



PRAIRIE ROSE SCHOOL DIVISION

Board Meeting Minutes
December 4, 2017

A regular meeting of the Board of Trustees of Prairie Rose School Division was held at the Board Office in Carman on Monday, December 4, 2017. The meeting was called to order by Board Chair Cox at 7:01 p.m.

Present:

Ward I	Trustee Donna Cox
Ward II	Trustee Natalie Bargaen
Ward III	Trustee Andy Huisman
Ward III	Trustee Colleen Claggett Woods
Ward IV	Trustee Elaine L. Owen
Ward V	Trustee Jack Foote
Ward VI	Trustee David Cloutier
Ward VII	Trustee Claude Lachance
Ward VIII	Trustee Evi Bruce

Administration:

Terry Osiowy, Superintendent/CEO
Gerard Lesage, Secretary-Treasurer/CFO
Louise Duncan, Director of Student Services
Ron Sugden, Assistant Superintendent
Claude Plante, Facilities Supervisor
Trevor Ryan, Transportation Supervisor
Arli Cruikshank, Executive Assistant

250/17 Huisman/Bruce: **THAT** the agenda for this meeting be approved as circulated. -CARRIED-

251/17 Foote/Bargaen: **THAT** the minutes of the November 20, 2017 regular meeting be approved. -CARRIED-

Reports of Committees

Highlights of the November 20, 2017 Policy Committee meeting were presented by Trustee Huisman.

252/17 Huisman/Cloutier: **THAT** the minutes of the November 20, 2017 Policy Committee meeting be approved as presented. -CARRIED-

NOTICE OF MOTION was given by Trustee Huisman that Policy #14: Human Resources/Personnel be approved as revised.

Highlights of the November 27, 2017 Personnel Committee meeting were presented by Trustee Owen.

Report of Senior Administration

The Personnel/Staffing report was attached. Administrative Procedures currently be reviewed and developed were highlighted, these include Off-Site Activities, Bus Requisition Approval – Field Trips and Extra Curricular Trips, Bus Supervision – Field Trips and Extra Curricular Trips, Private Vehicle Transportation, and Staff Complaints and Grievances. The Superintendent/CEO provided information regarding an instructional time review for region B schools including École St. Eustache, St. François Xavier School, and St. Paul’s Collegiate.

An announcement from Manitoba Education and Training regarding an upcoming Literacy and Numeracy Strategy Meeting for Manitoba Superintendents was shared. Information regarding the English Language Arts Curriculum Phased-In Model was provided. The Director of Student Services provided an overview of the Safe and Caring Schools workshop: A Whole-School Approach to Planning and Safety and Belonging. The October 2017 accounts were attached. The Secretary-Treasurer/CFO presented the upcoming changes to the Non-Teaching Pension Plan and the Canada Pension Plan. The Transportation Supervisor informed the Board of challenges with school bus driver shortages. Communication protocol regarding the STIR document was requested. The Facilities Supervisor provided school facility updates including a meeting with Carman Elementary ACSL regarding playground equipment and recognition signage, the approved variance order hearing for the École St. Eustache Biomass project, the substantial completion of the Miami School and Carman Collegiate envelope and roofing projects.

Board Priorities: The Superintendent/CEO highlighted an upcoming meeting with a Divisional committee to discuss Board Priority 3: Promotion of Student and Staff Health and Well Being, Board Priority 4: Celebration of Academic, Athletic, School and Community Service, and Fine and Performing Arts Success and Diversity, and Board Priority 5: Building A Cohesive and Connected Divisional Culture. The meeting includes representation from Senior Administration, PRTA, and CUPE Local 4701.

- 253/17 Owen/Bargen: **THAT** the Superintendent’s Staffing Report be received as presented. -CARRIED-
- 254/17 Foote/Bruce: **THAT** the Report from Senior Administration be received as presented. -CARRIED-
- 255/17 Bargen/Bruce: **THAT** the October 2017 accounts showing total general expenditures of \$1,998,682.99 be approved as submitted. -CARRIED-

Business Arising (from Previous Delegations/Board Meetings)

- 256/17 Claggett Woods/Owen: **THAT** By-Law 66/17, being a By-Law to set trustee annual indemnities, and as attached, be given first reading
- 257/17 Claggett Woods/Bargen: **THAT** By-Law 66/17, being a By-Law to set trustee annual indemnities, and as attached, be given second reading
- 258/17 Claggett Woods/Owen : **THAT** By-Law 66/17, being a By-Law to set trustee annual indemnities, and as attached, be given third and final reading
Two recorded opposed votes by Trustee Lachance and Trustee Foote -CARRIED-

New Business

Trustees Bargen provided highlights of the November 17, 2017 M.S.B.A. Workshop: Telling Stories About Schools. The workshop focused on the sharing of school and division celebrations to promote positivity and hope in schools.

Communication for Information

M.S.B.A. Potential FIPPA Class Size Request – Received as information
M.S.B.A. eBulletin – Received as information

10-minutes recess was called at 8:14 p.m.

- 259/17 Foote/Owen: **THAT** the Board do now resolve itself into a Committee of the Whole In-Camera.

-CARRIED-

The following matters were discussed:

- Facility Matter – 1 item
- Student Matters – 2 items
- Board Matters – 1 item
- Personnel Matters – 5 items
- Questions Arising from Senior Administration Reports – nil

260/17 Bargaen/Bruce: **THAT** the Committee of the Whole In-Camera do now resolve into Board. -CARRIED-

261/17 Owen/Foote: **THAT** the minutes of the November 27, 2017 Personnel Committee meeting be approved as presented. -CARRIED-

262/17 Owen/Bruce: **THAT** employee #2611 receive the required incremental increases of 2% (August 1, 2016 to July 31, 2017), 1.5% (August 1, 2017 to December 31, 2017), and 1.5% (January 1, 2018 to July 31, 2018). -CARRIED-

263/17 Owen/Bargaen: **THAT** employee #102004 salary be set as per recommendation of the Committee of the Whole effective March 20, 2017.

Recorded opposed vote by Trustee Lachance -CARRIED-

264/17 Owen/Claggett Woods: **THAT** the Senior Administration proceed with discussions with the Public Schools Finance Branch regarding the need for portable classrooms. -CARRIED-

The meeting was adjourned at 9:14 p.m.

Donna Cox, Board Chair

Gerard Lesage, Secretary-Treasurer/CFO