

PEMBINA TRAILS SCHOOL DIVISION

Regular Meeting Of The Board February 13, 2014

Meeting Type : Board Meeting

Date : Thursday, February 13, 2014

Start time : 8:00 PM

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

MINUTES

ATTENDANCE

PRESENT:

Trustees:

D. Johnson (Chair), T. Johnson (Vice-Chair), S. Clayton, L. Goodridge, J. Field, J. Fisher, G. Melnyk, G. Watson, D. Zuk

Administration:

T. Fransen - Superintendent of Education,
G. Bruce - Assistant Superintendent, Program,
J. Karras - Assistant Superintendent, Divisional Support Services,
S. Schmidt - Assistant Superintendent, Student Services,
E. Egan - Assistant Superintendent, Human Resources & Policy,
P. Antoniuk - Associate Secretary-Treasurer,

Regrets: C. Stahlke

CALL TO ORDER

Meeting called to order at 8:12 p.m.

AGENDA APPROVAL

Resolution #BD20140213.1001

Moved By: Gerry Melnyk Second By: Tim Johnson
THAT the agenda be approved as amended.

CARRIED

MINUTES APPROVAL (MINUTES APPROVAL)

Resolution #BD20140213.1002

Moved By: Julie Fisher Second By: Jacquie Field
THAT the minutes of the Regular Meeting of the Board held on January 23, 2014, be approved as circulated.

CARRIED

STANDING COMMITTEE REPORTS, SPECIAL COMMITTEE REPORTS AND OTHER REPORTS (STANDING COMMITTEE REPORTS, SPECIAL COMMITTEE REPORTS AND OTHER REPORTS)

D. Zuk requested that the Education Committee Minutes from the meeting held on January 27, 2014 be referred for further discussion.

Resolution #BD20140213.1003

Moved By: Tim Johnson Second By: Dianne Zuk
THAT the Standing Committee Reports, Special Committee Reports, and Other Reports be received as information and,

THAT teacher contracts (Term) as listed in the Teacher Contracts Report dated February 13, 2014, be ratified and, THAT teacher contract alterations, as listed in the Contract Alterations Report dated February 13, 2014, be approved and, THAT substitute teacher contracts as listed in the 2013-14 Substitute Teacher Contract Report dated February 13, 2014, be ratified and, THAT the Board accept, with regret, the resignations as listed in the Resignations Report dated February 13, 2014.

CARRIED

TELL THEM FROM ME

(EDUCATIONAL PRESENTATIONS)

(Issue #20140128006)

The Assistant Superintendent, Program, introduced the Tell Them From Me program. He shared data from 2009 to 2013 at the elementary and secondary school levels. He shared a brief history of the surveys and results.

There was a general discussion on whether the Division is sharing this data with schools and the community. L. Goodridge said that she would like this referred to the Communications and Community Relations Committee for possible inclusion in the Annual Report.

The Assistant Superintendent, Human Resources and Policy, said that from the perspective of a former school administrator, she feels the information has been shared with the parent community through newsletters and within the community.

D. Zuk said that she agreed that the information could be included in the Annual Report.

The Assistant Superintendent, Program, indicated that we do need to look at new directions of the Aboriginal Academic Achievement grant. He said that it may be time to take a fresh approach for this area.

In response from a question from a Trustee, the Assistant Superintendent, Divisional Support Services, indicated that at Fort Richmond Collegiate students took this survey once per semester in order to reach all students. In response to a question from a Trustee, the Assistant Superintendent, Program, said that students taking the survey at different times in the year does not skew the data.

In response to a question from a Trustee, the Assistant Superintendent, Program, said the bullying report was completed at the same time as the Tell Them From Me Survey.

Resolution #BD20140213.1004

Moved By: Gerry Melnyk Second By: Sue Clayton

THAT the Tell Them From Me student survey data be received as information.

CARRIED

**PRESIDENTS'
COUNCIL AWARDS -
CALL FOR
NOMINATIONS**

(BUSINESS FROM PREVIOUS
BOARD MEETINGS)
(Issue #20140128001)

The Superintendent said that the Call for Nominations for the Presidents' Council Awards was referred to Senior Administration at the last Board Meeting.

