

MINUTES – PRAIRIE ROSE SCHOOL DIVISION

February 16, 2016

A regular meeting of the Board of Trustees of Prairie Rose School Division was held at the Board Office in Carman on Tuesday, February 16, 2016. The meeting was called to order by Chair Cox at 7:02 p.m.

Present:	Ward I	Trustee Donna Cox
	Ward II	Trustee Natalie Bargaen
	Ward III	Trustee Colleen Claggett Woods
	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 :	Andy Huisman, Trustee, Ward III
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037/16 Claggett Woods/Bargaen: **THAT** the agenda for this meeting be approved as circulated. -CARRIED-

038/16 Foote/Cloutier: **THAT** the minutes of the February 1, 2016 regular meeting be approved. -CARRIED-

Presentations

Miami School Presentation

Miami school staff including L. McNair, N. Nitsche, B. Unrau, N. Strange, T. Knox and S. Doell presented on the commitments to their students. Core programming including; academics, athletics, arts and high school math/science/social studies was presented. Specialty programs including; French, music/choir, drama, art, media, outdoor education, career development, daily physical education, and student support were highlighted. A student enrolment comparative was presented. School challenges were reviewed.

Report of Senior Administration

Superintendent Report: The Personnel/Staffing Report was attached. A list of school visitations, Divisional and Provincial meetings was attached. The itinerary for the out-of-country field trip for St. Paul's Collegiate Grade 10-12 students scheduled for March break of 2017 was attached, the motion has been tabled till the March 7, 2016 Board meeting for itinerary clarity. Highlights of the Administrative Council meeting were provided including the presentation by Bob Keber, School Safety Officer on school lockdowns and the presentation by Mary Hall, Safe School Manitoba on the Tell Them From Me Survey. A Division Teacher Interview Guide Committee was presented. The enrolment for January was attached. A review of the PRSD Senior Administration Leadership Summit was provided. Highlights of the Manitoba Safe and Caring Schools Conference attended by Superintendent Terry Osiowy was provided. The Hutterian Colony School System Meetings and Plan of Action was presented.

Assistant Superintendent Report: A list of school visitations as well as Divisional/Provincial meetings was attached. The invitation for Elm Creek School to attend the 2016 National UNESCO Schools Conference was presented.

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

Facility Maintenance & Capital Project Supervisor Report: A list of school/facility visitations as well as Division/Provincial meetings, conferences and workshops was attached. Updates on the Carman Collegiate Science Lab and the St. Laurent Roof and Envelope projects were provided. The St. François Xavier School playground landscaping improvements have been reviewed by an architect. An update on the St. François Xavier Country Kids daycare was provided, construction is on schedule. Manitoba Hydro will possibly fund the installation of a biomass boiler at École St. Eustache, more information should be available by April. Accessibility discussions for École St. Eustache took place.

Transportation Supervisor Report: A list of school/facility visitations as well as Division/Provincial meetings, conferences and workshops was attached. Apprenticeships were highlighted. Highlights of a meeting with Division mechanics were provided. Mechanic work and cost savings were highlighted. Wheelchair bus needs were reviewed.

Secretary-Treasurer Report: A list of school/facility visitations as well as Division/Provincial meetings, conferences and workshops was attached. The December accounts were attached. By-law 55/16 being a By-Law to approve the issuing of a debenture was attached. Congratulations were given to L. Last, Payroll Administrator for her positive results in a TRAF review. An opportunity to attend the Canadian Pupil Transportation Conference was presented.

- 039/16 Claggett Woods/Bruce: **THAT** the Superintendent's Staffing Report be received as presented. -CARRIED-
- 040/16 Claggett Woods/Bargen: **THAT** the Report from Senior Administration be received as presented. -CARRIED-
- 041/16 Claggett Woods/Bruce: **THAT** the December accounts showing total general expenditures of \$2,763,257.00 be approved as submitted. -CARRIED-
- 042/16 Claggett Woods: **THAT** By-law 55/16, being a By-law to approve the issuing of a debenture for expenses related to the St. Laurent roof replacement project, Elm Creek school roof replacement project and the Carman Collegiate Science Lab Renovation and as attached in full upon completion be given first reading and submitted to Public Schools Finance Board for approval. -CARRIED-

Reports of Committees

Highlights of the February 8, 2016 Personnel Committee meeting were provided.

