

# MINUTES – PRAIRIE ROSE SCHOOL DIVISION

**August 25, 2014**

A regular meeting of the Board of Trustees of Prairie Rose School Division was held at the Board Office in Carman on Monday, August 25, 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            Trustee Colleen Claggett Woods  
                  Ward III            Trustee Jim Hay  
                  Ward IV            Trustee Elaine L. Owen  
                  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  
                          Kevin Affleck, Operations Supervisor  
                          Lorraine Girouard, Assistant to the Secretary-Treasurer

Absent:        Ward VIII        Trustee Frank Bruce

176/14 Skelton/Hay: **THAT** the agenda for this meeting be approved as circulated. -CARRIED-

177/14 Foote/Woods: **THAT** the minutes of the July 7, 2014 regular meeting be approved as circulated. -CARRIED-

## **Report of Senior Administration**

*Superintendent Report:* The Personnel/Staffing Report was attached. The annual student suspension report was attached, including historical data back to 2003/2004. Suspension numbers are decreasing. New forms and process for professional growth plans and performance evaluations of teaching staff was presented. Meetings with the school principals will take place in order to receive their feedback on how to make it a more positive experience. A letter from the Minister of Education and Advanced Learning announcing the French Revitalization funding for 2014/2015 was received as information. Smudging Protocol and Guidelines for School Divisions from the Department of Education was attached. Eighteen (18) new teachers attended the New Teacher Orientation at the Division Office on August 21 & 22, 2014. Positive feedback on the topics presented has been received from the new teachers.

178/14 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:

CUPE Grievance Presentation

Discussion was deferred until next regular Board meeting.

179/14 Woods/Hay: **THAT** the Committee of the Whole rise and report. -CARRIED-

A 5 minute recess was called at 9:00 p.m.

*Operations Supervisor Report:* The water line at the Elie Bus Garage thawed on July 23<sup>rd</sup>. The Division is working with the neighbouring business on a water line replacement solution that would prevent this from occurring again. St. Laurent ceiling tiles have been replaced. PSFB has extended the completion date for the St. Laurent capital project. Summer capital projects included new kitchen millwork at St. Paul’s Collegiate home economics lab, new flooring and paint at Carman Collegiate library, new windows at Miami School as well as other mechanical projects. Bus driver evaluations will continue in September. All but one bus route have been filled for September. Recruitment for more bus drivers is continuing. Two of the three new buses have arrived and will be in service in September.

*Secretary-Treasurer Report:* June and July accounts were presented. The second invoice from the R.M. of Dufferin for the Graysville playground equipment was received. Volunteers will assemble the equipment and will be supervised by a technician from the company supplying the equipment. Ads were placed in the local papers regarding trustee elections in the fall. Country Kids Learning Centre is reviewing the lease agreement provided by the Division.

- 180/14 Hay/Woods: **THAT** the Report from Senior Administration be received as presented. -CARRIED-
- 181/14 Foote/Cox: **THAT** the June accounts showing total general expenditures of \$4,482,132.73, and the July accounts showing total general expenditures of \$1,493,268.25 be approved as presented. -CARRIED-
- 182/14 Woods/Skelton: **THAT** the rate for the Voting Officials for 2014 be set at \$280 per day. -CARRIED-
- 183/14 Woods/Cox: **THAT** effective October 1, 2014, the group extended health care plan for the Division Office staff be changed to the new Blue Cross Extended Health Care Platinum Plan that will be mandatory for new employees upon hiring, and that this Plan include the Platinum Vision coverage option. -CARRIED-
- 184/14 Cox/Hay: **THAT** the minutes of the July 7, 2014 Personnel Committee Meeting be received as presented. -CARRIED-
- 185/14 Woods/Cox: **THAT** The Division insurance coverage under the Manitoba Schools Insurance program be renewed for the year July 1, 2014 to June 30, 2015. -CARRIED-
- 186/14 Cox/Skelton: **THAT** the Division Universal Student Accident Insurance plan through Industrial Alliance be renewed for the year September 1, 2014 to August 31, 2015. -CARRIED-
- 187/14 Woods/Cox: **THAT** the shared services agreements between Dufferin Christian School and Prairie Rose School Division for the provision of transportation, facilities, and clinician services for the 2014-2015 school year be approved and submitted to the Minister of Education. -CARRIED-
- 188/14 Cox/Woods: **THAT** the request for transportation to Miami School from a residence located at s.w. 15-7-6 be approved. -DEFEATED-

