

PEMBINA TRAILS SCHOOL DIVISION

Regular Meeting of the Board - June 9, 2016

Meeting Type : Board Meeting

Date : Thursday, June 09, 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, K. McMillan, 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: J. Karras

CALL TO ORDER

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

AGENDA APPROVAL

Resolution #BD20160609.1001

Moved By: David Johnson Second By: Jaime Glenat
THAT the agenda be approved as amended

Carried

Minutes Approval

Resolution #BD20160609.1002

Moved By: Jaime Glenat Second By: David Johnson
THAT the minutes of the Regular Meeting of the Board held
on 2016/05/26, be approved as circulated

Carried

Standing Committee Reports, Special Committee Reports and Other Reports

(STANDING COMMITTEE
REPORTS, SPECIAL
COMMITTEE REPORTS
AND OTHER REPORTS)
(Issue #20160309012)

The Human Resources and Policy Committee Minutes were pulled for discussion.

Resolution #BD20160609.1003

Moved By: Julie Fisher Second By: Jaime Glenat
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 June 9, 2016, be ratified and,
THAT the Teacher Contract Alterations as listed in the Contract Alterations

Report dated June 9, 2016, be approved and,
THAT the Substitute Teacher Contracts as listed in the 2015-16 Substitute Teacher Contracts Report dated June 9, 2016, be ratified and,
THAT the Board accept, with regret, the Resignations as listed in the Resignations Report dated June 9, 2016.

Carried

**Presentation -
Director of the
International
Student Program**

(EDUCATIONAL
PRESENTATIONS)
(Issue #20160309014)

B. Poole, Director of the International Student Program (ISP), made his presentation to the Board. He reviewed the enrolments over time. He said that ISP students from China are increasing while students from South Korea are declining. He said that Italy, Spain and Vietnam are new countries sending an increasing number of students. He said that there are growing numbers of students in K-8. He said that younger students do well picking up English and many of them are residing with parents located here or other family members. He said that India could possibly be a source of future ISP students. He said that a number of overseas agents were brought to Winnipeg to see what Winnipeg is like and that makes it easier for the agents to market Winnipeg having had personal experience here.

He said that ISP assists families whose parents are here under Work Permits, Study Permits and Permanent Resident Status whose children are not ISP students. He said that these families are coming from India, China, South Korea, Nigeria and Pakistan. He updated the Board as to developments at the provincial and national level. B. Poole will check the International Education Act Regulations regarding behaviour codes and inform the Board. He said that there is room for us to accommodate more ISP students but there are limits.

The Chair thanked him for his presentation.

**By-Law No. 109
(Promissary Note
LTPS0036)**

(BY-LAWS AND/OR
POLICIES)
(Issue #20160527008)

Resolution #BD20160609.1004

Moved By: Laureen Goodridge Second By: Jaime Glenat

WHEREAS it is deemed necessary and expedient to raise by loan the sum of Two Million Five Hundred Thirty-Four Thousand Seven Hundred Dollars (\$2,534,700) on the credit of said School Division for the purpose of payment for: Laidlaw School Steam Heating-Ventilation, St. Avila Roof Replacement, South Pointe School, Vincent Massey Roof Replacement and Elevator Addition.

THEREFORE, BE IT RESOLVED THAT By-Law No.109, being a by-law of the Board of Trustees of the Pembina Trails School Division, for the purpose of borrowing the sum of 2,534,700 dollars and of issuing a Debenture and/or Promissary Note (hereinafter called the Security) therefor be given first reading.

Carried

**By-Law No. 110
(Religious
Instruction)**

It was noted that the letter was addressed to L. Lussier. It was further noted that the minimum number of students required was met and that the instruction is held over the noon hour.

Resolution #BD20160609.1005

Moved By: Laureen Goodridge Second By: Gerry Melnyk

THAT By-Law No. 110, being a by-law of the Pembina Trails School Division, respecting the submission of a petition requesting the authorization for religious instruction at Bairdmore Elementary School, be given first reading.

Carried

**Respect in
Schools**

(CORRESPONDENCE
FOR DISCUSSION)
(Issue #20160531002)

The Board reviewed the request from the Manitoba School Boards Association. The Superintendent said the MSBA is a strong supporter of this program and he, himself, supports the program. It was noted that we have forwarded this to the schools.

Resolution #BD20160609.1006

Moved By: Gerry Melnyk Second By: Laureen Goodridge

THAT the correspondence from the Manitoba School Boards Association regarding the Respect in Schools Program be received as information and a letter be sent to the Manitoba School Boards Association to acknowledge that the information has been circulated to schools as requested.

Carried

**Student
Transportation
Services RFP**

(FINANCE AND
PLANNING COMMITTEE)
(Issue #20160531005)

The Secretary-Treasurer said that the Division owns the buses which are provided to the contract drivers.

