

PEMBINA TRAILS SCHOOL DIVISION

Regular Meeting of the Board - May 11, 2017

Meeting Type : Board Meeting

Date : Thursday, May 11, 2017

Start time : 8:00 PM

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

Minutes

Attendance

PRESENT:

Trustees:

J. Fisher (Chair), S. Billingham, 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: T. Johnson, K. McMillan

CALL TO ORDER

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

AGENDA APPROVAL

Resolution #BD20170511.1001

Moved By: Dianne Zuk Second By: Gerry Melnyk
THAT the agenda be approved as amended.

Carried

Minutes Approval

Resolution #BD20170511.1002

Moved By: Gerry Melnyk Second By: David Johnson
THAT the minutes of the Regular Meeting of the Board held on April 27, 2017, be approved as circulated

Carried

Standing Committee Reports, Special Committee Reports and Other Reports

(STANDING COMMITTEE
REPORTS, SPECIAL
COMMITTEE REPORTS AND
OTHER REPORTS)
(Issue #20170404017)

The Human Resources and Policy Committee minutes were referred for discussion to a later point in this meeting.

Resolution #BD20170511.1003

Moved By: Jaime Glenat Second By: Sheila Billingham
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 May 11, 2017, be ratified and,
THAT the Teacher Contract Alterations as listed in the Contract

Alterations Report dated May 11, 2017, be approved and,
THAT the Substitute Teacher Contracts as listed in the 2016-17
Substitute Teacher Contracts Report dated May 11, 2017, be ratified
and,
THAT the Board accept, with regret, the Resignations as listed in the
Resignations Report dated May 11, 2017.

Carried

**Student Voice
Forum and
Divisional
Leadership Training**

(EDUCATIONAL
PRESENTATIONS)
(Issue #20170503005)

J. Friesen, Director, Clinical and Extended Services, introduced the
students and staff. Pembina Trails Leaders for Change Planning
Committee: Gemma Skelton, Jane Friesen, Kendra Gowler, Heather
Eby, Michelle Barclay and G. Skelton.

Pembina Trails Leaders for Change Student Voice presented a video
from the Student Voice Forum held on May 2, 2017. Each of the
students presented on their experiences in connection with the Student
Voice Forum.

The group responded to questions from Trustees and stated what they
were doing to encourage students to find their voices.

The Chair thanked them for their presentations.

**CUPE Grievance
#12-21-2016**

(BUSINESS FROM PREVIOUS
COMMITTEE MEETING OF
THE WHOLE)
(Issue #20170501001)

Resolution #BD20170511.1004

Moved By: Jaime Glenat Second By: David Johnson

THAT the Grievance Settlement Agreement dated April 27, 2017, with
Respect to CUPE #4588 Grievance #12-21-2016 be approved.

Carried

**By-Law No. 102 -
Schedule "A"**

(BY-LAWS AND/OR
POLICIES)
(Issue #20170501002)

Resolution #BD20170511.1005

Moved By: Laureen Goodridge Second By: Jaime Glenat

THAT By-Law No. 102 - Schedule "A", being a by-law respecting the
Trustee Indemnities to replace By-Laws No. 41 and 73, be given first
reading.

Carried

**Minutes of the H. R.
and P. Meeting**

(HUMAN RESOURCES AND
POLICY COMMITTEE)
(Issue #20170511002)

D. Zuk asked about the Accessibility Plan in terms of when it is posted to
the Division Website, and should it be a Budget Study Topic.

The Assistant Superintendent, Divisional Support Services, said that the
plan has been created as required and posted to the Division website.
He said that the plan was to be reviewed by Senior Administration Team
and Buildings, Property & Transportation. Necessary provisions will be
included in the next Action Plan. This will not be a Budget Study Topic
but will be reflected in the next Budget and we are constantly working
with Public Schools Finance Board regarding related projects to be
funded by the Public Schools Finance Board. Assistant Superintendent,
Divisional Support Services, said that advancing this is an ongoing
process. He said that the Province has not articulated as to what, if any,
evolution of the plan needs to be updated and reflected on the website.

J. Glenat referenced Policy JICH and raised questions regarding certain terms. The Assistant Superintendent, Human Resources & Policy, said that, rather than changing the policy now, they are waiting for more information from the Province.

