

PEMBINA TRAILS SCHOOL DIVISION

Regular Meeting of the Board - November 10, 2016

Meeting Type : Board Meeting

Date : Thursday, November 10, 2016

Start time : 8:00 PM

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

Minutes

Attendance

PRESENT:

Trustees:

J. Fisher (Chair), 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,
J. Karras - Assistant Superintendent, Divisional Support Services,
S. Schmidt - Assistant Superintendent, Student Services,
C. Stahlke - Secretary-Treasurer.

Regrets: T. Johnson, S. Billingham, I Riffel

CALL TO ORDER

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

AGENDA APPROVAL

Resolution #BD20161110.1001

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

Carried

Minutes Approval

Resolution #BD20161110.1002

Moved By: David Johnson Second By: Jaime Glenat
THAT the minutes of the Regular Meeting of the Board held on October 27, 2016, be approved as circulated.

Carried

Standing Committee Reports, Special Committee Reports and Other Reports

(STANDING COMMITTEE
REPORTS, SPECIAL
COMMITTEE REPORTS
AND OTHER REPORTS)
(Issue #20160913015)

Resolution #BD20161110.1003

Moved By: Jaime Glenat Second By: David Johnson
THAT the Standing Committee Reports, Special Committee Report and
Other Reports be received as information and,
THAT the Teacher Contracts (Term) as listed in the Teacher Contracts
Report dated November 10, 2016, be ratified and,
THAT the Teacher Contract Alterations as listed in the Contract Alterations
Report dated November 10, 2016, be approved and,
THAT the Substitute Teacher Contracts as listed in the 2016-17 Substitute
Teacher Contracts Report dated November 10, 2016, be ratified and,

THAT the Disbursements List for the period August 1 through August 31, 2016, in the amount of \$4,135,918.71 be approved.

Carried

**Grant Thornton
LLP Auditors
2015-16 Financial
Statements**

(DELEGATIONS)
(Issue #20161026005)

P. Prenovault, from Grant Thornton LLP Auditors made a presentation to the Board. He reviewed the Independent Auditors' Reports on the financial statements and supplementary financial information which sets out the unqualified, clear audit opinion with respect to the Audited Financial Statements. He responded to questions from Trustees. In responding to a question, P. Prenovault stated that the risk areas for audit planning are those areas where there is a greater risk that material misstatements can appear on the Financial Statements. He said that materiality is an important concept in determining their audit focus.

He reviewed the Internal Control findings letter and broke down the degree of seriousness of errors which could affect the materiality of the presentation. He said that there were no errors to be identified and no advisory comments necessary. They had no recommendations or adjusting entries which had to be made.

P. Prenovault reviewed the following:

- Consolidated Statement of Financial Position. He said that the Consolidated Statements combine the Operating Fund, Capital Fund and the Special Purpose Fund.
- Note 10: Accumulated Surplus which breaks out the detail of the Division's Accumulated Surplus and identifies the amount that the Board can actually control.
- Consolidated Statement of Revenue, Expenses and Accumulated Surplus
- Supplementary Financial Statements

The Chair thanked P. Prenovault for his and his firm's work over the years.

Resolution #BD20161110.1004

Moved By: Kathleen McMillan Second By: Laureen Goodridge

THAT the Financial Statements for the year ending June 30, 2016, be approved by the Board and received as information.

Carried

**Making the
Move: Staffing
and Non-Salary
Expenditures**

(HUMAN RESOURCES
AND POLICY
COMMITTEE)
(Issue #20161101003)

D. Zuk asked for clarification on some points. The Assistant Superintendent, Human Resources and Policy, stated that there is support being recommended with bottom line thresholds for the early years and middle years schools but not to the level being requested by the school principals. She outlined the details of the support being recommended. It was noted that the Non-Salary Expenditure recommendation represents a one year establishment support for the new grade that is moving into another school.

Resolution #BD20161110.1005

Moved By: Kathleen McMillan Second By: Gerry Melnyk

THAT the Board approve the staffing increases outlined in the "Making the Move" Early Years and Middle Years Budget Study to be included in the

Draft Budget for 2017-18, and

THAT, as a result of "Making the Move", the Board approve an establishment grant of \$10,000 per school for Ecole Charleswood School and Westdale School be included in the Draft Budget for 2017-18 on a one-year basis only.

