

# MINUTES – PRAIRIE ROSE SCHOOL DIVISION

## October 19, 2015

A regular meeting of the Board of Trustees of Prairie Rose School Division was held at the St. Laurent School in St. Laurent on Monday, October 19, 2015. The meeting was called to order at 7:00 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

252/15 Bargen/Lachance: **THAT** the agenda for this meeting be approved as circulated. -CARRIED-

253/15 Lachance/Cloutier: **THAT** the minutes of the October 5, 2015 regular meeting be approved. -CARRIED-

### **St. Laurent School Tour**

Principal D. Halldorson provided a tour of the St. Laurent school including multiple renovations and upgrades.

### **Report of Senior Administration**

*Superintendent Report:* The Personnel/Staffing Report was attached. A list of school visitations, Divisional and Provincial meetings was attached. Highlights of the School Safety meeting were presented. Student enrolment for September was attached. Information was provided with regard to the Respect in School online training program. Details for the November 19 & 20 Board planning session were discussed. Information regarding the upcoming meeting between Manitoba Education and Advanced Learning – Pupil Transportation Unit and senior administration was provided. All schools participated in the Terry Fox run with a total of \$7,100 raised with special mention to Elm Creek School who raised \$4,713.

*Assistant Superintendent Report:* A list of school visitations as well as Divisional/Provincial meetings was attached. All K-6 teachers are now trained in Fountas & Pinnell. PRIME training is currently underway.

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

*Operations Supervisor Report:* A list of school/facility visitations was attached. Work continues on the Carman Collegiate lab renovation project. The capital project at St. Laurent school is anticipated to be complete by the end of October, final inspection of the interior scheduled to take place on October 28, 2015. An update on the Carman Elementary boiler and heating system proposal was provided. The St. François Xavier daycare building work is

expected to commence by early November. Summer project information was provided. Information on the new water line to Elie bus garage was provided. An out-of-catchment transportation request was reviewed.

*Secretary-Treasurer Report:* A list of meetings attended was attached. A list of meetings of the Workplace Health & Safety Coordinator was attached.

- 254/15 Foote/Claggett Woods: **THAT** the Superintendent's Staffing Report be received as presented. -CARRIED-
- 255/15 Bruce/Claggett Woods: **THAT** the Report from Senior Administration be received as presented. -CARRIED-
- 256/15 Owen/Cloutier: **THAT** the request for transportation to Dufferin Christian School from the residence located at S.W. 14-6-8W be denied. -CARRIED-

### Reports of Committees

- 257/15 Owen/Bruce: **THAT** the minutes of the October 5, 2015 Operations/Finance Committee meeting be approved as presented. -CARRIED-

### Communication for Action

- 258/15 Claggett Woods/Owen: **THAT** Trustee Bargaen, Trustee Huisman,, Trustee Foote, Trustee Claggett Woods, Trustee Bruce, Trustee Owen, and Trustee Cox attend the M.S.B.A. Region 2 meeting at 9:30 a.m. on October 30, 2015 at the Carman Pentecostal Church. -CARRIED-

Discussion took place on the St. Paul's Collegiate 30<sup>th</sup> Anniversary, Class of 1986 reunion.

- 259/15 Owen/Huisman: **THAT** Trustee Claggett Woods attend the S.S.A.A.M./M.A.S.S./M.S.B.A. Fall Professional Development Session in Brandon on December 3, 2015. -CARRIED-