Resolution #BD20160609.1007

Moved By: Laureen Goodridge Second By: Jaime Glenat

THAT the Board award the Student Transportation contract to First Student Canada for the period July 1, 2016 to June 30, 2021 and authorize the Secretary-Treasurer to conclude an agreement with First Student Canada and bind the Division.

Carried

**Audit Services
RFP**

(FINANCE AND
PLANNING COMMITTEE)
(Issue #20160527004)

The Secretary-Treasurer explained that we have no concerns about our current auditors and this decision is an issue of cost. L. Goodridge thanked Grant Thornton for their service and welcomed KPMG to conduct the audit for the next 3 years commencing with the prescribed audit procedures for the March 2017 reporting.

Resolution #BD20160609.1008

Moved By: Laureen Goodridge Second By: Jaime Glenat

THAT the Board appoint the firm of KPMG as Auditors for the Pembina Trails School Division for the fiscal years ending June 30, 2017, 2018 and 2019, and authorize the Secretary-Treasurer to conclude a three-year Audit Services Agreement with KPMG and bind the Division, with a maximum fee cost structure as outlined in the proposal dated May 17, 2016.

Carried

Clevr

(FINANCE AND
PLANNING COMMITTEE)

Resolution #BD20160609.1009

Moved By: Laureen Goodridge Second By: Kathleen McMillan

THAT the acquisition of the Leadership Services Inc. (CLEVR) Electronic

(Issue #20160527006)

Data System be approved with a first year cost of \$29,100, annual costs of approximately \$22,000 thereafter, and
THAT the annual cost of \$22,000 be added to the 2017-18 Budget, and
THAT the Secretary-Treasurer be authorized to conclude an Agreement with Leadership Services Inc. and bind the Division.

Carried

**e-Share
Accumulated
Surplus**

(FINANCE AND
PLANNING COMMITTEE)

(Issue #20160527007)

Resolution #BD20160609.1010

Moved By: Laureen Goodridge Second By: Kathleen McMillan

THAT an application of the Accumulated Surplus not exceeding \$200,000 be made in 2016/17 for implementation of e-Share.

Carried

**Roblin Office
Capital Reserve**

(FINANCE AND
PLANNING COMMITTEE)

(Issue #20160531007)

Resolution #BD20160609.1011

Moved By: Laureen Goodridge Second By: Jaime Glenat

WHEREAS the sale of the office building located at 3401 Roblin Boulevard has been completed and the purchaser has taken possession, and
WHEREAS the Capital Reserve in the amount of \$150,000 related to the Roblin Office is no longer required for that purpose and the funds are available for transfer to another Capital Reserve where needed,
THEREFORE BE IT RESOLVED THAT, subject to the approval of the Public Schools Finance Board, the balance in the Capital Reserve for the Roblin Office be transferred to the Capital Reserve for Ecole South Pointe School.

Carried

**Early Childhood
Position Paper**

(HUMAN RESOURCES
AND POLICY
COMMITTEE)

(Issue #20160531008)

The Assistant Superintendent, Human Resources and Policy, reviewed the motion on the Early Childhood Position Paper.

Resolution #BD20160609.1012

Moved By: Gerry Melnyk Second By: Dianne Zuk

THAT the Board approve the Early Childhood Position Paper, and
THAT the Early Childhood Position Paper be highlighted on the Divisional website under the Early Years Education Link, and
THAT the Position Paper be distributed with future Kindergarten information packages.

Carried

**Human
Resources and
Policy
Committee
Minutes**

(HUMAN RESOURCES
AND POLICY
COMMITTEE)

(Issue #20160609001)

The Assistant Superintendent, Human Resources and Policy, explained that the annual offence declaration process will be changed such that, rather than each person filing a new statement each year, employees will now only report if there have been offences rather than file an entirely new form.

Resolution #BD20160609.1013

Moved By: Gerry Melnyk Second By: David Johnson

THAT the Human Resources and Policy Committee Minutes be received as information.

Carried

**Pacific Junction
Day Care Centre
Inc.**

(ADMINISTRATIVE
REPORTS)
(Issue #20160525012)

Resolution #BD20160609.1014

Moved By: David Johnson Second By: Sheila Billingham

THAT the Lease Agreement between the Pembina Trails School Division and Pacific Junction Day Care dated June 9, 2016, for the period July 1, 2011 through June 30, 2017, be ratified.

Carried

**Letter from
Minister of
Education and
Training**

(ADMINISTRATIVE
REPORTS)
(Issue #20160601001)

The Superintendent reviewed the letter from the Minister of Education and Training with respect to the closure of Chapman School. He noted the conditions set out in the Minister's letter and we said that are in compliance. He said that the Minister requires our continued support of the Chapman Day Care at Chapman School or at another location and we must abide by Section 41 of the *Public Schools Act*. He said that the letter will be reprinted in the Board Minutes and put on the divisional website.

