

## **Regular Meeting of the Board - February 22, 2018**

Thursday, February 22, 2018

Start time 8:00 PM

Administration Office, 181 Henlow Bay, Winnipeg, Manitoba

### **AGENDA**

1. **Attendance**
2. **CALL TO ORDER**

**Comments:**

The content of the Informational Reports has been reviewed by Trustees prior to the Board Meeting. The reports reflect discussions and activities of the Committees. At Board Meetings, if Trustees wish to speak to or ask questions regarding a particular report included in the Information Reports section of the Board Meeting agenda – that needs to be identified at the time the Agenda is amended. Recommended motions from Committees are addressed separately in the agenda.

**Minutes Template:**

Meeting called to order at <currentTime>

3. **AGENDA APPROVAL**
4. **Board Minutes Approval**
  - 4.1 **Regular Meeting of the Board - February 8, 2018 (2018/02/08)**
5. **STANDING COMMITTEE REPORTS, SPECIAL COMMITTEE REPORTS AND OTHER REPORTS**
  - 5.1. **Standing Committee Reports, Special Committee Reports and Other Reports**

**Summary:**

**1. Standing Committee Reports:**

- a. Report of the Committee Meeting of the Whole held on February 8, 2018;
- b. Committee Report of the Budget Study Meeting held on February 1, 2018;
- c. Committee Report of the BACE Committee Meeting held on December 6, 2017;
- d. Committee Report of the Education Committee Meeting held on February 12, 2018.

**2. Other Reports:**

- a. Teacher Contracts (Permanent and Term) as listed in the Teacher Contracts Report dated February 22, 2018;
- b. Teacher Contract Alterations as listed in the Teacher Contract Alterations Report dated February 22, 2018;
- c. Substitute Teacher Contracts as listed in the 2017-18 Substitute Teacher Contracts Report dated February 22, 2018;
- d. Resignations as listed in the Resignations Report dated February 22, 2018;

Purpose:

To consider receiving the Standing Committee Reports, Special Committee Report and Other Reports as information and,  
To consider ratifying Teacher Contracts (Permanent and Term) as listed in the Teacher Contracts Report dated February 22, 2018 and,  
To approve Teacher Contract Alterations as listed in the Teacher Contract Alterations Report dated February 22, 2018 and,  
To consider ratifying Substitute Teacher Contracts as listed in the 2017-18 Substitute Teacher Contracts Report dated February 22, 2018 and,  
To consider receiving resignations as listed in the Resignations Report dated February 22, 2018.

**6. DELEGATIONS**

**6.1. Delegations 2018-19 Draft Budget - Pembina Trails Teachers' Association**

**Summary:**

Purpose: To make a presentation to the Board.

**7. EDUCATIONAL PRESENTATIONS**

**8. BUSINESS FROM PREVIOUS BOARD MEETINGS**

**9. BUSINESS FROM PREVIOUS FINANCE COMMITTEE OF THE WHOLE**

**10. BUSINESS FROM PREVIOUS COMMITTEE MEETING OF THE WHOLE**

**11. BY-LAWS AND/OR POLICIES**

**11.1. By-Law No. 124 Promissory Note LTPS0182**

**Summary:**

WHEREAS it is deemed necessary and expedient to raise by loan the sum of Eight Hundred Seventy Five Thousand Four Hundred Dollars (\$875,400) on the credit of said school division for the purpose and payment for Acadia Modular Classrooms, Charleswood Roof, Dalhousie Grooming Room and Elevator, Dieppe Roof Joist, Royal Boiler, South Pointe New School Construction, Van Wallegghem Air Unit.

THEREFORE BE IT RESOLVED THAT By-Law No. 124, being a by-law of the Board of Trustees of the Pembina Trails School Division, for the purpose of borrowing the sum of \$875,400, and of issuing a Debenture and/or Promissory Note (hereinafter called the Security) therefor be given first reading.

