

PEMBINA TRAILS SCHOOL DIVISION

Regular Meeting of the Board - April 14, 2016

Meeting Type : Board Meeting

Date : Thursday, April 14, 2016

Start time : 8:00 PM

Location : Administration Office, 181 Henlow Bay, Winnipeg, Manitoba

Minutes

Attendance

PRESENT:

Trustees:

T. Johnson (Chair), S. Billingham, J. Fisher, J. Glenat, L. Goodridge, G. Melnyk, D. Johnson, D. Zuk.

Administration:

T. Fransen - Superintendent of Education,
E. Egan - Assistant Superintendent, Human Resources & Policy,
I. Riffel - Assistant Superintendent, Program,
J. Karras - Assistant Superintendent, Divisional Support Services,
S. Schmidt - Assistant Superintendent, Student Services,
C. Stahlke - Secretary-Treasurer.

Regrets: K. McMillan

CALL TO ORDER

Meeting called to order at 8:00 p.m.

AGENDA APPROVAL

Resolution #BD20160414.1001

Moved By: Jaime Glenat Second By: Laureen Goodridge
THAT the agenda be approved as circulated

Carried

Minutes Approval

Resolution #BD20160414.1002

Moved By: David Johnson Second By: Julie Fisher
THAT the minutes of the Regular Meeting of the Board held on March 23, 2016, be approved as corrected.

Carried

Correction:

1. Education Committee, Paragraph 2, add "The Assistant Superintendent, Student Services, said that the goal was to roll out the materials being developed at the City level to our schools to help ensure greater consistency. Paragraph 3, add "J. Glenat said that this clarifies the matter that implementation of our policy falls at the school level, which is why there are significant differences between schools with respect to their handling of allergy awareness."
2. Questions from Trustees, Strategic Plan - comments amended as follows: "J.Glenat said that the Communications Committee is

initiating a multi-phase review that is focused on community engagement and how best to communicate/engage stakeholders in our community. The first part of this project will include a telephone survey of the public in our Division to gather data, which will help us to develop the Strategic Plan."

3. Buildings, Property and Transportation Committee, paragraph 2 amended to read "G. Melnyk asked why the PA systems for day care rooms were not in the original tender. He said, in his opinion, that they should have been included in the tender. The Assistant Superintendent, Divisional Support Services, said that there is shared use space at Bairdmore School whereas there was no shared use space in the other schools referenced.

G. Melnyk wants to know what was different at Bonnycastle School as compared to the other two schools. He said that the Board had approved a Resolution to replace the PA Systems in all rooms, which was not done at River West Park School and Beaumont School."

Standing Committee Reports, Special Committee Reports and Other Reports

(STANDING COMMITTEE
REPORTS, SPECIAL
COMMITTEE REPORTS AND
OTHER REPORTS)
(Issue #20160225002)

Resolution #BD20160414.1003

Moved By: Julie Fisher Second By: Dianne Zuk

THAT the Standing Committee Reports, Special Committee Report and Other Reports be received as information and,

THAT the Teacher Contracts (Permanent and Term) as listed in the Teacher Contracts Report dated April 14, 2016, be ratified and,

THAT the Teacher Contract Alterations as listed in the Contract Alterations Report dated April 14, 2016, be approved and,

THAT the Substitute Teacher Contracts as listed in the 2015-16 Substitute Teacher Contracts Report dated April 14, 2016, be ratified and,

THAT the Board accept, with regret, the Resignations as listed in the Resignations Report dated April 14, 2016, and,

THAT the Disbursements List for the period February 1 through February 29, 2016, in the amount of \$4,553,541.60 be approved.

Carried

Divisional Standards for Success in Literacy

(BUSINESS FROM PREVIOUS
COMMITTEE MEETING OF
THE WHOLE)
(Issue #20160324001)

The Assistant Superintendent, Student Services, reviewed the proposed position statement with respect to the Divisional Standards for Success in Literacy. It was noted that the Committee had had good discussion surrounding the report and supports the position statement.