### Business Arising from Previous Delegations/Board Meetings

- 260/15 Huisman/Claggett Woods: **THAT** the following policies be adopted:  
 Policy GBGB (Workplace Violence Prevention)  
 Policy GBGB-R (Workplace Violence Prevention Procedures)  
 Policy GBGB-E (Violent Incident Report Form) -CARRIED-
- 261/15 Huisman/Claggett Woods: **THAT** the following policies for adoption be given a third and final reading:  
 Policy GBGB (Workplace Violence Prevention)  
 Policy GBGB-R (Workplace Violence Prevention Procedures)  
 Policy GBGB-E (Violent Incident Report Form) -CARRIED-
- 262/15 Huisman/Claggett Woods: **THAT** the following policies be revised:  
 Policy JFABD (Students Placed by Social Agencies) *formerly JDE*  
 Policy JFABD-R (Registration Procedures for Students Placed by Social Agencies) *formerly JDE*  
 Policy JFABD-E1 (School Registration Form: Children in Care) *formerly JDE*  
 Policy JFABD-E2 (Special Needs Categorical Funding - Transfer Notification Form) *formerly JDE* -CARRIED-
- 263/15 Huisman/Claggett Woods: **THAT** the following policies for revision be given a third and final reading:  
 Policy JFABD (Students Placed by Social Agencies) *formerly JDE*  
 Policy JFABD-R (Registration Procedures for Students Placed by Social Agencies) *formerly JDE*  
 Policy JFABD-E1 (School Registration Form: Children in Care) *formerly JDE*  
 Policy JFABD-E2 (Special Needs Categorical Funding - Transfer Notification Form) *formerly JDE* -CARRIED-
- 264/15 Huisman/Bruce: **THAT** the following policies be deleted:  
 Policy IP (Financial Support Co-Curricular Activities)

- Policy JL (Student Bicycle Use)
- Policy JIH (Psychological Services for Students)
- Policy JM (Students with Motorized Vehicles at School)
- Policy JN (Student Volunteers for School and Public Service)
- Policy JO (Employment of Students)
- Policy JQ (Transcripts of Record of Achievement)

-CARRIED-

265/15 Huisman/Bruce: **THAT** the following policies for deletion be given a third and final reading:

- Policy IP (Financial Support Co-Curricular Activities)
- Policy JL (Student Bicycle Use)
- Policy JIH (Psychological Services for Students)
- Policy JM (Students with Motorized Vehicles at School)
- Policy JN (Student Volunteers for School and Public Service)
- Policy JO (Employment of Students)
- Policy JQ (Transcripts of Record of Achievement)

-CARRIED-

**Communication for Information**

- M.S.B.A. Visitor Access During School Hours – Received as information
- Western School Division September 28 Board meeting minutes – Received as information
- S.S.A.A.M./M.A.S.S./M.S.B.A. Fall Professional Development Session – Received as information
- M.S.B.A. Webinar – Effective and Efficient Governance – Received as information
- M.S.B.A. eBulletin – Received as information
- Interlake October 2015 E-News – Received as information
- Legion Military Service Recognition Booklet – Received as information
- Brookside Cemetery - War grave Remembrance Day tours – Received as information
- R.M. of Cartier – Notice of Public Hearing – Received as information
- Salary Bulletin – Lakeshore S.D. Teachers – Received as information
- Salary Bulletin – St. James Assiniboia Custodian, Utility, Bus Drivers – Received as information

**Announcements**

Next Regular Board meeting	November 2	7:00 p.m.
Educational Programming/Public Relations Committee meeting, St. Laurent	October 19	5:30 p.m.
Policy Committee meeting	October 26	9:00 a.m.
Operations/Finance Committee meeting	November 3	5:30 p.m.
Personnel Committee meeting	November 9	5:30 p.m.
CUPE Negotiations	November 16	9:15 a.m.

10 minute recess was called at 8:37 p.m.

266/15 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 – 1 item
- Personnel Matter – 1 item
- Senior Administration Matter – 1 item
- Operations/Transportation Senior Administration Matter – 2 items
- Finance Matter – 2 items
- Questions arising from the Senior Administration Report – 1 item

267/15 Bargen/Huisman: **THAT** the Committee of the Whole rise and report. -CARRIED-

268/15 Claggett Woods/Foote: **THAT** the hiring of Jean-François Godbout as the Supervising Principal of the Hutterian Colony School, effective February 1, 2016 or sooner be approved as recommended by the hiring committee. -CARRIED-

269/15 Bruce/Owen: **THAT** Chris Hegele be appointed as the acting Operations Supervisor until the successful recruitment of the Facility Maintenance/Capital Project Supervisor is complete. -CARRIED-

The meeting was adjourned at 9:44 p.m.

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Donna Cox, Board Chair

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Randall Znamirovski, Secretary-Treasurer