

MINUTES – PRAIRIE ROSE SCHOOL DIVISION

February 23, 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 23, 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 III Trustee Colleen Claggett Woods
 Ward IV Trustee Elaine L. Owen
 Ward V Trustee Jack Foote (7:05)
 Ward VI Trustee David Cloutier
 Ward VII Trustee Claude Lachance

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 VIII Trustee Evi Bruce

37/15 Cox/Bargaen: **THAT** the agenda for this meeting be approved as circulated with the addition of items 3.01.13 Notice of Hearing, Carman-Dufferin Planning District and item 4.06 Budget/Finance: Old laptops & Pledge of Confidentiality -CARRIED-

38/15 Bargaen/Huisman: **THAT** the minutes of the February 9, 2015 regular meeting be approved as circulated with the following correction - the Public Budget Consultation meeting time is 7:00 p.m. not 7:30 p.m. -CARRIED-

39/15 Owen/Cox: **THAT** the Board do now resolve itself into a closed session, Committee of the Whole Board, for discussion of confidential matter. -CARRIED-

The following matter was discussed:

- School presentation regarding a student matter

40/15 Owen/Lachance: **THAT** the Committee of the Whole rise and report. -CARRIED-

Carman Collegiate Program Initiative Presentation

Jack Phillips, Carman Collegiate Principal along with Lisa Lehmann, local Public Health Nurse presented a proposed partnership to enhance health and wellness for our youth. Over the last several months, the local PHN and school administrators have identified health concerns either directly or by review of reports such as TIFM Survey. Although these are not new, they appear to have become more frequent or severe in nature. It has been discussed that an increased presence of the PHN at the school would facilitate the access of resources and services to all students who need it the most. It has been proposed that a group of students interested in the field could help identify the needs and interest of the school population and help put up displays. The PHN in the past has provided classroom instruction on different topics and would like to continue this. Lisa would also be able to discreetly meet with students individually and assist them in identifying their needs and possible solutions and strategies. This project would be monitored on an ongoing basis between the Southern Health Authority, PHN and the school's administrators.

Report of Senior Administration

Superintendent Report: The Personnel/Staffing Report was attached. A list of Divisional and Provincial meetings attended was attached. St. Paul’s Collegiate’s annual extended 3 day camping trip to Red Rock Camp in the Whiteshell Provincial Park was approved in accordance to Policy IGH. There was a request for a policy for the use of service dogs which will be brought to the Policy Committee. The annual ACPI (French Immersion Conference) is being held on April 22 in Winnipeg. A follow up letter from Manitoba Education regarding Student Achievement Support unit was attached. On February 9th, Terry attended the Manitoba Safe and Caring Schools Conference in Winnipeg where PRSD’s Director of Student Services, Louise Duncan and Kim Mackey, Social Worker, were presenters.

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 and workshops attended between February 4 - 17, 2015

Operations Supervisor Report: The Carman Collegiate Lab construction drawings are nearly complete. Public tender will follow. PSFB will provide financial support for the St. Laurent Capital Project with Red Lake Construction as the general contractor. Work is expected to begin in April 2015. Kevin attended the annual MASBO Operations/Transportation conference in Winnipeg. On February 17th, drivers in the south end of the division received refresher training on the use wheel chair lift in buses.

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

- 41/15 Foote/Owen: **THAT** the Superintendent’s Staffing Report be received as presented. -CARRIED-
- 42/15 Owen/Cox: **THAT** the Report from Senior Administration be received as presented. -CARRIED-
- 43/15 Lachance/Foote: **THAT** based on a petition signed by the parents of 100% of the pupils in the school, we approve the conduct of religious exercised at Iberville Colony for the remainder of the 2014-2015 school year. -CARRIED-

