

## **Regular Meeting of the Board**

### **Minutes**

Thursday, February 14, 2019

Start Time:

Administration Office

181 Henlow Bay, Winnipeg, MB R3Y 1M7

**Trustees:**

J. Glenat  
S. Billinghamurst  
D. Johnson  
T. Johnson  
K. McMillan  
G. Melnyk  
C. Nachtigall  
D. Zuk  
J. Fisher

**Administration:**

T. Fransen - Superintendent  
L. Boles - Assistant Superintendent, Divisional Support Services  
E. Egan - Assistant Superintendent, Human Resources  
I. Riffel - Assistant Superintendent, Program  
S. Schmidt - Assistant Superintendent, Student Services  
C. Stahlke - Secretary-Treasurer

#### **1. CALL TO ORDER**

The meeting was called to order at 8:00 p.m.

J. Fisher joined the meeting at 8:34 p.m. T. Johnson arrived at 9:20 p.m.

#### **2. AGENDA APPROVAL**

##### **Resolution # BD20190214.1001**

Moved By G. Melnyk

Seconded By D. Johnson

THAT the agenda be approved as amended.

**Carried**

**3. BOARD MINUTES APPROVAL**

**Resolution # BD20190214.1002**

Moved By T. Johnson

Seconded By D. Zuk

THAT the minutes of the Regular Meeting of the Board held on January 24, 2019, be approved as circulated.

**Carried**

**4. STANDING COMMITTEE REPORTS, SPECIAL COMMITTEE REPORTS AND OTHER REPORTS**

**Resolution # BD20190214.1003**

Moved By K. McMillan

Seconded By T. Johnson

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 February 14, 2019, be ratified and,

THAT the Teacher Contract Alterations as listed in the Contract Alterations Report dated February 14, 2019, be approved and,

THAT the Substitute Teacher Contracts as listed in the 2018-19 Substitute Teacher Contracts Report dated February 14, 2019, be ratified and,

THAT the Board accept, with regret, the Resignations as listed in the Resignations Report dated February 14, 2019, and,

THAT the Disbursements List for the period November 1-30, 2018, in the amount of \$6,399,629.94, be approved.

THAT the Disbursements List for the period December 1-31, 2018, in the amount of \$4,450,705.12, be approved.

**Carried**

**6. EDUCATIONAL PRESENTATIONS**

**6.1 Violent Threat Risk Assessment Protocol**

J. Friesen, Director, Clinical and Extended Services, made a presentation to the Board. She acknowledged the groups who have worked on updating the administrative procedures. She noted that Pembina Trails has been a leader in this area. She pointed out the training model and training teams which are being used in Pembina Trails. She provided information as to the electronic data base established in 2007. She said that there were 72 Threat Assessments conducted in 2017/18 when it is normally around 50 in a typical year. She highlighted some of the important data. She noted that they are trying to improve the management of the records within Clevr.

K. McMillan said that she had attended the training and commended J. Friesen on how well it was done. In response to a question from D. Zuk, J. Friesen said that the brochure is made available to schools annually. J. Friesen said that information received by the school is the source of the information for the Threat Assessment Protocol.

**Resolution # BD20190214.1004**

THAT the report from the Director, Clinical and Extended Services, be received as information.

**Carried**

**7. BUSINESS FROM PREVIOUS BOARD MEETINGS**

**7.1 Immigration Partnership Winnipeg**

**Resolution # BD20190214.1005**

Moved By C. Nachtigall

Seconded By K. McMillan

THAT the lease agreement between the Immigration Partnership Winnipeg and the Pembina Trails School Division, dated February 14, 2019, be ratified.

**Carried**

**7.2 Chapman School Property**

J. Glenat left the room and K. McMillan assumed the Chair.

The Superintendent said that Chapman School was approved for closure a couple of years ago and the Division leased the property to a private

school for a year. He said that the property was put up for sale and he outlined the history of the events and instructions from the Minister of Education.

G. Melnyk said that the Board had listened to the community last year and the Board's recommendation was rejected by the Public Schools Finance Board (PSFB). He said that the Board had appealed to the Minister of Education, which appeal was rejected. He said that the PSFB has chosen not to follow the past and be concerned about students. He said that he is making the comments based on truth and power.

D. Johnson and G. Melnyk voted in opposition of the motion.

**Resolution # BD20190214.1006**

Moved By T. Johnson

Seconded By C. Nachtigall

THAT the Board allow the absention of the Chair.

**Carried**

**Resolution # BD20190214.1007**

Moved By T. Johnson

Seconded By D. Zuk

THAT, pursuant to the direction of the Minister of Education, the Board, subject to the approval of the Public Schools Finance Board, accept the offer from Tuxedo Lands, Inc., dated January 10, 2019, to purchase the Chapman School property located at 3707 Roblin Boulevard, Winnipeg, Manitoba, and authorize the Secretary-Treasurer to negotiate and finalize conclusion of a purchase/sale agreement and bind the Division.

