

Regular Meeting of the Board - June 28, 2018

Thursday, June 28, 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 - June 14, 2018 (2018/06/14)**
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 June 14, 2018;
- b. Committee Report of the Education Committee Meeting held on June 11, 2018.

2. Other Reports:

- a. Commendation Report dated June 28, 2018;
- b. Teacher Contracts (Permanent and Term) as listed in the Teacher Contracts Report dated June 28, 2018;
- c. Teacher Contract Alterations as listed in the Teacher Contract Alterations Report dated June 28, 2018;
- d. Resignations as listed in the Resignations Report dated June 28, 2018;
- e. Disbursements for the period May 1 - 31, 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 June 28, 2018 and,
To approve Teacher Contract Alterations as listed in the Teacher Contract Alterations Report dated June 28, 2018 and,
To consider ratifying Substitute Teacher Contracts as listed in the 2017-18 Substitute Teacher Contracts Report dated June 28, 2018 and,
To consider receiving resignations as listed in the Resignations Report dated June 28, 2018 and,
To consider approving Disbursements for the period May 1 to May 31, 2018.

6. **DELEGATIONS**

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**

12. **CORRESPONDENCE FOR DISCUSSION**

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**

13.4.1. **Not for Profit Board Governance Workshop**

Summary:

Purpose: To consider approving Operational Indemnity.

13.5. **HUMAN RESOURCES AND POLICY COMMITTEE**

13.5.1. **Policy GBED - Smoke Free Workplace**

Summary:

Purpose: To consider Committee recommendation.

13.5.2. **Policy GBEC - Alcohol and Drug Free Workplace**

Summary:

Purpose: To consider Committee recommendation.

13.5.3. **Policy JICH and Regulation JICH-R Drug, Alcohol and Substance Abuse by Students**

Summary:

Purpose: To consider Committee recommendation.

13.6. **NEGOTIATIONS COMMITTEE**

13.7. **PEMBINA TRAILS SCHOOL DIVISION EDUCATIONAL SUPPORT FUND INC.**

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. **Manitoba School Boards Association re, Student Accident Insurance 2018-19**

Summary:

Purpose: To receive a report and consider recommendation.

14.2. **Winnipeg Mennonite Elementary and Middle Schools re, Shared Services Agreement**

Summary:

Purpose: To consider ratifying the Shared Services Agreement between the Pembina Trails School Division and Winnipeg Mennonite Elementary and Middle Schools for the provision of Clinician Services during the 2018-19 school year.

14.3. **Bower Boulevard (Shaftesbury Land Extension)**

Summary:

Purpose: To receive a report from the Secretary-Treasurer and consider recommendation.

14.4. **YMCA/YWCA Whyte Ridge Day Care Lease Agreement**

Summary:

Purpose: To receive a report from the Secretary-Treasurer and consider approval of a submitted day care lease.

14.5. **Authority to Transfer Funds to Capital Reserve**

Summary:

Purpose: To receive a report from the Secretary-Treasurer and consider recommendation with respect to granting authority to transfer funds to Capital Reserves.

14.6. **Kindergarten Enrolment Report**

Summary:

Purpose: To receive a report from the Assistant Superintendent, Human Resources and Policy.

15. **NEW BUSINESS**

16. **CORRESPONDENCE FOR INFORMATION DISTRIBUTION LIST**

16.1. **Correspondence for Information Distribution List**

Summary:

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

17. **QUESTIONS FROM TRUSTEES**

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

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

20. **ADJOURNMENT**

Minutes Template:

Meeting adjourned at <currentTime>

Issue Summary Report

13.5.1. Policy GBED - Smoke Free Workplace

#20180622002

Meeting : Regular Meeting of the Board - June 28, 2018

Meeting Type : Board Meeting

Section : HUMAN RESOURCES AND POLICY
COMMITTEE

Meeting Date : 2018/06/28 20:00

Executive Summary

Purpose: To consider Committee recommendation.

Recommendation

THAT Policy GBED - Smoke Free Workplace, as amended, be given second and third reading and passed.

SMOKE FREE WORKPLACE

Smoking any legal or illegal substance, including tobacco **and cannabis (marijuana)** is prohibited in all ~~Divisional facilities and vehicles, and on all Division property.~~ **the workplace.**

The use of electronic vapourizer devices or any other vapour device is prohibited **in the workplace.**

The use of any product or device made or derived from tobacco, including chewing tobacco, is prohibited **in the workplace.**

The public display of tobacco products and other accessories in ~~Divisional buildings~~ **the workplace** shall be banned except for ceremonial and religious purposes and anti-smoking promotions.

