

MINUTES – PRAIRIE ROSE SCHOOL DIVISION

May 5, 2014

A regular meeting of the Board of Trustees of Prairie Rose School Division was held at the Board Office in Carman on Monday, May 5, 2014. The meeting was called to order by Vice-chair Colleen Claggett Woods.

Present: Ward I Trustee Donna Cox
 Ward II Trustee Karen Tjaden
 Ward III Jim Hay
 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 IV Trustee Elaine L. Owen
 Ward VIII Trustee Frank Bruce

113/14 Cox/Foote: **THAT** the agenda for this meeting be approved as circulated. -CARRIED-

114/14 Foote/Skelton: **THAT** the minutes of the April 21, 2014 regular meeting be approved as circulated. -CARRIED-

School/Division Program Presentations

Teachers Alvin Gross, Mandy Nykolaishen and Lindsay Girard presented a report on the National Middle Years Conference they had attended in the fall. This three-day conference offered over 400 choices in different sessions. The main themes of the Conference were building relationships, challenging students, and engagement. The group recently presented at the Divisional in-service using materials and information from this conference.

St. François Xavier principal Betty-Ann Tiltman, along with teacher Laurie Bracken, presented on the Literacy Support Program in their school. This program provides individual and small group instruction for students in both reading and math to improve their skills in these subjects, and has been very successful.

Report of Senior Administration

Superintendent Report: The Personnel/Staffing Report was presented. The French Revitalization Program had a Franco Fun cultural event at Elm Creek on April 17th at Elm Creek. Approximately 168 students from grades 3 and 4 taking French courses at Miami, Roland, Carman Elementary, St. Laurent, St. François Xavier and Elm Creek Schools participated in the event. Draft Policy AE – Planning Cycle and Regulations AE-R were presented for Board review and feedback. This policy is currently under consideration by the Policy Committee. A letter from the Department of Education re: Pre-Calculus Mathematics and Achievement Test Follow-up was presented. Funding for the Midland Adult Education Centre for next year was announced by the Minister of Multiculturalism and Literacy. Teacher Recruitment Procedures were presented for information.

Operations Supervisor Report: Quotes are being obtained for the replacement of ceiling tiles at St. Laurent School. As per the Budget, three buses have been ordered for 2014-2015. A new 2014 truck was purchased for the Division, as per the budget approved by the Board. This vehicle was purchased from Janzen Pontiac in Carman, based on the lowest quote.

Secretary-Treasurer Report: A letter was sent to the Rural Municipality of St. Laurent regarding the possibility of offering library services to the community on a pilot basis. We are awaiting a response from the Municipality. Trustees were reminded that MSBA is seeking volunteers for the various Association committees. A brief report was provided on the workshop “The Role of the Secretary-Treasurer” sponsored by MASBO, MSBA, and MASS.

Reports of Board Committees

Policy Committee – April 29, 2014 Meeting Report

Policy AC – Respect for Human Diversity and Sexual Orientation and Gender Identity will be presented for Board consideration. Section H – Negotiations, was reviewed, and the Committee started the review of Section K – School-Community Relations.

Communications for Action

Request for a personal leave for this Board meeting from Trustee Elaine Owen will be approved by Board motion.

Business Arising from previous delegation/Board meetings

Board agenda format: Proposed changes will be brought forward as a motion.

Motions/By-Laws

115/14 Tjaden/Cox: **THAT** we accept the Superintendent’s Staffing Report as presented. -CARRIED-

116/14 Tjaden/Hay: **THAT** we accept the Senior Administration Report as presented. -CARRIED-

117/14 Tjaden/Hay: **THAT** we accept the Report of the April 29, 2014 Policy Committee -CARRIED-