<b>Recorded</b>	<b>For</b>	<b>Against</b>	<b>Abstain</b>
J. Glenat			X
S. Billinghamurst	X		
D. Johnson		X	
T. Johnson	X		
K. McMillan	X		

G. Melnyk		X		
C. Nachtigall	X			
D. Zuk	X			
J. Fisher	X			
<b>Results</b>	<b>6</b>	<b>2</b>	<b>1</b>	
<b>Carried (6 to 2)</b>				

## 8. BUSINESS FROM PREVIOUS FINANCE COMMITTEE OF THE WHOLE

### 8.1 Application of Accumulated Surplus

J. Glenat returned to the meeting.

J. Glenat left the meeting at 11:29 am.

S. Billingham left the meeting at 11:29 am.

D. Johnson left the meeting at 11:29 am.

T. Johnson left the meeting at 9:20 pm.

K. McMillan left the meeting at 11:29 am.

G. Melnyk left the meeting at 11:29 am.

C. Nachtigall left the meeting at 11:29 am.

D. Zuk left the meeting at 11:29 am.

Ted Fransen left the meeting at 11:29 am.

Lisa Boles left the meeting at 11:29 am.

Elaine Egan left the meeting at 11:29 am.

I. Riffel - Assistant Superintendent, Program left the meeting at 11:29 am.

Susan Schmidt left the meeting at 11:29 am.

Craig Stahlke left the meeting at 11:29 am.

J. Fisher left the meeting at 11:29 am.

J. Fisher left the meeting at 11:30 am.

J. Fisher left the meeting at 11:30 am.

J. Glenat joined the meeting at 11:37 am.  
S. Billinghamurst joined the meeting at 11:37 am.  
D. Johnson joined the meeting at 11:37 am.  
T. Johnson joined the meeting at 11:37 am.  
K. McMillan joined the meeting at 11:37 am.  
G. Melnyk joined the meeting at 11:37 am.  
C. Nachtigall joined the meeting at 11:37 am.  
D. Zuk joined the meeting at 11:37 am.  
Ted Fransen joined the meeting at 11:37 am.  
Lisa Boles joined the meeting at 11:37 am.  
Elaine Egan joined the meeting at 11:37 am.  
I. Riffel - Assistant Superintendent, Program joined the meeting at 11:37 am.  
Susan Schmidt joined the meeting at 11:37 am.  
Craig Stahlke joined the meeting at 11:37 am.

**Resolution # BD20190214.1008**

Moved By G. Melnyk

Seconded By T. Johnson

THAT the Board approve an application of Accumulated Surplus up to \$275,000 to fund repairs to the HVAC (air conditioning) system at the Administration Office.

**Carried**

**11. CORRESPONDENCE FOR DISCUSSION**

**11.1 MSBA 2019 Convention - Trustee Attendance**

The Chair urged the Board to convey their attendance and workshop choices to the Secretary-Treasurer's executive assistant.

**11.2 MSBA 2019 Convention - Voting Ballots**

**Resolution # BD20190214.1010**

Moved By T. Johnson

Seconded By S. Billinghamurst

THAT Trustees J. Glenat and K. McMillan be authorized to receive the designated Pembina Trails voting ballots at the Manitoba School Boards Association 2019 Convention.

**Carried**

**11.3 MSBA 2019 Convention - Bear Pit Session with Minister of Education and Training**

The Chair asked if the Board supported the question to submit to the MSBA for the 2019 Convention - Bear Pit Session with the Minister of Education and Training.

The Superintendent noted that the Division is submitting a ukulele for the MSBA silent auction for the Sunshine Fund.

J. Fisher joined the meeting at 8:34 pm.

**Resolution # BD20190214.1011**

Moved By K. McMillan

Seconded By T. Johnson

THAT the Board approve the question to the Bear Pit Session as submitted.

**Carried**

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

**12.4 Finance and Planning Committee**

**12.4.1 Draft 2019-20 Budget**

The Chair of the Finance and Planning Committee made the following comments related to the Draft 2019-20 Budget.

Pembina Trails is dedicated to providing learning opportunities that support the growth of all our students. Each year, our Board of Trustees must rise to the challenge of stretching every dollar of public money to maximize the impact of our budget and ensure we continue to provide quality education. To help our students

succeed, we must invest in exceptional resources, programs and staffing across the division. Our annual budget aims to reflect investments which support our Three Expectations for Student Learning: enhancing engagement, literacy and numeracy, and graduation. The Division must also ensure that its budget complies with the Provincial Government's restrictions on the amounts which may be raised through local property taxation and the amount which may be spent on administrative expenses.

