

## MINUTES – PRAIRIE ROSE SCHOOL DIVISION

**May 16, 2016**

A regular meeting of the Board of Trustees of Prairie Rose School Division was held at the Board Office in Carman on Monday, May 16, 2016. The meeting was called to order by Chair Cox at 7:08 p.m.

Present:	Ward I	Trustee Donna Cox
	Ward III	Trustee Colleen Claggett Wood
	Ward III	Trustee Andy Huisman
	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
	Joanne Johnston, Human Resources Coordinator
	Claude Plante, Facility Maintenance & Capital Project Supervisor
	Arli Cruikshank, Executive Assistant

Regrets:	Ward IV, Trustee Elaine L. Owen
	Ward II, Trustee Natalie Bargaen

133/16 Claggett Woods/Huisman: **THAT**, with the additions of 2.03: Evergreen Colony/Eagle Creek Colony Update, 2.03: School Division Planning and Reporting, 2.05.4: PRTA President Release Time, 3.01.2: M.S.B.A. Bill C-241 – Excise Tax Act, 3.01.3: Webinar: Monitoring, Reporting & Evaluations, 3.01.4: e-Bulletin, and Salary Bulletin – Sunrise School Division – CUPE Local 4456, the agenda for this meeting be approved as circulated.

-CARRIED-

134/16 Foote/Bruce: **THAT** the minutes of the May 2, 2016 regular meeting be approved.

-CARRIED-

### **Presentation**

Roland School principal Garth Shindle presented on the benefits of a small school. School goals here highlighted including literacy, numeracy, respect, and equity. The positive school culture and community involvement were presented, Garth highlighted the benefits of the family atmosphere and the relationship with the RM of Roland. Small school staff opportunities were presented. The challenges of a small school were highlighted. Garth presented on the importance of student opportunities in small schools.

### **Report of Senior Administration**

*Superintendent Report:* The Personnel/Staffing report was attached. A list of school visitations, Divisional and Provincial meetings was attached. Highlights of the May 4, 2016 Administrative Council meeting was provided. A review of the Board Planning Session and future considerations were presented. The Carman Elementary street parking was reviewed. Recruitment updates were provided for the École St. Eustache principal and the Carman Collegiate vice-principal. A French language education review from the Bureau de l'éducation française Division was highlighted. An extended field trip for Carman Collegiate to attend the Yorkton Film Festival was presented. The Acting Principal job description was reviewed. The April 2016 student enrolment summary was attached. An update on Eagle Creek Colony was provided. A meeting scheduled for May 20, 2016 for school superintendents with

Manitoba Education and Advanced Learning on School Division Planning and Reporting was presented. The PRTA president release time was reviewed.

*Assistant Superintendent Report:* A list of school visitations as well as Division/Provincial meetings, conferences and workshops was attached. A review of teacher recruitment was provided. An update on the September 7, 2016 Division professional development day was provided. Highlights of a senior years’ literacy meeting was provided.

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

*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 Elementary boiler project was provided.

*Secretary-Treasurer Report:* A list of school/facility visitations as well as Division/Provincial meetings, conferences and workshops was attached. The agenda for the MASBO 2016 AGM was attached. The budget in special statistical analysis format was highlighted.

135/16 Claggett Woods/Foote: **THAT** the Superintendent’s Staffing Report be received as presented. -CARRIED-

136/16 Claggett Woods/Bruce: **THAT** the Report from Senior Administration be received as presented. -CARRIED-

137/16 Claggett Woods/Huisman: **THAT** the Carman Collegiate extended field trip request for six (6) students to Yorkton, Saskatchewan to attend the Yorkton Film Festival from May 25 to May 26, 2016, be approval as per Policy IJOA. -CARRIED-

138/16 Bruce/Cloutier: **THAT** the job description for the Acting Principal be received as information. -CARRIED-

**Reports of Committees**

139/16 Cloutier/Bruce: **THAT** the minutes of the May 2, 2016 Operations/Finance committee meeting be approved as presented. -CARRIED

Highlights of the May 9, 2016 Personnel committee meeting were provided by Trustee Foote. The PRTA Collective Agreement was discussed.

140/16 Foote/Claggett Woods: **THAT** the minutes of the May 9, 2016 Personnel Committee meeting be approved as presented. -CARRIED-

**Communication for Action**

The Board and committee meeting schedule for the 2016-2017 school year was presented.

141/16 Bruce/Huisman: **THAT** the 2016-2017 Board meeting schedule be approved as follows:

Monday, August 22, 2016	Monday, December 5, 2016	Monday, March 20, 2017
Monday, September 6, 2016	Monday, December 19, 2016	Monday, April 10, 2017
Monday, September 19, 2016	Monday, January 9, 2017	Monday, April 17, 2017
Monday, October 3, 2016	Monday, January 23, 2017	Monday, May 1, 2017
Monday, October 17, 2016	Monday, February 6, 2017	Monday, May 15, 2017
Monday, November 7, 2016	Tuesday, February 21, 2017	Monday, June 5, 2017
Monday, November 21, 2016	Monday, March 6, 2017	Monday, June 19, 2017
		Monday, July 3, 2017

-CARRIED-

A joint advocacy proposal from the Calgary Board of Education was reviewed.

142/16 Claggett Woods/Huisman: **THAT** the regular Board meeting for July be changed to 5:30 p.m. in St. Laurent.  
-CARRIED-

143/16 Foote/Cloutier: **THAT** the request of the Prairie Rose Teachers’ Association, that the President of the Association for the 2016/2017 school year, Melissa Benner, be seconded from the Division on a .50 FTE basis be approved, subject to the Division being reimbursed by the Association for all salary and benefit costs for the period of the secondment, to details of the release time being agreed upon between the Superintendent, the affected principal, and Melissa Benner, and that upon the return of the teacher to the Division, the teacher shall be reinstated in the same or comparable position at the school.  
-CARRIED-

**Communication for Information**

- Salary Bulletin – Kelsey S.D. CUPE – Received as information
- M.S.B.A. Bill C-241 – Excise Tax Act – Received as information
- Webinar: Monitoring, Reporting & Evaluations – Received as information
- e-Bulletin – Received as information
- Salary Bulletin – Sunrise School Division – CUPE Local 4456 – Received as information

**Announcements**

NEXT REGULAR MEETING	Monday, June 6	7:00 p.m.
Public Relations/Educational Programming	Monday, May 16	5:30 p.m.
Policy Committee meeting	Monday, May 30	9:00 a.m.
CUPE/PRSD Conciliation meeting	Monday, May 30	1:00 p.m.
Operations/Finance Committee meeting	Monday, June 6	5:30 p.m.
Personnel Committee meeting	Monday, June 13	5:30 p.m.

A 10 minute recess was called at 8:22 p.m.

144/16 Huisman/Foote: **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:

- Board Matters - 6 items
- Personnel Matter – 3 items
- Questions arising from the Senior Administration Report – nil

145/16 Foote/Huisman: **THAT** the Committee of the Whole rise and report. -CARRIED-

The meeting was adjourned at 9:08 p.m.

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Donna Cox, Board Chair

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Randall Znamirovski, Secretary-Treasurer