

# MINUTES – PRAIRIE ROSE SCHOOL DIVISION

## September 10, 2012

A regular meeting of the Board of Trustees of Prairie Rose School Division was held at the Division Office in Carman on Monday, September 10, 2012. The meeting was called to order at 7:00 p.m.

The meeting was preceded by a presentation by Kathy Montgomery, teacher in Red River Valley School Division, on *Strong Beginnings*. This program refers to comprehensive assessment of students at the beginning of the year.

Present:	Ward I	Trustee Donna Cox
	Ward II	Trustee Karen Tjaden
	Ward III	Trustee Colleen Claggett Woods
	Ward III	Trustee Jim Hay
	Ward IV	Trustee Elaine L. Owen
	Ward VI	Trustee Rik Skelton
	Ward VII	Trustee Claude Lachance
	Ward VIII	Trustee Frank Bruce
	Administration	Bruce Wood, Superintendent Agnes Gaultier, Secretary-Treasurer Ron Sugden, Assistant Superintendent Richard Whitbread, Operations/Human Resource Manager

Regrets: Ward V Trustee Jack Foote

167/12 Hay/Owen: **THAT** the minutes of the August 27<sup>th</sup>, 2012 regular meeting be approved as circulated.

-CARRIED-

168/12 Bruce/Hay: **THAT**, with the addition of item 10.4 – Shared Services Agreements with Dufferin Christian School, the agenda be approved for this meeting.

-CARRIED-

*Presentation – “Strong Beginnings”*: Betty-Ann Tiltman, Principal, and Heather Hart, resource teacher, of St. François Xavier Community School, presented a request to pilot the *Strong Beginnings Program* in their school. The proposal is to use two days during which students attend school by appointments which replace regular classes. This allows the teachers to conduct in-depth assessment of each student to help them in supporting each student’s learning. This complements the observation and assessment which occurs over the first few weeks of school.

169/12 Owen/Skelton: **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:

- Strong Beginnings program;
- admin action report;
- Annual Student Suspension Report;
- Early Literacy Intervention Report for 2011-2012;
- Youth Health Surveys options – referred to the next meeting;
- 2011-2012 fiscal year-end;
- Superintendent Staffing Report.

170/12 Cox/Skelton: **THAT** the Committee of the Whole rise and report.

-CARRIED-

171/12 Cox/Bruce: **THAT** the topic “Strong Beginnings” be added to our agenda as item 10.5.

-CARRIED-

**Superintendent's Report**

*Starlite Colony School:* Enrolment will drop this September due to students transferring to the new colony in Borderland School Division.

*2012-2013 planning meeting date:* The Board has tentatively scheduled a planning meeting for November 1-2, 2012. Community consultation meetings prior to the start of the Budget process will be held the week of November 27.

*The Divisional Community Report:* The report will be reviewed by the Educational Programming Committee prior to its release.

*New Teacher Orientation sessions:* A Mentorship program for new teachers is under development.

*September 14 divisional in-service:* Faye Brownlie will be presenting on student assessment.

*Preliminary enrolment report:* The report shows enrolment at most schools is close to or higher than projections.

**Operations**

*St. Laurent School renovations project:* The project is slightly behind schedule but construction did not hinder school start-up.

- 172/12 Owen/Cox: **THAT** the Graysville playground equipment be stored as per the August 29, 2012 offer from Mr. George Gray on behalf of the community. -CARRIED-

**Finance**

- 173/12 Tjaden/Hay: **THAT** the July accounts showing total general expenditures of \$1,176,660.69 be approved as presented. -CARRIED-

**Personnel**

- 174/12 Lachance/Skelton: **THAT** the Superintendent Staffing Report be approved as presented. -CARRIED-

**General**

*Elections:* deferred to later in the meeting.

*MSBA re: meeting with Board:* This was referred to the Educational Programming/Public Relations Committee.

*MSBA re: Draft Trustee Code of Conduct Policy:* This was referred to the Board Policy Committee for review or revisions to our current policy.

