

# MINUTES – PRAIRIE ROSE SCHOOL DIVISION

**January 26, 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 25, 2015. The meeting was called to order at 7:05 p.m.

Present:

Ward I	Trustee Donna Cox
Ward II	Trustee Natalie Bargaen
Ward III	Trustee Andy Huisman
Ward III	Trustee Colleen Claggett Woods
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 IV Trustee Elaine L. Owen

11/15 Foote/Cox: **THAT** the agenda for this meeting be approved as circulated. -CARRIED-

12/15 Bruce/Bargaen: **THAT** the minutes of the January 12, 2015 regular meeting be approved as circulated. -CARRIED-

## **Student Services Presentation**

Louise Duncan presented the review and reporting process for students receiving special needs funding for Level 2 & 3. In 2011, the Student Services Unit began phase 1 of a 3 part review plan of Prairie Rose School Division Student Services. Ten students were chosen from different grade and special needs levels and then observed. In June 2014 a discussion report was released and indicated some policies needed to be reviewed. The report did indicate that overall the needs of the students were being met. The website analysis did mention that it required updating.

## **Report of Senior Administration**

*Superintendent Report:* The Personnel/Staffing Report was attached. A list of Divisional and Provincial meetings attended was attached. January 13/15 Terry and Superintendents from the Southwest CTS Consortium had a conference call to discuss the future of the CTS Program. Miami Schools annual extended 3 day downhill ski trip to Assessippi Ski Resort was approved in accordance to Policy IGH. The French Second Language Revitalization Grant application for 2015-2016 was submitted to the Department. On January 16/15, Trustees Huisman, Bruce and Terry attended the first day of a 3 day Aboriginal Educational Initiative Conference in Winnipeg. A special recognition goes out to Elaine Owen of Miami School for her Grade 6 project that used wool spinning as a hands-on way to connect her class to the social studies curriculum. The story was covered by Pembina On-Line, Winnipeg Free Press and the Brandon Sun.

*Assistant Superintendent Report:* A list of school visitations was attached. A list of Divisional and Provincial meetings attended was attached.

*Director of Student Services Report:* A list of school visitations was attached. Also attached was a list of Divisional and Provincial meetings attended between January 5 – 19, 2015.

*Operations Supervisor Report:* The consultant for the Carman Collegiate Lab Renovation project continues to work on drawings and specifications. Drawings and specifications are out to tender for the St. Laurent Capital Project. Closing date for that project is January 29, 2015. Normandeau Roofing will replace the roof on the south addition classrooms in Elm Creek during Spring Break at the end of March 2015. On January 12, 2015, the carbon monoxide alarms at Carman Elementary sounded in the northwest end of the school. Students were moved to the east side of the school while staff shut down the heating system and ventilated the space until the alarms cleared. Unusual wind and weather conditions caused the exhaust from one of the roof top units to be drawn back into the intake and blown into the school. Kevin is looking into the cost of an exhaust snorkel extension for the units on the roof in order to prevent this from re-occurring. Three bus driver applicants were interviewed in the past week and Kevin is hopeful that the pool of spare drivers will increase after they follow through on their training requirements. Route 122 east of Carman continues to be posted. On January 8, 2015, afternoon bussing was cancelled for all areas of the division except St. Laurent and the Carman town bus because of adverse weather conditions.

*Secretary-Treasurer Report:* A list of meetings attended was attached. December accounts were attached. A financial analysis of the operations was discussed.

- 13/15 Lachance/Bruce: **THAT** the Superintendent’s Staffing Report be received as presented. -CARRIED-
- 14/15 Foote/Bargen: **THAT** the Report from Senior Administration be received as presented. -CARRIED-
- 15/15 Cox/Foote: **THAT** the December accounts showing total general expenditures of \$2,597,338.08 be approved as submitted. -CARRIED-

**Reports of Committees**

- 16/15 Huisman/Foote: **THAT** the minutes of the January 19, 2015 Policy Committee meeting be received as presented. -CARRIED-

**Communications for Action**

MSBA Annual Convention  
Carman Elementary Parent Advisory Council Invitation

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

- 17/15 Cox/Huisman: **THAT** a Board Planning Retreat be planned for May 7 and May 8, 2015

**Communication for Information**

Letter from Minister of Finance-Accumulated Surplus in excess of 4% of operating expenditures  
Letter from J.Rempel, MSBA – Maternity Leave Top-Up Grievances  
MSBA Budget Presentation  
MSBA Executive Director Announcement  
MSBA eBulletin  
Canadian School Boards Association Newsletter  
CSBA Congress 2015  
Manitoba Education Research Network – Winter Forum 2015  
Mountain View School Division Press Release – Appointment of Superintendent  
Letter from Park West School Division – Vice President under 6000  
Letter from St. James Assiniboia School Division to Minister Bjornson

**Announcements**

Next Regular Board Meeting	Feb.9	7:00 p.m.
Education Programming/Public Relations Meeting	Jan.26	5:00 p.m.
Budget Meeting	Jan.28	7:00 p.m.
Policy Committee Meeting	Feb.2	9:30 a.m.
Budget Meeting	Feb.4	7:00 p.m.
Operations and Finance Committee Meeting	Feb.9	5:00 p.m.

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

18/15 Foote/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 matters were discussed:

- Personnel Matters – Personnel Announcement
- Collective Bargaining update
- Questions arising from Senior Administration Report

19/15 Foote/Lachance: **THAT** the Committee of the Whole rise and report. -CARRIED-

The meeting was adjourned at 8:50 p.m.

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Colleen Claggett Woods, Board Chair

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Randall Znamirovski, Secretary-Treasurer