



PRAIRIE ROSE SCHOOL DIVISION

Board Meeting Minutes

August 29, 2016

A regular meeting of the Board of Trustees of Prairie Rose School Division was held at the Board Office in Carman on Monday, August 29, 2016. The meeting was called to order by Chair Cox at 7:01 p.m.

Present:

Ward I	Trustee Donna Cox
Ward II	Trustee Natalie Bargaen
Ward III	Trustee Andy Huisman
Ward III	Trustee Colleen Claggett Wood
Ward VI	Trustee David Cloutier
Ward VII	Trustee Claude Lachance
Ward VIII	Trustee Evi Bruce

Administration:

Terry Osiowy, Superintendent
 Ron Sugden, Assistant Superintendent
 Louise Duncan, Director of Student Services
 Joanne Johnston, Human Resources Coordinator
 Trevor Ryan, Transportation Supervisor
 Claude Plante, Facility Maintenance & Capital Project Supervisor
 Arli Cruikshank, Executive Assistant

Regrets:

Ward IV	Trustee Elaine L. Owen
Ward V	Trustee Jack Foote

197/16 Huisman/Bargaen: **THAT**, with the additions of 2.05.1: Bus Request – Miami School, and 4.02: In Camera Item – Letter to employee 102188, the agenda for this meeting be approved as circulated. -CARRIED-

198/16 Huisman/Cloutier: **THAT** the minutes of the July 4, 2016 regular meeting be approved. -CARRIED-

Report of Senior Administration

Superintendent Report: The Personnel/Staffing report and a Recruitment Summary for 2016-2017 was attached. A list of school visitations, Divisional and Provincial meetings was attached. Highlights of the ASCD Conference attended by Superintendent Terry Osiowy was provided. An update was provided on draft policy work completed over the summer months. The K-12 Framework for Continuous Improvement – School Division Planning and Reporting was attached. The Divisional membership for the Manitoba Association of Parent Council was reviewed. A letter from the Minister of Education and Training regarding the approval of the Balanced School Day at Carman Elementary was attached. An update was provided on the Skills Strategy Equipment Enhancement Fund. Student registration, transition, and school needs for St. François Xavier School, École St. Eustache, St. Paul's Collegiate, and Hutterian Colony School was reviewed. Secretarial time for Miami School was discussed. The school web-site initiative was highlighted. The selection by the Instruction, Curriculum and Assessment Branch of teacher C. Bryce of St. Paul's Collegiate for the Grade 12 Applied Mathematics Test Development Committee for the 2016-2017 school year was presented. The shared services agreements between Dufferin Christian School and Prairie Rose School Division for transportation, facilities, and clinicians were attached.

Assistant Superintendent Report: A list of school visitations as well as Division/Provincial meetings, conferences and workshops was attached. Highlights of the MASS Summer Institute as well as the New Teacher Orientation meetings were provided. A draft template for the Division and School Reports on Continuous Improvement required by Manitoba Education and Training was highlighted. Posters for the Divisional In-services were attached, a review of the in-services was provided. An update on the Eagle Creek colony site for the Hutterian Colony School was provided.

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

Transportation Supervisor: A review of Versatrans training provided to Transportation Supervisor Trevor Ryan, Administrative Assistants Monica Halbesma and Tanya Buchko was provided. Updates to the layout of the Division Storm Tree used in cases of bus cancellation or school closure was reviewed. An update on the purchase and use of oil was provided. Updates on fuel use and the current fleet was provided. Bus loop upgrades at Elm Creek School and St. François Xavier school were highlighted. Changes in procedure for documentation for driver use was presented. An updated ridership manual was presented. Highlights of the new bus safety program were provided. A review of cost savings and expenditures in the area of transportation was attached. Concerns and recommendations with bus routes in the St. François Xavier area were presented, item was referred to the Operations/Finance committee. A summary of transported students was attached.

199/16 Cloutier/Bargen: **THAT** the Superintendent’s Staffing Report be received as presented. -CARRIED-

200/16 Bruce/Claggett Woods: **THAT** the Report from Senior Administration be received as presented. -CARRIED-

201/16 Huisman/Lachance: **THAT** the shared services agreements between Dufferin Christian School and Prairie Rose School Division for the provision of transportation, facilities, and clinician services for the 2016-2017 school year be approved and submitted to the Minister of Education. -CARRIED-

202/16 Claggett Woods/Huisman: **THAT** the June accounts showing total general expenditures of \$4,903,403.45 be approved as submitted. -CARRIED-

Communication for Action

A bus request for Miami School was deferred.

Business Arising (From Previous Delegation/Board Meetings)

203/16 Claggett Woods/Huisman: **THAT** the following policies for revision be given a second reading:
 Policy KF (Community Use of School Facilities)
 Policy KF-R (Community Use of School Facilities Regulation) -CARRIED-

204/16 Claggett Woods/Huisman: **THAT** the following policies for revision be given a third and final reading:
 Policy KF (Community Use of School Facilities)
 Policy KF-R (Community Use of School Facilities Regulation) -CARRIED-

205/16 Huisman/Bruce: **THAT** By-Law 58/16, being a By-Law to set trustee annual indemnities, and as attached hereto in full upon completion, be given a second reading. -CARRIED-

206/16 Huisman/Bruce: **THAT** By-Law 58/16, being a By-Law to set trustee annual indemnities, and as attached hereto in full upon completion, be given a third and final reading. -CARRIED-

Communication for Information

- M.S.B.A. letter to Minister re: Resolutions and Position Statements (attachment)
- B. Grindell Thank you (attachment)
- P. Andrews-Vert Thank you (attachment)
- Scholarship Thank you (attachment)
- Scholarship Thank you (attachment)
- Salary Bulletin – Hanover S.D. Education, Service and Health Care (attachment)
- Salary Bulletin – Park West S.D. Teachers (attachment)
- Salary Bulletin – Western S.D. Teachers (attachment)
- M.S.B.A. June CPI Update (attachment)
- M.S.B.A. July CPI Update (attachment)
- Educational Outreach – Canada in a Day (attachment)

Announcements

NEXT REGULAR MEETING	Tuesday, September 6	7:00 p.m.
Operations/Finance Meeting	Tuesday, September 6	5:30 p.m.

A 10-minute recess was called at 8:17 p.m.

207/16 Huisman/Bruce: **THAT** the Board do now resolve itself into a Committee of the Whole In-Camera.

-CARRIED-

The following matters were discussed:

- Board Matters – 3 items
- Personnel Matters – 4 items
- Transportation Matter – 1 item
- Questions arising from the Senior Administration Report – nil

208/16 Bargaen/Huisman: **THAT** the Committee of the Whole In-Camera do now resolve into Board.

-CARRIED-

209/16 Claggett Woods/Huisman: **THAT** the hiring of Gerard Lesage as the Secretary-Treasurer/CFO of Prairie Rose School Division be approved as per Committee of the Whole effective September 15, 2016.

-CARRIED-

The meeting was adjourned at 9:20 p.m.

Donna Cox, Board Chair

Terry Osiowy, Superintendent/CEO