[Subsection 51(4) of the Regulations]

**Board of Education Confirmation of Replacement Contract**

The Board of Education of the \_\_\_\_\_ School Division No. \_\_\_\_\_ confirms your acceptance of the offer of the Board of Education of a replacement contract of employment for a:

[Check One]

full-time teaching position; or

part-time teaching position.

The contract is for the purposes of replacing \_\_\_\_\_  
(name)

who is on a leave of absence for the academic year set out below.

Your duties, as set out in *The Education Act, 1995*,

commence on \_\_\_\_\_ , \_\_\_\_\_ ; and  
(month) (day) (year)

expire on \_\_\_\_\_ .  
(month) (day) (year)

The Board of Education of the \_\_\_\_\_ School Division No. \_\_\_\_\_.

\_\_\_\_\_  
(address of Board of Education)

\_\_\_\_\_  
Per: Director

\_\_\_\_\_  
(date)

FORM S  
 [Section 200 of the Act]  
 [Subsection 51(5) of the Regulations]

**Offer of Contract**

This letter constitutes an offer of a contract of employment to you by the Board of Education of the \_\_\_\_\_ School Division No. \_\_\_\_\_ for a:

[Check One]

full-time teaching position; or

part-time teaching position.

This offer is conditional on you holding a valid Saskatchewan teacher's certificate. Your duties, as set out in *The Education Act, 1995*, commence on

\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_.  
 (month) (day) (year)

The Board of Education of the \_\_\_\_\_ School Division No. \_\_\_\_\_.

\_\_\_\_\_  
 (address of Board of Education)

\_\_\_\_\_  
 Per: Director

\_\_\_\_\_  
 (date)

FORM T  
[Section 200 of the Act]  
[Subsection 51(5) of the Regulations]

**Teacher Acceptance of Contract**

To: The Board of Education of the \_\_\_\_\_ School Division No. \_\_\_\_\_.

I accept the offer of a contract of employment in the \_\_\_\_\_

School Division No. \_\_\_\_\_ for a:

[Check One]

full-time teaching position; or

part-time teaching position;

commencing on \_\_\_\_\_ , \_\_\_\_\_ ; and  
(month) (day) (year)

I certify that:

[Check One]

I hold a \_\_\_\_\_ Saskatchewan teacher's certificate  
Number \_\_\_\_\_ ; or

my eligibility for a Saskatchewan teacher's certificate has been  
confirmed.

I have: \_\_\_\_\_ years of teaching experience in Saskatchewan; and  
\_\_\_\_\_ years of teaching experience outside Saskatchewan.

I understand that I am responsible for providing evidence that is satisfactory to  
the Board of Education of my years of teaching experience that are set out above.

My social insurance number is: \_\_\_\_\_.

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
(date)

\_\_\_\_\_  
(address)

\_\_\_\_\_  
(telephone number)

FORM U

[Section 200 of the Act]

[Subsection 51(5) of the Regulations]

**Board of Education Confirmation of Contract**

The Board of Education of the \_\_\_\_\_ School Division No. \_\_\_\_\_.  
confirms your acceptance of the offer of the Board of Education of a contract of  
employment for a:

[Check One]

full-time teaching position; or

part-time teaching position.

Your duties, as set out in *The Education Act, 1995*, commence on

\_\_\_\_\_ , \_\_\_\_\_ .  
(month) (day) (year)

The Board of Education of the \_\_\_\_\_ School Division No. \_\_\_\_\_.

\_\_\_\_\_  
(address of Board of Education)

\_\_\_\_\_  
Per: Director

\_\_\_\_\_  
(date)

FORM V  
 [Subsections 53(2) and 296.1(1) of the Act]  
 [Subsection 60(1) of the Regulations]

**School Tax Declaration For Property Owned by Individuals**

I, \_\_\_\_\_,  
 having read the information set out in the Notes, declare as follows:

1. I am a member of the religious faith that established the \_\_\_\_\_  
 (Municipality to fill in name)

(Protestant/ Roman Catholic) Separate School Division.