Tonight, we will share the 2019/20 draft budget summary, including information about expenditures, explanation of expenditure increase, revenue and the impact on property taxes. This is not the final budget. Over the next few weeks, the Board of Trustees will review the draft and decide on any necessary changes based on a balance between the needs of the division and the impact on our taxpayers.

The increase in combined operating and capital expenditures of \$5,386,986, or 3.1 per cent, in the draft budget addresses many added resource needs particularly due to enrolment growth. The increase in total school taxes on the typical home with a market value of \$408,222 would be \$9, or 0.4 per cent. Some of the major reasons for expenditure change in the draft budget include:

- Pembina Trails continues to grow. Our division is projecting a growth of 387 students. We are welcoming more newcomers who often require additional supports to reach their full potential. This means we will need to hire additional staff.
- Maintenance and ongoing improvements to our school buildings requires increasing amounts of financial resources
- Cyclical replacement of school-based computer equipment to sustain the current and projected Divisional needs for school-based technology requires additional financial resources.

Aside from property tax revenue, the largest source of financial support comes from the Provincial Funding of Schools Program, which is projected to provide a 5.4 per cent increase for 2019/20 primarily due to the increase in the number of students and increase in equalization grant. The total revenue increase from all sources (including the Province of Manitoba but excluding property tax) is projected to be 5.1 percent.



We value pre-budget community consultation, and our trustees truly want to hear from the public. Feedback regarding the 2019/20 Draft Budget can be made by letter directed to the Board of Trustees, by email at [budget@pembinatrails.ca](mailto:budget@pembinatrails.ca) or by appearing as a delegation, in person, at the regular board meeting on Thursday, February 28, 2019. Parties interested in appearing as a delegation are required to email their notice to appear and written presentation to Shawna Tustin at [stustin@pembinatrails.ca](mailto:stustin@pembinatrails.ca) by Thursday, February 21, 2019.

The Secretary-Treasurer reviewed selected information from the Summary Budget information. D. Zuk suggested that we be mindful of the need to communicate beyond the current coverage.

**Resolution # BD20190214.1012**

Moved By G. Melnyk

Seconded By T. Johnson

THAT the Draft 2019-20 Budget be approved for public disclosure.

**Carried**

**12.5 Human Resources and Policy Committee**

**12.5.1 Policy GBKA and Regulation GBKA-R - Whistleblower Protection**

**Resolution # BD20190214.1013**

Moved By T. Johnson

Seconded By S. Billinghamurst

THAT Policy GBKA and Regulation GBKA-R Whistleblower be given first reading.

**Carried**

**12.7 Pembina Trails School Division Educational Support Fund Inc.**

**12.7.1 Requests for Financial Assistance**

**Resolution # BD20190214.1014**

Moved By C. Nachtigall

Seconded By S. Billinghamurst

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

- Student #729478, \$150, International Science Youth Forum, Singapore, January 18-27, 2019

**Carried**

### **13. ADMINISTRATIVE REPORTS**

#### **13.1 Regular Meeting of the Board - March 29, 2019**

##### **Resolution # BD20190214.1015**

Moved By D. Johnson

Seconded By G. Melnyk

THAT the Regular Meeting of the Board scheduled for Thursday, March 28, 2019, be cancelled.

**Carried**

#### **13.2 Pacific Junction School Age Centre Inc.**

The Secretary-Treasurer explained that this agreement is for a day care for which no agreement previously existed.

##### **Resolution # BD20190214.1016**

Moved By D. Johnson

Seconded By D. Zuk

THAT the Lease Agreement between the Pembina Trails School Division and the Pacific Junction School Age Centre Inc., dated February 14, 2019, for the period September 1, 2018 to August 31, 2022, be ratified

**Carried**

### **15. CORRESPONDENCE FOR INFORMATION DISTRIBUTION LIST**

##### **Resolution # BD20190214.1017**

Moved By T. Johnson

Seconded By S. Billinghamurst

THAT the Correspondence for Information Distribution List dated February 22, 2019, be received as information.

**16. QUESTIONS FROM TRUSTEES**

D. Zuk raised the matter of the recent Supreme Court decision regarding the expectation of privacy of students in a school.

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

A member of the public asked about the value of the Education Property Tax Credit and the Watson program. The Secretary-Treasurer estimated that the Property Tax Credit in Pembina Trails is about \$20,000,000. It was noted that the Compass for Success on Schedule 2 is Watson

**19. ADJOURNMENT**

Meeting adjourned at 9:24 p.m.

---

Chair of the Board

---

Secretary-Treasurer