**11.2. By-Law No. 125 (Religious Instruction)**

**Summary:**

THAT By-Law No. 125, being a by-law of the Pembina Trails School Division, respecting the submission of a petition requesting the authorization for religious instruction at Ecole RHG Bonnycastle School, be first reading.

**12. CORRESPONDENCE FOR DISCUSSION**

**12.1. Manitoba School Boards Association - Voting Ballots**

**Summary:**

Purpose: To consider authorizing a Trustee to receive the Pembina Trails School Division allocation of voting ballots at the 2018 Manitoba School Boards Association Convention.

**13. STANDING AND SPECIAL/ADVISORY COMMITTEE REPORTS**

- 13.1. **BUILDINGS, PROPERTY AND TRANSPORTATION COMMITTEE**
- 13.2. **COMMUNICATION AND COMMUNITY RELATIONS COMMITTEE**
- 13.3. **EDUCATION COMMITTEE**
- 13.4. **FINANCE AND PLANNING COMMITTEE**
- 13.5. **HUMAN RESOURCES AND POLICY COMMITTEE**
- 13.6. **NEGOTIATIONS COMMITTEE**
- 13.7. **PEMBINA TRAILS SCHOOL DIVISION EDUCATIONAL SUPPORT FUND INC.**

- 13.7.1. **Request for Financial Assistance**

- Summary:**

- Purpose: To consider Committee recommendation.

- 13.8. **PEMBINA TRAILS VOICES**
- 13.9. **COUNCIL OF PRESIDENTS**
- 13.10. **BOARD/ASSOCIATION COUNCIL ON EDUCATION (B.A.C.E.)**

- 14. **ADMINISTRATIVE REPORTS**

- 14.1. **Director of the International Student Program**

- Summary:**

- Purpose: To consider the recommendation.

- 14.2. **School Administration Appointments**

- Summary:**

- Purpose: To receive a report from the Superintendent.

- 15. **NEW BUSINESS**

- 16. **CORRESPONDENCE FOR INFORMATION DISTRIBUTION LIST**

- 16.1. **Correspondence for Information Distribution List - February 22, 2018**

- Summary:**

- THAT the Correspondence for Information Distribution List dated February 22, 2018, be received as information.

- 17. **QUESTIONS FROM TRUSTEES**

- 17.1. **Questions from Trustees**

- Summary:**

- Questions from Trustees

- 18. **QUESTIONS FROM MEMBERS OF THE PUBLIC IN ATTENDANCE**

- 18.1. **Questions from Members of the Public**

- Summary:**

- Questions from Members of the Public

19. **REQUIREMENT FOR A COMMITTEE MEETING OF THE WHOLE**

20. **ADJOURNMENT**

**Minutes Template:**

Meeting adjourned at <currentTime>



LEADERSHIP, ADVOCACY AND SERVICE FOR MANITOBA'S PUBLIC SCHOOL BOARDS

February 7, 2018

**TO: BOARD CHAIRS**

**FROM: DARREN THOMAS, RISK MANAGER, MSBA**

**RE: TADD MANITOBA CONFERENCE ON ROAD SAFETY FOR YOUTH**

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Most of us know that drinking and driving can injure and kill and yet despite the various awareness campaigns, too many Manitobans still drive or are passengers in a vehicle with an inebriated driver. Winnipeg Police Services and the RCMP run a Holiday Checkstop program at the end of each year and 46 drivers were found to be impaired or refused a breathalyser in Winnipeg. The RCMP charged 33 drivers with impaired driving charges in their jurisdiction in the first week of their program.

In Manitoba, seatbelts have been required by law since January 1<sup>st</sup> 1976. Yet many people are not using them and over half of the traffic deaths last year were the result of occupants being thrown out of the vehicle. Add to these risk factors, the hazards of speeding, distracted driving and fatigue, the outlook for continuation of injuries and death on our roads is surely evident. In July of this year, we will see a new set of impaired driving challenges with the legalization of marijuana.