Yes  No

2. My ownership share in the properties of which I am an owner in the municipality is as follows:
- (a) my ownership share in each property is \_\_\_\_\_ %; or
- (b) my ownership share is as set out below:

Property	Ownership Share (%)
----------	---------------------

\_\_\_\_\_  
 (Signature)

\_\_\_\_\_  
 (Date)

Notes:

1. Subsection 53(2) of *The Education Act, 1995* provides as follows:
- “Where the minority religious faith, whether Protestant or Roman Catholic, has established a separate school division, a property owner is to be assessed with respect to his or her property:
- (a) in the case of a member of the minority religious faith, as a taxpayer of the separate school division;
- (b) in any other case, as a taxpayer of the public school division.”
2. Subsection 297(1) of *The Education Act, 1995* provides that “where a property is held by two or more persons as joint tenants or tenants in common, each holder is to be assessed in proportion to his or her interest in the property in the separate or public school division of which he or she is a taxpayer for school purposes.”

FORM W  
 [Subsection 296.1(2) of the Act]  
 [Subsection 60(2) of the Regulations]

**Notice of School Tax Designation for Corporations**

NAME OF CORPORATION: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

[Complete one of Parts A, B, C or D as appropriate.]

**A. Notice pursuant to subsection 299(1) of *The Education Act, 1995***

TAKE NOTICE that pursuant to a resolution of the directors, the \_\_\_\_\_  
 (Name of Corporation)

notifies the \_\_\_\_\_ as follows:  
 (Name of Municipality)

(a) The proportion of the whole amount of the paid-up or partly paid-up shares or stock of the corporation that is held by members of the minority religious faith that established the \_\_\_\_\_  
 (Protestant/ Roman Catholic) Separate School Division No. \_\_\_\_ is \_\_\_\_ % .

(b) This same percentage of the total assessment of the real property of the corporation within the municipality is to be designated for the purposes of the separate school division.

\_\_\_\_\_  
 (Signature)

\_\_\_\_\_  
 (Title)

\_\_\_\_\_  
 (Date)

**B. Notice pursuant to subsection 304(1) of *The Education Act, 1995***

TAKE NOTICE that the \_\_\_\_\_  
 (Name of Corporation)

notifies the \_\_\_\_\_ that it is impossible, owing to the  
 (Name of Municipality)

number of shareholders and their wide distribution in point of residence, to ascertain the proportion of the shares or stock of the corporation that is held by members of the minority religious faith that established the \_\_\_\_\_  
 (Protestant/ Roman Catholic) Separate School Division No. \_\_\_\_\_ .

**Statutory Declaration**

*(The statutory declaration may be made by the president, vice-president or secretary of the corporation or by some other person having the management of its affairs in Saskatchewan who can testify to the facts.)*

I, \_\_\_\_\_ of the \_\_\_\_\_  
(Name of Municipality)

in the Province of \_\_\_\_\_, solemnly declare that:

1. I am the \_\_\_\_\_ of the \_\_\_\_\_.  
(Title) (Name of Corporation)

2. I have read the above Notice and to the best of my knowledge and belief it is true in substance and in fact.

3. I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the *Canada Evidence Act*.

DECLARED BEFORE ME at

\_\_\_\_\_  
this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_ . \_\_\_\_\_  
(Signature of person making this declaration)

\_\_\_\_\_  
(Mailing Address)

\_\_\_\_\_  
(Signature and qualifications of person –  
eg. commissioner of oaths, notary public  
before whom this declaration is made)

\_\_\_\_\_  
(Telephone Number)

**C. Notice pursuant to subsection 304(5) of *The Education Act, 1995***

TAKE NOTICE that the \_\_\_\_\_  
(Name of Corporation)

notifies the \_\_\_\_\_ that  
(Name of Municipality)

[Check One]

all of the shareholders are members of the minority religious faith that established the \_\_\_\_\_  
(Protestant/ Roman Catholic) Separate School Division No. \_\_\_\_\_ .

none of the shareholders is a member of the minority religious faith that established the \_\_\_\_\_ (Protestant/ Roman Catholic)  
Separate School Division No. \_\_\_\_\_ .

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Date)

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**D. Notice pursuant to section 305 of *The Education Act, 1995***

TAKE NOTICE that pursuant to a resolution of the directors, the \_\_\_\_\_  
(Name of Corporation)

requires that the real property of the corporation be assessed as follows:

\_\_\_\_\_ School Division No. \_\_\_\_\_ : \_\_\_\_\_ %  
\_\_\_\_\_ (Protestant/ Roman Catholic) Separate School Division  
No. \_\_\_\_\_ : \_\_\_\_\_ %

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Date)

25 Oct 2019 c E-0.2 Reg 29.