

MINUTES – PRAIRIE ROSE SCHOOL DIVISION

July 6, 2015

A regular meeting of the Board of Trustees of Prairie Rose School Division was held at the Board Office in Carman on Monday, July 6, 2015. The meeting was called to order at 7:06 p.m.

Present:	Ward II	Trustee Natalie Bargaen
	Ward III	Trustee Colleen Claggett Woods
	Ward III	Trustee Andy Huisman
	Ward IV	Trustee Elaine L. Owen (7:14 p.m.)
	Ward V	Trustee Jack Foote
	Ward VI	Trustee David Cloutier
	Ward VII	Trustee Claude Lachance
	Ward VIII	Trustee Evi Bruce

Administration: Terry Osiowy, Superintendent
Randall Znamirovski, Secretary Treasurer
Ron Sugden, Assistant Superintendent
Louise Duncan, Director of Student Services
Arli Cruikshank, Administrative Assistant

Regrets:	Ward I	Trustee Donna Cox Kevin Affleck, Operations Supervisor
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186/15 Bargaen/Huisman: **THAT**, with the addition of 2.05.2 Busing request, 2.05.3 Dufferin Christian Shared Services Agreements, 3.01.22 Scholarship Thank you – J. Friesen, and 3.01.23 eBulletin, the agenda for this meeting be approved as circulated. -CARRIED-

187/15 Bargaen/Huisman: **THAT** the minutes of the June 1, 2015 regular meeting be approved. -CARRIED-

Report of Senior Administration

Superintendent Report: The Personnel/Staffing Report was attached. A list of school visitations, Divisional and Provincial meetings, as well as graduations attended was attached. An update on the Hutterian Colony School Supervisory Principal recruitment was provided. School review surveys were presented. A review and appreciation of the PRSD/PRTA Literacy initiative was provided. Letters from Manitoba Education and Advanced Learning recognizing teachers Warren Hoffman and Cydney Bryce were attached. Information on the French Revitalization grant was provided. The K-8 class size tracker was attached. The updated vice principal job description was attached. Student enrolment for June was attached.

Assistant Superintendent Report: A list of school visitations as well as Divisional/Provincial meetings and colony graduations attended was attached. Ron attended the CASSA conference in Montreal, and update was provided.

Director of Student Services Report: A list of school visitations as well as Division/Provincial meetings, conferences and workshops was attached.

Operations Supervisor Report: Work has begun on the Carman Collegiate Lab Renovation project. The St. Laurent capital project is progressing at a steady pace. The Country Kids Learning Center project will commence work in July. Remediation work has begun at École St. Eustache, then will continue at St. Paul's Collegiate and Carman Elementary respectively. Manitoba Hydro is looking for a school to pilot a project partnership with Biovalco, a manufacturer and installer of pellet burning high efficiency boilers, it is expected they will provide more information if PRSD is selected to participate in this project. Recruitment continues for two bus routes. Three new buses have arrived in Winnipeg, expected to be accepted by the Division mid-July. Advertisements for offers on three surplus buses will be sent out shortly. The hail storm on June 27th, 2015 affected three buses.

Secretary-Treasurer Report: A list of meetings attended was attached. A list of meetings of the Workplace Health & Safety Coordinator was attached. An update on the Bellamy Software proposal was attached. An update on the Elm Creek drainage issue was presented. The Board of Reference outcome was attached. The May accounts were attached. The March 31, 2015 financial statements were attached. A colony school financial matter was discussed in camera. A banking issue was discussed in camera. Outdated purchasing policies were sent to the Policy and Operations committee. A proposal on facility assessment for buildings and information technology was provided. School locations for Board meetings was discussed. Coupon use and benefit was presented.