For the purposes of this policy the “workplace” is defined as the site for the performance of work done under the authority of the Division. That includes any Division building or any school premises; any school/Division owned vehicle or any other vehicle approved to transport students to and from school or school activities; off school property during any school-sponsored or school-approved activity, event or function, such as a field trip or athletic event, where students are under the jurisdiction of employees of the Division.

Accomplish Anything

Adopted	Reviewed	Revised	Page
3/126/05		BD20150326.1005	1 of 1

Issue Summary Report

13.5.2. Policy GBEC - Alcohol and Drug Free Workplace

#20180622003

Meeting : Regular Meeting of the Board - June 28, 2018

Meeting Type : Board Meeting

Section : HUMAN RESOURCES AND POLICY
COMMITTEE

Meeting Date : 2018/06/28 20:00

Executive Summary

Purpose: To consider Committee recommendation.

Recommendation

THAT Policy GBEC - Alcohol and Smoke Free Workplace, as amended, be given second and third reading and passed.

CHANGES IN BOLD AND STRIKETHROUGH

ALCOHOL AND DRUG FREE WORKPLACE

The Division recognizes the importance of maintaining a workplace free of alcohol, **cannabis (marijuana)** and other drugs to enhance the welfare of employees and students.

Therefore, the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance or alcohol is prohibited while on duty or ~~on Division property~~ **present at the workplace. However, the Division permits the possession or use of prescription and over-the-counter drugs under the following conditions:**

1. ~~unless the substance is a requirement of a medical intervention and~~ **Any prescription drug in the employee's possession or used by the employee is prescribed to the employee:**
2. **The employee is using the prescription or non-prescription drug for its intended purpose and in the manner directed by the employee's physician; and**
3. **The use of the prescription or non-prescription drug does not adversely affect the employee's ability to safely perform their duties or result in impairment**

~~being taken according to prescription directions.~~ Appearance at work while under the influence **or impairment of a chemical any legal or illegal** substance may result in a request to leave the workplace. Violation of this policy shall result in appropriate action such as requiring an employee to participate in a drug rehabilitation program, or disciplinary action up to and including immediate suspension and dismissal.

For the purposes of this policy the "workplace" is defined as the site for the performance of work done under the authority of the Division. That includes any Division building or any school premises; any school/Division owned vehicle or any other vehicle approved to transport students to and from school or school activities; off school property during any school-sponsored or school-approved activity, event or function, such as a field trip or athletic event, where students are under the jurisdiction of employees of the Division.

First Reading: February 10, 2005

Accomplish Anything

Adopted	Reviewed	Revised	Page
3/107/05			1 of 1

Issue Summary Report

13.5.3. Policy JICH and Regulation JICH-R Drug, Alcohol and Substance Abuse by Students

#20180622004

Meeting : Regular Meeting of the Board - June 28, 2018

Meeting Type : Board Meeting

Section : HUMAN RESOURCES AND POLICY COMMITTEE

Meeting Date : 2018/06/28 20:00

Executive Summary

Purpose: To consider Committee recommendation.

Background

Note: The Policy and Regulation will be uploaded to Call 2 Order as soon as they become available.

Recommendation

THAT Policy JICH and Regulation JICH-R Drug, Alcohol and Substance Abuse by Students, as amended, be given second and third reading and passed.

CHANGES ARE IN BOLD AND STRIKETHROUGH

DRUG, ALCOHOL AND SUBSTANCE ABUSE BY STUDENTS

The Division recognizes that the abuse of **illicit** drugs, alcohol, or other substances is detrimental to the health, welfare and safety of all students involved in such practices. The Division prohibits the use, possession, or distribution of these items. The Division provides educational programs to prevent drug and alcohol abuse which assist in developing decision-making skills regarding such substances.

As used in this policy, "drugs" are all substances defined under statutes as "drugs" or "controlled substances," as well as counterfeit drugs and substances falsely represented as being drugs, **whether legal or illegal**.

As used in this policy, "legal drugs" are defined as over-the-counter and prescription drugs, including vitamins and other dietary supplements, that are properly possessed and used by the person for whom they are intended in accordance with all applicable policies and regulations.

As used in this policy, "~~illicit illegal~~ drugs" are all drugs not defined herein as legal drugs, **including cannabis (marijuana)**.

