

MINUTES – PRAIRIE ROSE SCHOOL DIVISION

February 9, 2015

A regular meeting of the Board of Trustees of Prairie Rose School Division was held at the Board Office in Carman on Monday, February 9, 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 IV Trustee Elaine L. Owen
 Ward V Trustee Jack Foote (7:10)
 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
Kevin Affleck, Operations Supervisor

- 20/15 Cox/Bruce: **THAT** the agenda for this meeting be approved as circulated with the addition of items 2.04 January Enrolment, 2.04 MHSAA Trustee Summit Meeting Attachment, 3.02.7 Public Budget Consultation, 4.07 Music Honorarium. -CARRIED-
- 21/15 Owen/Huisman: **THAT** the minutes of the January 26, 2015 regular meeting be approved as circulated. -CARRIED-

Report of Senior Administration

Superintendent Report: The Personnel/Staffing Report was attached. A list of Divisional and Provincial meetings attended was attached. Policy GCF and GCF-R which outlines the process and procedures for selecting a principal in Prairie Rose School Division was attached and discussed. A letter from MSBA was attached regarding the upcoming MHSSA Trustee Summit on April 22/15 in Winnipeg. Also attached was a letter from Manitoba Education about the new Student Achievement Support Unit.

Assistant Superintendent Report: A list of school visitations as well as Divisional/Provincial meetings attended was attached.

Director of Student Services Report: A list of school visitations was attached. Also attached was a list of several Divisional/Provincial meetings attended between January 22 – February 3, 2015

Operations Supervisor Report: The Carman Collegiate Lab construction drawings are 66% complete. The tender closed on January 29/15 for the St. Laurent Capital Project. All five general contractors that pre-qualified for bidding submitted a bid. The bids were all very close in value and under budget. These are still under review. Regular and spare custodians attended a one day safety training workshop at Carman Collegiate on January 30/15. The next safety training date is April 24/15. Regular and spare drivers who need to use the wheel chair buses in the Elm Creek/Elie area attended a training session on January 26th. Another session is scheduled for February 17th for the Southern part of the Division. Recruitment for bus drivers for Route 122 and 207 are continuing. Spare drivers are covering the routes for the short term.

Secretary-Treasurer Report: A list of meetings attended was attached. A quarterly financial report as of December 31/14 was attached.

- 22/15 Foote/Lachance: **THAT** the Superintendent's Staffing Report be received as presented. -CARRIED-
- 23/15 Bargaen/Bruce: **THAT** the Report from Senior Administration be received as presented. -CARRIED-
- 24/15 Foote/Lachance: **THAT** attendance at the April 22, 2015 Manitoba High School Athletics' Association Trustee Summit in Winnipeg, Manitoba by Trustee Bargaen, Trustee Claggett-Woods and Trustee Owen be approved. -CARRIED-
- 25/15 Owen/Lachance: **THAT** Trustee Huisman, Trustee Claggett-Woods and Trustee Bargaen be appointed as the trustee representatives for the Carman Elementary Principal Selection Committee as per policy GCF. -CARRIED-

Reports of Committees

- 26/15 Huisman/Bruce: **THAT** the minutes of the February 2, 2015 Policy Committee meeting be received as presented. -CARRIED-
- 27/15 Lachance/Bruce: **THAT** Prairie Rose School Division request the Council of the R.M. of St. Laurent be asked to fund the cost of providing the St. Laurent school library to the public on weeknights. -CARRIED-
- 28/15 Lachance/Foote: **THAT** the Prairie Rose School Division request the Council of the R.M. of St. François Xavier be asked to fund the cost of providing the St. François Xavier school library to the public on weeknights. -CARRIED-
- 29/15 Lachance/Huisman: **THAT** the Staff Dress Code GBC and Student Dress Code JGA be reviewed at the May Board Planning Session. -CARRIED-
- 30/15 Lachance/Bargaen: **THAT** the minutes of the January 26, 2015, Education Programming/Public Relations Committee meeting be received as presented. -CARRIED-
- 31/15 Owen/Foote: **THAT** the minutes of the January 28, 2015, PRTA/PRSD Liaison Committee meeting be received as presented. -CARRIED-
- 32/15 Foote/Owen: **THAT** the minutes of the January 28, 2015, Hutterian Review meeting be received as presented with the correction that Trustee Cox had sent her regrets and **THAT** the agreement was made that the process met its outcomes and is complete. Future concerns by either side will be addressed through divisional protocol and procedures. -CARRIED-

