

MINUTES – PRAIRIE ROSE SCHOOL DIVISION

March 7, 2016

A regular meeting of the Board of Trustees of Prairie Rose School Division was held at the Board Office in Carman on Monday, March 7, 2016. The meeting was called to order by Chair Cox 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
	Trevor Ryan, Transportation Supervisor
	Arli Cruikshank, Executive Assistant

Regrets:	Claude Plante, Facility Maintenance & Capital Project Supervisor
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056/16 Claggett Woods/Huisman: **THAT**, with the additions of 2.03: February Enrolment, 2.03.8: By-Law 55/16 Debentures, 3.01.16: M.S.B.A. Convention Checklist, 3.01.17: Frontier School Division Area 2 Superintendent posting, 3.01.18: March 2, 2016 e-Bulletin, 3.01.19: Salary Bulletin – Beautiful Plains S.D. Teachers, and 4.03.2: March 4, 2016 Collective Bargaining Update, the agenda for this meeting be approved as circulated.

-CARRIED-

057/16 Claggett Woods/Huisman: **THAT** the minutes of the February 16, 2016 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. 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 proposed 2016-2017 School Calendar was reviewed. A review of the capital support grant applications for 2016-2017 was presented. The March calendar of school events was attached.

Assistant Superintendent Report: A list of school visitations as well as Divisional/Provincial meetings was attached. A Division literacy update was provided.

Director of Student Services Report: A list of school visitations as well as Division/Provincial meetings, conferences and workshops was attached. Director of Student Services Louise Duncan and Social Worker Kim Mackey presented at the Aboriginal Circle of Educator Conference. Highlights of PATH/MAPS training 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. An update on the Carman Collegiate Science Lab was provided. An update on the Biomass Boiler feasibility study in St. Eustache was attached.

Transportation Supervisor Report: A list of school/facility visitations as well as Division/Provincial meetings, conferences and workshops was attached. An update on the School Bus Safety Program was provided. The bus loop experiment at St. François Xavier School was reviewed. An update on D250 buses was provided.

Secretary-Treasurer Report: A list of school/facility visitations as well as Division/Provincial meetings, conferences and workshops was attached. The meetings of the Workplace, Health & Safety Coordinator was attached. The January accounts were attached. Signing authority for the Midland Adult Education Centre was discussed. By-law 55/16 being a By-Law to approve the issuing of a debenture was attached. MSBA Convention details were discussed. The Central Purchasing Bus Tender was attached.

- 058/16 Bargaen/Bruce: **THAT** the Superintendent's Staffing Report be received as presented. -CARRIED-
- 059/16 Bargaen/Huisman: **THAT** the Report from Senior Administration be received as presented. -CARRIED-
- 060/16 Owen/Huisman: **THAT** the 2016-2017 School Calendar be received as presented. -CARRIED-
- 061/16 Claggett Woods/Bruce: **THAT** the St. Paul's Collegiate Grades 10-12 out-of-country field trip to France, Switzerland, Austria and Germany from March 26-April 3, 2016 be approved as per Policy IGH. -CARRIED-
- 062/16 Owen/Huisman: **THAT** approval to purchase three (3) buses for \$423,103.78 under the 2016 Central Tender School Bus purchase be authorized to be funded from the bus reserve and the 2016-207 budget transfer to the bus reserve. -CARRIED-
- 063/16 Huisman/Claggett Woods: **THAT** Randall Znamirovski, Secretary-Treasurer be appointed as signing officer for the Midland Adult Education Centre in addition to administrator Minnie Guilford as per Policy DGA (Authorized Signatures). -CARRIED-
- 064/16 Claggett Woods/Owen: **THAT** the January accounts showing total general expenditures of \$2,510,642.22 be approved as submitted. -CARRIED-
- 065/16 Bargaen/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 a second and third reading and finally passed. -CARRIED-

Reports of Committees

Highlights of the February 22, 2016 Policy Committee meeting were provided by Trustee Huisman.

- 066/16 Huisman/Bruce: **THAT** the minutes of the February 22, 2016 Policy Committee meeting be approved as presented. -CARRIED-

Notice of Motion was given by Trustee Huisman THAT the following policies for adoption be given a first reading:
Policy IJOA-E4 (Extended Extra Curricular Trips & Field Trips Proposal Form)
Policy IJOA-E5 (Extended Extra Curricular Trips & Field Trips Plan Form)

Notice of Motion was given by Trustee Huisman THAT the following policies for revision be given a first reading:
Policy IJOA (Extra Curricular Trips, Field Trips, Extended Field Trips) *formerly IGH*
Policy IJOA-R (Extra Curricular Trips, Field Trips, Extended Field Trips Procedures) *formerly IGH*
Policy IJOA-E1 (Extra Curricular Trips – Parent/Guardian Permission Form) *formerly IGH*
Policy IJOA-E2 (Field Trips – Parent/Guardian Permission Form) *formerly IGH*
Policy IJOA-E3 (Extended Field Trips – Parent/Guardian Permission Form) *formerly IGH*
Policy GBG (Workplace Safety and Health)
Policy GCG (Substitute Professional Staff Employment) *formerly GCS*
Policy GCG-R (Arrangements for Professional Staff Substitutes) *formerly GCS*
Policy GCGC (Job-Sharing – Instructional Staff) *formerly GCX*

