

MINUTES – PRAIRIE ROSE SCHOOL DIVISION

November 4, 2013

A regular meeting of the Board of Trustees of Prairie Rose School Division was held at the Board Office in Carman on Monday, November 4, 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
	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

- 218/13 Woods/Hay: **THAT** the minutes of the October 21, 2013 regular meeting be approved as circulated. -CARRIED-
- 219/13 Woods/Bruce: **THAT** the agenda for this meeting be approved as circulated. -CARRIED-
- 220/13 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 following matters were discussed:

- Presentation by S. McCutcheon, Reeve, RM of Dufferin, re: Graysville recreation equipment;
- Presentation by L. Renton, C. Brown and C. Burke on behalf of the Country Kids Day Care Centre in St. François Xavier;
- Superintendent's Report;
- Superintendent's Staffing Report;
- Student Code of Conduct/Suspension Report;
- Board retreat/planning meeting;
- Report of October 28 Operations/Finance Committee meeting;
- HR Manager hiring process;
- Audited Financial Statement – meeting with Mr. Greg Bradshaw, CA.

- 221/13 Bruce/Tjaden: **THAT** the Committee of the Whole rise and report. -CARRIED-

Presentation of 2012-2013 Audited Financial Statement: Mr. Greg Bradshaw, CA, from the firm Craig and Ross, presented the Audited Financial Statement for the 2012-2013 fiscal year. The operating account ended the year with a surplus of \$38,732, and no issues or qualifiers were identified during the audit process.

Superintendent's Report

Superintendent's Report: A workshop on *Reading is Thinking* was held at the Division Office on October 22. This workshop was conducted by Shelly Warkentin from Manitoba Education, and included teams from Carman Collegiate, St. Laurent School, St. Paul's Collegiate, Elm Creek and Miami Schools, and Hutterian Colony School. The Division will be participating in the *Tell Them From Me* Survey. This is a three-year, province-wide survey for Grades 4-12 students, and will provide information on topics such as the prevalence of bullying, types of bullying, where and when bullying occurs, measures that prevent bullying, and school and student safety.

WE Day Report: Assistant Superintendent R. Sugden reported on this event attended by students from four of our schools: Carman Collegiate, St. Laurent School, St. Paul's Collegiate, and École St. Eustache. 108 students from our Division have been busy this past year dedicating themselves to local and global change.

- 222/13 Woods/Skelton: **THAT** the Superintendent Staffing Report be approved. -CARRIED-
- 223/13 Woods/Bruce: **THAT** a trustee study session be held December 5 and 6, 2013, as recommended by the Committee of the Whole Board. -CARRIED-

Operations

Operations Supervisor's Report: The Miami roofing project is wrapping up, and should be completed shortly. The stops for the bus route in the north end of the Town of Carman have been changed effective October 30th. These new stop locations will improve safety as they are located away from busy intersections.

Finance

- 224/13 Foote/Hay: **THAT** the Audited Financial Statement for the year ended June 30, 2013 be approved as presented. -CARRIED-

Report of October 28th Operations/Finance Committee meeting: A recommendation was presented to increase trustee indemnities effective July 1, 2013. A recommendation to share revenues from school rentals was presented for board consideration.

BY-LAW 48/13 – Trustee Indemnities

- 225/13 Skelton/Bruce: **THAT** By-Law 48/13, being a By-Law to increase trustee indemnities by approximately 2% overall effective July 1, 2013, and as attached hereto in full, be given first reading. -CARRIED-
Trustee Lachance asked to have his vote in favor of this motion recorded in the minutes.
- 226/13 Skelton/Woods: **THAT** By-Law 48/13 be given second reading. -CARRIED-
Trustee Lachance asked to have his vote in favor of this motion recorded in the minutes.
- 227/13 Skelton/Woods: **THAT** By-Law 48/13, being a By-Law to increase trustee indemnities by approximately 2% effective July 1, 2013, and as attached hereto in full, be given third reading and finally passed. -CARRIED-
Trustee Lachance asked to have his vote in favor of this motion recorded in the minutes.
- 228/13 Foote/Hay: **THAT** the September accounts showing total general expenditures of \$2,560,599.92 be approved as presented. -CARRIED-
- 229/13 Bruce/Skelton: **THAT** 2013-2014 facility rental revenues of \$1,000 be shared with Elm Creek School and \$4,500 with St. François Xavier School, for purchase of equipment or materials to benefit all students, with all purchases subject to the approval of the Secretary-Treasurer. -CARRIED-

Board Policy

The report of the October 30th Committee meeting was presented. The Committee recommends the policy manual review consultants present their report to the full board at the December study session. The Committee also recommends we pay the final amounts on the contract to the two consultants.

- 230/13 Tjaden/Foote: **THAT** the final payment to the policy manual review consultants in the amount of \$6,000 be approved. -CARRIED-

General

Public Consultation meetings: Three public consultation meetings will be held as part of the budget process as follows: Tuesday, November 26 at Roland School; Wednesday, November 27 at Carman Elementary School, and Tuesday, December 3 at École St. Eustache.

MSBA Nominations for the 2014 Premier Award for School board Innovation: Referred to administration.

MSBA 2014 Student Citizenship and George Harbottle Memorial Awards. Referred to administration.

- 231/13 Tjaden/Bruce: **THAT** we agree to lease space to the Country Kids Learning Centre for the purpose of constructing a daycare building on the St. François Xavier School property, subject to satisfactory lease arrangements. -CARRIED-

A 10-minute recess was called at 8:40 p.m.

- 232/13 Woods/Lachance: **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 Graysville recreation equipment matter was discussed.

- 233/13 Woods/Bruce: **THAT** the Committee of the Whole rise and report. -CARRIED-

- 234/13 Bruce/Skelton: **THAT** \$10,000 be set aside by the Division, in trust, for purchase or upgrade of capital recreation equipment in Graysville as agreed to with the Rural Municipality of Dufferin, and that these funds be held in trust until December 31, 2015, after which any unused funds will revert back to Divisional general revenues. -CARRIED-

MEETING REMINDERS

Next Regular Board meeting	Nov 18	7:00 p.m.
Public consultation meeting – Roland School	Nov 26	7:00 p.m.
Public consultation meeting – Carman Elementary School	Nov 27	7:00 p.m.
Regular Board meeting	Dec 2	7:00 p.m.
Public consultation meeting – École St. Eustache	Dec 3	7:00 p.m.
Board study session	Dec 5-6	

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

Elaine L. Owen, Board Chair

Agnes Gaultier, Secretary-Treasurer