**BY-LAW 50/14: Sale of Debentures**

- 189/14 Woods/Lachance: **THAT** By-Law 50/14, being a By-Law to approve the sale of debentures for the Miami roof project, and as attached hereto in full upon completion, be given first reading. -CARRIED-
- 190/14 Tjaden/Hay: **THAT** revised policy ADD – Code of Conduct – Safe Schools be approved as revised. -CARRIED-
- 191/14 Tjaden/Hay: **THAT** new policy GBAA-Harassment and new Policy JK-Student Discipline be approved as presented. -CARRIED-
- 192/14 Tjaden/Hay: **THAT** Regulation GBAA-R and Exhibit GBAA-E be received. -CARRIED-

193/14 Tjaden/Hay: **THAT** Regulation JK-R – Student Discipline be received. -CARRIED-

194/14 Tjaden/Hay: **THAT** the following policies be deleted:

- KAA School-Community Objectives (included in KA)
- KC News Releases (changed to KDD-R)
- KCA News Conferences and Interviews (changed to KDD-R)
- KDA Emergency Use of School Facilities (included in KF)
- KDB Public Conduct on School Property (PSA)
- KDC Smoking on School Property at Public Functions (included in AI)
- KDD Alcohol on School Property - Public (included in AJ)
- KFAE Public Complaints About Learning/Instructional Resources (included in IJ)
- KFB Public Complaints About Personnel (included in KE)
- KFC Public Complaints About Policies (included in KE)
- KGB Relations With Government Authorities
- KGD Relations With Health Authorities
- KGE Relations With Police Authorities
- KGF Relations With Fire Department Authorities
- KGH Relations With Local Municipal Authorities -CARRIED-

195/14 Tjaden/Hay: **THAT** the following policies be adopted:

- KA School-Community Relations Goals and Objectives
- KD (formerly KB) Public Information Program
- KC (formerly KBA) Community Involvement In Decision Making
- KF (formerly KD) Community Use of School Facilities
- KHA (formerly KE) Public Solicitations in the Schools
- KGD (formerly KEA) Partnerships and Sponsorships
- KI (formerly KEB) Visitors to the Schools
- KE (formerly KFE) Public Complaints/Concerns
- KJ (formerly KG) Relations with Community Organizations
- KHC (formerly KGA) Materials Distribution in the Schools
- KB (formerly KGC) Relations With Parent Advisory Councils
- KCC (formerly KGI) Relations With Political Parties -CARRIED-

196/14 Tjaden/Hay: **THAT** the following proposed policy be adopted:

- KDD Media Relations -CARRIED-

**Communications for Information**

- A. Abbott-Wiebe re: Thank you. Received as information.
- B. Grindell re: Thank you. Received as information.
- D. Hanks re: Thank you. Received as information.
- K. Nicolajsen re: Thank you. Received as information.

**Announcements**

Next Regular Board meeting Sept.8 7:00 p.m.

197/14 Foote/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:

- Secretary-Treasurer recruitment
- Collective Bargaining update
- Secretary-Treasurer's Report: trustee years of service recognition
- Secretary-Treasurer retirement.

198/14 Woods/Bruce: **THAT** the Committee of the Whole rise and report. -CARRIED-

The meeting was adjourned at 10:40 p.m.

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Elaine L. Owen, Board Chair

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Agnes Gaultier, Secretary-Treasurer