

# MINUTES – PRAIRIE ROSE SCHOOL DIVISION

**September 22, 2014**

A regular meeting of the Board of Trustees of Prairie Rose School Division was held at the Board Office in Carman on Monday, September 22, 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 Jim Hay
Ward III	Trustee Colleen Claggett Woods
Ward V	Trustee Jack Foote (7:05)
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  
Louise Duncan, Student Services Director  
Lorraine Girouard, Assistant to the Secretary-Treasurer

Regrets: Ward IV Trustee Elaine L. Owen

The meeting was called to order by Vice-Chair Colleen Claggett Woods.

209/14 Hay/Cox: **THAT** the agenda for this meeting be approved as circulated. -CARRIED-

210/14 Bruce/Tjaden: **THAT** the minutes of the September 8, 2014 regular meeting be approved as circulated. -CARRIED-

## **20K3 Divisional Implementation Presentation**

Ron Sugden presented an overall picture of the Division's K-3 classroom sizes and how Prairie Rose School Division can meet the Department's requirements by September 2017. We currently have 33 K-3 classes. As per the Department's formula, we would require a minimum of 29 classes of 20 or less students and no more than 4 classes of 21-23 students. This could possibly result in split classes in order to meet the requirements. Tia Cummings, the Department Consultant, along with three members of the senior administration staff visited 4 schools where classroom size and space may be a concern. Based on current enrolment trends, Division would have to hire an additional 3 teachers to be 20K3 compliant by 2017.

## **Report of Senior Administration**

*Superintendent Report:* The Personnel/Staffing Report was attached. School visits are continuing. St. Paul's Collegiate is seeking preliminary approval for their Travel Club to begin planning an overseas trip in March 2016. The Division will be participating in Year 2 of the province-wide implementation of the Tell Them from Me – Grades 4-12 Student Survey on Student Engagement and School Safety. The Canadian Museum for Human Rights has created an equitable way to schedule school visits. Our Division was allocated 6 spots of 15-35 students per spot. A more specific outline of the PRSD Divisional Priority Foundation and Action Plans for Technology for Teaching and Learning and Human Resource Management was presented. The goal is to have these action plans in place by June 2017. It was recommended that the date be moved up to 2016.

*Operations Supervisor Report:* Fall preventative maintenance for the heating equipment has begun. A meeting on September 5<sup>th</sup> was held with school staff, PSFB, and the design team to review the preliminary layout and provide feedback on the Carman Collegiate Lab renovation project. Bus driver evaluations are continuing and will be complete by mid-October. Bus driver recruitment is continuing. The new wheel chair bus was picked up and is now in service in the Elm Creek area.

*Secretary-Treasurer Report:* The nomination report was attached. There will be Trustee elections in Ward VII - Elie/St. Eustache, on October 22, 2014. There is a vacancy in Ward II – Roland/Homewood/Sperling area. As per Sec 26(6) of the Public Schools Act, the new board will have the responsibility to appoint a trustee for that ward. The August accounts were presented.

- 211/14 Foote/Tjaden: **THAT** the Superintendent’s Staffing Report be received as presented. -CARRIED-
- 212/14 Skelton/Lachance: **THAT** the Report from Senior Administration be received as presented. -CARRIED-
- 213/14 Tjaden/Bruce: **THAT** the proposed St. Paul’s Collegiate Grades 10-12 overseas field trip during the March 2016 Spring break be approved in principle, subject to the conditions of Board Policy IGH. -CARRIED-
- 214/14 Bruce/Hay: **THAT** the August accounts showing total general expenditures of \$841,384.98 be approved as presented. -CARRIED-

**Report of Committees**

*Operations/Finance Committee:* The minutes of the September 8, 2014 meeting were attached.

**By-Law 53/14 – Trustee Annual Indemnities**

- 215/14 Bruce/Lachance: **THAT** By-Law 53/14, being a By-Law to set trustee annual indemnities, and as attached hereto in full upon completion, be given first reading. -CARRIED-

**Communication for Action**

- 216/14 Lachance/Skelton: **THAT** By-Law 52/14, being a By-Law to approve religious instruction at St. François Xavier School once per week, and as attached hereto in full, be given first reading. -CARRIED-
- 217/14 Lachance/Skelton: **THAT** By-Law 52/14, being a By-Law to approve religious instruction at St. François Xavier School once per week, and as attached hereto in full, be given second reading. -CARRIED-
- 218/14 Lachance/Skelton: **THAT** By-Law 52/14, being a By-Law to approve religious instruction at St. François Xavier School once per week, and as attached hereto in full be given third reading and finally passed. -CARRIED-
- 219/14 Cox/Hay: **THAT** based on a petition signed by the parents or guardians of at least 75% of the pupils in the school, we approve the saying of the Lord’s Prayer as part of morning exercises in Sky View Colony School for the remainder of the 2014/2015 school year. -CARRIED-

**Business Arising from Previous Delegation/Board Meetings**

- 220/14 Bruce/Tjaden: **THAT** the Board meeting agenda be approved as revised. -CARRIED-
- 221/14 Hay/Tjaden: **THAT** By-Law 51/14, being a By-Law to approve borrowing by way of overdraft to meet operating expenditures, and as attached hereto in full, be given first reading. -CARRIED-
- 222/14 Hay/Lachance: **THAT** By-Law 51/14, being a By-Law to approve borrowing by way of overdraft to meet operating expenditures, and as attached hereto in full, be given second reading. -CARRIED-
- 223/14 Hay/Skelton: **THAT** By-Law 51/14, being a By-Law to approve borrowing by way of overdraft to meet operating expenditures, and as attached hereto in full, be given third reading and finally passed -CARRIED-

Community Consultations. Administration will bring a time frame for consultations at the next regular meeting.

**Communication for Information**

L. Lyons re. Thank you. Received as information.  
C. Duhamel re. Resignation. Received as information.  
MSBA re. Member Survey Report. Received as information.  
MSBA Committee Member Survey. Received as information.

**Announcements**

Next Regular Board meeting	Oct .6	7:00 p.m.
Personnel Committee Meeting	Oct. 6	3:00 p.m.

A 5 minute recess was called at 8:40 p.m.

224/14 Hay/Cox: **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 update
- Collective bargaining update
- Trustee years of service award

225/14 Foote/Hay: **THAT** the Committee of the Whole rise and report. -CARRIED-

The meeting was adjourned at 9:25 p.m.

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Colleen Claggett Woods, Board Vice-Chair

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Agnes Gaultier, Secretary-Treasurer