Resolution #BD20170511.1006

Moved By: Gerry Melnyk Second By: David Johnson

THAT the minutes of the Human Resources and Policy meeting held on April 24, 2017, be received as information

Carried

**Policy IJ -
Instructional
Resources**

(HUMAN RESOURCES AND
POLICY COMMITTEE)
(Issue #20170426005)

Resolution #BD20170511.1007

Moved By: David Johnson Second By: Gerry Melnyk

THAT Policy IJ - Instructional Resources, as amended, be given second and third reading and passed.

Carried

**Requests for
Financial
Assistance**

(PEMBINA TRAILS SCHOOL
DIVISION EDUCATIONAL
SUPPORT FUND INC.)
(Issue #20170509004)

Resolution #BD20170511.1008

Moved By: Sheila Billingham Second By: Gerry Melnyk

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

<u>Name</u>	<u>Amount</u>	<u>Activity</u>
Fort Richmond Collegiate - Peaceful Village Youth Exchange	\$500	Peaceful Village Youth Exchange, May 14-20, Barrie, Ontario
S.I. #714977, Fort Richmond Collegiate	\$150	Individual Request, Band Nationals Final, Niagara Falls, ON., May 15-22, 2017
Oak Park Band, Oak Park High School	\$500	Team Request, Band Nationals Final, Niagara Falls, ON., May 15-22

Carried

**Divisional Action
Plan**

(ADMINISTRATIVE REPORTS)
(Issue #20170411006)

The Superintendent of Education reviewed the Divisional Action Plan. He said that M1.4, Student Graduation, will be important for families. He added that the opening of the new school in South Pointe is drawing rave reviews.

L. Goodridge expressed satisfaction with the number of graduations from Alternative High School. The Assistant Superintendent, Program, suggested that Principal Woods should probably make an educational presentation to the Board. We noted that none of the students would be in school but for the Alternative high School.

The Assistant Superintendent, Program, said that we are exploring alternative programming for students through our partnership with the Learning Partnership. With respect to A1.2 the Assistant Superintendent,

Program, said that he expects the the software in place by the end of June.

The Assistant Superintendent, Student Services, reported on the work being done with each school concerning the school profiles. She said that a launch of Clevr will take place next week. Student specific planning documents will be on line.

The Assistant Superintendent, Student Services, spoke to A2.4 which is an action where that we have piloted an interpreters project in multiple languages.

The Assistant Superintendent, Human Resources & Policy, spoke to A3.3 which is and initiative to develop our own internal leadership. That initiative is proving to be a value to us. Schools are building capacity for teachers to lead in different ways. There is an effort for teachers to publicly connect their employment to the Division not only the school.

The Assistant Superintendent, Divisional Support Services, said that in A4.1 we are seeking to acquire the land for the Prairie Pointe school site, it is the final site to be acquired in Waverly West. He said in A4.2 security and safety will be ongoing effort and has been for some time. The Assistant Superintendent, Divisional Support Services, said that he and Secretary Treasurer are trying to move the Joint Use Agreements forward.

The Assistant Superintendent, Divisional Support Services, said e-share is moving forward and looking to reach completion.

The Assistant Superintendent, Divisional Support Services, said that the high school is our highest PSFB priority and the K-8 on the same site is our second priority.

The Superintendent of Education said that the government has had conference call with Superintendents and Secretary Treasurers to introduce plans for schools under the P3 Model. He said that it was only a preliminary information session.

The Assistant Superintendent, Divisional Support Services, said that the secondary plan (street Plan) for Area "B" in Waverly West has been tendered which means that we are a year or so away from completion and we will see Bison Drive development. L. Goodridge asked about the planning process for the High School. The Assistant Superintendent, Divisional Support Services, said that in South Pointe it was a design process which was time consuming but for the high school that process is likely to change and take less time. He said long term financing is a part of that process.

The Secretary-Treasurer reported to the A6.4 relating to the migration in the financial, payroll and human resources software. He said that the study portion is complete and reviewed the planned timeline. He said that following the discussion with the Finance and Planning Committee on May 17, 2017, the Division will commit to Cayenta for the new software and supporting hardware and licensing. He disclosed that the Division will incur costs of this project in excess of the provision which had been budgeted in the 2017/18 Budget which is associated with the cost of the SQL server and licensing.

D. Zuk added of there is consideration for changing the format of the Action Plan inasmuch as it does not highlight the three expectations for student learning. The Governance Committee will consider that suggestion.