Communication for Action

- 33/15 Owen/Bargaen: **THAT** Trustee Claggett-Woods and Trustee Foote be authorized to receive the board ballots for the 2015 Manitoba School Boards Association Annual Convention. -CARRIED-

Communication for Information

Outshine 2015 Sponsorship Proposal – Received as information
MSBA President's Report – Budget – Received as information
MSBA President's Report – Regional Meetings 2015 – Received as information
MSBA Policy Framework Memo – Received as information
Flin Flon School Division Employment Opportunity – Received as information
eBulletin – Received as information

Announcements

Next Regular Board meeting	Feb.23	7:00 p.m.
Budget Meeting #5	Feb.11	7:00 p.m.
Policy Committee Meeting	Feb.17	9:30 a.m.
Budget Meeting #6	Feb.18	7:00 p.m.
Education Programming/Public Relations	Feb.23	5:00 p.m.
Operations and Finance Meeting	Feb.23	5:00 p.m.
Operations and Finance Meeting	Mar.9	5:00 p.m.
Budget Meeting – Final Approval	Mar.9	6:00 p.m.
Regular Board Meeting	Mar.9	7:00 p.m.

A 10 minute recess was called at 8:40 pm.

34/15 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:

- Collective Bargaining update
- Music Honorarium

35/15 Cloutier/Foote: **THAT** the Committee of the Whole rise and report. -CARRIED-

36/15 Owen/Foote: **THAT** the Public Budget Consultation meeting be held on Wednesday, February 25, 2015 at 7:00 p.m. at Carman Collegiate. -CARRIED-

NOTICE OF MOTION was given by Trustee Huisman **THAT** the following policies be deleted:

- Policy BGE – Board Member Compensation and Expenses
- Policy CAA – Administration Objectives
- Policy CBA – Performance Review of Administrative Team Members
- Policy CBI-E – Evaluation of the Superintendent Observation Form
- Policy CF – Special Program Administration
- Policy LB – Shared Services
- Policy LD – Relations with Cultural Institutes
- Policy LG – Relations with Provincial Education Agencies
- Policy LH – Special Community Programs
- Policy LJ – Professional Visitors and Observers
- Policy LK – Employee Group Representatives at Board Meetings
- Policy LL – Relations with MAST

NOTICE OF MOTION was given by Trustee Huisman **THAT** the following policies by approved as revised:

- Policy AAA-E – Boundaries of School Division
- Policy BBC – School Board Liability Insurance
- Policy CA – Administration Goals and Objectives (formerly CA/CAA)
- Policy CBA – Qualifications and Duties of the Superintendent (formerly CDA/CBA)
- Policy CBB – Recruitment and Appointment of the Superintendent (formerly CDB/CDC)
- Policy CBC – School Superintendent (formerly CD)
- Policy CBG – Superintendent’s Professional Development Opportunities (formerly CDD)
- Policy CBI – Evaluation of the Superintendent (formerly CDE)
- Policy CBI-R – Evaluation of the Superintendent Regulation (formerly CDE)
- Policy CE – Senior Administration (formerly CC)
- Policy CHA – Temporary Administrative Arrangements (formerly CF)
- Policy GCCB – Temporary Administrative Arrangements (formerly CH)
- Policy LA – Relations with Education Agencies Goals and Objectives (formerly LA/LAA)
- Policy LDA – Student Teaching (formerly LF)

NOTICE OF MOTION was given by Trustee Huisman **THAT** the following policies be adopted:
Policy CDBA – Contracted Employment of Senior Administration Team Members
Policy CDBB – Absence of the Superintendent

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

Colleen Claggett-Woods, Board Chair

Randall Znamirovski, Secretary-Treasurer