Resolution #BD20160414.1004

Moved By: Julie Fisher Second By: Dianne Zuk

THAT the following Standards for Success in Literacy be adopted as the Pembina Trails School Division Position Statement:

The Vision for Our Graduates

In a time of rapidly developing information and communication technology, graduates in Pembina Trails School Division will be able to:

- Read and interpret multiple and changing oral, visual, print, digital and multi-modal text forms

- Locate, access and synthesize information from multiple sources, including real-time communication
- Think critically, questioning, responding and problem-solving for deep understanding
- Compose and create oral, visual, print, digital and multi-modal text, competently and effectively, for a range of audiences and purposes
- Engage in inquiry and use metacognitive processes to reflect on learning
- Communicate and collaborate effectively and creatively
- Contribute to society as ethical and critical producers and consumers of information

Purpose Statement

The purpose of the Pembina Trails School Division Standards for Success in Literacy is to engage our community in a shared commitment to literacy learning to ensure success for all learners. The goal of the K-12 Standard of Literacy is to strengthen student achievement through the articulation of shared beliefs, understandings, effective practices and the clarification of the roles and responsibilities for literacy learning.

Definition of Literacy

Literacy is the development of a continuum of skills, knowledge, and attitudes that prepare all learners in a changing world community. It begins with the fundamental acquisition of skills in reading, writing, listening, speaking, viewing, representing, and responding. It becomes the ability to understand, think, apply, and communicate effectively in all subject and program areas in a variety of ways for a variety of purposes.

*adapted from Paterson, J., Rolheiser C., (2009) 13
Parameters: A Literacy Leadership Toolkit*

We believe:

- All students can be successful literacy learners
- We are all literacy learners and all teachers are teachers of literacy.
- Technology influences today's learners, who must be able to read, analyze, question, critique and express themselves knowledgeably and creatively, all within multiple, dynamic and changing literacy environments.
- First languages and early experiences are the foundation for literacy development. It is important to honour and celebrate the unique, culturally and linguistically diverse experiences of our community.
- High expectations, coupled with early, on-going, and targeted intervention are essential to ensure all learners achieve success.
- High quality, on-going, professional learning opportunities and dialogue are essential to support teachers in implementing effective literacy instruction.
- Teachers need to be able to articulate what they do and the research behind why they teach the way they do.
- Effective instruction, designed to build hope and confidence,

includes clear success criteria, on-going assessment for learning, and high quality, descriptive feedback.

- Learners are most engaged and successful when they use metacognitive processes, including setting personal learning goals, and understanding how they learn.

*adapted from Paterson, J., Rolheiser C., (2009) 13
Parameters: A Literacy Leadership Toolkit*

Carried

Trustee Practices Document

(BUSINESS FROM PREVIOUS
COMMITTEE MEETING OF
THE WHOLE)

(Issue #20160324002)

Resolution #BD20160414.1005

Moved By: Julie Fisher Second By: David Johnson

THAT the Trustee Practices document, as amended, dated April 14, 2016, be approved.

Carried

By-Law No. 106 (Borrowing By-Law)

(BY-LAWS AND/OR
POLICIES)

(Issue #20160315006)

Resolution #BD20160414.1006

Moved By: Laureen Goodridge Second By: Jaime Glenat

THAT By-Law No.106, being a by-law of the Trustees of the Pembina Trails School Division in Manitoba, providing for the borrowing of moneys upon the credit of the said School Division to meet current expenses for the Fiscal Year 2016-17, be given second and third reading and passed.

Carried

By-Law No. 107 (Promissary Note LTPS0019)

(BY-LAWS AND/OR
POLICIES)

(Issue #20160315007)

Resolution #BD20160414.1007

Moved By: Laureen Goodridge Second By: Jaime Glenat

WHEREAS it is deemed necessary and expedient to raise by loan the sum of Two Million One Hundred Thirty Four Thousand One Hundred Dollars (\$2,134,100) on the credit of the said School Division for the purpose of payment for: Beaumont Exterior Wall Replacement, Oak Park Science Classrooms, École South Pointe School, Vincent Massey Elevator, Dalhousie Roof Replacement as authorized on Schedule "B" attached.

THEREFORE, BE IT RESOLVED THAT By-Law No. 107, being a by-law of the Board of Trustees of the Pembina Trails School Division, for the purpose of borrowing the sum of 2,134,100 dollars and of issuing a Debenture and/or Promissary Note (hereinafter called the Security) therefor be given second and third reading and passed.