Student use, possession, or distribution, or being under the influence of ~~illegal~~ **illicit** drugs or alcohol is prohibited

- **in any Division building**
- **on all Division ~~property~~ premises,**
- at Division or school-sanctioned activities or events,
- when students are being transported in vehicles dispatched by the Division or one of its schools, **whether by Division owned vehicle or by parent or volunteer vehicle,**
- off school property when such conduct has a connection to school or any Division activity or event, **such as a field trip or athletic event or any school sponsored event.**

Accomplish Anything

Adopted	Reviewed	Revised	Page
11/488/05			1 of 2

Appendix 1 for 13.5.3.: Policy JICH

The Division believes that effective prevention and treatment of drug and alcohol abuse requires the combined efforts of parents/guardians and the Division, and holds that parents/guardians have the responsibility to cooperate with the Division in attempting to prevent drug and alcohol abuse problems and to seek help from public and private agencies for students involved in drug and alcohol abuse. Parents/guardians of a student involved in alcohol and drug abuse shall be contacted immediately by the School Administrator or designate. School authorities may also contact the police.

The Division, through the Physical Education and Health curriculum shall implement age-appropriate, developmentally based drug and alcohol education and abuse-prevention programs for all students in all divisional schools.

In support of this policy, no liquor permits shall be **sought and/or** issued for schools or school Division property, and liquor or alcoholic beverages ~~are prohibited on~~ **shall not be consumed on** Division property at any time.

First reading: June 14, 2018

— *Accomplish Anything* —

Adopted	Reviewed	Revised	Page
11/488/05			2 of 2

[Policy Home](#)

[Section J Index](#)
[JIC](#)
[JICH](#)

CHANGES IN BOLD AND STRIKETHROUGH AND CAPITALS

DRUG, ALCOHOL AND SUBSTANCE ABUSE BY STUDENTS

The Division recognizes that alcohol and other drug abuse is a problem in our society and acknowledges the negative health and life-style effects it can have on students personally, as well as on their ability to learn. The Division will work with parents/guardians and agencies within the community in the promotion, enhancement, and maintenance of a drug free school system and student body. The Division will therefore implement the following:

Preventative Curriculum

As used in this policy, “drugs” are all substances defined under statutes as “drugs” or “controlled substances”, as well as counterfeit drugs and substances falsely represented as being drugs, whether legal or illegal.

As used in this policy, “legal drugs” are defined as over-the-counter and prescription drugs, including but not limited to vitamins and other dietary supplements, that are properly possessed and used by the person for whom they are intended in accordance with all applicable policies and regulations.

As used in this policy, “illicit drugs” are all drugs not defined above as legal drugs, including cannabis (marijuana).

The Division recognizes the role of drug education in reducing alcohol and drug related problems and will give high priority to the implementation of a drug education curriculum through its support of the Physical Education and Health Curriculum and teaching that:

- the **unlawful** possession and/or use of ~~illegal~~ **illicit** drugs and ~~the unlawful possession and use of~~ alcohol, is wrong and harmful,
- the legal, social, and health consequences of drug and alcohol use and effective techniques for resisting peer pressure to use ~~illegal~~ **illicit** drugs, and alcohol,

Accomplish Anything

Adopted	Reviewed	Revised	Page
11/488/05			1 of 4

- the standards of conduct and prohibition on the possession, use, distribution, gift, purchase, exchange, sale or being under the influence of ~~illegal~~ **illicit** drugs, and alcohol,
- available drug and alcohol counselling and rehabilitation programs,
- penalties that may be imposed for the possession, use, distribution, gift, purchase, exchange, sale or being under the influence of ~~illegal~~ **illicit** drugs, and alcohol in violation of this policy,
- **healthy decision – making with respect to the use of cannabis, once legalized**

Early Identification and Intervention

The Division recognizes the need for early identification and intervention programming to identify and provide early assistance to students who are experiencing problems related to **illicit** drugs, alcohol, or other substances detrimental to the health, welfare and safety of all students.

The early identification and intervention program will:

- acquaint staff with procedures to be followed when dealing with alcohol and other drug related situations,
- familiarize staff with the signs and symptoms of alcohol and drug use by students, and the effects of alcohol and drug use by others on students,
- familiarize staff with student referral processes,
- train appropriate staff in assessment and counselling skills relating to alcohol and other drug use/~~abuse~~ by students, or the effects of alcohol and drug use by others on students,
- inform all students and their parents/guardians of the existence of the early identification and intervention programs and how to access the programs,
- assist in providing parents/guardians and others in the community with information, skills, and opportunities to support youth in their efforts to remain drug free, and encourage and support educational initiatives within the community to address alcohol and drug issues and concerns; and when deemed appropriate, support of the placement of a Youth Intervention Worker (A.F.M.)

