

PEMBINA TRAILS SCHOOL DIVISION

Regular Meeting Of The Board May 8, 2014

Meeting Type : Board Meeting

Date : Thursday, May 08, 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), J. Field, J. Fisher, L. Goodridge, G. Melnyk, G. Watson, D. Zuk

Administration:

G. Bruce - Assistant Superintendent, Program,
J. Karras - Assistant Superintendent, Divisional Support Services,
S. Schmidt - Assistant Superintendent, Student Services,
C. Stahlke - Secretary-Treasurer.

Regrets: S. Clayton, E. Egan, T. Fransen

CALL TO ORDER

Meeting called to order at 8:15 p.m.

AGENDA APPROVAL

Resolution #BD20140508.1001

Moved By: Gerry Melnyk Second By: Julie Fisher
THAT the agenda be approved as amended.

CARRIED

MINUTES APPROVAL

Resolution #BD20140508.1002

Moved By: Gail Watson Second By: Tim Johnson
THAT the minutes of the Regular Meeting of the Board held on April 24, 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 #20140423003)

D. Zuk requested that the Education Committee minutes from the meeting held on April 15, 2014 be referred for further discussion.

Resolution #BD20140508.1003

Moved By: Tim Johnson Second By: Jacquie Field
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 May 8, 2014, be ratified and, THAT the Board accept, with regret, the resignations as listed in the Resignations Report dated May 8, 2014.

CARRIED

**PRESENTATION ON
INFORMATION
TECHNOLOGY**
(EDUCATIONAL PRESENTATIONS)
(Issue #20140423001)

D. Boutang, Director of Information Technology presented his report to the Board. He stated that we are seeing significant changes in the world of Information Technology. He said that Information Technology is a service department to support other departments including those which are dedicated to teaching students. He described as to how the world of Information Technology is becoming increasingly diverse and no longer does one size fit all. With the advancing of Information Technology there are more choices for technology providers which will be complicating their work and from an educational perspective in the future there will be more courses taken on-line. The future facing Information Technology departments will become more complex and more challenging.

D. Boutang outlined the following projects that the Information Technology is addressing:

1. Collaboration Platform;
2. Adding the various tablets, MACs and smart phones;
3. Core infrastructure renewal;
4. School Intercoms and Video Surveillance;
5. Service Level Management.

D. Boutang said that we have to focus on our key initiatives and projects and leverage our skills. We need to have a collaborative platform addressing school websites. He said the Information Technology Department is supporting MACs and will be continuing to do so next year. He said the Division is upgrading WiFi to be more functional. He said that Pembina Trails currently has a robust network and are adding school public address systems to the network. He said that the network can also be used to improve the audio field systems for teachers.

D. Boutang stated that Information Technology is continuing to address some other areas of development, for example, the Division is using Information Technology to assist in improving security and safety in the schools.

In response to a question from a Trustee, D. Boutang said that most of the tablets are currently in those schools which can afford to have them such as the high schools. He said that in the next school year cyclic replacement will include desktops, laptops or tablets and will offer more flexibility to schools in selecting what they want.

In response to a question from a Trustee, D. Boutang said that our internet connection is provided through MERLIN which connects to CANARY. We do not worry about telecoms except for external access for telephones. He said that the Divisional telephones are connected via Voice Over Internet Protocol (VOIP) which uses

the internet. We also have a gateway to the land line telephone system. He said that we are in a fortunate situation with the Province as the service provider and we have unlimited bandwidth.

The Assistant Superintendent, Student Services said that the Information Technology department can help the the Division implement 21st Century Education.

The Chair thanked him for his presentation.

BUDGET STUDY TOPICS

(BUSINESS FROM PREVIOUS
FINANCE COMMITTEE OF THE
WHOLE)

(Issue #20140429003)

Resolution #BD20140508.1004

Moved By: Gerry Melnyk Second By: Tim Johnson

THAT the Board approve the 2015/16 Budget Study Topics as set out in the report from the Secretary-Treasurer dated April 24, 2014.

CARRIED

INFORMATION TECHNOLOGY SUMMER STUDENT STAFF RATES

(BUSINESS FROM PREVIOUS
COMMITTEE MEETING OF THE
WHOLE)

(Issue #20140429004)

Resolution #BD20140508.1005

Moved By: Tim Johnson Second By: Gail Watson

THAT the wage schedule for the Information Technology Summer Student staff dated April 24, 2014, for the period June 1, 2014 to September 30, 2014, be ratified.