Reports of Committees

- 44/15 Owen/Lachance: **THAT** the minutes of the February 9, 2015 Operations/Finance committee meeting be received as presented with the correction of the amended approved budget amount. -CARRIED-
- 45/15 Huisman/Foote: **THAT** the minutes of the February 17, 2015 Policy committee meeting be received as presented. -CARRIED-
- 46/15 Owen/Bargen: **THAT** the minutes of the January 19, 2015 Budget meeting be received as presented. -CARRIED-
- 47/15 Owen/Bargen: **THAT** the minutes of the January 21, 2015 Budget meeting be received as presented. -CARRIED-
- 48/15 Owen/Bargen: **THAT** the minutes of the January 28, 2015 Budget meeting be received as presented. -CARRIED-
- 49/15 Owen/Bargen: **THAT** the minutes of the February 4, 2015 Budget meeting be received as presented. -CARRIED-
- 50/15 Bargen/Foote: **THAT** the minutes of the February 11 2015 Budget meeting be received as presented. -CARRIED-

Communication for Action

- 51/15 Lachance/Owen: **THAT** Trustee Bruce be appointed as the Prairie Rose School Division Board representative for the St. Laurent Recreation Commission. -CARRIED-

Business Arising (From Previous Delegation/Board Meetings)

St. Laurent School Public Library Update
St. François Xavier School Public Library Update
PRTA Negotiation Meeting Dates

- 52/15 Huisman/Foote: **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

-CARRIED-

- 53/15 Huisman/Foote: **THAT** the following policies be 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)

-CARRIED-

- 54/15 Huisman/Foote: **THAT** the following policies be adopted:

Policy CDBA – Contracted Employment of Senior Administration Team Members
Policy CDBB – Absence of the Superintendent

-CARRIED-

55/15 Huisman/Foote: Third and final reading **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

-CARRIED-

56/15 Huisman/Foote: Third and final reading **THAT** the following policies be 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)

-CARRIED-

57/15 Huisman/Foote: Third and final reading **THAT** the following policies be adopted:

- Policy CDBA – Contracted Employment of Senior Administration Team Members
- Policy CDBB – Absence of the Superintendent

-CARRIED-

Communication for Information

- MSBA Memo, Distribution of 2012-2013 EDI Results – Received as information
- MSBA Memo, Use of School Facilities re: Election, April 19, 2016 – Received as information
- MSBA Trustee Indemnity Survey – Received as information
- Letter from F. Martens, MSBA President, Pension Plan Contribution Increase – Received as information
- MSBA 2015 Resolutions – Received as information
- Manitoba Education News Release, Manitoba Government Established Commission – Received as information
- Manitoba Education Research Network North 2015 Forum Registration Information – Received as information
- Evergreen Superintendent Job Posting – Received as information
- 20th National Congress on Rural Education in Canada Conference – Received as information
- Donation Letter – Meridian Arts Festival – Received as information
- Child Nutrition Council of Manitoba Stone Soup 2015 – Received as information
- eBulletin – Received as information
- Notice of Hearing, Carman-Dufferin Planning District – Received as information

Announcements

Next Regular Board meeting	Mar.9	7:00 p.m.
Policy Committee Meeting	Mar.2	9:30 a.m.
PRTA Bargaining Meeting	Mar.2	6:00 p.m.
Budget Meeting #7 (if required)	Mar.4	7:00 p.m.
Operations and Finance Meeting	Mar.9	5:00 p.m.
Budget Meeting – Final Approval	Mar.9	6:00 p.m.
PRTA Bargaining Meeting	Apr.7	6:30 p.m.

A 10 minute recess was called at 8:45 pm.

58/15 Foote/Bargen: **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:

- Student Matter – Student #1
- Personnel Matter #1
- Personnel Matter #2
- Personnel Matter #3
- Budget/Finance
- Collective Bargaining Update
- Questions arising from Senior Administrative Report

59/15 Lachance/Huisman: **THAT** the Committee of the Whole rise and report. -CARRIED-

The meeting was adjourned at 9:50 p.m.

Colleen Claggett-Woods, Board Chair

Randall Znamirovski, Secretary-Treasurer