In May 2018, MSBA and TADD with support from MPI will host a three-day conference at the University of Manitoba. As road crashes are the number one killer of young people, it makes sense that our youth should get actively involved in road safety. For students to be able to protect themselves and stay safe, they need the knowledge and the tools to motivate their schools and communities by implementing safety projects.

The conference will be providing material from YOURS - Youth for Road Safety which is a global youth lead organization that acts to make the roads safer for young people. The Youth and Road Safety Action Kit is designed by the YOURS organization to take young people on a journey with three main stops. The first part deals with how speeding, distracted driving, alcohol and drug abuse contribute to road traffic injuries and death. The second part is a guide on how to get on board with a focus on planning and implementing road safety projects. The third part is a set of briefings on key actions and processes that can make their projects successful. YOURS is an official member of the United Nations Road Safety Collaboration.

We are hoping that our member boards see the value of this conference and would consider supporting our endeavor by contributing funding to allow a number of high school students to attend. We recommend that each high school send some students from Grades 9 to 11 as we will be working with them over the next three years in order to disseminate information and to be a part of various provincial projects. These projects could include a mock car cash, mall display or Stow Your Phone Day where students turn off their smart phones in relation to distracted driving.

A copy of the agenda is enclosed for reference.

**What do we know?**

- Road traffic injuries are the leading cause of death among 15-29 year olds, causing more deaths than HIV/AIDS and Tuberculosis.
- Over 30% of those killed and injured in road traffic crashes are less than 25 years old.
- Among drivers, young males under the age of 25 years are almost three times as likely to be killed as females of this age<sup>7</sup>.
- Most young people killed by road traffic injuries live in LMICs and are vulnerable road users – pedestrians, cyclists, motorcyclists, and users of public transport.
- The socioeconomic condition of a family affects the likelihood of a child or young adult being killed or injured in a road traffic crash. Those from economically poor backgrounds, in both richer and poorer countries, are at greatest risk<sup>7</sup>.

**Why are young people at increased risk?**

Three main factors come together to put youth at more risk of road traffic crashes worldwide: age, inexperience, and gender. This is in addition to factors that put all age groups at greater risk, including lack of laws for road safety, insufficient law enforcement, and worn out roads and vehicles.

**Environmental context**

For example:

- Roads that do not cater to the needs of all road users such as pedestrians and children
- Pedestrians and cyclists sharing the road with motorized traffic
- Insufficient enforcement of safety laws

**Inexperience**

New drivers need to think about their driving actions, which can cause mental overload and distraction.

They are less able to perceive hazards, control the vehicle, or make decisions

**Age**

Young people:

- Are less able to assess risk
- Test their boundaries
- Overestimate their abilities
- Have high levels of sensation seeking behaviour
- Are influenced by their peers

**Gender**

Males are more inclined to risk-taking and sensation seeking behaviour. They are more likely to overestimate their abilities.

**Find out more**

*Youth and Road Safety*. Geneva, World Health Organization, 2007. Available in the Resources section on YOURS' website.

# How Crashes Happen

The road traffic system consists of three parts: the road and wider environment, the vehicle, and the individual (road user). The characteristics of these components and the interaction between them affect road traffic crashes and the resulting injuries. For example, a person who is driving on a road that is unlit, in a car that has bad brakes, or without wearing a seatbelt is more likely to be seriously injured than someone who is driving on a well-lit road, in a car that is in good condition, and is buckled up.

Human errors are responsible for most traffic crashes, and human errors cannot be completely eliminated. Humans will make mistakes. The other parts of the road traffic system, the vehicle and the road and environment, need to be designed and managed in a way that minimises the risk of injury and death if a crash occurs. For example, crashes that happen on a road where appropriate speed limits are set and enforced are less likely to result in serious injuries.