CARRIED

BY-LAW NO. 88 DEBENTURE 3995

(BY-LAWS AND/OR POLICIES)

(Issue #20140423002)

Resolution #BD20140508.1006

Moved By: Gerry Melnyk Second By: Tim Johnson

WHEREAS, it is deemed necessary and expedient to raise by loan the sum of 1,133,800.00 dollars on the credit of the said school division for the purpose of: Fort Richmond Collegiate Science Classroom, Van Wallegghem Portables, Dalhousie Roof, Bairdmore Roof, St. Avila Gymnasium, Fort Richmond Multi-Purpose Room, Bonnycastle Classroom Addition.

THEREFORE, BE IT RESOLVED THAT By-Law No. 88, being a by-law of the Board of Trustees of the Pembina Trails School Division, for the purpose of borrowing the sum of 1,133,800.00 dollars and of issuing debentures therefor be given second and third reading and passed.

CARRIED

ROOTS OF EMPATHY

(CORRESPONDENCE FOR
DISCUSSION)

(Issue #20140424001)

Resolution #BD20140508.1007

Moved By: Gail Watson Second By: Gerry Melnyk

THAT Trustees J. Fisher and D. Zuk act as Trustee Representatives at the Roots of Empathy celebration.

CARRIED

**ST.
JOHN'S-RAVENSCOURT
RE, SHARED SERVICES
AGREEMENT**

(CORRESPONDENCE FOR
DISCUSSION)

(Issue #20140429011)

Resolution #BD20140508.1008

Moved By: Tim Johnson Second By: Jacquie Field

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 2014-15 school year be ratified.

CARRIED

**EDUCATION
COMMITTEE**

(EDUCATION COMMITTEE)

(Issue #20140509003)

It was noted that the Division has purchased a table for the CSI Program fundraiser.

D. Zuk asked that a Learning to 18 Presentation facilitated by Don Cilinsky and Jane Friesen be considered for the Board of Trustees. It was generally agreed that an Educational Presentation will be scheduled for a future Board Meeting.

Resolution #BD20140508.1009

Moved By: Gail Watson Second By: Gerry Melnyk

THAT the Education Committee Minutes for the meeting held on April 15, 2014, be received as information.

**REQUEST FOR
PROPOSALS RE, PRINT
SHOP, PHOTOCOPIERS
AND PRINTERS**

(FINANCE AND PLANNING
COMMITTEE)

(Issue #20140429006)

Resolution #BD20140508.1010

Moved By: Gerry Melnyk Second By: Jacquie Field

WHEREAS the current leases and service contracts for print shop equipment, photocopier equipment and workgroup printers are expiring prior to the start of the 2014/15 School Year, and

WHEREAS the Administration has conducted an assessment of printing equipment needs and issued a Request For Proposals and analyzed submissions from qualified vendors for the supply, installation and maintenance of such equipment,

THEREFORE BE IT RESOLVED THAT the proposal set out in the report dated April 25, 2014, from the Director of Information Technology for the acquisition of:

- a) Print shop equipment and attendant software and services from Xerox Canada and
- b) Photocopier and workgroup hardware and attendant software and services from Gold Business Solutions (Kyocera)

be approved and the Administration authorized to execute the necessary agreements with the vendors, and

BE IT FURTHER RESOLVED THAT the Administration be authorized to execute lease agreements for the equipment through the vendors or, alternatively, through a financial institution whichever is the most advantageous to the Division provided that the lease costs do not exceed the projected hardware and software lease costs as set out in Schedule 3 of the report from the Director of Information Technology, and

BE IT FURTHER RESOLVED THAT the Administration be authorized to engage a temporary full time Information Technology Assistant, beyond that provided in the 2014/15 Budget, for a period of six (6) months to support the implementation and transition of equipment and coordinate printing services and review the continuing need for that position at the end of the six (6) month period.

CARRIED

**DEFERRING
EXPENDITURES RE,
E-SHARE AND
PROJECTOR
REPLACEMENT**

(FINANCE AND PLANNING
COMMITTEE)

(Issue #20140429007)

Resolution #BD20140508.1011

Moved By: Gerry Melnyk Second By: Jacquie Field

THAT the Board approve an over expenditure during the 2014/15 Fiscal Year as follows:

e-Share Project (websites and public communication)	\$217,200
Projectors (computers and peripherals)	<u>\$191,000</u>
Total	<u>\$408,200</u>

and direct Administration to under spend by the same amount for the same items during the 2013/14 Fiscal Year.