Carried

**Request for
Financial
Assistance**

(PEMBINA TRAILS
SCHOOL DIVISION
EDUCATIONAL SUPPORT
FUND INC.)
(Issue #20160512005)

Resolution #BD20161110.1006

Moved By: Kathleen McMillan Second By: Gerry Melnyk

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

Name	Amount	Activity
Pembina Trails Voices	\$500	Cultural Exchange and Performance Program, Havana, Cuba, March 25-April 1, 2017

Carried

**Long Service
Trustee
Recognition
2016-17**

(ADMINISTRATIVE
REPORTS)
(Issue #20161027008)

The Secretary-Treasurer reviewed the report for long service Trustee recognition for 2016-17. It was noted there are no Pembina Trails Trustees who qualify for this award in 2016-17.

Resolution #BD20161110.1007

Moved By: Dianne Zuk Second By: Jaime Glenat

THAT the correspondence from the Manitoba School Boards Association with respect to Long Service Trustee Recognition be received as information.

Carried

**School
Administration
Appointment -
Acting
Vice-Principal
Westdale School**

(ADMINISTRATIVE
REPORTS)
(Issue #20161101004)

The Superintendent spoke to the recommended Acting Vice-Principal position for Westdale School. He said that this is a term position and if it is in the 2017/18 Budget then it would be posted.

Resolution #BD20161110.1008

Moved By: Kathleen McMillan Second By: David Johnson

THAT the Board of Trustees approve the appointment of Carol Dobrolowski as acting Vice-Principal of Westdale School effective November 1, 2016 until February 3, 2017, or incumbent returns. It is understood that the Acting Appointment would conclude no later than June 30, 2017.

Carried

**Trustee
Professional
Development
Report
(Postponed from
Regular Meeting**

Trustee K. McMillan presented to the Board with respect to her attendance at the IFOUR conference. She said that it was a scholarly conference attended by more than 600 people. She reported that the breakout sessions were rapidly paced and she explained how they were organized. She said that there was a significant scope to the material and noted that the only way to cover it all was to move quickly through the sessions. She said that the conference was actually geared more to educators and she would have preferred more material on policy. K. McMillan said she has the

**of the Board -
October 27, 2016
: 2016/10/27)**
(NEW BUSINESS)
(Issue #20161028005)

proceedings and would be willing to share with other Trustees. She said that the material focused on language acquisition and learning.

Resolution #BD20161110.1009

Moved By: Gerry Melnyk Second By: Jaime Glenat

THAT the Report from Trustee K. McMillan be received as information.

Carried

**Association of
Manitoba
Municipalities:
AMM Resolution
#08-2016
Education
Funding Model
Task Force**
(NEW BUSINESS)
(Issue #20161101005)

This matter was referred to the Committee Meeting of the Whole.

**Correspondence
for Information
Distribution List**
(CORRESPONDENCE
FOR INFORMATION
DISTRIBUTION LIST)
(Issue #20160913016)

The Superintendent said that the letter from the Deputy Minister with respect to the Vincent Massey Collegiate gymnasium project was received on Monday and the the Buildings Property and Transportation Committee is working on this project. The Assistant Superintendent, Divisional Support Services, said that this letter is another piece in the development of this project. He said that the parking lot is part of the police lands. He said that the Division has a couple of options which the Division is pursuing in terms of which lands could be obtained in cooperation with the City.

Resolution #BD20161110.1010

Moved By: Jaime Glenat Second By: Dianne Zuk

THAT the Correspondence for Information Distribution List dated November 4, 2016 be received as information.

Carried

**Questions from
Members of the
Public**
(QUESTIONS FROM
MEMBERS OF THE
PUBLIC IN ATTENDANCE)
(Issue #20161107009)

The Secretary-Treasurer said the Financial Statements will be posted to the website soon.

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

Resolution #BD20161110.1011

Moved By: Jaime Glenat Second By: Kathleen McMillan

THAT the Board move into Committee of the Whole.

Carried

ADJOURNMENT

Meeting adjourned at 9:24 p.m.

Chair of the Board

Secretary-Treasurer