- 043/16 Foote/Bargen: **THAT** the minutes of the February 8, 2016 Personnel Committee meeting be approved as presented. -CARRIED-
- 044/16 Foote/Bargen: **THAT** the Board approve the January 11, 2016 Agreement in committee relating to the PRTA July 1, 2014 to June 30, 2018 Collective Agreement. -CARRIED-

Communication for Action

- 045/16 Claggett Woods/Bargen: **THAT** Trustee Cox and Trustee Owen be authorized to receive the board ballots for the 2016 Manitoba School Boards Association Annual Convention. -CARRIED-

The M.S.B.A. Convention motions were discussed. Item deferred to the March 7, 2016 Board meeting.

Business Arising (From Previous Delegation/Board Meetings)

- 046/16 Claggett Woods/Bruce: **THAT** the following policies for revision be given a second reading:
 Policy GCBA (Part-Time Teacher Exception)
 Policy GCBA-R (Part-Time Teachers Administrative Guidelines)
 Policy GCBA-E (Part-Time Teacher Attendance/Exception Report) -CARRIED-

047/16 Claggett Woods/Bruce: **THAT** the following policies for revision be given a third and final reading:
 Policy GCBA (Part-Time Teacher Exception)
 Policy GCBA-R (Part-Time Teachers Administrative Guidelines)
 Policy GCBA-E (Part-Time Teacher Attendance/Exception Report) -CARRIED-

048/16 Claggett Woods/Bruce: **THAT** the following policies for deletion be given a second reading:
 Policy EMH (School Bus Stoppage at Railway Crossings)
 Policy GCC (Professional Staff Compensation for Expenses)
 Policy GCG (Professional Staff Probation and Tenure) *PSA*
 Policy GCH (Professional Staff Seniority) *Collective Agreement*
 Policy DCF (Staffing Formula) -CARRIED-

049/16 Claggett Woods/Bruce: **THAT** the following policies for deletion be given a third and final reading:
 Policy EMH (School Bus Stoppage at Railway Crossings)
 Policy GCC (Professional Staff Compensation for Expenses)
 Policy GCG (Professional Staff Probation and Tenure) *PSA*
 Policy GCH (Professional Staff Seniority) *Collective Agreement*
 Policy DCF (Staffing Formula) -CARRIED-

Communication for Information

St. Laurent School – Community Library –Received as information
 M.A.S.S. Save the Date – Our Human Rights Journey April 20-21, 2017 –Received as information
 MB Education and Advanced Learning – New Instructional Renewal Programs –Received as information
 Western S.D. January 11, 2016 Board minutes –Received as information
 Western S.D. January 25, 2016 Board minutes –Received as information
 M.S.B.A. eBulletin –Received as information
 Twenty-Third Annual Meridian Arts Festival donation request –Received as information
 Accessibility Learning Event –Received as information
 M.S.B.A. Reflections of our Future – CSBA Congress 2016 update –Received as information
 Park West S.D. Superintendent/CEO search –Received as information

050/16 Owen/Lachance: **THAT** a donation be made to the Meridian Arts Festival in the amount of \$50.00.
 -CARRIED-
 10 minute recess was called at 9:05 p.m.

Announcements

NEXT REGULAR MEETING	March 7	7:00 p.m.
Operations/Finance Committee meeting	February 16	5:30 p.m.
Budget Meeting #4	February 17	7:00 p.m.
Policy Committee meeting	February 22	9:00 a.m.
PRSD/PRTA Liaison	February 22	4:45 p.m.
Public Budget Consultation – St. Paul’s Collegiate	February 24	7:00 p.m.
Student Fee Ad Hoc Committee meeting	February 29	5:30 p.m.
Budget Meeting #6	March 2	7:00 p.m.
Formal Approval of the Budget	March 7	6:00 p.m.

051/16 Bruce/Owen: **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
- Board Matter – 1 item
- Personnel Matter – 2 items
- School Matter – 1 item

- Questions arising from the Senior Administration Report – 1 item

052/16 Claggett Woods/Bruce: **THAT** the Committee of the Whole rise and report. -CARRIED-

053/16 Claggett Woods/Owen: **THAT** Transportation advises Pupil Transportation Unit of the requirements of our bus tender. -CARRIED-

The meeting was adjourned at 9:40 p.m.

Donna Cox, Board Chair

Randall Znamirowski, Secretary-Treasurer