

# MINUTES – PRAIRIE ROSE SCHOOL DIVISION

**December 2, 2013**

A regular meeting of the Board of Trustees of Prairie Rose School Division was held at the Board Office in Carman on Monday, December 2, 2013. The meeting was called to order at 7:00 p.m.

Present:

Ward I	Trustee Donna Cox
Ward II	Trustee Karen Tjaden
Ward III	Jim Hay (7:20 p.m.)
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
Ward VIII	Trustee Frank Bruce

Administration Terry Osiowy, Superintendent  
Agnes Gaultier, Secretary-Treasurer  
Ron Sugden, Assistant Superintendent  
Wilma Ritzer, Student Services Administrator  
Kevin Affleck, Operations Supervisor

241/13 Woods/Tjaden: **THAT** the minutes of the November 18, 2013 regular meeting be approved as circulated. -CARRIED-

242/13 Foote/Woods: **THAT** the agenda for this meeting be approved as circulated. -CARRIED-

243/13 Bruce/Woods: **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:

- Superintendent's Report;
- Superintendent's Staffing Report;
- Student Code of Conduct/Suspension Report;
- finalization of the Board study session;
- HR Manager recruitment update;
- 2014/2015 Budget;
- MSBA Salary Bulletin;
- Operations Supervisor's Report;
- Parent concern re: transportation.

244/13 Woods/Tjaden: **THAT** the Committee of the Whole rise and report. -CARRIED-

## **Superintendent's Report**

*Superintendent's Report:* A letter from Manitoba Education regarding *Enhancing School Emergency Preparedness* was presented, along with a summary of the recent amendments to the *Safe Schools Regulation*. The *Violent Risk Threat Assessment Committee* met on November 21 to review our plan and procedures. The Committee will be reviewing and updating the procedures. A letter from a parent recognizing a staff member for his quick action in assisting a student in distress was presented. The Divisional *Early Literacy Intervention Results for 2012/2013* were presented and received as information.

245/13 Bruce/Hay: **THAT** the Superintendent Staffing Report be approved. -CARRIED-

**Operations**

*Operations Supervisor's Report:* The Town of Carman passed a by-law to reduce speeds in school zones in front of Carman Elementary School and Carman Collegiate to 30 km/hour. The Rural of Municipality of Cartier has been contacted regarding a reduced speed zone in front of St. Paul's Collegiate.

*Parent concern re: transportation:* The Board agreed by consensus this change is in line with policy.

246/13 Woods/Foote: **THAT** Trustee Bruce be authorized to attend a meeting of the RM of St. Laurent Council regarding the matter of municipal garbage dump service for the School. -CARRIED-

**Finance**

*Secretary-Treasurer's Report:* Office hours for the Division Office will be 8:00 a.m. to 12:00 p.m. and 1:00 p.m. to 4:00 p.m. during the Christmas break.

*St. François Xavier Day Care update:* Conditions of the draft lease were reviewed.

**General**

*MSBA Annual Convention:* The dates for the March annual convention were noted.

247/13 Tjaden/Hay: **THAT** attendance at the December 12 MSBA webinar *Getting Your House In Order* by Trustees Owen and Woods be approved. -CARRIED-

**CORRESPONDENCE**

MB Education re: Kids Help Phone. Received as information.

Rolling River School Division re: Nomination for Vice-President. Received as information.

**MEETING REMINDERS**

Next Regular Board meeting	Dec 16	7:00 p.m.
Board study session	Dec 5-6	
Operations/Finance Committee meeting	Dec 17	6:00 p.m.
Regular Board meeting	Jan 13	7:00 p.m.
Regular Board meeting	Jan 20	7:00 p.m.

The meeting was declared adjourned at 9:00 p.m.

---

Elaine L. Owen, Board Chair

---

Agnes Gaultier, Secretary-Treasurer