The Assistant Superintendent, Program, submitted a nomination for J. Lukes. He reported on her accomplishments and her contribution to the community. J. Field asked if we could revise the nomination to make mention of J. Lukes' connection to schools and the school board. She said that the results of J. Luke's work will benefit not only the school but the community at large.

J. Fisher said that J. Lukes has offered her services to other schools and is very generous with her time.

The Superintendent said that the nomination has not been submitted to the Manitoba School Boards Association and that it could be revised to include the Trustee recommendations.

There was a discussion about notifying J. Lukes of the nomination.

Resolution #BD20140213.1005

Moved By: Tim Johnson Second By: Jacquie Field

THAT the Board nominate Janice Lukes as a candidate for the 2014 Manitoba School Boards Association Presidents' Council Award.

CARRIED

**ECOLE RHG
BONNYCASTLE
SCHOOL**

(BUSINESS FROM PREVIOUS
COMMITTEE MEETING OF THE
WHOLE)
(Issue #20140205003)

The Superintendent provided an overview of the meeting that was held on January 21, 2014, as well as the process the Bonnycastle Advisory Committee followed for making the decisions. The Committee work has ended and the recommended motion is based on the work of the Committee.

J. Fisher reported that the Board and Administration thanked the parent group for their time and commitment to the process.

J. Fisher said that the parents wanted to relay their thanks to the Board for involving them in the process.

Resolution #BD20140213.1006

Moved By: Tim Johnson Second By: Jacquie Field

WHEREAS École RHG Bonnycastle School does not currently have sufficient space to accommodate all students residing within the École RHG Bonnycastle School catchment, and

WHEREAS additional classroom space is expected to be available only commencing with the 2015/16 school year, and

WHEREAS the Division has met with parents of students attending École RHG Bonnycastle School with respect to this matter, and

WHEREAS THE Division needs to take steps to provide the educational accommodation of all students residing within the École RHG Bonnycastle School catchment,

THEREFORE BE IT RESOLVED as follows:

1. Students in Grade 4 in the French Immersion Program at École Bonnycastle as at June 27, 2014, redesignated to École St. Avila

a) THAT solely and exclusively for students attending École RHG Bonnycastle School in Grade 4 in the French Immersion Program on June 27, 2014, and who reside south of Bison Drive in Richmond West and Fairfield Park and in Waverley West south of the centre line of Lee Boulevard have École St. Avila as their designated school for Grade 5 for the 2014/15 school year and for Grade 6 for the 2015/16 school year, and;

b) THAT transportation be provided free of charge to the students referenced in paragraph 1(a) to École St. Avila and return, and;

c) THAT, as a temporary variance from the Division's Transportation Policy and practice, transportation be provided free of charge, solely and exclusively, to the students referenced in paragraph 1(a), to and from the Cairns Day Care and Waverley Heights Child Care for the 2014/15 and 2015/16 school years.

2. Students in Grade 4 in the French Immersion Program at École Bonnycastle as at June 27, 2014, redesignated to École Viscount Alexander

THAT solely and exclusively for students attending École RHG Bonnycastle School in Grade 4 in the French Immersion Program on June 27, 2014, and who reside north of Bison Drive in Waverley Heights and in Waverley West north of the centre line of Lee Boulevard the following choice shall be allowed:

a) Attend École RHG Bonnycastle for Grade 5 for the 2014/15 school year and attend École Viscount Alexander for Grade 6 for the 2015/16 school year; or,

b) Attend École Viscount Alexander for Grade 5 for the 2014/15 school year and for Grade 6 for the 2015/16 school year.

