

# MINUTES – PRAIRIE ROSE SCHOOL DIVISION

## September 8, 2015

A regular meeting of the Board of Trustees of Prairie Rose School Division was held at the Board Office in Carman on Tuesday, September 8, 2015. The meeting was called to order at 7:01 p.m.

Present:	Ward I	Trustee Donna Cox
	Ward II	Trustee Natalie Bargen
	Ward III	Trustee Colleen Claggett Woods
	Ward III	Trustee Andy Huisman
	Ward IV	Trustee Elaine L. Owen
	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
	Kevin Affleck, Operations Supervisor
	Arli Cruikshank, Administrative Assistant

### BOARD ELECTIONS

As per Section 29 (2) of the Public Schools Act, the re-organization of the Board was held. Secretary-Treasurer Znamirovski presided over this section of the meeting.

213/15 Owen/Lachance: **THAT** Ron Sugden and Arli Cruikshank be appointed scrutineers for the elections at this inaugural meeting. -CARRIED-

#### *Election of Board Chair*

Trustee Owen nominated Trustee Cox.  
Trustee Foote nominated Trustee Claggett Woods.

Ballots were distributed and counted.

Trustee **Cox** was declared elected as **Board Chair** for the 2015-2016 year.

#### *Election of Board Vice-Chair*

Trustee Lachance nominated Trustee Claggett Woods.  
Trustee Cox nominated Trustee Owen.

Ballots were distributed and counted.

Trustee **Owen** was declared elected as **Board Vice-Chair** for the 2015-2016 year.

#### *Election of Personnel Committee Chair*

Trustee Owen nominated Trustee Claggett Woods, Trustee Claggett Woods declined.

Trustee Foote nominated Trustee Owen, Trustee Owen declined.  
 Trustee Owen nominated Trustee Bargaen, Trustee Bargaen declined.  
 Trustee Foote nominated Trustee Cloutier, Trustee Cloutier declined.  
 Trustee Bruce nominated Trustee Foote.

There being no further nominations, Trustee **Foote** was declared elected **Personnel Committee Chair** for the 2015-2016 year.

***Election of Educational Programming/Public Relations Committee Chair***

Trustee Claggett Woods nominated Trustee Lachance.

There being no further nominations, Trustee **Lachance** was declared elected **Educational Programming/Public Relations Committee Chair** for the 2015-2016 year.

***Election of Board Policy Committee Chair***

Trustee Owen nominated Trustee Huisman.

There being no further nominations, Trustee **Huisman** was declared elected **Board Policy Committee Chair** for the 2015-2016 year.

***Election of Operations/Finance Committee Chair***

Trustee Bruce nominated Trustee Owen.

There being no further nominations, Trustee **Owen** was declared elected **Operations/Finance Committee Chair** for the 2015-2016 year.

214/15 Owen/Cox: **THAT** ballots be destroyed. -CARRIED-

Board Chair Cox then assumed the Chair of the meeting.

The Board Chair, Vice-Chair, the Chairs of the four standing Committees, as well as the Superintendent and the Secretary-Treasurer met to determine trustee membership on the committees.

<u>Personnel</u>	<u>Educational Programming/ Public Relations</u>	<u>Operations/ Finance</u>	<u>Board Policy</u>
<b>Foote (Chair)</b> Claggett Woods Bargaen	<b>Lachance (Chair)</b> Bargaen Cloutier	<b>Owen (Chair)</b> Bruce Cloutier	<b>Huisman (Chair)</b> Bruce Claggett Woods

215/15 Owen/Foote: **THAT** the regular meetings of the Board be held on the first and third Mondays of each month of the 2015-2016 year, stated exceptions being July and August when only one meeting is held. -CARRIED-

216/15 Huisman/Bargaen: **THAT** the meeting schedule of the Board committees be approved as presented. -CARRIED-

217/15 Claggett Woods/Cloutier: **THAT** as per Board Policy DGA, the Board signing officers shall be one of Board Chair Cox, Vice-Chair Owen or Trustee Huisman, and the Secretary-Treasurer, or in his/her absence, the Superintendent. -CARRIED-

218/15 Claggett Woods/Owen: **THAT**, with the addition of 3.02.2 PRTA Negotiations #4 – 9:30 a.m., Monday, September 14, 2015, the agenda for this meeting be approved as circulated. -CARRIED-

219/15 Claggett Woods/Foote: **THAT** the minutes of the August 31, 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 was attached. An update on the St. Laurent project was provided. The St. Laurent staff has been excused from the Divisional inservice due to late entry into the classroom from renovations. The agenda from the Administrative Council meeting was attached. An overview of the Accessibility for Manitobans Act was provided.

*Assistant Superintendent Report:* A list of school visitations as well as Divisional/Provincial meetings was attached. An update on Division teacher development was provided.

*Director of Student Services Report:* A list of school visitations as well as Division/Provincial meetings, conferences and workshops was attached. An overview of the Division inservice sessions was provided.

*Operations Supervisor Report:* The Carman Collegiate lab renovation project has been delayed due to material availability, expected completion early in October. The St. Laurent Capital Project is anticipated to be complete by the end of October. The work on the Country Kids Learning Center has not yet started. Meetings with bus drivers for school start up were completed on September 2 and 3, 2015. An update on the École St. Eustache remediation work was provided.

*Secretary-Treasurer Report:* A list of meetings attended was attached. A list of meetings of the Workplace Health & Safety Coordinator was attached. A summary was provided on the annual secretary professional development day. A list of trustee opportunities for professional development was attached. A financial matter regarding the Country Kids Learning Center was discussed.

220/15 Huisman/Bruce: **THAT** the Superintendent's Staffing Report be received as presented. -CARRIED-

221/15 Foote/Claggett Woods: **THAT** the Report from Senior Administration be received as presented. -CARRIED-

### **Reports of Committees**

No committee meetings took place since August 31, 2015.

### **Communication for Action**

The request for religious instruction at St. François Xavier School submitted by Discovery Time has been sent back for resubmission with specific guidelines.

### **Announcements**

Next Regular Board meeting  
PRTA Negotiations #4

September 21 7:00 p.m.  
September 14 9:30 a.m.

10 minute recess was called at 8:18 p.m.

222/15 Barga/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 – 1 item
- Operations/Transportation – 2 items
- Finance Matter – 2 items
- Board Matter – 1 item
- Questions arising from the Senior Administration Report

223/15 Foote/Claggett Woods: **THAT** the Committee of the Whole rise and report. -CARRIED-

224/15 Claggett Woods/Cloutier: **THAT** the Board authorizes the Chair, the Secretary-Treasurer and Senior Administration to submit a bid on the surplus property as discussed in camera. -CARRIED-

The meeting was adjourned at 10:14 p.m.

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Donna Cox, Board Chair

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Randall Znamirovski, Secretary-Treasurer