Carried

Communications and Community Relations

(COMMUNICATION AND
COMMUNITY RELATIONS
COMMITTEE)

(Issue #20160414005)

In response to a question, the Superintendent assured Trustees that the questions developed by the Communications and Community Relations Committee will be shared with Trustees for information before they are shared with the public. He said that the work will be done in the fall. He said that Changemakers informed the Committee that two other school divisions have done something similar. The Superintendent said that contacts will be made with these two school divisions to explore a sharing of the information. The value to be derived from such a sharing was discussed.

A question was asked as to whether the Communications Plan warranted review.

Resolution #BD20160414.1008

Moved By: Dianne Zuk Second By: Jaime Glenat

THAT the Communications and Community Relations Committee review the Communications plan to ascertain if modifications are warranted.

Carried

Resolution #BD20160414.1009

Moved By: Jaime Glenat Second By: Laureen Goodridge

THAT the report of the Communication and Community Relations Committee held on April 5, 2016, be received as information

Carried

**Finance and
Planning
Committee Minutes**

(FINANCE AND PLANNING
COMMITTEE)

(Issue #20160414004)

The Secretary-Treasurer responded to questions concerning Call 2 Order.

Resolution #BD20160414.1010

Moved By: Laureen Goodridge Second By: Jaime Glenat

THAT the report from the Finance and Planning Committee Meeting held on March 21, 2016, be received as information

Carried

**Deferred Salary
Leave Plan -
Employee No. 2072**

(HUMAN RESOURCES AND
POLICY COMMITTEE)

(Issue #20160331008)

Resolution #BD20160414.1011

Moved By: Gerry Melnyk Second By: Dianne Zuk

THAT the request from Employee #2072 to be withdrawn from participation in the Deferred Salary Leave Plan, be approved.

Carried

**Employee
Recruitment**

(HUMAN RESOURCES AND
POLICY COMMITTEE)

(Issue #20160331009)

A question was raised as to which type of staff we are having difficulty recruiting. The Superintendent said that there are certain specialized positions where we are not readily successful in recruiting in the usual manner. He said that the cost of recruitment in this way would be charged to the Recruitment Budget and in some years we are under budget and other years over budget using our current methods.

Resolution #BD20160414.1012

Moved By: Gerry Melnyk Second By: David Johnson

THAT the Board approve that the Senior Administration be authorized to engage the services of recruitment firms to assist the Division in the recruiting, selection and hiring of staff for positions where, in the judgment of the Senior Administration, such recruitment cannot be successfully done through current methods.

Carried

**Requests for
Financial
Assistance**

(PEMBINA TRAILS SCHOOL
DIVISION EDUCATIONAL
SUPPORT FUND INC.)

(Issue #20160411007)

Resolution #BD20160414.1013

Moved By: Jaime Glenat Second By: Julie Fisher

THAT a financial award from the Pembina Trails School Division Educational Support Fund Inc. be made as follows:

<u>Name</u>	<u>Amount</u>	<u>Activity</u>
S.I. #708738	\$150.00	Edmonton Cantando Festival, Edmonton, AB, April 16-20, 2016
S.I. #702580	\$150.00	International Science Youth Forum 2016, Singapore, January 17-22, 2016

Carried

**St.
John's-Ravenscourt
re, Shared Services
Agreement**

(ADMINISTRATIVE REPORTS)
(Issue #20160316002)

Resolution #BD20160414.1014

Moved By: Laureen Goodridge Second By: Jaime Glenat

THAT the Shared Services Agreement between the Pembina Trails School Division and St. John's-Ravenscourt School with respect to the provision of Clinician Services for the 2016-17 school year be ratified.

Carried

**Capital Projects
Update**

(ADMINISTRATIVE REPORTS)
(Issue #20160330004)

The Assistant Superintendent, Divisional Support Services, provided an update on Capital Projects. These were:

- Beaumont School Envelope;
- Dalhousie School Elevator;
- Vincent Massey Collegiate Elevator;
- Ecole Dieppe Elevator;
- Ecole South Pointe School.

He said that tours of Ecole South Pointe School may occur after the occupancy permit is obtained.