CARRIED

**BY-LAW NO. 85
(DEBENTURE 3954)**
(BY-LAWS AND/OR POLICIES)
(Issue #20140127002)

Resolution #BD20140213.1007

Moved By: Gerry Melnyk Second By: Jacquie Field

WHEREAS, it is deemed necessary and expedient to raise by loan the sum of 927,700.00 dollars on the credit of the said school division for the purpose of: St. Avila Gymnasium Addition, Fort Richmond Addition, Vincent Massey Science Classroom Renovation, Fort Richmond Science Classroom Renovation, Viscount Alexander Structural and Roof, Dalhousie Roof Replacement, Bairdmore Phase 2 Replacement,

THEREFORE, BE IT RESOLVED THAT By-Law No. 85, being a by-law of the Board of Trustees of the Pembina Trails School Division, for the purpose of borrowing the sum of 927,700.00 dollars and of issuing debentures therefor be given first reading.

CARRIED

**METRO WINNIPEG
INTERAGENCY
SAFETY PROTOCOL**
(CORRESPONDENCE FOR
DISCUSSION)
(Issue #20140127001)

The Superintendent reported on the Metro Winnipeg Interagency Safety Protocol. D. Zuk said that this item came out of the Manitoba School Boards Association Committee meeting.

Resolution #BD20140213.1008

Moved By: Gerry Melnyk Second By: Tim Johnson

THAT the Board endorse the Metro Winnipeg Interagency Safety Protocol and provide a letter of support to the Manitoba School Boards Association.

CARRIED

**EDUCATION
COMMITTEE
MINUTES JANUARY
27, 2014**

(EDUCATION COMMITTEE)
(Issue #20140214002)

In response to a question from a Trustee, the Assistant Superintendent, Student Services, said that space is limited for the Family of Schools Session on Mental Health but that if any Trustee would like to attend, to let her know and she would ensure a seat is available.

In response to a question from a Trustee, the Assistant Superintendent, Program, said that the Practical Arts and Home Economics Belief Statement is in draft form. G. Watson said that if there is feedback on the Belief Statement, Trustees could let the Education Committee know.

Resolution #BD20140213.1009

Moved By: Gail Watson Second By: Gerry Melnyk

THAT the minutes from the Education Committee Meeting held on January 27, 2014, be received as information.

CARRIED

**DRAFT 2014-15
BUDGET**

(FINANCE AND PLANNING
COMMITTEE)
(Issue #20140128002)

The Chair of the Finance and Planning Committee provided the following comments with respect to the 2014-15 Draft Budget:

The 2014/15 Draft Budget Summary information disclosed this evening includes information with respect to Expenditures, Explanation of Expenditure Increases, Revenue and Impact on Property Taxes. The Draft Budget is not the Final Budget. Over the next few weeks the Board of Trustees will be studying the Draft Budget in depth and making decisions regarding any changes to it. Trustees will be weighing the Division's need for increased resources in order to provide the necessary programs and services against the burden that increased taxation imposes on the local taxpayers. The Board will focus on directing resources to achieve the Expectations for Student Learning in the areas of graduation, numeracy, literacy and engagement. The Board will determine that appropriate balance between the needs of the Division and the impact on the taxpayer before a Final Budget is set.

The increase in Combined Operating and Capital Expenditures of \$5,808,139 or 3.9% in the Draft Budget addresses many increased resource needs. Set out below are some of the major areas of Expenditure increase in the Draft Budget:

1. Increased Teacher Staffing to address progression towards achieving the required cap of 20 students per class in Grades Kindergarten to 3, expanding Full Day Kindergarten to an additional school, enhancing high school staffing, English as an Additional Language and Reading Recovery;
2. Changes in Staff Estimates (staff mix, rate estimates, increments, leave implications and employee benefits costs);
3. Increased Transportation services due to Waverley West Development expansion;
4. Expenditures for the new Provincial Quality Education Initiative Fund and Career Development Fund;
5. Increase in the Transfer of funds to the Capital Reserve for School Buses;

6. Increase in the Transfer of funds to the Winnipeg Technical College.

The largest source of financial support apart from Property Tax comes from the Provincial Funding of Schools Program which provides a negligible increase for 2014/15 or 0.1%. Total Revenue increases from all sources (including the Province of Manitoba) except Property Tax is \$798,092 or 1.3%. Consequently, nearly all increases in Expenditures will need to be funded by increased Property Tax.