It also helps to look at road traffic injuries using a timeframe lens: before (pre-crash), during, and after a crash (post-crash). For example, in the before-the-crash phase we might think about a person who has fastened a seatbelt or worn a helmet, a vehicle that is in good condition, and roads that follow safety standards. In the during-the-crash phase, the crash-protective design of the vehicle might prevent serious injuries or death. After the crash, the availability of quality emergency medical services might save a person's life.

If we combine the timeline with the parts of the road traffic system, we get the Haddon Matrix below. The Matrix is a basic way to understand the factors that contribute to the number and outcome of road traffic crashes and we can use it to think about how fatalities and injuries can be reduced. For example, in addition to telling a child not to run across the road on the way to school (addressing human behaviour in the pre-crash phase), we can work to slow traffic down so much around schools (addressing road environment in the pre-crash phase) so if a child does get hit, the injuries will be less serious<sup>8</sup>.

		FACTORS		
PHASE		HUMAN	VEHICLES AND EQUIPMENT	ENVIRONMENT
Pre-crash	Crash prevention	Information Attitudes Impairment Police enforcement	Roadworthiness Lighting Braking Handling Speed Management	Road design and road layout Speed limits Pedestrian facilities
Crash	Injury prevention during the crash	Use of restraints Impairment	Occupant restraints Other safety devices Crash-protective design	Crash-protective roadside objects
Post-crash	Life sustaining	First-aid skill Access to medics	Ease of access Fire risk	Rescue facilities Congestion

Haddon Matrix

## Spotlight Stories

**Project:** Canadian Road Safety Youth Committee (CRSYC)  
**Where:** Canada  
**Big idea:** Represent the young people of Canada in national road safety initiatives and organisations.



**How they did it:** After the World Youth Assembly for Road Safety in 2007, the Canadian delegates were energised more than ever. They formed the CRSYC and created its strategic plan; a plan to engage governmental agencies and NGOs with young people. The group successfully gained representation on the Canadian Association of Road Safety Professionals, the Canadian Global Road Safety Committee, and the Planning Committee for the Canadian Multidisciplinary Road Safety Conference. They provide input, contribute to the work of these groups, and have already influenced road safety policies and programmes.

**Key message:** Young people can be involved in making change at all levels. Building strong partnerships with key organisations, remaining focused on your goal, and maintaining good communication with stakeholders are essential.

**More information:** [chair@youthroadsafety.ca](mailto:chair@youthroadsafety.ca), [www.youthroadsafety.ca](http://www.youthroadsafety.ca)



There are several risk factors that contribute to road traffic injuries among youth. In the following pages, we take a look at each of the following factors to understand more about the problem.

## Key Risk Factors

- Non-use of seatbelts
- Speeding
- Drinking alcohol and using drugs
- Non-use of helmets
- Distracted driving
- Fatigue
- Not being visible enough on the roads

**Tip**

In your country, or even your specific area, one risk factor or another can be the main contributor to road traffic injuries among youth. Find out which risk factors are more prevalent in your area and what is being done about them.





For more information visit:  
[taddmanitoba.com](http://taddmanitoba.com)

*Sponsors:*



# Youth Conference Agenda

May 10 – 13, 2018, University of Manitoba

## May 10, 2018

6:00 pm - 10:00 pm

- Welcome and registration
- Pizza party
- Various entertainment (bands, cultural performances)

## May 11, 2018

7:45 am - 8:45 am

9:00 am

9:30 am

12:00 pm

1:00 pm



- Breakfast
- Greetings and blessing:  
**Benjamin Graham,**  
**MPI President**
- Opening ceremony,  
**Mitch Dorge**
- Lunch break
- Student "think tank",  
**Mitch Dorge**
- **YOURS** road safety

*Mitch Dorge*



### Presentations

2:00 pm

- **Manitoba Public Insurance (MPI)**
- Break
- **CAA Manitoba**
- **Addictions Foundation of Manitoba**
- Break
- **Winnipeg Police Service/RCMP**
- **Manitoba Liquor and Gaming Authority**