— *Accomplish Anything* —

Adopted	Reviewed	Revised	Page
11/488/05			2 of 4

External Assessment and Interventions

Should there be repeated incidents where drug and alcohol concerns are deemed to be contributing to school performance difficulties for a particular student, and all efforts have been exhausted to assess and assist in this regard, the School Administrator or designate may:

- require a more formal, external assessment to occur that will provide recommendations for subsequent action and, if necessary,
- make allowances for a student's non-attendance at school during the assessment period.

Disciplinary Action

The use, possession, and/or distribution of alcohol, or **illicit** drugs is strictly prohibited. ~~Drugs~~ **Illicit drugs**, as defined in this policy, and alcohol are not to be used by, nor to be in the possession of, individuals during school activities and school related activities on or off school property. Furthermore, no student is to be under the influence of alcohol, or ~~illegal~~ **illicit** drugs during school programs, activities or events. When a student is found to be in possession of, or under the influence of, and/or distributing alcohol, or ~~illegal~~ **illicit** drugs, the school administration shall impose disciplinary measures as identified in the procedures under this policy and the Division's Standard of Behaviour.

Recovery Supports

The Division believes it is the role of the school to assist a student who is entering into a treatment program, is participating in a treatment program, or is returning to school after participating in a treatment program. At these times the school will:

- work with parents/guardians and outside agencies to facilitate transitions in/out of these programs and assist in the development and implementation of an ongoing educational plan for the recovering students,
- establish realistic plans for the recovering student regarding school performance and expectations,
- work with others in determining and providing the supports needed to implement each recovery plan,
- recognize and accommodate the need to revise a recovery plan as educational/recovery goals change.

— *Accomplish Anything* —

Adopted	Reviewed	Revised	Page
11/488/05			3 of 4

Procedures Respecting the Possession or Use of Alcohol, Cannabis, and Other Illicit Drugs on School Premises

The School Administrator or designate shall confiscate any alcohol or other drug(s) present, contact the parents/guardians to advise of the situation and arrange for the departure of the student from school property to a safe place (i.e. home, hospital).

In all cases, the School Administrator or designate shall subsequently arrange for appropriate follow-up with the students and parent/guardian, and may report the matter to the Winnipeg Police Service.

The School Administrator or designate shall undertake appropriate disciplinary or follow-up actions. These may include:

- suspension of the student;,
- a requirement for the student to attend an agency program (i.e. A.F.M.),
- referral of the student to a school-based and/or community-based counselling service,
- a determination that the return of the student to school be contingent upon assessment by community-based services (i.e. A.F.M.),
- such other conditions or consequences as may be deemed appropriate by the School Administrator or designate.

Procedures Respecting the Supplying/Selling of Alcohol, Cannabis or Other Illicit Drugs on School Premises

The Division considers the supplying/selling of alcohol and drugs in the school environment a serious breach of policy and such actions will not be tolerated.

In all cases when a student is found to have been supplying or selling alcohol, or **illicit** drugs on school premises the School Administrator or designate shall:

- confiscate the alcohol or drugs present and immediately contact the parents/guardians and refer the matter to the police; and
- suspend the student with such conditions as may be determined by the School Administrator and supported by the Division's Standard of Behaviour.

First reading: June 14, 2018

Accomplish Anything

Adopted	Reviewed	Revised	Page
11/488/05			4 of 4

e-bulletin

June 13, 2018

 191 Provencher Blvd. Winnipeg, MB R2H 0G4
 Phone: 204-233-1595 Toll Free: 1-800-262-8836

www.mbschoolboards.ca

 Follow us on Twitter [@MBSchoolBoards](https://twitter.com/MBSchoolBoards)

TALKING ABOUT

With school board elections less than five months away, conversations in many communities will be turning to schools and education. We've compiled a new resource that will help inform those discussions. Our advocacy guide, [Talking About](#), examines five topics that tend to generate a considerable amount of public interest:

- School Boards and Communities;
- Student Assessment and Achievement;
- Education Funding and Spending;
- School Division Amalgamation; and
- Becoming a School Trustee.



Talking about

For each topic, we have included a factual overview, a series of bulleted key points, and a number of frequently asked questions (many containing common misconceptions), and suggested responses. School divisions are welcome to use these documents as is, or modify them with local information.

