

MINUTES – PRAIRIE ROSE SCHOOL DIVISION

April 18, 2016

A regular meeting of the Board of Trustees of Prairie Rose School Division was held at the Board Office in Carman on Monday, April 18, 2016. The meeting was called to order by Chair Cox at 7:04 p.m.

Present:	Ward I	Trustee Donna Cox
	Ward II	Trustee Natalie Bargen
	Ward III	Trustee Andy Huisman
	Ward IV	Trustee Elaine L. Owen
	Ward VI	Trustee David Cloutier

Administration:	Terry Osiowy, Superintendent
	Randall Znamirovski, Secretary-Treasurer
	Ron Sugden, Assistant Superintendent
	Louise Duncan, Director of Student Services
	Claude Plante, Facility Maintenance & Capital Project Supervisor
	Arli Cruikshank, Executive Assistant

Regrets:	Ward III	Trustee Colleen Claggett Woods
	Ward V	Trustee Jack Foote
	Ward VII	Trustee Claude Lachance
	Ward VIII	Trustee Evi Bruce
		Trevor Ryan, Transportation Supervisor

109/16 Bargen/Huisman: **THAT**, with the addition of 3.01.5: Western S.D. Board minutes – March 14, 2016, and 4.03.1: Collective Bargaining Update – April 15, 2016, the agenda for this meeting be approved as circulated.

-CARRIED-

110/16 Bargen/Huisman: **THAT** the minutes of the April 11, 2016 regular meeting be approved.

-CARRIED-

Presentation

Principal Jason Green and vice-principal Marcel Houde presented on the positive culture and climate at St. Paul's Collegiate. Highlights included a review of courses, the career development program, the athletics program, the outdoor education program, the dual-track program including the connection with École St. Eustache, and additional french immersion opportunities including DELF and the MB-Quebec exchange program. A review of the school's directions, goals, and planning was provided which includes literacy, numeracy, education for sustainable development, technology, and transitioning. A list of school presenters was attached. The travel club's overseas trip was highlighted. A table crafted by students of the applied construction program was showcased.

Report of Senior Administration

Superintendent Report: The Personnel/Staffing report was attached. A list of school visitations, Divisional and Provincial meetings was attached. A summary of the 2016-2017 professional staffing meetings was provided. The job descriptions for the Classroom Teacher, Administrative Assistant – Transportation and Facility Maintenance/Capital Projects, and the Administrative Assistant – Reception, Education, and Student Services was attached. An overview of the April 22, 2016 School Development Planning Day was provided. The extended field trip for St. François Xavier School to Winkler Bible Camp in Winkler, MB was reviewed. The extended field trip for St. Paul's Collegiate to Rock Lake Camp in the Whiteshell Provincial Park, MB was reviewed.

Assistant Superintendent Report: A list of school visitations as well as Division/Provincial meetings, conferences and workshops was attached. A review of the Healthy Schools committee meeting was provided.

Director of Student Services Report: A list of school visitations as well as Division/Provincial meetings, conferences and workshops was attached. A review of the Guidance Counsellor recruitment 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. A review of the Green Grounds workshop was provided. A building inspections manual for custodian use was presented. A meeting with the Elm Creek daycare was highlighted. The special levy projects were reviewed. Information on the Capital D plan and on maintenance work was attached. A facility needs and planning summary draft was presented.

Transportation Supervisor Report: A list of school/facility visitations as well as Division/Provincial meetings, conferences and workshops was attached. Research into oil suppliers is being conducted. Correspondence from M.S.B.A. regarding School Bus Usage was attached.

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 were attached. Opportunities for attendance at CSBA Congress and the National Trustee Gathering on Aboriginal Education Program were provided. The February and March accounts were attached.

- 111/16 Barga/Huisman: **THAT** the Superintendent's Staffing Report be received as presented. -CARRIED-
- 112/16 Barga/Huisman: **THAT** the Report from Senior Administration be received as presented. -CARRIED-
- 113/16 Owen/Cloutier: **THAT** the job descriptions for the Classroom Teacher, the Administrative Assistant - Reception, Education, and Student Services, and the Administrative Assistant - Transportation and Facility Maintenance/Capital Projects be received as amended. -CARRIED-
- 114/16 Huisman/Barga: **THAT** the St. François Xavier School extended field trip request for twenty-four (24) grade 6 students to attend a camping trip to Winkler Bible Camp from May 30 to June 1, 2016, be approval as per Policy IJOA. -CARRIED-
- 115/16 Huisman/Barga: **THAT** the St. Paul's Collegiate extended field trip request for twenty-five (25) grade 7 students to attend a camping trip to Rock Lake Camp in the Whiteshell Provincial Park from June 8 to June 10, 2016, be approval as per Policy IJOA. -CARRIED-
- 116/16 Owen/Huisman: **THAT** the Carman Collegiate gymnasium revitalization project be approved as presented and that the remaining Capital D be approved as presented. -CARRIED-
- 117/16 Huisman/Barga: **THAT** the February accounts showing total general expenditures of \$2,641,162.66 be approved as submitted. -CARRIED-
- 118/16 Huisman/Barga: **THAT** the March accounts showing total general expenditures of \$2,466,312.38 be approved as submitted. -CARRIED-

Reports of Committees

Highlights of the April 11, 2016 Operations/Finance Committee meeting were provided by Trustee Owen.

- 119/16 Owen/Huisman: **THAT** the minutes of the April 11, 2016 Operations/Finance committee meeting be approved as amended. -CARRIED-

Business Arising (From Previous Delegation/Board Meetings)

Correspondence regarding the Carman Elementary Parking lot was reviewed.

A 10 minutes recess was called at 8:37 p.m.

Communication for Information

R.M. of Cartier Notice of Public Hearing – Received as information

St. Laurent School Graduation Awards – Received as information

Webinar: Ensuring Appropriate Staffing Expertise & Levels – Received as information

Statistics Canada: 2016 Census – Received as information

Western S.D. Board minutes – March 14, 2016 – Received as information

Announcements

NEXT REGULAR MEETING	Monday, May 2	7:00 p.m.
PRTA/PRSD Liaison Supper	Monday, April 25	5:00 p.m.
Pre-Board Planning Session Brainstorming	Monday, April 25	7:00 p.m.
Operation/Finance committee meeting	Monday, May 2	5:30 p.m.
Board Planning Session	Thursday, May 5 & Friday, May 6	
Personnel Committee meeting	Monday, May 9	5:30 p.m.
Public Relations/Educational Programming	Monday, May 16	5:30 p.m.

120/16 Huisman/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
- Board Matter – 1 item
- Personnel Matter – 1 item
- Transportation Matter – 1 item
- Questions arising from the Senior Administration Report – 1 item

121/16 Huisman/Owen: **THAT** the Committee of the Whole rise and report. -CARRIED-

The meeting was adjourned at 9:42 p.m.

Donna Cox, Board Chair

Randall Znamirovski, Secretary-Treasurer