Resolution #BD20160609.1015

Moved By: Dianne Zuk Second By: Gerry Melnyk

THAT the Board receive the letter from the Minister of Education with respect to Chapman School as information, and

THAT the letter from the Minister of Education with respect to Chapman School be reprinted in the Board Minutes, posted on the website and forwarded to the Chapman Parent Council President.

Carried

**Mennonite
Educational
Society of
Manitoba**

(ADMINISTRATIVE
REPORTS)
(Issue #20160531003)

The Superintendent reported that there have been a number of expressions of interest in the Chapman School. He said that the PSFB was not granting us permission for a lease for more than one year and the Mennonite Educational Society of Manitoba was the only offer which met this criterion. It was noted that the Board will need, before August 31, 2017, to turn its mind to the disposition of that building after August 2017.

The Superintendent said that there will be a celebration of the history of Chapman School on; June 17, 2016, at 2:00 p.m. He described the communications plan regarding Chapman School.

Resolution #BD20160609.1016

Moved By: David Johnson Second By: Sheila Billingham

THAT the Lease(s) between the Pembina Trails School Division and The Mennonite Educational Society of Manitoba, with respect to Chapman School for the period August 1, 2016, to July 31, 2017, be ratified subject to the the Public Schools Finance Board approving the Lease(s).

Carried

**Kindergarten
Enrolment
Report**

(ADMINISTRATIVE
REPORTS)
(Issue #20160602004)

The Assistant Superintendent, Human Resources and Policy, reviewed the Kindergarten Enrolment Report. She stated that we will reach the projected number of kindergarten students. She highlighted selected areas worthy of note and answered questions from Trustees.

Resolution #BD20160609.1017

Moved By: Kathleen McMillan Second By: Julie Fisher

THAT the Kindergarten Enrolment Report be received as information.

Carried

**Correspondence
for Information
Distribution List**

(CORRESPONDENCE
FOR INFORMATION
DISTRIBUTION LIST)
(Issue #20160309013)

Resolution #BD20160609.1018

Moved By: Jaime Glenat Second By: David Johnson

THAT the Correspondence for Information Distribution List dated June 3, 2016, be received as information.

Carried

**Questions from
Trustees**

(QUESTIONS FROM
TRUSTEES)
(Issue #20160606005)

The Superintendent said that the Staff Development Centre report will be included in the Administrative Reports in the future rather than as part of Correspondence for Information.

The Assistant Superintendent, Program, said that he regularly connects with the Staff Development Centre and discusses matters with them.

D. Zuk acknowledged that this is the 80th anniversary of the start of school patrols.

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

Resolution #BD20160609.1019

Moved By: Julie Fisher Second By: David Johnson

THAT the Board move into Committee of the Whole.

Carried

ADJOURNMENT

Meeting adjourned at 9:57 p.m.

Chair of the Board

Secretary-Treasurer



**MINISTER
OF EDUCATION AND TRAINING**

Room 168
Legislative Building
Winnipeg, Manitoba, Canada
R3C 0V8

MAY 31 2016

Mr. Tim Johnson
Chair of the Board
The Pembina Trails School Division
181 Henlow Bay
Winnipeg MB R3Y 1M7

Dear Mr. Johnson:

I am responding to your correspondence dated May 12, 2016, concerning The Pembina Trails School Division's request to close, effective June 30, 2016, and subsequently dispose of, Chapman School, located at 3707 Roblin Boulevard, Winnipeg.

In support of the request to close the school, The Pembina Trails School Division has noted that the parents of the 31 families whose children still attend Chapman School have requested that their children be allowed to attend the nearby Royal School.

In correspondence between The Pembina Trails School Division and the Chapman School Parent Council provided as background information, the school division has demonstrated that it has made plans to accommodate the transfer of student population from Chapman School to Royal School, and that these plans have been made to accommodate the Chapman School Parent Council, which was the originator of the request to close Chapman School.

In accordance with the provisions of Section 41 (1, 3, b) of *The Public Schools Act*, The Pembina Trails School Division is hereby authorized to close Chapman School.

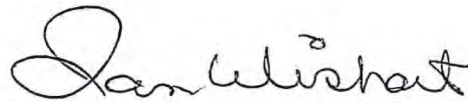
The Pembina Trails School Division is instructed to continue to accommodate the needs of the existing Chapman Day Care, either at Chapman School, or at another location as mutually agreed.

.../2

Page 2

The Pembina Trails School Division is also instructed, in accordance with Section 41 (1, 3, c) of *The Public Schools Act*, to demonstrate and describe the extent by which reasonable efforts have been made to expand the use of the school building for appropriate community purposes.

Sincerely,

A handwritten signature in black ink, reading "Ian Wishart". The signature is fluid and cursive, with the first name "Ian" and last name "Wishart" clearly distinguishable.

Honourable Ian Wishart
Minister
Education and Training