

MINUTES – PRAIRIE ROSE SCHOOL DIVISION

June 6, 2016

A regular meeting of the Board of Trustees of Prairie Rose School Division was held at the Board Office in Carman on Monday, June 6, 2016. The meeting was called to order by Chair Cox at 7:05 p.m.

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

Regrets:	Ward III	Trustee Andy Huisman
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146/16 Foote/Claggett Woods: **THAT**, with the additions of 2.03: May Enrolment Report, 3.01.7: Park West S.D. – Secretary-Treasurer Appointment Announcement, 3.01.8: M.S.B.A. e-Bulletin, 3.01.9: Salary Bulletin - Hanover S.D. Bus Drivers, 3.01.10: Salary Bulletin – Fort La Bosse S.D. Teachers, and 4.03.6: Collective Bargaining Update June 3, 2016, the agenda for this meeting be approved as circulated. -
CARRIED-

147/16 Claggett Woods/Foote: **THAT** the minutes of the May 16, 2016 regular meeting be approved. -CARRIED-

Presentation

Project Manager Jolene Rutter from the Growth and Prosperity Stakeholders Group presented on the South Central Natural Gas Project and how schools and communities can be involved. The pipeline logistics were presented. A comparison on heating fuel costs and long term benefits was provided. Tax revenue possibilities and project expenses were presented.

Report of Senior Administration

Superintendent Report: The Personnel/Staffing report was attached. A list of school visitations, Divisional and Provincial meetings was attached. A funding update for the Midland Adult Education Centre was provided. An update on the Carman Elementary parking proposal was provided. The new “K-12 Framework for Continuous Improvement – School Division Planning and Reporting” from Manitoba Education and Advanced Learning was presented. A recruitment update for the Hutterian Colony School Vice-Principal/Resource Teacher, the Carman Collegiate Vice-Principal, the École St. Eustache principal, and the St. Paul’s Collegiate Vice-Principal/French Immersion Teacher was presented. The May student enrolment was attached.

Assistant Superintendent Report: A list of school visitations as well as Division/Provincial meetings, conferences and workshops was attached. The Grade 6 literacy initiative was highlighted.

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 Public Schools' Finance Branch projects was provided.

Secretary-Treasurer Report: A list of school/facility visitations as well as Division/Provincial meetings, conferences and workshops was attached. A continuation for banking services was presented. The April accounts were attached. The Division Office summer hours were presented.

- 148/16 Bargaen/Owen: **THAT** the Superintendent's Staffing Report be received as presented. -CARRIED-
- 149/16 Bruce/Bargaen: **THAT** the Report from Senior Administration be received as presented. -CARRIED-
- 150/16 Claggett Woods/Bargaen: **THAT** Trustees Foote and Trustee Lachance be appointed as the trustee representatives for the Hutterian Colony School Vice-Principal Selection Committee as per Policy GCF. -CARRIED-
- 151/16 Claggett Woods/Owen: **THAT** the hiring of Jeff Latimer as the Vice-Principal of Carman Collegiate, effective September 6, 2016 be approved as recommended by the hiring committee. -CARRIED-
- 152/16 Lachance/Foote: **THAT** the appointment of Marcel Houde as the Principal of École St. Eustache and as the French Language Coordinator for the Division, effective September 6, 2016 be approved as recommended by the Board. -CARRIED-
- 153/16 Owen/Bruce: **THAT** Trustee Cloutier and Trustee Foote be appointed as the trustee representatives for the St. Paul's Collegiate Vice-Principal/French Immersion Teacher Selection Committee as per Policy GCF. -CARRIED-
- 154/16 Owen/Bargaen: **THAT** the proposal for the continuation of banking services for the period of June 1, 2016 till June 1, 2017 from Access Credit Union be approved. -CARRIED-
- 155/16 Claggett Woods/Owen: **THAT** the April accounts showing total general expenditures of \$2,588,184.02 be approved as submitted. -CARRIED-

Reports of Committees

Highlights of the May 30, 2016 Policy Committee meeting were provided by Trustee Claggett Woods.

- 156/16 Claggett Woods/Bruce: **THAT** the minutes of the May 30, 2016 Policy Committee meeting be approved as presented. -CARRIED-

The development of a new framework for the policy manual which will guide the development of the administrative procedural manual was referred to the Policy committee.

- 157/16 Claggett Woods/Bargaen: **THAT** the Board delegate to the superintendent the authority to move current procedures into an administrative manual and inform the Board of changes. -CARRIED-

Notice of Motion was given by Trustee Claggett Woods **THAT** the following policies be adopted:
Policy GBM (Exit Interview/Questionnaire)
Policy GBM-R (Exit Interview/Procedures)
Policy GBM-E (Exit Interview/Questionnaire Form)

Communication for Action

The August meeting date discussion was deferred to the next meeting.

Business Arising (From Previous Delegation/Board Meetings)

Trustee representation at Graduation ceremonies and school staff appreciation lunches was discussed.

Communication for Information

- Swan Valley S.D. Superintendent Search – Received as information
- Frontier S.D. Announcement – Assistant Superintendent – Received as information
- CPI Update – Received as information
- Salary Bulletin – Swan Valley S.D. Teachers – Received as information
- Salary Bulletin – Mountain View S.D. Teachers – Received as information
- Park West S.D. – Secretary-Treasurer Appointment Announcement – Received as information
- M.S.B.A. e-Bulletin – Received as information
- Salary Bulletin - Hanover S.D. Bus Drivers – Received as information
- Salary Bulletin – Fort La Bosse S.D. Teachers – Received as information

Announcements

NEXT REGULAR MEETING	Monday, June 20	7:00 p.m.
Operations/Finance Committee meeting	Monday, June 6	5:00 p.m.
Personnel Committee meeting	Monday, June 13	5:30 p.m.
Public Relations/Educational Programming	Monday, June 20, 2016	5:30 p.m.
Policy Committee meeting	Monday, June 27	9:00 a.m.

A 10 minute recess was called at 8:56 p.m.

158/16 Owen/Claggett Woods: **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 - 1 item
- Personnel Matter – 8 items
- Questions arising from the Senior Administration Report – nil

159/16 Claggett Woods/Bargen: **THAT** the Committee of the Whole rise and report. -CARRIED-

160/16 Owen/Claggett Woods: **THAT** Trustee Cox and Trustee Owen request to continue with the Board and Superintendent Evaluation processes. -CARRIED-

161/16 Claggett Woods/ Bargen: **THAT** the appointment of Melissa Benner as the Term Principal of Roland School effective September 6, 2016 till February 3, 2017 be approved as recommended by the Board. -CARRIED-

The meeting was adjourned at 9:37 p.m.

Donna Cox, Board Chair

Randall Znamirovski, Secretary-Treasurer