



PRAIRIE ROSE SCHOOL DIVISION

Board Meeting Minutes

November 7, 2016

A regular meeting of the Board of Trustees of Prairie Rose School Division was held at the Board Office in Carman on Monday, November 7, 2016. The meeting was called to order by Chair Huisman at 7:07 p.m.

Present:

Ward I	Trustee Donna Cox
Ward II	Trustee Natalie Bargaen
Ward III	Trustee Andy Huisman
Ward IV	Trustee Elaine L. Owen
Ward VI	Trustee David Cloutier
Ward VII	Trustee Claude Lachance
Ward VIII	Trustee Evi Bruce

Administration:

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

Regrets:

Ward V	Jack Foote
Ward III	Colleen Claggett Woods

264/16 Bargaen/Cox: **THAT**, with the additions of 2.03: Superintendent Report – Report #8 - A.L.I.C.E. program, 2.05.2: Elm Creek Stay and Play, 2.06.2: M.S.B.A Region 2 Meeting Report, the agenda for this meeting be approved as circulated. -CARRIED-

265/16 Owen/Bargaen: **THAT** the minutes of the October 17, 2016 regular meeting be approved. -CARRIED-

Presentation

Greg Bradshaw, C.A. of Craig & Ross Chartered Accountants presented the 2015-2016 Audited Financial Statement.

266/16 Owen/Cox: **THAT** the 2015-2016 Audited Financial Statement be approved as presented. -CARRIED-

Delegations and Petitions

267/16 Bargaen/Owen: **THAT** based on a petition signed by the parents or guardians of at least 60 pupils in the school, we approved the daily saying of the Lord's Prayer at Carman Elementary for the remainder of the 2016-2017 school year. -CARRIED-

268/16 Bruce/Cox: **THAT** based on a petition signed by the parents or guardians of at least 60 pupils in the school, we approved the daily saying of the Lord's Prayer at Elm Creek 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 November 2 Administrative Council meeting were provided. An overview of the Manitoba Association of School Superintendents Conference attended by the Superintendent and Assistant Superintendent was provided. An update on the A.L.I.C.E. program was provided. The upcoming Community Consultations were discussed, a letter to communities was attached. The appointment of the Carman Collegiate Interim Principal was presented. Trustee representation for the Carman Collegiate interim vice-principal was requested. The PRSD/PRTA Liaison committee was discussed.

Assistant Superintendent Report: A list of school visitations as well as Division/Provincial meetings, conferences and workshops was attached. The Welcome to Kindergarten partnership was highlighted. The 2016-2017 Divisional Plan was attached. An update was provided on Eagle Creek colony.

Director of Student Services Report: A list of school visitations as well as Division/Provincial meetings, conferences and workshops was attached. The PLAY project and teaching PLAY was presented. An update on the Music Therapy program was provided. The sensory program DIR®/Floortime™ was presented.

Facility Maintenance/Capital Project Supervisor Report: A list of school visitations as well as Division/Provincial meetings, conferences, and workshops was attached. Updates to special levy projects were attached. The proposed grooming room at Elm Creek school was presented.

Transportation Supervisor Report: Highlights of the first aid sessions attended by bus drivers on October 21 and November 7 were provided.

Secretary-Treasurer/CFO Report: The September accounts were attached. By-Law 61/16 being a by-law to increase the operating line of credit limit was presented. By-Law 62/16 being a by-law to provide long term borrowing for the Carman Elementary Steam Heating System & ventilation Replacement project was presented.

- 269/16 Bruce/Bargen: **THAT** the Superintendent’s Staffing Report be received as presented. -CARRIED-
- 270/16 Owen/Bargen: **THAT** the Report from Senior Administration be received as presented. -CARRIED-
- 271/16 Owen/Bargen: **THAT** the hiring of Jeff Latimer as the Interim Principal of Carman Collegiate, effective February 1, 2017 till August 15, 2017 be approved as recommended by the Board. -CARRIED-
- 272/16 Owen/Cox: **THAT** Trustee Owen, Trustee Bargen, and Trustee Cox be appointed as members of the PRTA/PRSD Liaison committee. -CARRIED-
- 273/16 Owen: **THAT** By-Law 61/16, being a By-Law to approve borrowing by way of overdraft to meet operating expenditures, and as attached hereto into in full, be given first reading. -CARRIED-
- 274/16 Cox: **THAT** By-Law 61/16, being a By-Law to approve borrowing by way of overdraft to meet operating expenditures, and as attached hereto into in full, be given second reading. -CARRIED-
- 275/16 Owen/Lachance: **THAT** By-Law 61/16, being a By-Law to approve borrowing by way of overdraft to meet operating expenditures, and as attached hereto into in full, be given third and final reading. -CARRIED-

- 276/16 Cloutier/Cox: **THAT** By-law 62/16, being a By-law to approve the issuing of a debenture for expenses related to 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-
- 277/16 Cox/Bargen: **THAT** the September accounts showing total general expenditures of \$2,796,990.95 be approved as submitted. -CARRIED-
- 278/16 Owen/Cox: **THAT** staffing for Hutterian Colony School - Eagle Creek Colony be a maximum of 2.0 FTE teaching staff and 1.0 FTE educational assistant support staff be approved. -CARRIED-

Reports of Committees

Highlights of the October 17, 2016 Public Relations/Educational Programming committee meeting were provided by Trustee Bargen.

