

MINUTES – PRAIRIE ROSE SCHOOL DIVISION

January 11, 2016

A regular meeting of the Board of Trustees of Prairie Rose School Division was held at the Board Office in Carman on Monday, January 11, 2016. The meeting was called to order at 7:05 p.m.

Present:	Ward I	Trustee Donna Cox
	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
	Claude Plante, Facility Maintenance & Capital Project Supervisor
	Louise Duncan, Director of Student Services
	Trevor Ryan, Transportation Supervisor
	Arli Cruikshank, Executive Assistant

Regrets:	Natalie Bargaen, Trustee, Ward II
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001/16 Claggett Woods/Huisman: **THAT**, with the additions of 3.01.16: Salary Bulletin – Pink Creek S.D. Teachers, 3.01.17: M.S.B.A. Amendments to the Education Administration Act, and 4.02.3: Collective Bargaining Update January 8, 2016, the agenda for this meeting be approved as amended. -CARRIED-

002/16 Foote/Bruce: **THAT** the minutes of the December 14, 2015 regular meeting be approved. -CARRIED-

Presentation

Cecile Affleck, Principal and Pat Hamm, Vice-Principal from Carman Elementary presented on the Carman Elementary school goals. The school goals are; Literacy, Numeracy, Education for Sustainable Development, and Respect for Ourselves, Others and the World. Several programs and incentives were highlighted that support these goals.

Report of Senior Administration

Superintendent Report: The Personnel/Staffing Report was attached. A list of school visitations, Divisional and Provincial meetings was attached. The Manitoba Education and Advanced Learning Home Schooling report was highlighted. Student participation for the Grade 12 Provincial Standards Tests was provided. A request from the RM of Thompson was presented. A draft policy for Student Fees was attached. An Ad Hoc committee was created to address Student Fees.

Assistant Superintendent Report: A list of school visitations as well as Divisional/Provincial meetings was attached. Highlights of the MASS Leadership Development meeting was provided.

Director of Student Services Report: A list of school visitations as well as Division/Provincial meetings, conferences and workshops was attached. Funding application highlights were provided. The new Eye See Eye Learn program was highlighted, this program will be initiated for the Division. A PowerPoint presentation on the Student Services Unit Review and Needs Assessment was attached. A Student Services allocation and FTE comparative was provided.

Facility Maintenance & Capital Project Supervisor Report: A list of school visitations as well as Division/Provincial meetings, conferences and workshops was attached. The new Facility Maintenance and Capital Project Supervisor provided an overview of his initial view of school projects and reported plans for a custodial review. Updates on the Carman Collegiate lab renovation project and the St. Laurent capital project were provided. An update on the Carman Elementary boiler project was provided. The St. Laurent water table was discussed.

Transportation Supervisor Report: A list of school visitations as well as Division/Provincial meetings, conferences and workshops was attached. Bus loading and unloading plans have been completed and approved by Pupil Transportation for all schools. Meetings with bus drivers will take place over the next few weeks to address several items. A general update on other transportation items was provided.

Secretary-Treasurer Report: A list of meetings attended was attached. A list of meetings of the Workplace Health & Safety Coordinator was attached. The Rural Municipality of Cartier Proposed Elie Waterline Replacement in the Elie Utility Local Improvement Plan 2015-1 was attached. Information on the upcoming Canadian Pupil Transportation Conference was provided. The November accounts were attached. An update on provincial funding and support grant was provided. Despite the Provincial announcement of a \$32M or 2.55% increase and the fact that student enrollment is growing, Prairie Rose School Division will receive a \$0 and 0% increase as a result of the provincial education funding formula, specifically the equalization support funding factor. This is due to the large Prairie Rose School Division reassessment increase which was over double the Provincial reassessment increase. The FRAME budget link was provided. The St. François Xavier Daycare (Country Kids Learning Centre) Leasehold Mortgage agreement was discussed.

- 003/16 Claggett Woods/Bruce: **THAT** the Superintendent's Staffing Report be received as presented. -CARRIED-
- 004/16 Owen/Huisman: **THAT** the Report from Senior Administration be received as presented. -CARRIED-
- 005/16 Owen/Claggett Woods: **THAT** Trustee Donna Cox, Superintendent Terry Osiowy and Secretary-Treasurer Randall Znamirovski attend the RM of Thompson Council Meeting on a date to be arranged in Miami, MB. -CARRIED-
- 006/16 Claggett Woods/Bruce: **THAT** the November accounts showing total general expenditures of \$2,497,209.33 be approved as submitted. -CARRIED-
- 007/16 Claggett Woods/Lachance: **THAT** the Board Chair and the Secretary-Treasurer be authorized to sign the Leasehold Mortgage Agreement between the St. François Xavier Daycare Center (Country Kids Learning Center) and Noventis Credit Union. -CARRIED-

Reports of Committees

Highlights of the Educational Programming/Public Relations Committee were discussed.

