

PEMBINA TRAILS SCHOOL DIVISION

Regular Meeting of the Board January 8, 2014

Meeting Type : Board Meeting

Date : Thursday, January 08, 2015

Start time : 8:00 PM

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

Minutes

Attendance

PRESENT:

Trustees:

T. Johnson, S. Billinghamurst, J. Fisher, J. Glenat, L. Goodridge, K. McMillan, G. Melnyk (arrived at 8:32 p.m.) , 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: Nil

CALL TO ORDER

Meeting called to order at 8:10 p.m.

AGENDA APPROVAL

Resolution #BD20150108.1001

Moved By: David Johnson Second By: Sheila Billinghamurst
THAT the agenda be approved as amended.

Minutes Approval

Resolution #BD20150108.1002

Moved By: Dianne Zuk Second By: Laureen Goodridge
THAT the minutes of the Regular Meeting of the Board held on December 11, 2014, be approved as circulated.

Carried

Standing Committee Reports, Special Committee Reports and Other Reports

(STANDING COMMITTEE
REPORTS, SPECIAL
COMMITTEE REPORTS
AND OTHER REPORTS)
(Issue #20141204002)

Resolution #BD20150108.1003

Moved By: Julie Fisher Second By: Jaime Glenat
THAT the Standing Committee Reports, Special Committee Reports and Other Report be received as information and,
THAT the Teacher Contracts (Term) as listed in the Teacher Contracts Report dated January 8, 2015, be ratified and,
THAT the Teacher Contract Alterations as listed in the Contract Alterations Report dated January 8, 2015, be approved and,
THAT the Substitute Teacher Contracts as listed in the 2014-15 Substitute Teacher Contracts Report dated January 8, 2015, be ratified and,
THAT the Disbursements List for the period October 1 through October 31,

2014, in the amount of \$5,026,857.43 be approved and,
THAT the Disbursements List for the period November 1 through
November 30, 2014, in the amount of \$3,802,874.38.

Carried

**Divisional Action
Plan**

(BUSINESS FROM
PREVIOUS BOARD
MEETINGS)
(Issue #20141202005)

The Superintendent reported that the Board had reviewed the Divisional Action Plan to each of the Standing Committees which reviews have been completed.

Resolution #BD20150108.1004

Moved By: Dianne Zuk Second By: Jaime Glenat

That the Board approve the Divisional Action Plan.

Carried

**Budget Study
Topic: New
School
Construction,
Additions and
Funding Going
Forward**

(BUSINESS FROM
PREVIOUS FINANCE
COMMITTEE OF THE
WHOLE)
(Issue #20141223002)

Resolution #BD20150108.1005

Moved By: Kathleen McMillan Second By: Laureen Goodridge

THAT the Transfer to the Capital Reserve for New Schools and School Additions in the amount of \$700,000 be included in the Draft 2015/16 Budget.

Carried

**Budget Study
Topic:
Examination of
the IT
Department**

(BUSINESS FROM
PREVIOUS FINANCE
COMMITTEE OF THE
WHOLE)
(Issue #20150106009)

Resolution #BD20150108.1006

Moved By: Kathleen McMillan Second By: Laureen Goodridge

THAT as a matter arising out of an identified budget study topic, an additional three positions (1 Manager - End User Computing, 1 ITA and 1 SharePoint Programmer/Analyst) be added to the staffing budget for the 2015/2016 fiscal year, and,

THAT the Assistant Superintendent of Divisional Support Services and the Director of Information Technology initiate a dialogue with the members of the IT Department and CUPE 5121 to explore the creation of a Manager of End-User Computing, a SharePoint Programmer/Analyst, and a re-classification of the current Bench Manager position.

Carried

**By-Law No. 93
(Debenture 4062)**

(BY-LAWS AND/OR
POLICIES)
(Issue #20141230001)

Resolution #BD20150108.1007

Moved By: Kathleen McMillan Second By: Laureen Goodridge

WHEREAS, it is deemed necessary and expedient to raise by loan the sum of 1,567,700.00 dollars on the credit of the said school division for the purpose of: Ecole St. Avila Gymnasium Addition, Fort Richmond Collegiate Multipurpose and Physical Education Addition, Fort Richmond Collegiate Modular Classrooms.

THEREFORE, BE IT RESOLVED THAT By-Law No. 93, being a by-law of the Board of Trustees of the Pembina Trails School

Division, for the purpose of borrowing the sum of 1,567,700.00 dollars and of issuing debentures therefor be given first reading.

Carried

**Manitoba School
Boards
Association -
Matters Arising
out of the 2014
Trustee Elections**

(CORRESPONDENCE
FOR DISCUSSION)

(Issue #20141211003)

The Secretary-Treasurer discussed the issue of trade marking the Divisional logo.