DIVERSITY EDUCATION RESOURCES



Did you know that Manitoba Education and Training has a webpage dedicated to diversity education? *Belonging, Learning and Growing: Diversity Education* is divided into sections for [youth](#) and for [educators](#). The educator's page includes a section on schools to watch, which profiles school programs, educators, and promising models from Manitoba, Canada, and internationally. It also features a section dedicated to teachers' voices, intended to stimulate dialogue and critical thinking through the sharing of reflections and experiences related to diversity and equity education. You'll find links to departmental publications here, covering topics such as gender diversity and refugee and war-affected children. The most recent addition to this valuable library is [Responding to Religious Diversity in Manitoba's Schools: A Guide for Educators \(2018\)](#), a resource for educators and schools seeking to respond to the needs of their religiously diverse students and community.

 follow us [@MBSchoolBoards](https://twitter.com/MBSchoolBoards)


MORE ON SUPPORTING REFUGEE STUDENTS



ESPMI Network

Emerging Scholars & Practitioners on Migration Issues

The [Emerging Scholars and Practitioners on Migration Issues \(ESPMI\) Network](#) website now includes documents on the theme of supporting refugee students in Canada. They were produced as part of a SSHRC-funded research initiative, *Supporting Refugee Students in Canada: Building on What We Have Learned in the Past 20 Years*. Key messages are that:

- refugee students continue to experience socio-psychological challenges;
- well-being of a child is an important focus in practice and policy;
- an asset-based approach enhances the Canadian educational system; and
- there are gaps in Canadian refugee education literature and policy.

The website includes the full report, a policy brief, and a research monograph, as well as two videos created to help disseminate the research findings and to propose next steps.

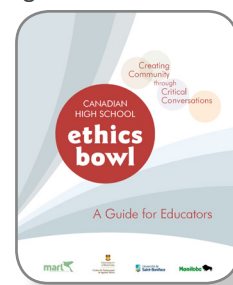
TAKING ACTION FOR THE ENVIRONMENT

The [Great Canadian Shoreline Cleanup](#) is a national conservation initiative of the Vancouver Aquarium and WWF-Canada that provides Canadians the opportunity to take action in their communities wherever water meets land, one bit of trash at a time. Since 1994, 19,400 cleanups involving 700,000 volunteers have collected more than 1.2 million kg of trash across Canada's shorelines. To learn more, or to initiate or volunteer for a cleanup, visit the [website](#).



ETHICS BOWL GUIDE

Manitoba Education and Training has developed a new guide for educators, [Canadian High School Ethics Bowl: Creating Community through Critical Conversations](#). The guide will assist educators in organizing and running such an event, where teams of students analyze and discuss ethical dilemmas. Ethics bowls allow students to imagine, criticize, and compare bold strategies, and pose and respond to probing questions. The end result is a deepening awareness of the stakes and principles that animate the often-topical discussions.





Education and Training
Deputy Minister

Room 162, Legislative Building, Winnipeg, Manitoba, Canada R3C 0V8

RECEIVED

JUN 13 2018

JUN 12 2018

Josh Watt
Manitoba School Boards Association
191 Provencher Blvd
Winnipeg MB R2H 0G4

Dear Mr. Watt:

Please be advised that as part of government's efforts to rationalize the number of boards and committees, the Teacher Education and Certification Committee is among the committees that will not continue.

While the Minister and the department remain committed to consultation with respect to matters concerning teacher education and certification, in future these important consultations will occur directly with your association as matters arise.

Thank you for your Association's representation and contributions to shaping teacher education and certification in Manitoba through the former committee structure. We look forward to future consultations and your continued valued involvement in this significant policy and regulatory sphere.

Sincerely,

James Wilson

June 11, 2018

Dear Mr. Fransen and Pembina Trails Educational Support Fund committee,

We wanted to take a moment to extend thanks for providing \$500 in financial support for our team's participation in the Provincial Envirothon competition that was held May 24-27 in Churchill Manitoba. The Frontier School Division, Duke of Marlborough School and the town of Churchill did a fantastic job hosting 16 schools from across Manitoba. Our team is incredibly thankful for the opportunity to experience the sub-arctic environment and we all will have lasting memories of having participated in this exhilarating event, despite the cold wind coming off of the yet frozen Hudson Bay that we had to endure on the outdoor field test day!!

Sincerely,

Advisors: Kim Stovel and Larry Solomon
SHS Envirothon Team Advisors

Shaftesbury  High School