

MINUTES – PRAIRIE ROSE SCHOOL DIVISION

January 13, 2014

A regular meeting of the Board of Trustees of Prairie Rose School Division was held at the Board Office in Carman on Monday, January 13, 2014. 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
 Ward III Trustee Colleen Claggett Woods
 Ward IV Trustee Elaine L. Owen
 Ward V Trustee Jack Foote
 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

Regrets: Ward VI Trustee Rik Skelton

01/14 Tjaden/Woods: **THAT** the agenda for this meeting be approved as circulated. -CARRIED-

02/14 Hay/Bruce: **THAT** the minutes of the December 16, 2013 regular meeting be approved as circulated. -CARRIED-

School/Division Program Presentations

Mr. B. Yaworsky, Principal of Elm Creek School, presented information on the school profile, including total enrolment, the number of students needing individualized programs and support, the staffing complement and adjustments made within available resources to meet individual student needs. Mr. Yaworsky left at 7:35 p.m. after answering several questions from board members.

Report of Senior Administration

Superintendent Report: The Personnel/Staffing Report was attached. The December Student Enrolment Report shows an overall increase of two students. The Provincial Assessments schedule was presented, including a list of the teachers attending the local marker training session, and then assuming responsibility for each divisional marking session. Each provincial assessment is weighted for 30% of the students' final grade, except for Essential Mathematics where the weighting has been set at 25%. The subjects include Grade 12 English Language Arts, Grade 12 Applied Mathematics, Grade 12 Essential Mathematics and Grade 12 Pre-Calculus. A ski trip to Assesippi by 38 students from St. Paul's Collegiate was approved, as per Policy IGH. The departure date is set for Sunday, February 9, and the return date is Monday, February 10, 2014. Highlights of the December 17th Administrative Council meeting include an update on the Community Consultation meetings and the Board of Trustees December 5-6 Study Session, presentations on divisional technology, formula for professional staffing, TPM software for student data tracking, and professional development for 2014-2015.

Operations Supervisor Report: The capital roofing project at Miami School was completed today. Trustee Bruce and Kevin met with Council of the Rural Municipality of St. Laurent regarding garbage tipping fees and service. The issues should hopefully be resolved with the hiring of a new contractor effective January 1, 2014. Some asbestos remediation in the crawl space at Elm Creek School was conducted over the Christmas break. This work was completed as expected without issue.

Secretary-Treasurer Report: The meeting schedule for development of the 2014/2015 Budget was reviewed.

Reports of Board Committees

Operations/Finance Committee – December 17th, 2013 meeting: The Committee reviewed the transportation rates for use of buses for field trips and other transportation services for Dufferin Christian School and our schools. The bus replacement schedule was reviewed, with a recommendation to return to the plan of purchasing five new buses in every two-year period. A recommendation will be brought forward to increase the in-town trip rate. The Committee also recommends the Division participate in the provincial tender process for purchase of new buses.

Communications for Action

Safe and Caring Schools Workshop: Three trustees have indicated they would like to attend.

MSBA Trustee Long Service Award: Trustee Rik Skelton will qualify for the 16-year award.

MSBA Regional meeting: Two trustees will be attending this meeting on January 23rd on behalf of the Board.

Motions

- 03/14 Bruce/Hay: **THAT** we accept the Superintendent Staffing Report as presented. -CARRIED-
- 04/14 Woods/Cox: **THAT** we accept the Report from Senior Administration as presented. -CARRIED-
- 05/14 Bruce/Woods: **THAT** the transportation user fees be set as recommended by the Operations/Finance Committee, effective September, 2014. -CARRIED-
- 06/14 Bruce/Hay: **THAT** we include the purchase of three new buses in the 2014/2015 Budget, and that \$150,000 be included as a Transfer to Bus Reserve in the budget to cover the costs of purchasing a total of five new buses every two years. -CARRIED-
- 07/14 Bruce/Woods: **THAT** the in-town trip rate be increased to \$3.00 per trip, effective January 1, 2014. -CARRIED-
- 08/14 Bruce/Hay: **THAT** the Division participate in the provincial bus tender process for the 2014-2015 school year. -CARRIED-
- 09/14 Foote/Woods: **THAT** attendance at the January 23 MSBA regional meeting by trustees Foote and Woods be approved. -CARRIED-
- 10/14 Woods/Bruce: **THAT** attendance at the February 10, 2014 Safe and Caring Schools Workshop by trustees Cox, Foote and Woods be approved. -CARRIED-

Communication for information

MSBA to Minister of Education re: First Nation education.

Brandon School Division to MSBA re: early learning and child care.

Seine River School Division to City of Winnipeg re: snow clearing plans and student safety.

MSBA Policy/Position Statement.

Announcements

Next Regular Board meeting	Jan 20	7:00 p.m.
Committee of the Whole re: Budget	Jan 15	7:00 p.m.
Regular Board meeting	Feb 3	7:00 p.m.
Board Policy Committee meeting	Feb 5	5:30 p.m.
Committee of the Whole re: Budget	Feb 6	7:00 p.m.
Committee of the Whole re: Budget	Feb 11	7:00 p.m.
Committee of the Whole re: budget	Feb 20	7:00 p.m.
Committee of the Whole re: Budget	Mar 6	7:00 p.m.

A 10-minute recess was called at 8:05 p.m.

- 11/14 Foote/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:

- special transportation request;
- request for transportation from non-resident family;
- personnel matters;
- HR Coordinator position and salary grid;
- questions arising from the Senior Administration reports.

- 12/14 Foote/Bruce: **THAT** the Committee of the Whole rise and report. -CARRIED-

- 13/14 Foote/Woods: **THAT** we provide transportation service to a non-resident family residing at n.e.34-9-6 in the Rural Municipality of Grey. -CARRIED-

- 14/14 Cox/Woods: **THAT** the job description and salary grid for the new position of *Human Resource Coordinator* be approved as presented. -CARRIED-

- 15/14 Woods/Cox: **THAT** N. Nitsche be appointed Interim Principal of Miami School during the absence of the current principal. -CARRIED-

The meeting was declared adjourned at 9:15 p.m.

Elaine L. Owen, Board Chair

Agnes Gaultier, Secretary-Treasurer