118/14 Cox/Tjaden: **THAT** Policies BB - School Board Elections; BBB -Board Staff Officers; BBC - Board Organizational Meeting; BBE - Board Member Oath of Office; BBF - Board Member Conflict of Interest; BAC - Planning Cycle; BC - School Board Meetings; BCA - Board Meeting Procedures; BCAA - Electronic Meetings; BCB - Duties of the Chair of the Board; BCC - Duties of the Vice-Chair of the Board; BCE - Notification of Board Meetings; BCF - Emergency Board Meetings; BCG - Agenda Format; BCH- Agenda Preparation and Dissemination; BCI- Quorum; BCJ - Rules of Order; BCK – Parliamentarian; BCL - Suspension of Rules of Order; BCM - Voting Methods; BCN - By-Laws; BD - Public Participation at Board Meetings; BDA - Special Procedures for Conducting Hearings; BDC - Distribution of Board Minutes ; BDE - School Board Representation on Divisional/Community Organizations/Committees, BEA - Policy Adoption; BEB - Policy Dissemination; BEE - Policy Manual Accuracy Check; BEF -Communication Procedures for Handling Controversial Issues; BF- School Board Work Sessions and Retreats; BFA - Evaluation of School Board Operational Procedures; BG - Board Member Qualifications; BGC - Board Member Visitation to Classrooms; BGG - Board Member Resignation; BGH - Board Member Removal from Office; and BGI - Unexpired Term Fulfillment, be deleted. -CARRIED-

119/14 Hay/Lachance: **THAT** Policies BA - Board Operational Goals, BB - School Board Legal Status; BBA - School Board Powers and Duties; BDB - Board Officers; BDE - Board Committees; BHC - Board-Staff Communications; BEDI - News Media at Board Meetings; BGA - Policy Development System; BGB - Policy Adoption; BGC - Policy Review and Evaluation; BGF - Suspension of Policies; BBAA - Board Member Authority; and BCA - School Board Member Code of Conduct, be approved as revised. -CARRIED-

120/14 Foote/Hay: **THAT** administrative rules/procedures and exhibits BGA-E - Request to Change Policy Manual Form; BGB-R Policy Dissemination; and BHC-R Board – Staff Communications Protocol, be received as information. -CARRIED-

121/14 Tjaden/Hay: **THAT** the current agenda be revised such that motions are considered immediately following presentation of the matter, and that this format be adopted on a trial basis until the August regular board meeting. -CARRIED-

122/14 Skelton/Tjaden: **THAT** the request from Trustee Elaine L. Owen for a personal leave of absence for this meeting be approved. -CARRIED-

NOTICE OF MOTION

Trustee Tjaden presented Notice that Policy AC – Respect for Human Diversity and Sexual Orientation and Gender Identity will be presented for approval at the next regular meeting.

Trustee Tjaden presented Notice that a motion to delete the following policies will be presented at the next regular meeting:

- HA – Negotiations Goals;
- HB – Negotiations Legal Status;
- HC – Privileges of Staff Negotiating Organizations.

Trustee Tjaden presented Notice that the following note will be presented for addition to Section H of the Policy Manual:

NEGOTIATIONS The Prairie Rose School Division utilizes the National Education Policy Network system to code and classify policies. This system was designed to serve school boards across North America. Not all titles in the indexes of the system are appropriate to the Division. In Manitoba, labour relations, including collective bargaining are governed by Provincial Statutes and The Labour Relations Act. The Division, therefore, does not have local policy on negotiations. For further information, please consult the links below: Provincial Statutes: <http://web2.gov.mb.ca/laws/statutes/index.php> The Labour Relations Act: <http://web2.gov.mb.ca/laws/statutes/ccsm/1010e.php>

Communication for information

River East Transcona School Division re: MSBA governance review.
Department of Education re: Safe and Caring School support document.

Announcements

Next Regular Board meeting	May 20	7:00 p.m.
Policy Committee meeting	May 28	5:30 p.m.

A 10-minute recess was called at 8:45 p.m.

123/14 Tjaden/Foote: **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:

- Hiring process for Carman Elementary Vice-Principal position;
- Collective bargaining;
- questions arising from the Senior Administration Reports.

124/14 Cox/Foote: **THAT** the Committee of the Whole rise and report. -CARRIED-

125/14 Foote/Cox: **THAT** trustees Jim Hay and Colleen Claggett Woods be named as Board representatives for the Carman Elementary School Vice-Principal Selection Committee. -CARRIED-

The meeting was declared adjourned at 9:40 p.m.

Colleen Claggett Woods, Board Vice-Chair

Agnes Gaultier, Secretary-Treasurer