

# MINUTES – PRAIRIE ROSE SCHOOL DIVISION

**March 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 23, 2015. The meeting was called to order at 6:10 p.m.

Present:       Ward I           Trustee Donna Cox  
                  Ward II           Trustee Natalie Bargen  
                  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  
                  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

63/15 Owen/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 – 2 items

64/15 Foote/Lachance: **THAT** the Committee of the Whole rise and report. -CARRIED-

65/15 Foote/Owen: **THAT**, with the addition of items 2.03 February Enrolment Report, 2.04 Committee of the Whole Budget Meeting Minutes-February 18, 2015, 3.01.8 MSBA Raffle Donations for 2015 Convention, 3.01.9 MSBA Convention Checklist, 3.01.10 MSBA Building Partnerships for Student Success, 3.01.11 Faculty of Education Grad Program, 3.01.12 Child Nutrition Council of Manitoba Stone Soup Invite, 3.01.13 Brandon School Division, Supervisor of Facilities Posting, the agenda for this meeting be approved as circulated. -CARRIED-

66/14 Cox/Owen: **THAT** the minutes of the February 23, 2015 regular meeting be approved as circulated. -CARRIED-

## **Report of Senior Administration**

*Superintendent Report:* The February enrolment report was attached. The Personnel/Staffing Report was attached. A list of Divisional and Provincial meetings attended was attached. In accordance to Policy IGH, St. Paul's Collegiate is requesting preliminary approval to for a special "History Tour" to Vimy Ridge April 6-14, 2017. Manitoba Education announced additional funding to assist divisions in year four of the implementation of the Smaller Classes Initiative. For the second straight year PRSD has not received additional funding. The renewal process of the English Language Arts curriculum which began last May/June is continuing. Manitoba Education requested that Lisa Carlson, English teacher at Elm Creek School, continue to represent PRSD at these meetings. A letter from Manitoba Education regarding the new provincial initiative – Career Development Consortia was attached for review.

*Assistant Superintendent Report:* A list of school visitations as well as Divisional/Provincial meetings attended was attached. On February 18<sup>th</sup>, 18 participants, including teachers, resource and administrators attended Phase 1 the Fountas and Pinnell training.

*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 19 – March 3, 2015. Louise explained the document “Guidelines for Early Childhood Transition to School for Children with Special Needs”. It is based on the belief that families, preschool service providers and support agencies are the most effective people to work with school personnel to ensure a successful transition into the school system.

*Operations Supervisor Report:* The Carman Collegiate Lab construction drawings are complete and will be sent to tender soon. The first meeting with Red Lake Construction in regards to the St. Laurent Capital Project is scheduled for March 4<sup>th</sup>. Attached are letters from Miami and St. Eustache PACs requesting permission to enhance the playground equipment at their respective schools. The Board agreed that Kevin send out letters informing the PACs that they can proceed and requesting that they keep PRSD informed as the designs take shape. As of March 3, the bridge on 248 between St. Eustache and St. François Xavier was still closed. Maxim Truck and Trailer is the supplier for all diesel school buses for this coming fiscal year.

*Secretary-Treasurer Report:* A list of meetings attended was attached. The Carman Elementary PAC approached the Town of Carman for funding for the Playground Improvements. Division Office staff will be receiving first aid safety training as well as the use of AED devices. Training will be provided by PRSD’s Workplace Health and Safety Officer, Rick Lawrence. He has reported that six staff members in Elm Creek received WHMIS training; a safety meeting in St. Laurent was held; he dropped off updated MSDS at Miami School; he is working on the 4 other science labs; full day safety session with custodians is scheduled for Friday. T4’s were issued on time. The 2015-2016 budget presentation went well. Three feedback forms /emails were received. PSFB requested the 5 year capital plan. It is to be submitted by April 15<sup>th</sup>.

