

PEMBINA TRAILS SCHOOL DIVISION

THESE MINUTES WERE APPROVED BY
THE BOARD OF TRUSTEES AT THE
OCTOBER 24, 2013 BOARD MEETING.

October 11, 2013

MINUTES OF THE REGULAR MEETING OF THE BOARD, held in the Administration Office,
181 Henlow Bay, Winnipeg, Manitoba, on -

THURSDAY, OCTOBER 10, 2013 AT 8:00 P.M.

PRESENT: Trustees:

D. Johnson, Chair, S. Clayton, L. Goodridge, J. Field, J. Fisher,
T. Johnson, G. Melnyk, G. Watson, D. Zuk.

Administration:

L. Lussier, Superintendent of Education,
G. Bruce, Assistant Superintendent, Program,
J. Karras, Assistant Superintendent, Divisional Support Services,
S. Schmidt, Assistant Superintendent, Student Services,
T. Fransen, Assistant Superintendent, Human Resources and Policy,
P. Antoniuk, Associate Secretary-Treasurer,
C.M. Stahlke, Secretary-Treasurer.

REGRETS: Nil

AGENDA APPROVAL:

1. Moved by G. Melnyk, seconded by L. Goodridge,

THAT the Agenda be approved as amended.

CARRIED 10/220/13

MINUTES:

1. Moved by G. Watson, seconded by D. Zuk,

THAT the Minutes of the Regular Meeting of the Board
held on September 26, 2013, be approved as circulated.

CARRIED 10/221/13

INFORMATIONAL REPORTS:

1. **Standing Committee Reports:**

- a) Report of the Committee Meeting of the Whole held on September 26, 2013;
- b) Report of the Finance Committee Meeting of the Whole held on September 26, 2013;
- c) Committee Report of the Communications and Community Relations Committee Meeting held on September 23, 2013;

1. **Standing Committee Reports** (cont'd)

- d) Committee Report of the Human Resources and Policy Committee Meeting held on September 24, 2013.

2. **Other Reports:**

- a) Bereavement Report dated October 10, 2013;
- b) Teacher contracts (Term) as listed in the Teacher Contracts Report dated October 10, 2013;
- c) Teacher contract alterations as listed in the Contract Alterations Report dated October 10, 2013;
- d) Resignations as listed in the Resignations Report dated October 10, 2013;
- e) Substitute teacher contracts as listed in the 2013-14 Substitute Teachers Contracts Report dated October 10, 2013;
- f) Enrolment Report – September, 2013;
- g) Minutes of the Winnipeg Technical College Governing Board Meeting held on May 7, 2013.

Moved by T. Johnson, seconded by D. Zuk,

THAT the Standing Committee Reports, Special Committee Reports, and Other Reports be received as information and,

THAT the teacher contracts (Term) as listed in the Teacher Contracts Report dated October 10, 2013, be ratified and,

THAT the teacher contract alterations as listed in the Contract Alterations Report dated October 10, 2013, be approved and,

THAT the Board accept, with regret, the resignations as listed in the Resignations Report dated October 10, 2013, and,

THAT The substitute teacher contracts as listed in the 2013-14 Substitute Teacher Contracts Report dated October 10, 2013 be ratified.

CARRIED 10/222/13

EDUCATIONAL PRESENTATIONS:

1. Oak Park Environmental Science Trip to Costa Rica

A. McIntyre, D. Nelson, teachers at Oak Park High School, along with participating students presented on the Oak Park Science Team's trip to Costa Rica. A. McIntyre and D. Nelson explained how they came to participate. They said the trip occurred in July so no school was missed.

They reviewed their power point presentation which described activities on the trip.

1. Oak Park Environmental Science Trip to Costa Rica (cont'd)

They said that they would like to see this opportunity be provided to all high schools in Pembina Trails. They would like to see credit granted for participating in such an event.

In response to a question from a Trustee they said 20 students and 3 teachers went on the trip.

They explained that the cost of the teachers was paid for by the Program. The cost per student participant was approximately \$3,800 but all expenses were covered and no additional financial contribution from students was required. They were impressed with the company that ran this program. They said there was significant exposure to science activities and experiences while on the trip.

The Chair thanked them for their presentation.

BUSINESS FROM PREVIOUS COMMITTEE OF THE WHOLE:

1. Offer to Purchase

Moved by L. Goodridge, seconded by J. Fisher,

THAT the Board approve the Offer to Purchase the parcel designated for the high school site as set out in the report from the Secretary-Treasurer dated October 3, 2013, and authorize the Secretary-Treasurer to negotiate the terms of the purchase.

CARRIED 10/223/13

2. City of Winnipeg Proposed Change to Snow Clearing Policy

Moved by L. Goodridge, seconded by J. Fisher,

THAT the Board send the letter to Mayor S. Katz dated October 10, 2013, with respect to the proposed changes to snow clearing.

CARRIED 10/224/13

BY-LAWS AND/OR POLICIES:

1. By-Law No. 82 (Debenture No. 3917)

Moved by G. Melnyk, seconded by J. Field,

WHEREAS, it is deemed necessary and expedient to raise by loan the sum of 1,033,900.00 dollars on the credit of the said school division for the purpose of: Bairdmore Roof and Envelope Replacement and Dalhousie Emergency Roof Repairs.