188/15 Foote/Cloutier: **THAT** the Superintendent's Staffing Report be received as presented. -CARRIED-

189/15 Cloutier/Lachance: **THAT** the Report from Senior Administration be received as presented. -CARRIED-

190/15 Huisman/Bargen: **THAT** the May accounts showing total general expenditures of \$2,217,015.76 be approved as submitted. -CARRIED-

Reports of Committees

A recap on the dress code policy procedure was discussed.

191/15 Lachance/Bargen: **THAT** the minutes of the June 15, 2015 Educational Programming/Public Relations Committee meeting be received as presented. -CARRIED-

192/15 Owen/Bruce: **THAT** the minutes of the June 30, 2015 Operations/Finance Committee meeting be received as presented with a correction to #7. -CARRIED-

193/15 Owen/Lachance: **THAT** the bid of Ryan Peter's Carpentry for \$27,433 be accepted as the winning tender for the ceiling tile installation for the Environmental Remediation project as recommended by the Operations committee and that the Board Chair and the Secretary-Treasurer are authorized to sign the contract documents. -CARRIED-

Communication for Action

194/15 Owen/Bruce: **THAT** the Miami Children's Facility be given access to the Miami School for their Before and After School program effective September 10, 2015. -CARRIED-

195/15 Lachance/Cloutier: **THAT** the request for transportation for a town student to Carman Elementary from a rural residence located at S.E. 15-6-5W be approved. -CARRIED-

196/15 Owen/Foote: **THAT** the shared services agreements between Dufferin Christian School and Prairie Rose School Division for the provision of transportation, facilities, and clinician services for the 2015-2016 school year be approved and submitted to the Minister of Education. -CARRIED-

Business Arising (From Previous Delegation/Board Meetings)

The Board of Reference was discussed. Senior administration will connect with the colony for further information.

Communication for Information

R.M. of Cartier Notice of Public Hearing – Received as information
Pension Plan 2014 Annual Report – Received as information
Mountain View School Division Pupil Transportation article – Received as information
Pupil Transportation Conference – Received as information
Workplace Safety and Health Programs in M.B. School Division – Received as information

MSBA Pension Plan Update – Received as information
 Manitoba Association of Parent Council Divisional Membership 2015-2016 – Received as information
 M.S.B.A. Manual of Policies and Beliefs – Received as information
 Recognition & Retirement Thanks B. McCutcheon – Received as information
 St. Paul’s Collegiate Scholarship Recipients – Received as information
 Carman Collegiate Scholarship Recipients – Received as information
 Salary Bulletin – Brandon S.D. CUPE 737 – Received as information
 Salary Bulletin – Interlake S.D. Custodial Group – Received as information
 Salary Bulletin – Interlake S.D. Teachers – Received as information
 Salary Bulletin – Kelsey S.D. Teachers – Received as information
 Salary Bulletin – Lord Selkirk S.D. Teachers – Received as information
 Salary Bulletin – Manitoba Institute of Trades & Technology Teachers – Received as information
 Salary Bulletin – River East Transcona S.D. Teachers – Received as information
 Salary Bulletin – Seine River S.D. Educational Assistants – Received as information
 Salary Bulletin – Seine River S.D. Secretaries & Librarians – Received as information
 Salary Bulletin – Sunrise S.D. Custodial & Maintenance – Received as information

Announcements

Next Regular Board meeting August 31 7:00 p.m.

10 minute recess was called at 8:23 p.m.

197/15 Foote/Huisman: **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 – 3 items
- Operations/Transportation – 4 items
- Questions arising from the Senior Administration Report – 4 items

198/15 Foote/Huisman: **THAT** the Committee of the Whole rise and report. -CARRIED-

199/18 Foote/Lachance: **THAT** the job description for the Vice Principal be received as information. -CARRIED-

200/15 Owen/Bruce: **THAT** we follow the recommendations of the Operations committee with regard to the Elm Creek school yard maintenance issue. -CARRIED-

The meeting was adjourned at 9:58 p.m.

Colleen Claggett-Woods, Board Chair

Randall Znamirovski, Secretary-Treasurer