D. Johnson said that the use of divisional e-mail during the election campaign is not an issue. L. Goodridge said that it might be considered for Protocols

Resolution #BD20150108.1008

Moved By: Laureen Goodridge Second By: David Johnson

THAT the matter of the use of the divisional e-mail by Trustees during the election campaign be referred to Senior Administration for study and recommendation with respect to the Trustee protocols.

Carried

Resolution #BD20150108.1009

Moved By: Dianne Zuk Second By: Jaime Glenat

THAT the logo as a trademark be referred to the Communications and Community Relations Committee for study and recommendation.

Carried

**Manitoba School
Boards
Association -
Regional Meeting
2015**

(CORRESPONDENCE
FOR DISCUSSION)

(Issue #20141211004)

The Secretary-Treasurer reviewed the proposed Manitoba School Boards Association rate structure. He reviewed the impact of the proposed rate increase for the Division.

Resolution #BD20150108.1010

Moved By: David Johnson Second By: Sheila Billingham

THAT the Chair and Vice-Chair be authorized to attend the meeting at River East-Transcona School Division on January 21, 2015.

Carried

Resolution #BD20150108.1011

Moved By: David Johnson Second By: Laureen Goodridge

THAT the matter of the Manitoba School Boards Association fee structure be referred to the Finance and Planning Committee for study and recommendation.

Carried

**Divisional
Human Rights
Project: Exhibit
Installation Event
and Funding
Request**

(EDUCATION
COMMITTEE)

(Issue #20141204010)

The Assistant Superintendent, Program, reviewed the Divisional Human Rights Project - Exhibit Installation Event and Funding Request. He explained how the students would be transported to the event. He said that the Administration is pursuing with the City ways of reducing the cost of the event which will take place at Investors Group Field. He highlighted some of the programming which would occur within the event.

Resolution #BD20150108.1012

Moved By: Dianne Zuk Second By: Jaime Glenat

THAT an Application of the Accumulated Surplus be made for the following

item during the 2014/15 Fiscal year as follows:

| | |
|--|----------|
| Transportation and related expenses in support for all students and staff Divisional Human Rights Project - Art Installation | \$50,000 |
|--|----------|

Carried

**Budget Study
Topic: Practical
Arts**

(EDUCATION
COMMITTEE)
(Issue #20141223001)

The Assistant Superintendent, Program, reviewed the Budget Study Topic: Practical Arts. He said that this was born out of the issue of students having equal access to practical arts. He said that this is a one time net cost inasmuch as provincial funding can be obtained for future years to offset any ongoing costs.

Resolution #BD20150108.1013

Moved By: Dianne Zuk Second By: Jaime Glenat

THAT the Board include in the Draft 2015/16 Budget the following provision related to the Budget Study Topic "Practical Arts":

Nutrition/Technical programs hands-on learning for the following schools:

- General Byng
- Viscount Alexander
- Linden Meadows
- Van Wallegghem

Cost breakdown:

| | |
|---|------------------|
| General Byng | \$50,000 |
| Viscount Alexander | 50,000 |
| Linden Meadows (van Wallegghem students attend) | <u>50,000</u> |
| Total Cost | <u>\$150,000</u> |

Carried

Data Projectors

(FINANCE AND
PLANNING COMMITTEE)
(Issue #20141212018)

The Secretary-Treasurer reviewed the RFP for the replacement of data projectors.

Resolution #BD20150108.1014

Moved By: Gerry Melnyk Second By: Kathleen McMillan

THAT the Board approve, in principle, the Administration to negotiate a five year written Rate Guarantee/Purchase Agreement with Inland Audio-Visual consistent with the terms outlined in the report of the Secretary-Treasurer to the Finance and Planning Committee Meeting held on December 15, 2014, and the Projector Renewal 2014: RFP Analysis, prepared by the Director of Information Technology, dated December 8, 2014, which agreement to be submitted to the Board for approval.

Carried

**Cyclic
Replacement of
IT Equipment**

(FINANCE AND
PLANNING COMMITTEE)

The Secretary-Treasurer reviewed the RFP for the cyclic replacement of IT equipment.

Resolution #BD20150108.1015

Moved By: Gerry Melnyk Second By: Kathleen McMillan

THAT the Board approve, in principle, the Administration to negotiate a four year written Rate Guarantee/Purchase Agreement with Dell Canada consistent with the terms outlined in the report of the Secretary-Treasurer to the Finance and Planning Committee Meeting held on December 15, 2014, and the Cyclic Replacement 2014: RFP Analysis, prepared by the Director of Information Technology, dated December 10, 2014, which agreement to be submitted to the Board for approval.

Carried

**Policy IJOA-R
Field Trip
Consent**

(HUMAN RESOURCES
AND POLICY
COMMITTEE)

(Issue #20141223006)

The Assistant Superintendent, Human Resources and Policy reviewed the substance of the changes to the Policy. She said that the changes would align the Policy with the practice of obtaining electronic permissions. The Superintendent reported as to how this works. He said that there is no exchange of personal information as a result of the use of this software.

