

MINUTES – PRAIRIE ROSE SCHOOL DIVISION

January 20, 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 20, 2014. The meeting was called to order at 7:00 p.m. by Vice-chair Colleen Claggett Woods.

Present: Ward I Trustee Donna Cox
 Ward II Trustee Karen Tjaden
 Ward III Trustee Colleen Claggett Woods
 Ward V Trustee Jack Foote
 Ward VI Trustee Rik Skelton
 Ward VII Trustee Claude Lachance

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

Regrets: Ward III Jim Hay
 Ward IV Trustee Elaine L. Owen
 Ward VIII Trustee Frank Bruce

16/14 Cox/Tjaden: **THAT**, with the addition of item 2.07.1 – Special Board meeting on March 10th to approve special levy and the Budget, the agenda for this meeting be approved as circulated. -CARRIED-

17/14 Foote/Lachance: **THAT** the minutes of the January 13, 2014 regular meeting be approved as circulated. -CARRIED-

School/Division Program Presentations

Ms. F. Pahl, Principal of École St-Eustache, presented information on the school. This is the Division's only K-6 French Immersion School, and there are several activities unique to this program, including "Radio Scolaire Cheval Blanc" with four broadcasts during the year. The school focuses on the four themes of Belonging, Mastery, Generosity and Independence from the "Circle of Courage" model of positive youth development with all of the students.

Report of Senior Administration

Superintendent Report: The Personnel/Staffing Report was attached. A Career Technology Studies joint meeting will be held on February 10, 2014, involving the Superintendents and CTS Coordinators from Prairie Rose, Prairie Spirit, Southwest Horizon, Turtle Mountain, Lakeshore, Evergreen, Interlake and Pine Creek School Divisions. Ann Lacroix, the Division French Revitalization Coordinator is currently working on completing the January 2014 Interim Report and the Grant application for 2014-2015. Ann will be presenting at the February 3rd board meeting. Information on the January 31st Early Years and Middle Years divisional inservices was presented. The day's topics include *Strong Beginnings*, and *How to teach Maths more effectively* by presenter Dr. Ralph Mason. The March 14th Senior Years inservice will include presentations and panel discussions on *Preparing Students for Success* in the morning, and a presentation on *Lines in the Sand* by Dr. Ken McCluskey. A report on the Divisional Graduation Rates was presented, showing comparisons between our division and the provincial data.

Operations Supervisor Report: Final review of construction drawings and specifications for the building envelope project at St. Laurent School will be released on January 20th. The *Bus Ridership Handbook* is being reviewed and edited.

Secretary-Treasurer Report: The accounts list for December was presented for approval. A recommendation to approve final payment for construction of the new WAN tower at Miami School was presented. Information on grants from the Carman Area Foundation to support disadvantaged children for four of our schools was presented.

Reports of Board Committees

Board Policy Committee – January 9, 2014 meeting: The Committee recognizes that in order to process the revisions properly, it will not be possible to complete the full review of the Policy Manual by this coming June 30th. The Committee supports the recommendations that the Board of Trustees is responsible for policy development and Senior Administration is responsible for developing the required procedures and exhibits that ensure the approved policies are implemented in the Division. The Committee recommends that procedures and exhibits are presented as information in the Senior Administration Report to the Board of Trustees at the regular meetings.

Communications for Action

MSBA webinar Getting Your House in Order. Trustee Colleen Claggett Woods will attend.

Business Arising from previous delegation/Board meetings

18/14 Foote/Cox: **THAT** a special board meeting be held on Monday, March 10, 2014 for the purpose of approving the 2014-2015 Budget and the 2014 Special Levy, with an alternate date of Tuesday, March 11, 2014 if the Board is unable to meet on March 10th. -CARRIED-

Motions

19/14 Skelton/Tjaden: **THAT** we accept the Superintendent Staffing Report as presented. -CARRIED-

20/14 Tjaden/Skelton: **THAT** we accept the Report from Senior Administration as presented. -CARRIED-

21/14 Tjaden/Lachance: **THAT** the December accounts showing total general expenditures of \$2,723,502.01 be approved as presented. -CARRIED-

22/14 Cox/Foote: **THAT** payment to Bison Wireless in the amount of \$50,315.63 be approved as final payment for this project, and that the total cost of the construction of the new WAN tower at Miami School be paid from the Technology Upgrade Reserve. -CARRIED-

23/14 Skelton/Tjaden: **THAT** we accept the January 9, 2014 Board Policy committee Meeting Report. -CARRIED-

24/14 Tjaden/Cos: **THAT** attendance at the January 30 MSBA Webinar *Getting Your House in Order* by trustee Colleen Claggett Woods be approved. -CARRIED-

Communication for information

MSBA re: 2014 Presidents’ Council Award.
MSBA 50th Annual Convention.

Announcements

Next 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.
Special Board meeting re: Budget	Mar 10	7:00 p.m.

A 10-minute recess was called at 8:35 p.m.

25/14 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;
- personnel matter;
- questions arising from the Senior Administration reports;
- Director of Student Services job description.

26/14 Foote/Cox: **THAT** the Committee of the Whole rise and report. -CARRIED-

27/14 Lachance/Skelton: **THAT** based on special circumstances, the Board of Trustees allow access to existing in-town bus transportation for a student living within the Town of Carman, starting immediately until March 31, 2014. -CARRIED-

28/14 Lachance/Cox: **THAT** the job description for the position of *Director of Student Services* be approved as presented. -CARRIED-

The meeting was declared adjourned at 9:10 p.m.

Colleen Claggett Woods, Vice-Chair

Agnes Gaultier, Secretary-Treasurer