7:00 pm - 11:00 pm

- Dinner
- **Casino Fantasys**
- **MPI virtual reality simulator**



### May 12, 2018

7:45 am - 8:45 am

9:00 am

10:30 am

12:00 pm

1:00 pm

- Breakfast
- Mock car crash, **RCMP**
- Mock trial
- Lunch
- Scheduled activity (*Avengers movie/Outlet Collection Mall/Thunder Rapids*)

5:00 pm

- Free time

6:00 pm - 11:00 pm

- Banquet
- **Chris Funk, *The Wonderist***
- DJ music/dance
- Mocktail bar (CAA Manitoba)
- **6 Degrees** photo booth

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### May 13, 2018

8:00 am

- Breakfast-to-go, pick-up/drive home



@taddmanitoba

conference hashtag:  
**#TADDyouth2018**

taddmanitoba.com



# *Superintendent Series* **EFFECTIVE** **BOARD – ADMIN RETREATS**



## Free On-line Webinar

An Effective Board-Admin retreat can serve many purposes. It may be the springboard for developing positive relationships, for setting the divisional strategic plan, for renewing energy by celebrating divisional work, for role clarifying and team building.

This half hour webinar covers key topics to be considered when planning for an **Effective Board Admin Retreat**. When people take time away to attend a retreat, they want to feel as though it was a good use of their time. Determining the purpose of the retreat is the first step to ensuring attendees will feel the exercise was effective. This webinar will provide points for you or your planning team to consider when they begin to think about the next retreat.

Resources for this webinar will be posted one week before the event. You can download them by visiting our [website](#) and following the links.

To register, contact [Janis Arnold](#), Board Development Consultant on either email ([jarnold@mbschoolboards.ca](mailto:jarnold@mbschoolboards.ca)) or by phone at the association office. The registration deadline is 10:00 am February 22.



*Presented by:*  
*Krista Curry, Superintendent*  
*Border Land School Division*

## Date & Time

February 22, 2018

12:00 noon

## How does a webinar work?

*This live presentation is given over the Internet. Once registered, you'll receive a unique confirmation email with instructions and on the day of the event, click on the email link to listen in. At the end of each webinar there is an interactive Q&A session.*

*And if you miss a webinar, you can always check out the recorded version on our web site.*



# Stone Soup 2018

Wednesday  
March 14, 2018

**There's no better way to  
spend your lunch money!**

Please join us for delicious soups served up by  
Winnipeg's finest chefs in support of  
Manitoba child nutrition programs.

11:15 am – 1:15 pm  
Manitoba Hydro Gallery  
360 Portage Avenue

\$10 minimum donation for 3 soup samples

Donate online or at the door.

[www.childnutritioncouncil.com](http://www.childnutritioncouncil.com) or search #StoneSoup2018



Child Nutrition  
Council of Manitoba

**Appendix 3 for 16.1 : Stone Soup 2018**  
**The Child Nutrition Council of Manitoba**  
provides funding, training and support to over 240  
Manitoban schools and community organizations  
that provide nutritious meals and safe spaces for kids.

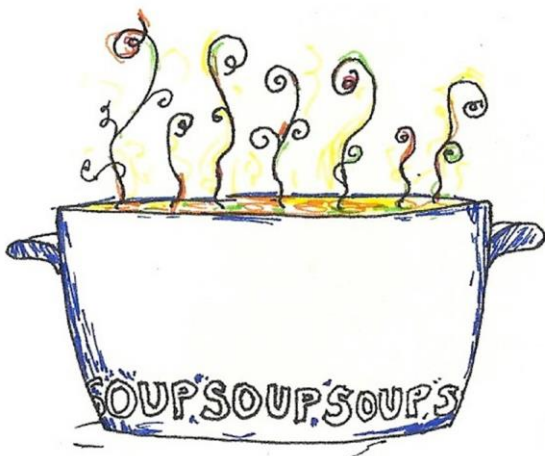
Our vision is simple:

Every child...