- 175/12 Tjaden/Bruce: **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 2012-2013 school year be approved and submitted to the Minister of Education. -CARRIED-

- 176/12 Owen/Skelton: **THAT** St. François Xavier Community School be authorized to pilot the *Strong Beginnings* program for 2012/2013, and that a report be provided to the Board prior to June 30, 2012. -CARRIED-

**CORRESPONDENCE**

MSBA re: Voluntary Student Accident Insurance. Received as information.

CSBA re: New Vice-President. Received as information.

WE Day: Correspondence regarding activities and reports was received as information.

**BOARD ELECTIONS**

As per Section 29 (2) of the Public Schools Act, the re-organization of the Board was held. Secretary-Treasurer Gaultier presided over this section of the meeting.

- Tjaden/Bruce: **THAT** Bruce Wood and Ron Sugden be appointed scrutineers for the elections. -CARRIED-

***Election of Board Chair***

Trustee Skelton nominated Trustee Woods.  
Trustee Cox nominated Trustee Owen.

Ballots were distributed and counted, resulting in a tie vote. As per Board Procedural By-Law 23/06, a ballot was drawn to determine the winner.

Trustee Owen was declared elected ***Board Chair*** for the 2012-2013 year.

***Election of Board Vice-Chair***

Trustee Woods nominated Trustee Foote.  
Trustee Lachance nominated Trustee Woods.

Ballots were distributed and counted.

Trustee ***Woods*** was declared elected ***Board Vice-Chair*** for the 2012-2013 year.

***Election of Personnel Committee Chair***

Trustee Owen nominated Trustee Cox.

There being no further nominations, Trustee ***Cox*** was declared elected ***Personnel Committee Chair*** for the 2012-2013 year.

***Election of Educational Programming/Public Relations Committee Chair***

Trustee Woods nominated Trustee Lachance.

There being no further nominations, Trustee ***Lachance*** was declared elected ***Educational Programming/Public Relations Committee Chair*** for the 2012-2013 year.

***Election of Board Policy Committee Chair***

Trustee Bruce nominated Trustee Tjaden.

There being no further nominations, Trustee ***Tjaden*** was declared elected ***Board Policy Committee Chair*** for the 2012-2013 year.

***Election of Operations/Finance Committee Chair***

Trustee Hay nominated Trustee Skelton.

There being no further nominations, Trustee ***Hay*** was declared elected ***Operations/Finance Committee Chair*** for the 2012-2013 year.

The Board Chair and the four Committee Chairs, along with the Secretary-Treasurer, recessed to determine the membership of the standing Committees.

Board Chair Elaine Owen then assumed the Chair of the meeting.

<u>Personnel</u>	<u>Educational Programming Public Relations</u>	<u>Operations/ Finance</u>	<u>Board Policy</u>
COX (Chair) Hay Woods	LACHANCE(Chair) Bruce Woods	SKELTON(Chair) Foote Bruce	TJADEN (Chair) Hay Foote

177/12 Woods/Cox: **THAT** as per Board Policy DGA, the Board signing officers shall be one of Board Chair Elaine L. Owen, Vice-Chair Colleen Claggett Woods or Trustee Jim Hay, and Secretary-Treasurer Agnes Gaultier, or Superintendent Bruce Wood in the absence of the Secretary-Treasurer. -CARRIED-

178/12 Cox/Tjaden: **THAT** the election ballots be destroyed. -CARRIED-

A 10-minute recess was called at 9:50 p.m.

179/12 Woods/Hay: **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 personnel matter update was discussed.

180/12 Bruce/Hay: **THAT** the Committee of the Whole rise and report. -CARRIED-

**MEETING REMINDERS**

Next Regular Board meeting	Sept 17	7:00 p.m.
Regular Board meeting	Oct 1	7:00 p.m.

The meeting was declared adjourned at 10:25 p.m.

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Colleen Claggett Woods, Vice- Chair  
Elaine Owen, Board Chair

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Agnes Gaultier, Secretary-Treasurer