



PRAIRIE ROSE SCHOOL DIVISION

Board Meeting Minutes

October 3, 2016

A regular meeting of the Board of Trustees of Prairie Rose School Division was held at the Board Office in Carman on Monday, October 3, 2016. The meeting was called to order by Chair Huisman at 7:06 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 IV	Trustee Elaine L. Owen
Ward V	Trustee Jack Foote
Ward VI	Trustee David Cloutier
Ward VII	Trustee Claude Lachance

Administration:

Terry Osiowy, Superintendent/CEO
 Ron Sugden, Assistant Superintendent
 Gerard Lesage, Secretary-Treasurer/CFO
 Louise Duncan, Director of Student Services
 Trevor Ryan, Transportation Supervisor
 Claude Plante, Facility Maintenance & Capital Project Supervisor
 Arli Cruikshank, Executive Assistant

Regrets: Trustee Evi Bruce, Ward VIII

233/16 Claggett Woods/Owen: **THAT**, with the additions of 2.04.2: Policy Committee Minutes, 2.04.2.1: Decision Making Matrix, 2.05.1: MSBA Travel Accident Insurance, 2.05.2: Division Universal Student Accident Insurance, 2.05.3: Manitoba Schools Insurance Program, 3.01.1: M.S.B.A. Manitoba Lobbyist Registration Act, 3.01.2: M.S.B.A. e-Bulletin, 3.01.3: Child Nutrition Council of Manitoba: Committee Survey Results, 3.01.4: Educating for Action – Our Human Rights Journey - Save the date, 3.01.5: Portage la Prairie S.D. Assistant Superintendent Search, 3.01.6: Press Release – Bill C-241, and 3.02.8: Policy Committee – Tuesday, October 12 – 5:30 p.m., the agenda and addendum for this meeting be approved as circulated. -CARRIED-

234/16 Bargaen/Claggett Woods: **THAT** the minutes of the September 19, 2016 regular meeting be approved.

-CARRIED-

Presentation

Literacy Leader Barbara Penner and Assistant Superintendent Ron Sugden presented a Divisional literacy update. Highlights include; the successful training of all K-6 teachers in Fountas & Pinnell, the implementation of the digital library *Overdrive*, teacher professional development in guided reading, literature circles, reading comprehension and got data, educational assistant professional development in literacy strategies, a Learning Center intranet site providing resources to teachers, a Division-wide book study with the inclusion of approximately 100 teachers, and a reading apprenticeship program at the senior years' level. Results of early, middle, and senior years' literacy data was reviewed.

Delegations and Petitions

- 235/16 Bargaen: **THAT** By-Law 60/16, being a By-Law to approve religious instruction at St. François Xavier School once per week, and as attached hereto in full, be given first reading. -CARRIED-
- 236/16 Bargaen: **THAT** By-Law 60/16, being a By-Law to approve religious instruction at St. François Xavier School once per week, and as attached hereto in full, be given second reading. -CARRIED-
- 237/16 Bargaen/Cloutier: **THAT** By-Law 60/16, being a By-Law to approve religious instruction at St. François Xavier School once per week, and as attached hereto in full, be given a third and final reading. -CARRIED-
- 238/16 Bargaen/Owen: **THAT** based on a petition signed by the parents or guardians of at least 75% of the pupils in the school, we approved the daily saying of the Lord’s Prayer at Roland School for the remainder of the 2016-2017 school year. -CARRIED-

Report of Senior Administration

Superintendent Report: The Personnel/Staffing was attached. A list of school visitations, Divisional and Provincial meetings was attached. Highlights of the Midland Adult Learning funding agreement was provided. An enrolment summary for September 27, 2016 showing total student enrolment of 2262 students was attached. An update was provided on the French second language revitalization program and the French revitalization funding agreement. An update on a funding agreement providing youth school based services at Carman Collegiate was provided. The implementation of the Superintendent Student Advisory Council was reviewed. A division summary of FTE allocation for career education was attached, highlights of the career development program was provided. A Board of Trustees Meeting Highlights draft was presented, this document would more promptly provide stakeholders of board level discussions and decisions. An extended field trip request for Carman Collegiate was presented.

Assistant Superintendent Report: A list of school visitations as well as Division/Provincial meetings, conferences and workshops was attached. An update on the implementation of the digital library *Overdrive* was provided.

Director of Student Services Report: A list of school visitations as well as Division/Provincial meetings, conferences and workshops was attached. Brochures identifying roles of the School Social Worker and the School Guidance Counsellor was presented. The importance of providing support in the area of child and adolescent mental health was presented.

