

## MINUTES – PRAIRIE ROSE SCHOOL DIVISION

**November 16, 2015**

A regular meeting of the Board of Trustees of Prairie Rose School Division was held at the Board Office in Carman on Monday, November 16, 2015. The meeting was called to order at 7:05 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:	Randall Znamirovski, Secretary Treasurer
	Ron Sugden, Assistant Superintendent
	Chris Hegele, Acting Operations Supervisor
	Joanne Johnston, Human Resources Coordinator (8:46 p.m.)
	Louise Duncan, Director of Student Services
	Arli Cruikshank, Administrative Assistant

Regrets:	Terry Osiowy, Superintendent
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284/15 Huisman/Claggett Woods: **THAT**, with the additions of 3.01.14: M.S.B.A. School Board Member Profile Survey, 3.01.15: M.S.B.A. Leading Together – A Resource Guide, 3.01.16: Webinar Invitation – Learning and achievement for all, 3.01.17: M.S.B.A. e-bulletin, and 3.01.18: 2015 Fall Regional Meeting Minutes & Discussion, the agenda for this meeting be approved as circulated. -CARRIED-

285/15 Bargen/Claggett Woods: **THAT** the minutes of the November 2, 2015 regular meeting be approved. -CARRIED-

### **Presentation**

The Carman Elementary CASL presented on the playground upgrades and the proposed South Playground work.

### **Report of Senior Administration**

*Superintendent Report:* The Personnel/Staffing Report was attached. A list of school visitations, Divisional and Provincial meetings was attached. The student enrolment for October was attached. Trustee representation for the Term Roland Principal was discussed.

*Assistant Superintendent Report:* A list of school visitations as well as Divisional/Provincial meetings was attached. Highlights of the MASS conference were provided. The Welcome to Kindergarten Orientation Program summary was attached.

*Director of Student Services Report:* A list of school visitations as well as Division/Provincial meetings, conferences and workshops was attached. Highlights on the upcoming MSBA/MASS/SSAAM session were provided.

*Operations Supervisor Report:* A list of school/facility visitations was attached. The Carman Collegiate lab renovation project nears completion. An update on the St. Laurent Capital Project was provided. The PA system at St. Laurent School was discussed. Two transportation requests were presented.

*Secretary-Treasurer Report:* A list of meetings attended was attached. A list of meetings of the Workplace Health & Safety Coordinator was attached. A bus washing service proposal was presented. An update on the Audited Financial Statement was provided, the auditors will present at the December 7 Board meeting. An update on the Bellamy V8 software was provided. Information regarding retired busses was provided.

286/15 Foote/Huisman: **THAT** the Superintendent's Staffing Report be received as presented. -CARRIED-

287/15 Claggett Woods/Bargen: **THAT** the Report from Senior Administration be received as presented. -CARRIED-

288/15 Claggett Woods/ Foote: **THAT** Trustee Owen, Trustee Claggett Woods, and Trustee Bargen attend the Wednesday session of the MSBA/MASS/SSAAM session at the Victoria Inn in Brandon, MB. -CARRIED-

### Reports of Committees

289/15 Owen/Huisman: **THAT** the minutes of the November 2, 2015 Operations/Finance committee meeting be approved as presented. -CARRIED-

290/15 Foote/Bargen: **THAT** the minutes of the November 9, 2015 Personnel committee meeting be approved as presented. -CARRIED-

291/15 Huisman/Bruce: **THAT** the following policies be approved as revised:  
 Policy JE (Student Attendance) *formerly JDA, JEA, JEB, JEC*  
 Policy JE-R (Student Attendance Procedures) *formerly JDA, JEA, JEB, JEC*  
 Policy JFB (Student Registration) *formerly JC*  
 Policy JFB-R (Student Registration Procedures) *formerly JC*  
 Policy JKE (Student Expulsion) *formerly JHD*  
 Policy JKE-R (Student Expulsion) *formerly JHD*  
 Policy GBEBA (Staff Dress Standards) *formerly GBC*  
 Policy GBEBA-R (Staff Dress Standards Regulation) *formerly GBC*  
 Policy GA (Personnel Policy Goals & Objectives) *formerly GA, GAA*  
 Policy GBEC (Alcohol and Drug Free Workplace) *formerly GBI, GBH*  
 Policy GBI (Staff and Political Influences) *formerly GBF* -CARRIED-