The Board is inviting feedback on the 2014/15 Draft Budget. Feedback may be made by letter directed to the Board of Trustees, by e-mail at budget@pembinatrails.ca or by appearing as a Delegation, in person, at the Regular Board meeting to be held on Thursday, February 27, 2014. Parties interested in appearing as a Delegation are required to e-mail their notice to appear and written presentation to Emily Vickers at evickers@pembinatrails.ca by THURSDAY, FEBRUARY 20, 2014.

The Draft Budget was circulated to those in attendance at the meeting.

Resolution #BD20140213.1010

Moved By: Gerry Melnyk Second By: Jacquie Field

That the 2014-15 Draft Budget be released as public information.

CARRIED

**POLICY JICM -
STUDENT THREAT
ASSESSMENT**

(HUMAN RESOURCES AND
POLICY COMMITTEE)

(Issue #20140130001)

Resolution #BD20140213.1011

Moved By: Dianne Zuk Second By: Sue Clayton

THAT the proposed amendments, as presented and endorsed for Policy JICM - Student Threat Assessment, be given second and third reading and passed.

CARRIED

**REGULATION JRA-R
PUPIL FILES**

(HUMAN RESOURCES AND
POLICY COMMITTEE)

(Issue #20140130002)

Resolution #BD20140213.1012

Moved By: Dianne Zuk Second By: Gail Watson

THAT the proposed amendments, as presented and endorsed for Regulation JRA-R - Pupil Files, be given second and third reading and passed.

CARRIED

**YES I CAN!
AWARDS**

(ADMINISTRATIVE REPORTS)

(Issue #20140131001)

The Assistant Superintendent, Student Services, reported on the Pembina Trails School Division Yes I Can! Award winners. She said that there were three students nominated. She gave an overview of the nature of the award and indicated why the specific students were awarded. She pointed out that our Transportation Department will also receive a Yes I Can! Award.

Resolution #BD20140213.1013

Moved By: Dianne Zuk Second By: Sue Clayton

That the report on the Yes I Can! Award winners be received as information.

CARRIED

**SELECTION OF
TRUSTEES FOR
INTERVIEW
COMMITTEE**

(ADMINISTRATIVE REPORTS)
(Issue #20140205004)

Resolution #BD20140213.1014

Moved By: Tim Johnson Second By: Jacquie Field

THAT the Board approve the appointment of Trustees J. Fisher (L. Goodridge as alternate), S. Clayton (D. Johnson and T. Johnson as alternates), and D. Zuk (G. Watson and G. Melnyk as alternates) to participate on the Interview Committee for the Assistant Superintendent, Program, position.

CARRIED

**QUESTIONS FROM
MEMBERS OF THE
PUBLIC**

(QUESTIONS FROM MEMBERS
OF THE PUBLIC IN
ATTENDANCE)
(Issue #20140211004)

In response to a question from a member of the public, the Assistant Superintendent, Program, said that with respect to the Tell Them From Me student survey, there are a series of questions with clear terminology for the students.

He said that how the information will be shared with teachers can be reviewed.

The President of the Pembina Trails Teachers' Association thanked the Board for the Staff Appreciation Luncheons and relayed that staff are very appreciative.

**CORRESPONDENCE
FOR INFORMATION
DISTRIBUTION LIST
FEBRUARY 13, 2014**

(CORRESPONDENCE FOR
INFORMATION DISTRIBUTION
LIST)
(Issue #20140128005)

D. Zuk referred to Item #8, from the Manitoba School Boards Association with respect to Student Accident Insurance.

Following a general discussion it was decided that the Student Accident Insurance would be shared with the parents at the beginning of the school year as it has been in previous years.

Resolution #BD20140213.1015

Moved By: Gail Watson Second By: Dianne Zuk

THAT the Correspondence for Information Distribution List dated February 7, 2014, be received as information.

CARRIED

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

Resolution #BD20140213.1016

Moved By: Sue Clayton Second By: Tim Johnson

THAT the Board move into Committee of the Whole.

CARRIED

ADJOURNMENT

Meeting adjourned at 9:26 p.m.

Chair of the Board

Secretary-Treasurer