Facility Maintenance/Capital Project Supervisor Report: A list of school visitations as well as Division/Provincial meetings, conferences and workshops was attached. Status updates on special levy projects was attached. An update on the École St. Eustache biomass boiler feasibility study was provided. Public Schools Finance Branch has awarded Prairie Rose School Division the glass block envelope project at Carman Collegiate.

Secretary-Treasurer Report: The August accounts were attached. Debenture By-Law 59/16 for the Carman Collegiate science lab and the Carman Elementary steam heating system and ventilation replacement was presented.

- 239/16 Owen/Cox: **THAT** the Superintendent’s Staffing Report be received as presented. -CARRIED-
- 240/16 Foote/Owen: **THAT** the Report from Senior Administration be received as presented. -CARRIED-

241/16 Claggett Woods/Cox: **THAT** the August accounts showing total general expenditures of \$1,375,759.89 be approved as submitted. -CARRIED-

242/16 Claggett Woods/Owen: **THAT** By-law 59/16, being a By-law to approve the issuing of a debenture for expenses related to the Carman Collegiate Science Lab Renovation and the Carman Elementary Steam Heating System and Ventilation Replacement and as attached in full upon completion be given first reading and submitted to Public Schools Finance Board for approval. -CARRIED-

243/16 Claggett Woods/Owen: **THAT** the Carman Collegiate extended field trip request for eight (8) students to attend the Provincial Cross Country Meet in Nelson House, Manitoba from October 11 to October 13, 2016, be approval as per Policy IJOA. -CARRIED-

Reports of Committees

Highlights of the September 19, 2016 Public Relations/Educational Programming Committee meeting were provided by Trustee Barga. Community Consultation dates have been determined as Tuesday November 15 at St. Laurent School, Thursday November 17 at Carman Collegiate, and Wednesday November 23 at St. Paul's Collegiate, all consultations commence at 7:00 p.m.

244/16 Barga/Claggett Woods: **THAT** the minutes of the September 19, 2016 Public Relations/Educational Programming Committee meeting be approved as presented. -CARRIED-

Highlights of the September 28, 2016 Policy Committee meeting were provided by Trustee Owen.

245/16 Owen/Claggett Woods: **THAT** the minutes of the September 28, 2016 Policy Committee meeting be approved as presented. -CARRIED-

Communication for Action

246/16 Claggett Woods/Barga: **THAT** the MSBA Travel Accident Insurance plan be renewed for 2016/2017, with the same coverage as the current year. -CARRIED-

247/16 Owen/Cox: **THAT** The Division Universal Student Accident Insurance plan through Industrial Alliance be renewed for the year September 1, 2016 to August 31, 2017. -CARRIED-

248/16 Claggett Woods/Cox: **THAT** the Division insurance coverage under the Manitoba Schools Insurance program be renewed for the year July 1, 2016 to July 1, 2017. -CARRIED-

Business Arising from Previous Delegations

The M.S.B.A. Education Finance S.W.O.T. analysis was reviewed.

Communication for Information

M.S.B.A. Manitoba Lobbyist Registration Act – Received as information

M.S.B.A. e-Bulletin – Received as information

Child Nutrition Council of Manitoba: Committee Survey Results – Received as information

Educating for Action – Our Human Rights Journey - Save the date – Received as information

Portage la Prairie S.D. Assistant Superintendent Search – Received as information
Press Release – Bill C-241 – Received as information

Announcements

NEXT REGULAR MEETING	Monday, October	7:00 p.m.
Policy Committee	Wednesday, October 12	5:30 p.m.
Public Relations/Educational Programming	Monday, October 17	5:30 p.m.
Personnel Committee	Monday, October 24	5:00 p.m.
Policy Committee	Tuesday, October 25	5:30 p.m.
Operations/Finance Committee	Monday, November 7	5:30 p.m.
Personnel Committee	Monday, November 14	5:00 p.m.

A 10-minute recess was called at 8:28 p.m.

249/16 Claggett Woods/Owen: **THAT** the Board do now resolve itself into a Committee of the Whole In-Camera.
-CARRIED-

The following matters were discussed:

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

250/16 Claggett Woods/Owen: **THAT** the Committee of the Whole In-Camera do now resolve into Board.
-CARRIED-

The meeting was adjourned at 9:03 p.m.

Andy Huisman, Board Chair

Gerard Lesage, Secretary-Treasurer/CFO