292/15 Huisman/Claggett Woods: **THAT** the following policies for revision be given a third and final reading:  
 Policy JE (Student Attendance) *formerly JDA, JEA, JEB, JEC*  
 Policy JE-R (Student Attendance Procedures) *formerly JDA, JEA, JEB, JEC*  
 Policy JFB (Student Registration) *formerly JC*  
 Policy JFB-R (Student Registration Procedures) *formerly JC*  
 Policy JKE (Student Expulsion) *formerly JHD*  
 Policy JKE-R (Student Expulsion) *formerly JHD*  
 Policy GBEBA (Staff Dress Standards) *formerly GBC*  
 Policy GBEBA-R (Staff Dress Standards Regulation) *formerly GBC*  
 Policy GA (Personnel Policy Goals & Objectives) *formerly GA, GAA*  
 Policy GBEC (Alcohol and Drug Free Workplace) *formerly GBI, GBH*  
 Policy GBI (Staff and Political Influences) *formerly GBF* -CARRIED-

293/15 Huisman/Bruce: **THAT** the following policies be deleted:  
 Policy GBA (Staff Involvement in Decision making)  
 Policy GBL (Equal Opportunity Employment)  
 Policy GBB (Staff Ethics)

Policy GBD (Staff Participation in Community Activities)  
 Policy GBE (Staff Participation in Political Activities) *PSA* -CARRIED-

294/15 Huisman/Bruce: **THAT** the following policies for deletion be given a third and final reading:  
 Policy GBA (Staff Involvement in Decision making)  
 Policy GBL (Equal Opportunity Employment)  
 Policy GBB (Staff Ethics)  
 Policy GBD (Staff Participation in Community Activities)  
 Policy GBE (Staff Participation in Political Activities) *PSA* -CARRIED-

295/15 Claggett Woods/Bruce: **THAT** the Board Planning Session scheduled for November 19 & 20, 2015 be cancelled.  
 -CARRIED-

Highlights of the Region 2 meeting regarding Social Media was presented by Trustee Barga. Division use of social media referred to the Educational Programming/Public Relations committee.

**Communication for Information**

- M.S.B.A. Raffle Donations for 2016 Convention (Received as information)
- Provincial Executive Meeting Overview (Received as information)
- M.S.B.A. RISK Management Bulletin (Received as information)
- Minister of Children and Youth Opportunities re: Expansion of PAX (Received as information)
- Carman ACSL Trustee Invitation (Received as information)
- Brandon School Division Superintendent Search (Received as information)
- Notice of Public Hearing re: Planned Unit Development (Received as information)
- November 2015 Interlake E-News (Received as information)
- Salary Bulletin – Western S.D. CUPE Educational Assistants (Received as information)
- Salary Bulletin – Pine Creek S.D. All CUPE (Received as information)
- Salary Bulletin – River East Transcona Library Techs (Received as information)
- Salary Bulletin – Winnipeg S.D. Bus Drivers (Received as information)
- Salary Bulletin – Hanover S.D. CLAC Educational Assistants (Received as information)
- M.S.B.A. School Board Member Profile Survey (Received as information)
- M.S.B.A. Leading Together – A Resource Guide (Received as information)
- Webinar Invitation – Learning and achievement for all (Received as information)
- M.S.B.A. e-bulletin (Received as information)
- 2015 Fall Regional Meeting Minutes & Discussion (Received as information)

The upcoming Board presentation schedule was provided.

**Announcements**

Next Regular Meeting	December 7	7:00 p.m.
PRTA Negotiations	November 17	5:00 p.m.
Policy Committee meeting	November 23	9:00 a.m.
PRSD/PRTA Liaison meeting	November 23	4:45 p.m.
M.A.S.B.O Regional Meetings	November 24	9:00 a.m.
M.A.S.B.O. Provincial PD Day	November 25	9:00 a.m.
CUPE Negotiations	November 30	9:15 a.m.
Personnel Committee meeting	November 30	5:30 p.m.
Policy Committee meeting	December 7	9:00 a.m.
Operations/Finance Committee meeting	December 7	5:30 p.m.
Committee of the Whole - Student Services Presentation	December 9	6:00 p.m.

10 minute recess was called at 8:36 p.m.

296/15 Huisman/Claggett Woods: **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
- Senior Administration Matters – 3 items
- Administration Matters – 2 items
- Operations/Transportation Matter – 2 item
- Finance Matter – 1 item
- Questions arising from the Senior Administration Report – 1 item

297/15 Bargaen/Bruce: **THAT** the Committee of the Whole rise and report. -CARRIED-

298/15 Owen/Bruce: **THAT** Trustee Bargaen, and Trustee Foote be appointed as the trustee representatives for the Roland School Term Principal Selection Committee as per Policy GCF. -CARRIED-

299/15 Claggett Woods/Foote: **THAT** Trevor Ryan be appointed Transportation Supervisor of Prairie Rose School Division, effective November 23, 2015 with a contractual agreement in place. -CARRIED-

300/15 Owen/Claggett Woods: **THAT** Senior Administration be authorized to hire a consultant on a fee for service basis at a maximum of \$5,000 at this time. -CARRIED-

The meeting was adjourned at 10:41 p.m.

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Donna Cox, Board Chair

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Randall Znamirovski, Secretary-Treasurer