Policy GCGC-R (Job-Sharing – Instructional Staff Procedures) *formerly GCX*
 Policy GCI (Professional Development Staff Opportunities) *formerly GCK*
 Policy GCI-R (Professional Development Staff Opportunities Procedures) *formerly GCK*
 Policy GCKA (Professional Assignment and Transfers) *formerly GCJ*
 Policy GCN (Supervision of Professional Staff) *formerly GCL*
 Policy GCQA (Reduction in Professional Staff Work Force) *formerly GCI*
 Policy GCRA (Non-Division Employment by Professional Staff Members) *formerly GCU*
 Policy GCS (Professional Research and Publishing) *formerly GCV*
 Policy GCT (Exchange Teaching) *formerly GCW*
 Policy GDBA (Support Staff Salary Schedules) *formerly GCA*
 Policy GDGB (Arrangements for Support Staff Substitutes) *formerly GDGC*
 Policy GDI (Support Staff Probation and Tenure) *formerly GHA/GFF*
 Policy GDJ (Support Staff Assignments, Transfers and Seniority) *formerly GFG/GFH*
 Policy GDM (Support Staff Development Opportunities) *formerly GFI*
 Policy GDQ (Support Staff Termination of Employment) *formerly GFK*
 Policy GDQB (Resignation of Support Staff Members) *formerly GFL*
 Policy GDR (Non-Division Employment by Support Staff Members) *formerly GFO*

Notice of Motion was given by Trustee Huisman THAT the following policies for deletion be given a first reading:

Policy GBG-R (Workplace Safety and Health Regulation) *Workplace Health & Safety Act*
 Policy GCO (Resignation of Professional Staff Members) *PSA*
 Policy GCR (Dismissal of Professional Staff Members) *PSA*
 Policy GFC (Support Staff Compensation for Expenses)
 Policy GFN (Suspension of Support Staff Members) *PSA*

Highlights of the Operations/Finance committee meeting were provided by Trustee Owen.

067/16 Owen/Bruce: **THAT** the minutes of the February 16, 2016 Operations/Finance committee meeting be approved as presented. -CARRIED-

Communication for Action

The letter from the Town of Carman regarding the Carman Elementary School street widening was reviewed.

Business Arising (From Previous Delegation/Board Meetings)

The MSBA Convention resolutions were presented.

Communication for Information

Meeting dates: Conciliation between PRSD and CUPE – Received as information
 M.S.B.A. re: Wired Glass Advisement – Received as information
 M.S.B.A. re: Indoor Climbing Structures – Received as information
 Elections Manitoba: Student Information Officer – Received as information
 M.S.B.A. e-Bulletin – Received as information
 Youth in Action Short Film Festival – Received as information
 Flying Unlimited: LAUNCH Youth Leadership Summit – Received as information
 Western S.D. February 8, 2016 Board meeting minutes – Received as information
 Town of Carman January 14, 2016 Council meeting minutes – Received as information
 Salary Bulletin – Prairie Rose S.D. Teachers – Received as information
 Salary Bulletin – Park West S.D. CUPE – Received as information
 Salary Bulletin – Garden Valley S.D. Teachers – Received as information
 Salary Bulletin – Sunrise S.D. Teachers – Received as information
 Salary Bulletin – Turtle River S.D. Teachers – Received as information
 CPI Update – Received as information
 M.S.B.A. Convention Checklist – Received as information

Frontier School Division Area 2 Superintendent posting – Received as information
 March 2, 2016 e-Bulletin – Received as information
 Salary Bulletin – Beautiful Plains S.D. Teachers – Received as information

Announcements

NEXT REGULAR MEETING	Monday, March 21	7:00 p.m.
Policy Committee Meeting	Monday, March 14	9:00 a.m.
Personnel Committee Meeting	Monday, March 14	5:30 p.m.
M.S.B.A. Convention	Thursday, March 17 to Saturday, March 19	
Educational Programming/Public Relations Meeting	Monday, March 21	5:30 p.m.

5 minute recess was called at 7:50 p.m.

068/16 Huisman/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 – 2 items
- Board Matter – 2 items
- Personnel Matter – 2 items
- M.S.B.A. Convention Resolutions – 1 item.
- Questions arising from the Senior Administration Report –2 items

069/16 Foote/Cloutier: **THAT** the Committee of the Whole rise and report. -CARRIED-

070/16 Huisman/Bargen: **THAT** the Board Planning Session be scheduled for May 5 & 6, 2016. -CARRIED-

The meeting was adjourned at 8:52 p.m.

Donna Cox, Board Chair

Randall Znamirovski, Secretary-Treasurer