- 008/16 Lachance/Huisman: **THAT** the minutes of the December 14, 2015 Educational Programming/Public Relations committee meeting be approved as revised. -CARRIED-

Communication for Action

- 009/16 Owen/Claggett Woods: **THAT** Trustee Claggett Woods attend the Canadian Pupil Transportation Conference on April 16-21, 2016 at the Victoria Inn Hotel and Conference Center in Winnipeg, MB. -CARRIED-

Business Arising (From Previous Delegation/Board Meetings)

- 010/16 Huisman/Claggett Woods: **THAT** the following policies be approved as revised:
 Policy JLF (Reporting Child Abuse/Child Protection) *formerly JIK*
 Policy JLF-R (Procedures for Reporting Child Abuse/Child Protection) *formerly JIK*
 Policy JLF-E (Reporting Suspicion of Child Abuse or Child in Need of Protection) *formerly JIK*

- Policy GBGAA/JLCCA (Communicable Diseases) *formerly GBM*
- Policy GBGAA/JLCCA-R (Procedures for Dealing with Communicable Diseases) *formerly GBM*
- Policy GBK (Staff Complaints and Grievances) *formerly GBJ*
- Policy GBJ (Personnel Records) *formerly GBN*
- Policy GCA (Professional Staff Positions) *formerly GC*
- Policy GCB (Professional Staff Contracts and Compensation) *formerly GCA* -CARRIED-

- 011/16 Huisman/Claggett Woods: **THAT** the following policies for revision be given a third and final reading:
- Policy JLF (Reporting Child Abuse/Child Protection) *formerly JIK*
 - Policy JLF-R (Procedures for Reporting Child Abuse/Child Protection) *formerly JIK*
 - Policy JLF-E (Reporting Suspicion of Child Abuse or Child in Need of Protection) *formerly JIK*
 - Policy GBGAA/JLCCA (Communicable Diseases) *formerly GBM*
 - Policy GBGAA/JLCCA-R (Procedures for Dealing with Communicable Diseases) *formerly GBM*
 - Policy GBK (Staff Complaints and Grievances) *formerly GBJ*
 - Policy GBJ (Personnel Records) *formerly GBN*
 - Policy GCA (Professional Staff Positions) *formerly GC*
 - Policy GCB (Professional Staff Contracts and Compensation) *formerly GCA* -CARRIED-

- 012/16 Huisman/Bruce: **THAT** the following policies be approved for recoding:
- Policy GBL (Employee and Trustee Service Recognition) *formerly GBP*
 - Policy GBJA (Pledge of Confidentiality) *formerly GBO*
 - Policy GBJA-E (Pledge of Confidentiality Form) *formerly GBO-E* -CARRIED-

- 013/16 Huisman/Claggett Woods: **THAT** the following policies for recoding be given a third and final reading:
- Policy GBL (Employee and Trustee Service Recognition) *formerly GBP*
 - Policy GBJA (Pledge of Confidentiality) *formerly GBO*
 - Policy GBJA-E (Pledge of Confidentiality Form) *formerly GBO-E* -CARRIED-

Communication for Information

- M.S.B.A. Workers Compensation Act Amendments – Received as information
- M.S.B.A. Pending Legislation – Received as information
- M.A.S.B.O. Executive Director Recruitment – Received as information
- Rolling River S.D. – M.S.B.A. President Nomination – Received as information
- Town of Carman November 12, 2015 Minutes – Received as information
- Interlake Regional Update, January 2016 – Received as information
- M.S.B.A. CPI Update – Received as information
- Salary Bulletin – Winnipeg S.D. Teachers – Received as information
- Salary Bulletin – D.S.F.M. CUPE Local 3754 – Received as information
- Salary Bulletin – River East Transcona Educational Assistants – Received as information
- Salary Bulletin – Seven Oaks S.D. Secretarial – Received as information
- Salary Bulletin – Seven Oaks S.D. Wayfinders – Received as information
- Salary Bulletin – Seven Oaks S.D. Library Technician – Received as information
- Salary Bulletin – Pine Creek S.D. Teachers – Received as information
- M.S.B.A. Amendments to the Education Administration Act – Received as information

Announcements

Next Regular Meeting	January 18	7:00 p.m.
Carman ACSL Meeting Invitation	January 12	7:00 p.m.
Policy Committee meeting	January 18	9:00 a.m.
Educational Programming/Public Relations	January 18	5:30 p.m.
Budget Consideration/Discussion Meeting #1	January 20	7:00 p.m.
PRTA/PRSD Liaison Supper	April 25	

10 minute recess was called at 8:48 p.m.

014/16 Huisman/Bruce: **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:

- Senior Administration – 1 item
- Collective Bargaining – 1 item
- Finance – 1 item
- Questions arising from the Senior Administration Report – nil

015/16 Claggett Woods/Huisman: **THAT** the Committee of the Whole rise and report. -CARRIED-

016/16 Owen/Huisman: **THAT** an Ad Hoc committee be struck to review Student Fees consisting of Trustee Claggett Woods, Trustee Huisman, Trustee Foote and Trustee Owen. -CARRIED-

The meeting was adjourned at 9:16 p.m.

Donna Cox, Board Chair

Randall Znamirovski, Secretary-Treasurer