

# MINUTES – PRAIRIE ROSE SCHOOL DIVISION

**April 11, 2011**

A regular meeting of the Board of Trustees of Prairie Rose School Division was held at the Division Office in Carman on Monday, April 11, 2011 starting at 7:00 p.m.

Present:       Ward I           Trustee Donna Cox  
                  Ward II          Trustee Karen Tjaden (in at 9:45 p.m.)  
                  Ward III         Trustee Jim Hay  
                  Ward III         Trustee Colleen Claggett Woods  
                  Ward IV         Trustee Elaine L. Owen  
                  Ward V          Trustee Jack Foote  
                  Ward VI         Trustee Rik Skelton  
                  Ward VII        Trustee Claude Lachance

Administration Bruce Wood, Superintendent  
                    Wilma Ritzer, Assistant Superintendent  
                    Agnes Gaultier, Secretary-Treasurer  
                    Richard Whitbread, Operations/Human Resource Administrator

Regrets:        Ward VIII       Trustee Frank Bruce

- 80/11 Cox/Foote: **THAT** the minutes of the March 21<sup>st</sup> regular meeting be approved as circulated.       -CARRIED-
- 81/11 Skelton/Owen: **THAT**, with the addition of item 4.10 – Draft 2010-2011 School Calendar, the circulated agenda be approved for this meeting.       -CARRIED-
- 82/11 Owen/Lachance: **THAT** the Board do now resolve itself into a closed session, Committee of the Whole Board, for discussion of matters covered under Policy BD.       -CARRIED-

The following matters were discussed:

- administration action report;
- student suspension report: none to report;
- Report from the Assistant Superintendent Selection Committee;
- Report from the Carman Elementary School Principal Selection Committee;
- February 28<sup>th</sup> Financial Report;
- sale of former Board office update;
- Superintendent Staffing Report;
- request to participate in the Deferred Salary Leave Plan;
- staff matter update;
- MSBA update;
- MSBA re: Bill 13;
- MSBA re: provincial funding;
- Board evaluation.

- 83/11 Foote/Owen: **THAT** the Committee of the Whole rise and report.       -CARRIED-

**Presentation:** Midland Adult Education Centre Director Barbara Lepp, accompanied by Minnie Davis, teacher at the Centre, presented information on the programs and courses offered at the Centre. There are currently 70 students registered for courses this year, most of whom are registered in the mature student diploma program and complete their courses on a self-paced basis. Additional information can be obtained on the Centre's web-site at <http://maec.pbworks.com>.

**Superintendent’s Report**

*Senior Years Divisional in-service:* The focus of the day was on the importance of literacy learning across the senior year’s curriculum.  
*School use of the division network and technology:* Several staff members will be present at the May 16<sup>th</sup> meeting to demonstrate some of the teaching and learning features of the network.  
*Divisional French Culture and Sports Day:* This event will be held on Thursday, April 14<sup>th</sup> and will involve the senior years students from the Division.  
*Monthly Attendance Report to Department:* This report is now required by the Department on a monthly basis.  
*March Enrolment Report:* The Report shows our enrolment continues to hold steady for this year.  
*Draft 2011-2012 School Calendar:* The draft Calendar was reviewed and will be presented for formal approval at the April 18<sup>th</sup> meeting.

**Operations**

*Report of the April 5<sup>th</sup> committee meeting:* A recommendation on repairs needed at the two bus garages was presented. The Committee is also reviewing the current practice of providing bus service to students in some communities and the department regulations and funding in this regard.

- 84/11 Hay/Foote: **THAT** we proceed with repairing the roof of the Elie bus garage at an estimated cost of \$35,000, as per the April 5<sup>th</sup> recommendation from the Operations/Finance Committee. -CARRIED-

**Finance**

**BY-LAW 39/11 – Sale of Debentures**

- 85/11 Foote/Skelton: **THAT** By-Law 39/11 be given second reading. -CARRIED-
- 86/11 Foote/Hay: **THAT** By-Law 39/11, being a By-Law to approve the sale of debentures for payment of expenses related to specific capital projects, and as attached hereto in full, be given third reading and finally passed. -CARRIED-

**Personnel**

- 87/11 Skelton/Lachance: **THAT** the Superintendent Staffing Report be approved as presented. -CARRIED-
- 88/11 Foote/Owen: **THAT** the application from employee #962 to participate in the Deferred Salary Leave Plan effective September, 2011, be approved. -CARRIED-

**Board Policy**

*Report of the March 24<sup>th</sup> Committee meeting:* The Committee is currently reviewing the policy on Abuse of Alcohol and Other Drugs, Policy BD as regards to items to be discussed in camera, the moratorium on overseas travel, and the policy and practices on community use of schools. The Committee is also gathering information on a possible general review of the Policy Manual.

The Board agreed by consensus that Policy JGB – Interrogation and Searches, should be reviewed by the Committee.

**General**

*Letter from St. François Xavier Country Kids Learning Centre re: new Centre* – referred to administration to explore options of new centre being built on division property.

*MSBA Executive Meeting Highlights* – Received as information.

“Reaching Out to All Learners” Workshop sponsored by MERN – Received as information.

Report on March 18 French Immersion Conference. A report was presented by Trustee Lachance. The focus of the conference was on the importance of offering more services in French, including immersion instruction for students.

Canadian School Boards Conference (CSBA) information. This will be brought back to a future meeting. The Board also directed, by consensus, that the Policy Committee should review existing policies on trustee professional development and bring back a recommendation for revisions or new policy.

Employee years of service and retirement recognition – Policy GBP. The Board agreed the current practice of sponsoring a lunch for all employees in the later part of June, at which time years of service and retirement gifts from the Board are presented, will continue for this year.

**CORRESPONDENCE**

K. Morrow-Penner, Director of Sandhill Singers Choir re: appreciation. Received as information.  
Manitoba Education re: 2010 Provincial Enrolment Report. Received as information.

89/11 Skelton/Lachance: **THAT** the Board do now resolve itself into a closed session, Committee of the Whole Board, for discussion of matters covered under Policy BD. -CARRIED-

The Operations Supervisor position, which is currently filled by the Human Resource Manager on an interim basis, was discussed.

90/11 Foote/Owen: **THAT** the Committee of the Whole rise and report. -CARRIED-

**MEETING REMINDERS**

Next regular Board meeting	Apr 18	7:00 p.m.
Personnel Committee meeting	Apr 20	7:00 p.m.
Personnel Committee meeting	Apr 28	5:00 p.m.
Regular Board meeting	May 2	7:00 p.m.
Board Policy Committee meeting	May 12	9:30 a.m.
Regular Board meeting	May 16	7:00 p.m.
Board/PRTA Liaison Committee meeting	June 9	5:00 p.m.

The meeting was declared adjourned at 10:50 p.m.

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Colleen Claggett Woods, Chair

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Agnes Gaultier, Secretary-Treasurer