67/15 Bruce/Foote: **THAT** the Superintendent’s Staffing Report be received as presented. -CARRIED-

68/15 Owen/Bruce: **THAT** the Report from Senior Administration be received as presented. -CARRIED-

**Reports of Committees**

69/15 Huisman/Foote: **THAT** the minutes of the March 2, 2015 Policy committee meeting be received as presented. -CARRIED-

70/15 Lachance/Bargen: **THAT** the minutes of the February 23, 2015 Educational Programming/Public Relations Committee meeting be received as presented -CARRIED-

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

Carman Collegiate/Public Health Initiative, February 23, 2015  
Pledge of Confidentiality

71/15 Owen/Bargen: **THAT** Trustee Lachance attend the Association canadienne des professeurs d’immersion seminar in Winnipeg on April 22, 2015. -CARRIED-

72/15 Foote/Cox: **THAT** the St. Paul’s Collegiate extended field trip request for grades 9-12 students to Vimy Ridge between April 6 and April 14, 2017, be given preliminary approval as per Policy IGH.  
RECORDED VOTE: 1 opposed -CARRIED-

73/15 Huisman/Bruce: **THAT** the St. Laurent Building Envelope Retrofit project with a contract value of \$3,547,212 be approved and that the chair be authorized to sign the contract. -CARRIED-

**Communication for Information**

- Letter to Minister Wight re.: Mental Health – Received as information
- MSBA CPI update – Received as information
- Rolling River Superintendent Search – Received as information
- MSBA President Candidate, K.Cameron, Rolling River School Division – Received as information
- MSBA Region 2 Director Nomination, P. Wiebe, Borderland School Division – Received as information
- eBulletin – Received as information
- MSBA Raffle Donations for 2015 Convention – Received as information
- MSBA Building Partnerships for Student Success – Received as information
- Faculty of Education Grad Program – Received as information
- Child Nutrition Council of Manitoba Stone Soup Invite – Received as information
- Brandon School Division, Supervisor of Facilities Posting – Received as information

74/15 Owen/Cloutier: **THAT** Trustees Claggett-Woods, Cox, Owen, Foote and Cloutier attend the Sustainable Energy Conference in Otterburne, Mb on May 27, 2015. -CARRIED-

**Announcements**

|  |        |           |
|--|--------|-----------|
| Next Regular Board meeting                       | Mar.23 | 7:00 p.m. |
| Operations and Finance Committee                 | Mar.12 | 5:30 p.m. |
| Committee of the Whole, Budget Approval          | Mar. 9 | 6:00 p.m. |
| Education Programming/Public Relations Committee | Mar.23 | 5:00 p.m. |
| PRTA Bargaining Meeting                          | Apr.7  | 6:30 p.m. |

A 10 minute recess was called at 8:50 pm.

75/15 Huisman: NOTICE OF MOTION **THAT** the following policies be deleted:  
 Policy JB (Equal Educational Opportunities)  
 Policy JDC (School Admission)  
 Policy JFB (Student Involvement in Decision Making)  
 Policy LE (Relations with Post-Secondary Institutions) -CARRIED-

76/15 Huisman: NOTICE OF MOTION **THAT** the following policies be approved as revised;  
 Policy JA (Student Policy Goals and Objectives) *formerly JA/JAA*  
 Policy JEA (Compulsory Attendance Ages) *formerly JD*  
 Policy JEB ( Entrance Age) *formerly JDB*  
 Policy JFAA (Admission of Resident Students) *formerly JDD*  
 Policy JFCA (Admission of Students Expelled from Another Jurisdiction) *formerly JDI*  
 Policy JG (Assignment of Students to Classes) *formerly JE*  
 Policy JI (Students’ Rights and Responsibilities) *formerly JF*  
 Policy JIA (Student Due Process Rights) *formerly JFA*  
 Policy GBG (Workplace Safety and Health) *formerly EAB*  
 Policy GBG-R (Workplace Safety and Health Regulation) *formerly EAB-R* -CARRIED-

77/15 Huisman: NOTICE OF MOTION **THAT** the following policies be adopted;  
 Policy IKA (Strong Beginnings)  
 Policy IKA-R (Strong Beginnings Procedures) -CARRIED-

78/15 Foote/Cloutier: **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 Matter – 2 items
- Carman Elementary Principal Search
- Collective Bargaining Update
- Correspondence Binders

79/15 Lachance/Owen: **THAT** the Committee of the Whole rise and report. -CARRIED-

80/15 Barga/Huisman: **THAT** the hiring of Cecile Affleck as principal of Carman Elementary School, effective September 8, 2015 be approved as recommended by the hiring committee. -CARRIED-

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

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Colleen Claggett-Woods, Board Chair

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Randall Znamirovski, Secretary-Treasurer