



PRAIRIE ROSE SCHOOL DIVISION

Board Meeting Minutes

June 5, 2017

A regular meeting of the Board of Trustees of Prairie Rose School Division was held at the Board Office in Carman on Monday, June 5, 2017. The meeting was called to order by Chair Huisman at 6:57 p.m.

Present:

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| Ward I | Trustee Donna Cox |
| Ward II | Trustee Natalie Bargaen |
| Ward III | Trustee Andy Huisman |
| Ward III | Trustee Colleen Claggett Woods |
| Ward IV | Trustee Elaine Owen |
| Ward V | Trustee Jack Foote |
| Ward VII | Trustee Claude Lachance |
| Ward VIII | Trustee Evi Bruce |

Administration:

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

Regrets: Trustee David Cloutier, Ward VI

125/17 Claggett Woods/Cox: **THAT**, with the additions of 2.04: Superintendent/CEO: May 2017 Enrolment, 2.04.9: By-law 63/17, 2.04: Facility Maint./Capital Project Supervisor: Carman Collegiate Envelope and Roofing Bid Summary, 2.05.4: M.S.B.A. Executive Meeting Feedback Request, 3.01.3: C.S.B.A. President's Bulletin, 3.01.4: Canadian Mental Health: Stronger Together Conference, and 3.01.5: M.S.B.A Bill 28 Update on Status, the agenda for this meeting be approved as circulated. -CARRIED-

126/17 Foote/Owen: **THAT** the minutes of the May 15, 2017 regular meeting be approved -CARRIED-

Reports of Committees

Highlights of the May 15, 2017 Public Relations/Educational Programming Committee meeting were provided by Trustee Bargaen

127/17 Bargaen/Claggett Woods: **THAT** the minutes of the May 15, 2017 Public Relations/Educational Programming Committee meeting be approved as presented -CARRIED-

Report of Senior Administration

Superintendent/CEO Report: The Personnel/Staffing report was attached. A list of school visitations and Divisional and Provincial meetings was attached. A *Youth in Philanthropy* proposal from the Thomas Sill Foundation for Miami School was presented. The draft PRSD Student Code of Conduct was presented. Administrative procedure drafts; Administrative Procedures Development and Revision Protocol, and Staff Standards of Dress were presented. Principal selection for Carman Collegiate and Miami School was

presented. Highlights of a visit to Seven Oaks School Division MET school by an Elm Creek School team was provided. An overview of the Hutterian Colony School System transition meeting that took place on May 30th, 2017 was provided. Highlights of a meeting regarding Elm Creek School facility planning was provided, a presentation is scheduled for the June 19, 2017 Board meeting. A registration and funding update for the Midland Adult Education Centre was provided. The May 2017 student enrolment was attached.

Assistant Superintendent Report: A list of school visitations as well as Division/Provincial meetings, conferences and workshops was attached. An update on the Learning Centre space at Carman Collegiate was provided. PRSD templates for provincial, divisional, and school data was attached.

Director of Student Services Report: A list of school visitations as well as Division/Provincial meetings, conferences and workshops was attached. An update on improvements to the Hutterian Colony School System Educational Assistant recall procedure were presented.

Secretary-Treasurer/CFO Report: A list of Division/Provincial meetings, conferences and workshops was attached. The March 31, 2017 financial statements were provided. By-law 63/17, for capital projects was presented for first reading.

Facility Maintenance/Capital Project Supervisor Report: Updates were provided on the Roland School student entrance and sidewalk, École St. Eustache play structure, École St. Eustache Biomass Boiler project, Miami envelope and roofing project, Carman Collegiate envelope and roofing project, and the Carman Collegiate Blue Sky LED replacement project were provided.