Resolution #BD20150108.1016

Moved By: Laureen Goodridge Second By: Julie Fisher

THAT Policy IJOA-R Field Trip Consent, as amended, be given first reading.

Carried

**Policy JC School
Catchment Areas**

(HUMAN RESOURCES
AND POLICY
COMMITTEE)

(Issue #20141223007)

D. Zuk expressed the view that the change to the Policy is not minor and could be considered substantive. L. Goodridge said that the deletion in the Policy is recommended because retaining it may be more confusing than deleting it. L. Goodridge said that the view of the Committee was that the amendment was non-material and did not change the meaning of the Policy.

Resolution #BD20150108.1017

Moved By: Laureen Goodridge Second By: Julie Fisher

THAT Policy JC - School Catchment Areas, as amended, be approved.

Carried

**Midwinter
Festival (Acadia
and Fort
Richmond)**

(QUESTIONS FROM
TRUSTEES)

(Issue #20150109006)

J. Fisher said that the Midwinter Festival at Acadia Junior High and Fort Richmond Collegiate is cancelled this year due to demands of other projects.

**Ridgewood
Development**

(QUESTIONS FROM
TRUSTEES)

(Issue #20150109004)

D. Zuk reported that there is a sign for the Ridgewood development on Wilkes Avenue.

**Metro Student
Safety Protocol**

(QUESTIONS FROM
TRUSTEES)

(Issue #20150109005)

D. Zuk asked as to the status of the Metro Student Safety Protocol . The Superintendent said that it has gone to the MSBA for support for Region 5 and 6. Region 6 has been reluctant to support the Protocol, so the project has been stalled.

MITT Agreement

(QUESTIONS FROM
TRUSTEES)
(Issue #20150109007)

D. Zuk asked about the status of the MITT Agreement. The Superintendent said that the negotiations with respect to the MITT Agreement are almost complete and the Division is awaiting response from the MITT.

Divisional Human Rights Project

(QUESTIONS FROM
MEMBERS OF THE
PUBLIC IN ATTENDANCE)
(Issue #20150109002)

In answering a question from the public, the Assistant Superintendent, Program, explained what the Divisional Human Rights Project is and what activities will take place.

Divisional Action Plan

(QUESTIONS FROM
MEMBERS OF THE
PUBLIC IN ATTENDANCE)
(Issue #20150109001)

In answering a question from the public, the Superintendent said that the Trustee Protocol is a code of conduct provided to Trustees but it is not posted to the website. He explained the Divisional Action Plan. He said that the Divisional Action Plan is on the website and contains both major and departmental plans.

Cyclic Replacement

(QUESTIONS FROM
MEMBERS OF THE
PUBLIC IN ATTENDANCE)
(Issue #20150109003)

A member of the public asked about cyclic replacement and how the Division is supporting iPads in schools, and addressing inequity amongst schools with respect to funding for equipment. The Chair said that parent councils have helped to support these devices at schools. The Assistant Superintendent, Divisional Support Services, said that it would be imprudent to include these devices on our active directory among other challenges. He said that as to inequity, schools make their own decisions regarding how resources are used and there are different revenue streams among different schools. He spoke to the licensing and maintenance of the iPads which is beyond the ability of the I.T. Department to address.

Correspondence for Information Distribution List

(CORRESPONDENCE
FOR INFORMATION
DISTRIBUTION LIST)
(Issue #20141204003)

D. Zuk asked about the letter from the Deputy Minister to the City regarding Bonnycastle. As yet, the Division has not received a copy of any response.

The Superintendent said that the Premier's Volunteer Service Award is shared with the schools.

Resolution #BD20150108.1018

Moved By: Julie Fisher Second By: David Johnson

THAT Trustee K. McMillan be authorized to attend the Safe Schools Conference on February 9, 2015, and to bring forth a report to the Board.

Carried

Resolution #BD20150108.1019

Moved By: Dianne Zuk Second By: David Johnson

THAT the Correspondence for Information Distribution List dated January 2, 2015, be received as information.

Carried

REQUIREMENT FOR A COMMITTEE

Resolution #BD20150108.1020

Moved By: Julie Fisher Second By: Laureen Goodridge

THAT the Board move into Committee of the Whole.

**MEETING OF
THE WHOLE**

Carried

ADJOURNMENT

Meeting adjourned at 10:25 p.m.

The meeting reconvened at 11:30 p.m.

**Budget
Guidelines**

(Issue #20150108004)

Resolution #BD20150108.1021

Moved By: Gerry Melnyk Second By: Laureen Goodridge

THAT the Budget Development Guidelines, Objectives and Questions
for 2015/16 be approved as amended.

Carried

The meeting adjourned at 11:31 p.m.

Chair of the Board

Secretary-Treasurer