CARRIED

**ADVANCING
ACQUISITIONS OF
SECURITY CAMERAS
AND PUBLIC ADDRESS
SYSTEM RENEWAL**

(FINANCE AND PLANNING
COMMITTEE)

(Issue #20140429008)

Resolution #BD20140508.1012

Moved By: Gerry Melnyk Second By: Jacquie Field

THAT the Board approve an over expenditure during the 2013/14 Fiscal Year as follows:

Public Address System Renewal	\$353,000
Security Cameras	<u>\$60,000</u>
Total	<u>\$413,000</u>

and direct Administration to under spend by the same amount for the items during the 2014/15 Fiscal Year.

CARRIED

**POLICY JLC,
REGULATION JLC-R
AND EXHIBIT JLC-E -
STUDENT HEALTH
SERVICES AND
REQUIREMENTS**

(HUMAN RESOURCES AND POLICY
COMMITTEE)

(Issue #20140429009)

**DEFERRED SALARY
LEAVE PLAN -
EMPLOYEE #7079**

(HUMAN RESOURCES AND POLICY
COMMITTEE)

(Issue #20140429012)

**KINDERGARTEN
ENROLMENT REPORT**

(ADMINISTRATIVE REPORTS)

(Issue #20140423004)

**BILL 58, THE
MANITOBA INSTITUTE
OF TRADES AND
TECHNOLOGY ACT**

(ADMINISTRATIVE REPORTS)

(Issue #20140429005)

Resolution #BD20140508.1013

Moved By: Dianne Zuk Second By: Gail Watson

THAT the proposed Policy JLC, Regulation JLC-R and Exhibit JLC-E - Student Health Services and Requirements, as amended, be given first reading.

CARRIED

Resolution #BD20140508.1014

Moved By: Gail Watson Second By: Dianne Zuk

THAT the request from Employee #7079 for inclusion into the Deferred Salary Leave Plan, with leave to be taken from September 2019, until February 28, 2020, be approved.

CARRIED

Resolution #BD20140508.1015

Moved By: Dianne Zuk Second By: Gail Watson

THAT the Kindergarten Enrolment Report be received as information.

CARRIED

The Secretary-Treasurer reviewed his report. It was noted that the Board is meeting with the Minister of Education and Advanced Learning on May 20, 2014, regarding Bill 58 and possible related matters. The Chair said that an Agenda for the meeting will be circulated soon. J. Field said that the synergy between a new high school and the Manitoba Institute of Trades and Technology (MITT) and matters relating to the addition to Ecole RHG Bonnycastle School should feature in the meeting with the Minister.

It was suggested that the Board make a representation to the legislative committee regarding Bill 58. It was suggested that we advocate for one or more Trustees to be appointed to the Board of MITT and that there must be a Memorandum of Understanding to regulate our relationship with MITT.

Resolution #BD20140508.1016

Moved By: Gerry Melnyk Second By: Gail Watson

THAT the report on Bill 58, *The Manitoba Institute of Trades and Technology Act* be received as information.

CARRIED

**SCHOOL
ADMINISTRATION
APPOINTMENT -
PRINCIPAL WESTDALE
SCHOOL**

(ADMINISTRATIVE REPORTS)
(Issue #20140430003)

Resolution #BD20140508.1017

Moved By: Dianne Zuk Second By: Gail Watson

THAT the Board of Trustees approve the appointment of Karen Brawdy as Principal of Westdale School effective the 2014/15 school year.

CARRIED

**SCHOOL
ADMINISTRATION
APPOINTMENT -
PRINCIPAL BEAUMONT
SCHOOL**

(ADMINISTRATIVE REPORTS)
(Issue #20140430004)

Resolution #BD20140508.1018

Moved By: Dianne Zuk Second By: Gail Watson

THAT the Board of Trustees approve the appointment of Janet Tomy as Principal of Beaumont School effective the 2014/15 school year.

CARRIED

**SCHOOL
ADMINISTRATION
APPOINTMENT -
PRINCIPAL ECOLE VAN
WALLEGHEM SCHOOL**

(ADMINISTRATIVE REPORTS)
(Issue #20140430005)

Resolution #BD20140508.1019

Moved By: Dianne Zuk Second By: Gail Watson

THAT the Board of Trustees approve the appointment of Dave Poersch as Principal of Ecole Van Wallegghem School effective the 2014/15 school year.