- 128/17 Foote/Bargen: **THAT** the Superintendent’s Staffing Report be received as presented. -CARRIED-
- 129/17 Cox/Bargen: **THAT** the Report from Senior Administration be received as presented. -CARRIED-
- 130/17 Cox/Claggett Woods: **THAT** we approve the Youth in Philanthropy program at Miami School through the Thomas Sill Foundation and the Miami and Area Foundation. -CARRIED-
- 131/17 Owen/Foote: **THAT** the hiring of Jeff Latimer as the Principal of Carman Collegiate, effective September 5, 2017 be approved as recommended by the hiring committee. -CARRIED-
- 132/17 Cox/Bruce: **THAT** the hiring of David Langill as the Principal of Miami School, effective September 5, 2017 be approved as recommended by the hiring committee. -CARRIED-
- 133/17 Owen/Claggett Woods: **THAT** the Board approve the low bid received of \$1,612,867 plus GST from WBS Construction for the Carman Collegiate wall and roof replacement project subject to receiving funding approval from The Public Schools Finance Board. -CARRIED-
- 134/17 Claggett Woods/Bargen: **THAT** the April 2017 accounts showing total general expenditures of \$1,325,517.53 be approved as submitted. -CARRIED-
- 135/17 Foote/Cox: **THAT** the proposal from Manitoba Hydro to proceed with a Request for Proposal for the Biomass Boiler Beta Project at École St. Eustache be approved subject to a favourable result for the Prairie Rose School Division. Should the result be unfavourable, we are not bound and committed to go forth with the project. Manitoba Hydro will fund \$105,000 of the project with the \$35,000 balance to be the responsibility of the Prairie Rose School Division. -CARRIED-
- 136/17 Claggett Woods/Owen: **THAT** By-law 63/17, being a By-law to approve the issuing of a long term debt for expenses related to the Carman Collegiate science classroom renovation, the Carman Elementary steam heating system & ventilation replacement, the Miami School wall and roof replacement project, and the St. Laurent

School roof replacement and as attached in full upon completion be given first reading and submitted to Public Schools Finance Board for approval. -CARRIED-

Communication for Action

137/17 Claggett Woods/Foote: **THAT** \$150.00 be approved for Ayla Salazar of Elm Creek School in support of her attendance at the Encounters with Canada Program. -CARRIED-

Trustee representation at graduation ceremonies and staff appreciation lunches was reviewed.

138/17 Claggett Woods/Bruce: **THAT** the 2017-2018 Board meeting schedule be approved as follows:

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|----------------------------|----------------------------|------------------------|
| Monday, August 28, 2017 | Monday, December 4, 2017 | Monday, March 19, 2018 |
| Tuesday, September 5, 2017 | Monday, December 18, 2017 | Monday, April 9, 2018 |
| Monday, September 18, 2017 | Monday, January 15, 2018 | Monday, April 23, 2018 |
| Monday, October 2, 2017 | Monday, January 22, 2018 | Monday, May 7, 2018 |
| Monday, October 16, 2017 | Monday, February 5, 2018 | Tuesday, May 22, 2018 |
| Monday, November 6, 2017 | Tuesday, February 20, 2018 | Monday, June 4, 2018 |
| Monday, November 20, 2017 | Monday, March 5, 2018 | Monday, June 18, 2018 |
| | | Tuesday, July 3, 2018 |

-CARRIED-

Correspondence received from M.S.B.A. regarding Regional Meeting feedback was discussed.

Business Arising (From Previous Delegation/Board Meetings)

139/17 Owen/Claggett Woods: **THAT** the new Policy Manual, replacing the previous policy manual, effective July 1, 2017, be given a second reading. -CARRIED-

140/17 Owen/Claggett Woods: **THAT** the approval of the new Policy Manual, replacing the previous policy manual, effective July 1, 2017, be given a third and final reading. -CARRIED-

Quality School Reviews as previously presented by the Superintendent/CEO were discussed. A motion will be prepared for the June 19, 2017 Board meeting.

141/17 Bruce/Owen: **THAT** the July 4, 2017 regular Board meeting be cancelled. -CARRIED-

10-minutes recess was called at 7:59 p.m.

Communication for Information

M.S.B.A. CPI Update – Received as information

M.S.B.S. eBulletin – Received as information

C.S.B.A. President’s Bulletin – Received as information

Canadian Mental Health: Stronger Together Conference – Received as information

M.S.B.A. Bill 28 Update on Status – Received as information

142/17 Owen/Claggett Woods: **THAT** the Board do now resolve itself into a Committee of the Whole In-Camera. -CARRIED-

The following matters were discussed:

- Personnel Matters – 1 item
- Facility Matters – 1 item
- Questions arising from the Senior Administration Report – 1 item

143/17 Claggett Woods/Bruce: **THAT** the Committee of the Whole In-Camera do now resolve into Board.

-CARRIED-

144/17 Bargaen/Bruce: **THAT** Trustee Huisman, Trustee Cox, Trustee Claggett Woods be appointed as the trustee representatives for the Carman Collegiate Vice-Principal Selection Committee as per Policy GCF. -CARRIED-

The meeting was adjourned at 8:39 p.m.

Andy Huisman, Board Chair

Gerard Lesage, Secretary-Treasurer/CFO