

# MINUTES – PRAIRIE ROSE SCHOOL DIVISION

**July 4, 2011**

A regular meeting of the Board of Trustees of Prairie Rose School Division was held at the Division Office in Carman on Monday, July 4, 2011. The meeting was called to order at 7:00 p.m.

Present:       Ward I           Trustee Donna Cox  
                  Ward II           Trustee Karen Tjaden  
                  Ward III           Trustee Jim Hay  
                  Ward III           Trustee Colleen Claggett Woods  
                  Ward IV           Trustee Elaine L. Owen  
                  Ward V            Trustee Jack Foote  
                  Ward VII          Trustee Claude Lachance

Administration Bruce Wood, Superintendent  
                          Agnes Gaultier, Secretary-Treasurer

Regrets:       Ward VI           Trustee Rik Skelton  
                  Ward VIII        Trustee Frank Bruce

Also present: Reporter Glenn Hallick from the Valley Leader.

248/11 Tjaden/Hay: **THAT** the minutes of the June 20<sup>th</sup> regular meeting be approved as circulated.       -CARRIED-

249/11 Foote/Tjaden: **THAT**, with the addition of 6.4 – Renewal of Manitoba Schools Insurance and 11.3 – J. Bouchard re: thank you, the circulated agenda be approved for this meeting.       -CARRIED-

250/11 Hay/Owen: **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:

- Admin Action Report;
- Student Suspension Report;
- Superintendent Staffing Report;
- MSBA update;
- exit interviews update;
- staff evaluations process update;
- update on St. François Xavier Country Kids Learning Centre.

251/11 Tjaden/Owen: **THAT** the Committee of the Whole rise and report.       -CARRIED-

## **Superintendent's Report**

*Professional Development for 2011-2012:* Plans for 2011-2012 include a focus on training in early literacy for early years teachers, training for school administrators in Violence and Threat Assessment, inclusive education, as well as the on-going new-teacher orientation program.

*School Safety:* A meeting of representatives from MASS, MASBO and MPI regarding safety in school zones will hopefully lead to a pilot project between MPI and some schools to develop a program to raise awareness about the safety of students in school zones.

*June Enrolment Report:* The Report shows enrolment continues to be stable.

*Strategic Planning meeting:* September 22-23, 2011 have been set aside for this planning process.

## **Operations**

*Supervisor's Report:* The crawl space clean-up project at Carman Collegiate is now complete. Renovations at St. Laurent School will hopefully start in the late fall.

**Finance**

Secretary-Treasurer’s Report:

- Division Office business hours over the summer are 8:00 a.m. to 4:00 p.m. The office will be closed from 12:00 p.m. to 1:00 p.m. for lunch. The office is also closed on the following Fridays for staff vacation: July 8, 15, 22, 29, August 5, 12, 19 and 26.
- The Board approved by consensus the audit of all school accounts on a periodic basis, as per the schedule presented by the Secretary-Treasurer.

252/11 Tjaden/Hay: **THAT** the shared services agreements between Dufferin Christian School and Prairie Rose School Division for the provision of transportation, facilities, and clinician services for the 2011-2012 school year be approved and submitted to the Minister of Education. -CARRIED-

253/11 Foote/Tjaden: **THAT** the Division’s Manitoba Schools Insurance coverage be renewed for 2011/2012 and that the appropriate fees be paid accordingly. -CARRIED-

**Personnel**

254/11 Owen/Hay: **THAT** the Superintendent Staffing Report be approved as presented. -CARRIED-

**General**

255/11 Foote/Tjaden: **THAT** the Division assume responsibility for the administration and staffing of Blooming Prairie Colony School in the Homewood area, effective September 6, 2011. -CARRIED-

256/11 Lachance/Hay: **THAT** the Division renew its membership with the Manitoba School Boards Association for 2011-2012, and that the appropriate fees be paid accordingly. -CARRIED-

*Employee Recognition lunches:* The presentation of retirement and years-of-service gifts is now complete.

*Board/PRTA Literacy Initiative Report:* The books were presented to the Grade six students at the end of the year and were well received.

*Manitoba Association of Parent Councils membership:* The information regarding membership in MAPC will be sent to each School Parent Council.

**Correspondence**

Lord Selkirk School Division re: Student Information System. Received as information.  
Town of Carman Neighbors Who Care re: thank you. Received as information.  
J. Bouchard re: thank you.

**MEETING REMINDERS**

Next Regular Board meeting	Aug 29	7:00 p.m.
Regular Board meeting	Sept 12	7:00 p.m.
Regular Board meeting	Sept 19	7:00 p.m.
Board/Administration Strategic Planning	Sept 22-23	

The meeting was declared adjourned at 9:30 p.m.