Every day..

Well-nourished

Help us reach every child – join us for Stone Soup.  
Make a donation. Make a difference.





## EXPLORE AVIATION SUMMER CAMP

Head Office  
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Ottawa, ON K1P 5L6  
email@navcanada.ca  
☎ 000 000 0000  
☎ 000 000 0000

Jan. 22, 2018

To Whom It May Concern:

### **Do You Know a Girl Who Has What it Takes to Leave Ordinary Behind This Summer?**

I am writing to inform you of NAV CANADA's new educational camp for girls, called *Explore Aviation Summer Camp*, taking place in Cornwall, Ontario, from July 15 to 20, 2018. NAV CANADA\* has opened enrollment and is seeking applications from girls entering Grade 10 in September 2018. As a leader and mentor to young women, I invite you to encourage girls you know to apply for this exciting opportunity.

*Explore Aviation Summer Camp* will offer 20 girls entering Grade 10 insider access to learn how aviation works in Canada, and who helps keep aircraft flying safely. This one week, all-expenses-paid camp uses hands-on learning to explore exciting career choices in aviation to allow participants to experience the power and potential of a science education, and to be empowered to reach for success.

Operated by NAV CANADA and just one hour's drive from our nation's capital, *Explore Aviation Summer Camp* points the spotlight on careers in aviation where STEM (science, technology, engineering and mathematics) education is the key to success for the next generation of tomorrow's workforce.

Science-based careers are predicted to dominate the marketplace, with up to 70 per cent of Canada's top jobs already requiring a STEM education, according to Let's Talk Science, a Canadian charity dedicated to education and outreach to support youth development.

Participants at *Explore Aviation Summer Camp* are mentored by industry experts who will empower and motivate this next generation of aviation leaders by introducing them to inspirational and successful professionals, by highlighting unique career opportunities and working environments, and by demonstrating how STEM education leads to success.

Highlights include:

- Learning how Canada's aviation system works and who makes it work
- Practice sessions controlling and advising aircraft in industry-leading simulators

## Appendix 4 for 16.1.: Explore Aviation Summer Camp

- Using the tools and technology to keep aircraft flying and safe
- Operating unmanned aerial vehicles (drones)
- Touring NAV CANADA's Flight Inspection Aircraft
- Interacting with guest speakers: Air Traffic Services; Technical Operations; Engineering; Senior Executives
- Taking day trips to Ottawa and Montreal: NAV CANADA tower and area control centre tours; city tours

Twenty participants will be selected from across Canada by a NAV CANADA committee composed of aviation professionals. Applicants must submit an essay of 350 to 500 words explaining why they want to attend *Explore Aviation Summer Camp*. A letter of recommendation from a teacher or community leader must be included with the application.

If you know a girl who might be interested in this program, encourage them to visit NAV CANADA's website for more information at [www.navcanada.ca/summercamp](http://www.navcanada.ca/summercamp). The application deadline is March 9, 2018.

Sincerely,

Kendra Kincade

**Elevate Aviation** -Founder and Chair

**NAV Canada** - Air Traffic Controller

[kendra.kincade@gmail.com](mailto:kendra.kincade@gmail.com)

[www.elevateaviation.ca](http://www.elevateaviation.ca)

[\(780\) 893-8443](tel:7808938443)

Woman of Vision 2016

<http://globalnews.ca/video/2618404/woman-of-vision-kendra-kincade>

*\* NAV CANADA is a private, not-for-profit company, providing air traffic control, airport advisory services, weather briefings and aeronautical information services for more than 18 million square kilometres of Canadian domestic and international airspace. Our employees are air traffic controllers, flight service specialists, electronics technologists, engineers, software developers, IT specialists, managers and many more.*