

# MINUTES – PRAIRIE ROSE SCHOOL DIVISION

**January 12, 2015**

A regular meeting of the Board of Trustees of Prairie Rose School Division was held at the Board Office in Carman on Monday, January 12, 2015. The meeting was called to order at 7:00 p.m.

Present:      Ward I            Trustee Donna Cox  
                  Ward II            Trustee Natalie Bargaen  
                  Ward III            Trustee Andy Huisman  
                  Ward IV            Trustee Elaine L. Owen  
                  Ward V             Trustee Jack Foote  
                  Ward VI            Trustee David Cloutier  
                  Ward VII           Trustee Claude Lachance  
                  Ward VIII         Trustee Evi Bruce

Administration Terry Osiowy, Superintendent  
                      Ron Sugden, Assistant Superintendent  
                      Randall Znamirovski, Secretary-Treasurer  
                      Lorraine Girouard, Assistant to the Secretary-Treasurer  
                      Louise Duncan, Student Services Director

Regrets:        Ward III            Trustee Colleen Claggett Woods

01/15 Cox/Bruce: **THAT** the agenda for this meeting be approved as circulated with the addition of items 2.07.1 2015-2016 Budget Preparation (Revised January 9, 2015) and 2.07.2 2015-2016 Budget Agenda (Sample Format)  
-CARRIED-

02/15 Bargaen/Bruce: **THAT** the minutes of the December 15, 2014 regular meeting be approved as circulated.  
-CARRIED-

## **Policy Data Base Presentation**

Trustee Andy Huisman and Arli Cruikshank presented the new policy data base. Arli demonstrated how the spreadsheet was formatted and how changes/revisions/approvals to policies are recorded and linked so that they can be seen at a glance. Andy also noted that the Policy Committee will now be meeting every 2 weeks in order to get policies revised in a timely manner.

## **Report of Senior Administration**

*Superintendent Report:* The Personnel/Staffing Report was attached. A list of Divisional and Provincial meetings attended was attached. A letter received from the Minister of Education stating that Carman Collegiate had been selected to participate in the Programme for International Student Assessment. Kindergarten registrations have been moved up to January 19-23, 2015 this year to better project enrolment during the budget process. A list of Prairie Rose School Division teachers have been selected to coordinate the Grade 12 Provincial Standard Test Local Marking sessions. Attached was a copy of a letter that will be going out to all Prairie Rose School Division staff explaining the comprehensive three year PRSD Educational and Operational Plan.

*Assistant Superintendent Report:* A list of school visitations was attached. A list of Divisional meetings attended was attached. A review of the progress on operational issues related to Hutterian Colony Schools was attached.

*Director of Student Services Report:* A list of school visitations was attached. Also attached was a list of several meetings attended between December 10-18, 2014.

*Operations Supervisor Report:* The consultant for the Carman Collegiate Lab renovation project continues to work on drawings and specifications. Drawings and specifications for the St. Laurent Capital Project are out to tender which closes on January 27, 2015. Work has been awarded to the low bidder Normandeau Roofing for the Elm Creek roof replacement. A start date for that project has yet to be determined. Information about the participation of the Central Tender Purchase of school buses was attached. Bus driver recruitment for Route 122 continues to be posted.

- 03/15 Owen/Cox: **THAT** the Superintendent’s Staffing Report be received as presented. -CARRIED-
- 04/15 Owen/Cox: **THAT** the Report from Senior Administration be received as presented. -CARRIED-
- 05/15 Owen/Cox: **THAT** Prairie Rose School Division participate in the Province’s Central Tender for any new school buses purchases in the 2015-2016 fiscal year. -CARRIED-

**Reports of Committess**

- 06/15 Huisman/Lachance: **THAT** the minutes of the January 6, 2015 Policy Committee meeting be received as presented. -CARRIED-

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

- 07/15 Cox/Bruce: **THAT** the revised budget timeline be received as presented. -CARRIED-

**Communication for Information**

- MSBA eBulletin
- MSBA Region 2 Meeting

- 08/15 Cox/Bruce: **THAT** all Prairie Rose School Division Trustees be approved to attend the Manitoba School Boards Association 2015 Region 2 – Regional Meetings on Thursday, January 22, 2015 at the Carman Pentecostal Church. -CARRIED-

**Announcements**

Next Regular Board meeting	Jan.26	7:00 p.m.
Operations and Finance Meeting	Jan.12	5:00 p.m.
Policy Committee Meeting	Jan.19	10:00 a.m.
Budget Meeting #1	Jan.19	1:30 p.m.
Personnel Committee Meeting	Jan.20	6:30 p.m.
Budget Meeting #2	Jan.21	6:00 p.m.
Education Programming/Public Relations	Jan.26	5:00 p.m.
PRTA Liaison Meeting	Jan.28	5:30 p.m.

- 09/15 Cox/Lachance: **THAT** the Board do now resolve itself into a closed session, Committee of the Whole Board, for discussion of confidential matters. -CARRIED-

The following matter was discussed:

- Collective Bargaining update
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- 10/15 Cox/Owen: **THAT** the Committee of the Whole rise and report. -CARRIED-

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

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Jack Foote, Vice Board Chair

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Randall Znamirovski, Secretary-Treasurer