Resolution #BD20160414.1015

Moved By: David Johnson Second By: Sheila Billingham

THAT the report from the Assistant Superintendent, Divisional Support Services, with respect to Capital Projects, be received as information.

Carried

**School
Administration
Appointment -
Acadia Junior High
School**

(ADMINISTRATIVE REPORTS)
(Issue #20160330005)

Resolution #BD20160414.1016

Moved By: Gerry Melnyk Second By: David Johnson

THAT the Board of Trustees approve the appointment of Cheryl McCombe as Vice-Principal of Acadia Junior High School effective the 2016/17 School Year.

Carried

**School
Administration
Appointment -
Chancellor School**

(ADMINISTRATIVE REPORTS)
(Issue #20160401002)

Resolution #BD20160414.1017

Moved By: Gerry Melnyk Second By: Sheila Billingham

THAT the Board of Trustees approve the appointment of Tori Patzer as Vice-Principal of Chancellor School effective the 2016/17 School Year.

Carried

**School
Administration
Appointment - Oak
Park High School**

Resolution #BD20160414.1018

Moved By: Gerry Melnyk Second By: David Johnson

THAT the Board of Trustees approve the appointment of Sharon Labossiere as Vice-Principal of Ecole Secondaire Oak Park High School

effective the 2016/17 School Year.

Carried

**School
Administration
Appointment -
Ecole Viscount
Alexander**

(ADMINISTRATIVE REPORTS)
(Issue #20160404006)

Resolution #BD20160414.1019

Moved By: Gerry Melnyk Second By: David Johnson

THAT the Board of Trustees approve the appointment of Anna Zonneveld as Vice-Principal of Ecole Viscount Alexander School effective the 2016/17 School Year.

Carried

**School
Administration
Appointment -
Ecole Crane**

(ADMINISTRATIVE REPORTS)
(Issue #20160413003)

Resolution #BD20160414.1020

Moved By: Gerry Melnyk Second By: David Johnson

THAT the Board of Trustees approve the appointment of Brenda Stewart as Principal of Ecole Crane effective the 2016/17 school year.

Carried

**Correspondence for
Information
Distribution List**

(CORRESPONDENCE FOR
INFORMATION
DISTRIBUTION LIST)
(Issue #20160225003)

Resolution #BD20160414.1021

Moved By: Jaime Glenat Second By: David Johnson

THAT the Correspondence for Information Distribution List dated April 8, 2016, be received as information.

Carried

**Follow Up and
Future Agenda File**

(CORRESPONDENCE FOR
INFORMATION
DISTRIBUTION LIST)
(Issue #20160331007)

Resolution #BD20160414.1022

Moved By: David Johnson Second By: Sheila Billinghamhurst

THAT the Follow Up and Future Agenda File be received as information.

Carried

**Questions from
Trustees**

(QUESTIONS FROM
TRUSTEES)
(Issue #20160411008)

In answering a question, the Superintendent said that the Division participates in the Respect in Sport Program. He said that the Division has engaged Marie Geelen, of the Respect Results Program, for training in the schools which benefits the Division.

In answering a question the Secretary-Treasurer said that volunteers engaged in support activities for the Division are not prohibited from being on a school bus.

In answering a question, the Assistant Superintendent, Divisional Support Services, said that certain processes in Facilities and Operations will be reviewed to ensure that they are in compliance with changes in legislation.

**Questions from
Members of the
Public**

(QUESTIONS FROM
MEMBERS OF THE PUBLIC IN
ATTENDANCE)
(Issue #20160411009)

In answering a question, the Assistant Superintendent, Divisional Support Services, said that substantial completion of Ecole South Pointe School will be in late fall or winter with the school opening in January 2017.

In answering a question regarding Chapman School and its future in the light of low enrolment, the Chair said that the Minister of Education is the person who can authorize the closure of schools, not the Division. The

Superintendent assured that the Collective Agreement will be honoured and that the Division will respect the staff's need to know the future of the school.

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

Resolution #BD20160414.1023

Moved By: Julie Fisher Second By: David Johnson

THAT the Board move into Committee of the Whole.

Carried

ADJOURNMENT

Meeting adjourned at 9:13 p.m.

Chair of the Board

Secretary-Treasurer