CARRIED

**SCHOOL
ADMINISTRATION
APPOINTMENT -
PRINCIPAL
WESTGROVE SCHOOL**

(ADMINISTRATIVE REPORTS)
(Issue #20140430006)

Resolution #BD20140508.1020

Moved By: Dianne Zuk Second By: Gail Watson

THAT the Board of Trustees approve the appointment of Troy Calder as Principal of Westgrove School effective the 2014/15 school year.

CARRIED

**POLICY IMG - ANIMALS
ON DIVISION PREMISES**

(ADMINISTRATIVE REPORTS)
(Issue #20140509002)

In response to a question from a Trustee, the Assistant Superintendent, Divisional Support Services, reported as to the practice of having animals on Division property and the reason why such are needed. He said that there is a distinction between service dogs and therapy dogs and described the different status of the service and therapy dogs. He said that it is imperative that schools work carefully with parents regarding the need and use of these dogs. He said that we need to maintain a consistent practice across the Division.

Resolution #BD20140508.1021

Moved By: Dianne Zuk Second By: Gail Watson

THAT the verbal report on Policy IMG - Animals on Division Premises be received as information.

CARRIED

**CANADIAN SCHOOL
BOARDS CHARTER OF
COMMITMENT FIRST
NATION, METIS AND
INUIT EDUCATION**

(QUESTIONS FROM TRUSTEES)
(Issue #20140508001)

Resolution #BD20140508.1022

Moved By: Jacquie Field Second By: Dianne Zuk

THAT Senior Administration frame and hang the Canadian School Boards Charter of Commitment with respect to First Nation, Metis and Inuit Education.

CARRIED

**MEDIA CENTRE
MATERIALS**

(QUESTIONS FROM TRUSTEES)
(Issue #20140509004)

In response to a question from a Trustee, the Assistant Superintendent, Program, said that the Consultant - Educational Media/Library, has developed a detailed plan with respect to materials from the Media Centre. He said that the expectation is that the transfer of materials will be completed by June 30, 2014. He said there is an issue relating to the larger items as to where they will be housed and made available to the Division as a whole. D. Zuk said that communication is very important with respect to these materials for next year.

**APPENDIX NO. 1 - USE
OF SCHOOL
GYMNASIUMS**

(CORRESPONDENCE FOR
INFORMATION DISTRIBUTION LIST)
(Issue #20140509005)

Resolution #BD20140508.1023

Moved By: Dianne Zuk Second By: Jacquie Field

THAT the correspondence from the Manitoba School Boards Association with reference to use of school gymnasiums be referred to the Buildings, Property and Transportation Committee for study.

CARRIED

**APPENDIX NO. 10
MANITOBA SCHOOL
BOARDS ASSOCIATION
BROCHURE
DISTRIBUTION**

(CORRESPONDENCE FOR
INFORMATION DISTRIBUTION LIST)
(Issue #20140509006)

It was generally agreed that the Secretary-Treasurer obtain the information brochure "Public Schools Matter) to be provided at schools, the Administration Office and on our website.

**APPENDIX NO. 9
LETTER FROM THE
WINNIPEG TECHNICAL
COLLEGE**

(CORRESPONDENCE FOR
INFORMATION DISTRIBUTION LIST)
(Issue #20140509007)

J. Field will notify the Manitoba School Boards Association that the name and mandate Manitoba Institute of Trades and Technology will be replacing the name and mandate Winnipeg Technical College and the current Board will be replaced by the Minister.

**CORRESPONDENCE
FOR INFORMATION
DISTRIBUTION LIST**

(CORRESPONDENCE FOR
INFORMATION DISTRIBUTION LIST)
(Issue #20140423005)

Resolution #BD20140508.1024

Moved By: Jacquie Field Second By: Julie Fisher

THAT the Correspondence for Information Distribution List dated May 2, 2014, be received as information.

CARRIED

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

Resolution #BD20140508.1025

Moved By: Tim Johnson Second By: Julie Fisher

THAT the Board move into Committee of the Whole.

CARRIED

ADJOURNMENT

Meeting adjourned at 9:57 p.m.

Chair of the Board

Secretary-Treasurer