- 279/16 Bargen/Bruce: **THAT** the minutes of the October 17, 2016 Public Relations/Educational Programming Committee meeting be approved as presented. -CARRIED-

- 280/16 Bruce/Lachance: **THAT** the St. Laurent Library project be approved for the 2016/2017 school year. -CARRIED-

Highlights of the October 25, 2016 Policy Committee meeting were provided by Trustee Owen.

- 281/16 Owen/Bruce: **THAT** the minutes of the October 25, 2016 Policy Committee meeting be approved as presented. -CARRIED-

Notice of Motion was given by Trustee Owen that the Decision Making Matrix be adopted.

Communication for Action

- 282/16 Cox/Bargen: **THAT** we agree in principal to lease space to the Elm Creek Stay and Play Centre Inc. for the purpose of constructing a new stand-alone daycare building on the Elm Creek School property, subject to mutually acceptable lease arrangements. -CARRIED-

Business Arising (from Previous Delegations/Board Meetings)

- 283/16 Bargen/Cox: **THAT** Trustees Huisman attend the Fall Trustee Education Workshop on November 25, 2016 at the Norwood Hotel in Winnipeg, MB. -CARRIED-

Trustee Owen provided highlights of the M.S.B.A. Regional 2 meeting attended by Trustee Owen, Trustee Claggett Woods, Trustee Bargen, Superintendent/CEO, and Secretary-Treasurer/CFO. AMM Resolution 08-2016 was presented.

Dates for the 2017 Board Planning Session were discussed. Item was deferred to the November 21 regular meeting.

Communication for Information

- M.S.B.A. Call for Nominations & Resolutions – Received as information
M.S.B.A. Letter to Boards re: Committee Volunteers – Received as information
M.S.B.A. Education Finance SWOT responses – Received as information

M.S.B.A. 2017 Recognition & Award programs – Received as information
 M.S.B.A. Respect in Schools Program resources – Received as information
 M.S.B.A. 2016 Summer Institute reflections – Received as information
 M.A.P.C. Mental Health and Your Child – Received as information
 M.S.B.A. CPI Update October 31, 2016 – Received as information
 Salary Bulletin – Pembina Trails S.D. CUPE Trades – Received as information
 Salary Bulletin – River East Transcona S.D. CUPE Transportation – Received as information
 Salary Bulletin – Lord Selkirk S.D. CUPE Clerical, EA, Librarian – Received as information
 Salary Bulletin – Lord Selkirk S.D. CUPE Custodial – Received as information
 Salary Bulletin – Turtle Mountain S.D. CUPE All – Received as information
 Salary Bulletin – Turtle Mountain S.D. CUPE E.A. – Received as information
 M.S.B.A. eBulletin – Received as information

Announcements

NEXT REGULAR MEETING	Monday, November 21	7:00 p.m.
Personnel Committee	Monday, November 14	5:00 p.m.
Community Consultation - St. Laurent	Tuesday, November 15	7:00 p.m.
Community Consultation – Carman Collegiate	Thursday, November 17	7:00 p.m.
Public Relations/Educational Programming	Monday, November 21	5:30 p.m.
Community Consultation – St. Paul’s Collegiate	Wednesday, November 23	7:00 p.m.
Policy Committee	Monday, November 28	5:30 p.m.

A 10-minute recess was called at 8:44 p.m.

284/16 Cox/Bargen: **THAT** the Board do now resolve itself into a Committee of the Whole In-Camera. -CARRIED-

The following matters were discussed:

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

285/16 Bargen/Cox: **THAT** the Committee of the Whole In-Camera do now resolve into Board. -CARRIED-

286/16 Owen/Bargen: **THAT** Trustees Cox, Trustee Lachance, Trustee Foote, and Trustee Huisman be appointed as the trustee representatives for the Interim Vice-Principal Selection Committee as per Policy GCF.

-CARRIED-

The meeting was adjourned at 9:39 p.m.

Andy Huisman, Board Chair

Gerard Lesage, Secretary-Treasurer/CFO