



PRAIRIE ROSE SCHOOL DIVISION

Board Meeting Minutes

May 21, 2019

The regular meeting of the Board of Trustees of Prairie Rose School Division was held at the Board Office in Carman on Tuesday, May 21, 2019. Board Vice Chair Bargaen assumed the Chair of the meeting in the absence of the Board Chair. The meeting was called to order by Vice Chair Bargaen at 6:59 p.m.

Present:

Ward II	Trustee Natalie Bargaen
Ward III	Trustee Marilyn North
Ward IV	Trustee Elaine L. Owen
Ward V	Trustee Jack Foote
Ward VI	Trustee David Cloutier
Ward VII	Trustee Ashley Lachance
Ward VIII	Trustee Evi Bruce

Administration:

Terry Osiowy, Superintendent/CEO
 Gerard Lesage, Secretary-Treasurer/CFO
 Ron Sugden, Assistant Superintendent
 Joanne Johnston, Human Resources Manager
 Louise Duncan, Director of Student Services
 Arli Cruikshank, Executive Assistant

Regrets:

Trustee Donna Cox, Ward I
 Trustee Theresa Cronin, Ward III
 Rhonda Smith, Assistant Secretary-Treasurer

The Board vice chair acknowledged that Prairie Rose School Division operates on the traditional lands of the Anishinaabe and on the homeland of the Metis nation. Prairie Rose School Division respects the Treaties that were made on this territory.

085/19 Foote/Lachance: **THAT**, with the additions of 2.04.9: MSBA Trustee Travel Accident Insurance, 2.04.10: School Leadership Work Plan Procedures and Timelines, 2.04.11: Board of Reference – Portage la Prairie S.D. to Prairie Rose S.D., and 2.06.2: Garden Valley S.D.: Call for Education Review Brief Submission, the agenda for this meeting be approved as circulated. -CARRIED-

086/19 North/Owen: **THAT** the minutes of the May 6, 2019 regular meeting be approved. -CARRIED-

Presentations

St. François Xavier School

Principal, Marc Tellier, Grade 2 Teacher, Sandy Gregory, and Resource Teacher, Lindsay Girard, presented St. François Xavier School background, population, data, goals, and highlights. School goals include strengthening the school identity and Indigenous education. Community connections with the Heritage Historical Society and the Parent Advisory Council playground project were highlighted. Numeracy and literacy data, the in-school support team, Professional Learning Communities (PLCs), the sensory program, literacy and numeracy response to intervention (RTI) initiatives, and the music program were presented.

Reports of Committees

Trustee Owen provided the revised job descriptions for the Division Office and presented the revised job description and evaluation for Bus Drivers.

- 087/19 Owen/Foote: **THAT** the revised job descriptions for the following positions be received as information: Finance Clerk, Accounts Payable/Receptionist, Transportation/Facilities Assistant, Payroll Administrator, Payroll Assistant, and Assistant Secretary-Treasurer. -CARRIED-
- 088/19 Owen/Foote: **THAT** the revised job description for Bus Driver be received as information. -CARRIED-

Administration

The Personnel/Staffing report was attached. The Student Code of Conduct/Suspension Report was attached. The Superintendent/CEO school visitations, divisional and provincial meetings, conferences and workshops since the last report were listed. Highlights of the Indigenous Education Leadership Committee meeting was presented. Trustee representation for school appreciation lunches, graduation ceremonies, and the PRTA/PRSD grade 6 literacy initiative book presentation was determined. The 2019-2020 draft Board meeting schedule was presented for Board consideration. Working hours for the Division Office over the summer months was attached. The April 2019 accounts were attached for approval. The MSBA Trustee Travel Accident Insurance renewal forms were attached. Information regarding a Board of reference hearing for the transfer of land from Portage la Prairie School Division to Prairie Rose School Division was attached.

- 089/19 Foote/Bruce: **THAT** the Superintendent's Staffing Report be received as presented. -CARRIED-
- 090/19 Owen/North: **THAT** the 2019-2020 Board meeting schedule be approved as follows: Monday, August 26, 2019, Monday, September 9, 2019, Monday, September 23, 2019, Monday, October 7, 2019, Monday, October 21, 2019, Monday, November 4, 2019, Monday, November 18, 2019, Monday, December 2, 2019, Monday, December 16, 2019, Monday, January 13, 2020, Monday, January 20, 2020, Monday, February 3, 2020, Tuesday, February 18, 2020, Monday, March 2, 2020, Monday, March 16, 2020, Monday, April 13, 2020, Monday, April 20, 2020, Monday, May 4, 2020, Tuesday, May 19, 2020, Monday, June 1, 2020, and Monday, June 15, 2020. -CARRIED-
- 091/19 Foote/Bruce: **THAT** the April 2019 accounts showing total general expenditures of \$1,970,589.84 be approved as submitted. -CARRIED-
- 092/19 Bruce/North: **THAT** the MSBA Travel Accident Insurance plan be renewed for 2019/2020, with the same coverage as 2018/2019. -CARRIED-
- 093/19 North/Bruce: **THAT** the Report from Senior Administration be received as presented. -CARRIED-

New Business

Trustee feedback from the May 13, 2019 K-12 Education Review workshop held in Carman, MB was received. An email regarding a call for K-12 Education Review brief submissions from Garden Valley School Division was attached and discussed.

Communication for Information

- C.S.B.A. Congress 2019 and National Trustee Gathering on Indigenous Education Program – Received as information
- C.S.B.A. Elected Trustees and Federal Politicians Connect in Ottawa – Received as information

Treaty Relations Commission of Manitoba: Treaty Learning Day – Received as information
Governance Webinar: Repairing the Board-Superintendent Relationship – Received as information
CPI Update, May 15, 2019 – Received as information

A 7-minute recess was called at 9:00 p.m.

094/19 North/Lachance: **THAT** the Board do now resolve itself into a Committee of the Whole In-Camera.

-CARRIED-

The following matters were discussed:

- Board Matter – 1 item
- Personnel Matter – 1 item
- Finance Matter – 1 item
- Questions Arising from Senior Administration Reports – 3 items.

095/19 North/Foote: **THAT** the Committee of the Whole In-Camera do now resolve into Board. -CARRIED-

The meeting was adjourned at 9:45 p.m.

Donna Cox, Board Chair

Gerard Lesage, Secretary-Treasurer/CFO