Resolution #BD20170511.1009

Moved By: Jaime Glenat Second By: Dianne Zuk

THAT the Divisional Action Plan be received as information.

Carried

**River West Park
Kids Inc.**

(ADMINISTRATIVE REPORTS)
(Issue #20170426004)

Resolution #BD20170511.1010

Moved By: David Johnson Second By: Sheila Billingham

THAT the Lease Agreement between the Pembina Trails School Division and K.I.D.S. Inc. dated April 27, 2017 for the period September 1, 2012 to August 31, 2017, be ratified.

Carried

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

(ADMINISTRATIVE REPORTS)
(Issue #20170428014)

The Secretary-Treasurer explained what the St. John's-Ravenscourt Shared Services Agreement provides.

Resolution #BD20170511.1011

Moved By: Gerry Melnyk Second By: David Johnson

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 2017-18 school year be ratified.

Carried

**ALICE Training
Update**

(ADMINISTRATIVE REPORTS)
(Issue #20170503006)

The Assistant Superintendent, Divisional Support Services, reported on schools which have received ALICE training. He said that all but two schools have completed the ALICE training. About half of the schools have received training sessions from the police along with our Senior Resource Officer's being present.

The Assistant Superintendent, Divisional Support Services, said that some schools have used the police for training and other schools have worked through it themselves. Some school training has been a truncated version given the limited amount of time that has been available. He said that we will continue to offer ALICE training on an ongoing basis. He said that newly hired teachers each receive an

orientation upon being employed. The Assistant Superintendent, Program, said that the Staff Development Centre could, conceivably, offer this sort of training.

Resolution #BD20170511.1012

Moved By: Jaime Glenat Second By: David Johnson

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

Carried

**School
Administration
Appointment -
Linden Meadows**

(ADMINISTRATIVE REPORTS)
(Issue #20170511001)

Resolution #BD20170511.1013

Moved By: David Johnson Second By: Sheila Billinghamhurst

THAT the Board of Trustees approve the appointment of Mike Pizzi as Vice-Principal of Linden Meadows School effective the 2017/18 school year.

Carried

**Correspondence for
Information
Distribution List**

(CORRESPONDENCE FOR
INFORMATION
DISTRIBUTION LIST)
(Issue #20170404018)

D. Zuk asked if there will be a response to the CUPE letter. The Superintendent and the Chair will prepare a response to the letter. It was generally agreed to discuss this correspondence in a Committee of the Whole following Board Meeting.

Resolution #BD20170511.1014

Moved By: David Johnson Second By: Laureen Goodridge

THAT the Correspondence for Information Distribution List dated May 5, 2017, be received as information.

Carried

**Questions from
Trustees**

(QUESTIONS FROM
TRUSTEES)
(Issue #20170510005)

D. Zuk said that Garden Valley School Division had assisted the Shaftesbury Students when they had their accident. The Superintendent said that Garden Valley School Division had dispatched a bus to the scene. He reported that Pembina Trails has made a modest donation to the Garden Valley charitable fund in recognition of their service.

D. Zuk said that she attended the Coding Quest Arcade and was impressed. She asked if there will be an opportunity for Trustees to learn more about coding. The Superintendent suggested that we have an Educational Presentation on the topic in the future. L. Goodridge said that this is a valuable foundation for students.

J. Glenat said that she attended the Right At School presentation and, as a parent, was impressed. The Superintendent said that there were four parent information evenings held with 25-40 parents attending each session at different schools. He shared comments offered by parents in attendance.

**Questions from
Members of the
Public**

(QUESTIONS FROM

A member of the public commended the Board for establishing the Alternative High School to serve students.

A member of the public asked if there were information meetings offered to parents concerning ALICE training. The Superintendent said that Parent Advisory Councils are often looking for items for their meetings and this topic might be something that they could add or post as information on their websites. B. Mauthe asked if training for substitute teachers should be done. The Superintendent said that this suggestion is something to consider.

B. Mauthe asked about Right At School. Superintendent of Education said that it is a curriculum enhancement program with day care. B. Mauthe asked if the payment to Right At School would be eligible to be taken as a tax deduction as day care. The Superintendent said that he could not comment on the tax law.

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

Resolution #BD20170511.1015

Moved By: Laureen Goodridge Second By: Sheila Billinghamurst
THAT the Board move into Committee of the Whole.

Carried

ADJOURNMENT

Meeting adjourned at 10:06 p.m.

Chair of the Board

Secretary-Treasurer