THEREFORE, BE IT RESOLVED THAT By-Law No. 82, being a by-law of the Board of Trustees of the Pembina Trails School Division, for the purpose of borrowing the sum of 1,033,900.00 dollars and of issuing debentures therefor be given first reading.

CARRIED 10/225/13

STANDING AND SPECIAL/ADVISORY COMMITTEE REPORTS

HUMAN RESOURCES AND POLICY COMMITTEE ADMINISTRATIVE REPORTS:

1. Job Descriptions for the Four Assistant Superintendent Positions

Moved by J. Field, seconded by G. Watson,

THAT the Board approve the revised job descriptions for the four Assistant Superintendent positions.

CARRIED 10/226/13

ADMINISTRATIVE REPORTS:

1. Five-Year Capital Plan

The Assistant Superintendent, Divisional Support Services, reviewed the report.

Moved by J. Fisher, seconded by L. Goodridge,

THAT the Five-Year Capital Plan be received as information.

CARRIED 10/227/13

2. Enrolment Projection Reconciliation Report

The Assistant Superintendent, Human Resources and Policy, reviewed his report. He said overall enrolment is static, although Waverley West has over 1,000 students. Student enrolment is declining in the west and increasing in the east. He said that the French Immersion enrolments are leveling off and French Immersion schools are looking to improve transition rates.

2. Enrolment Projection Reconciliation Report (cont'd)

Moved by G. Watson, seconded by S. Clayton,

THAT the Enrolment Projection Reconciliation Report be received
as information.

CARRIED 10/228/13

3. Class Size Report as at September 30, 2013

The Assistant Superintendent, Human Resources and Policy, reviewed his report. He said that a class was split at Dalhousie and an additional teacher was hired. He responded to questions from Trustees. He said the waiting list at River West Park Kindergarten was resolved in June and Kindergarten were permitted to attend.

The Assistant Superintendent, Human Resources and Policy, said the Division has several years to go before it must meet the standard of 90% of our K-3 classes at 20 students or lower.

In response to a question from a Trustee, the Assistant Superintendent, Human Resources and Policy, explained how schools address combined classes.

In response to a question from a Trustee, the Assistant Superintendent, Human Resources and Policy, explained why the K-3 enrolments are rising. He said the class sizes are within the Division's guidelines but not within the limit of 20 students per class.

In response to a question from a Trustee, the Assistant Superintendent, Human Resources and Policy, said École Dieppe is running out of space, and there will need to be discussions about this.

D. Zuk would like to hear more about the Van Wallegghem School presentation to the Parent Advisory Council with reference to combined classes.

Moved by D. Zuk, seconded by J. Field,

THAT the Van Wallegghem School presentation on combined
classes be referred to the Education Committee for study and
recommendation.

CARRIED 10/229/13

Moved by S. Clayton, seconded by G. Watson,

THAT the Class Size Report as at September 30, 2013, be
received as information.

CARRIED 10/230/13

ADMINISTRATIVE REPORTS (cont'd)

4. Divisional Action Plan

The Superintendent introduced the Divisional Action Plan. Administration responded to questions.

D. Zuk requested that monetary detail associated with each of the initiatives be reflected in the report. The Secretary-Treasurer said that the cost of initiatives is embedded in the Divisional Budget.

S. Clayton said the Board should refer to the Action Plan during Budget Study Meetings so that Budget decisions can be shown as impacting the Action Plan. It was agreed the Divisional Action Plan will be included with the Budget Study Meetings documentation.

Moved by D. Zuk, seconded by S. Clayton,

THAT the Board approve the Divisional Action Plan.

CARRIED 10/231/13

5. Trustee Representation on Term Principalship Selection Committee

Moved by S. Clayton, seconded by J. Field,

THAT the Board appoint two Ward 1 Trustees to the Term Principalship Selection Committee for Royal School.

CARRIED 10/232/13

QUESTIONS FROM TRUSTEES:

1. Regional Network Meeting

The Vice-Chair has agreed to attend the Regional Network Meeting. G. Melnyk will also attend. The Chair will notify the Manitoba School Boards Association as to attendance. The Superintendent will designate an Administration representative.

2. J. Field asked if the Division would be involved in the joint project between the Manitoba School Boards Association and the Manitoba Association of School Superintendents on the Poverty Intervention Profile.

Moved by J. Field, seconded by S. Clayton,

THAT the Poverty Intervention Profile project be referred to the Education Committee for study and recommendation.

CARRIED 10/233/13

QUESTIONS FROM TRUSTEES (cont'd)

3. Pembina Trails Voices

J. Field circulated a list of concerts and asked that Trustees email her as to availability to attend.

4. Bonnycastle School

The Assistant Superintendent, Divisional Support Services, reported that the Public Schools Finance Board has approved the Building Plan and the addition project will go to tender soon. Construction on the addition is expected to commence before Christmas.

5. WE Day

The Assistant Superintendent, Program, said that Pembina Trails students will be attending WE Day on October 30, and school bus transportation will be provided. The theme is Using Social Media to Enhance Social Justice. Teachers have already participated in Professional Development on this topic.

QUESTIONS FROM MEMBERS OF THE PUBLIC IN ATTENDANCE:

1. In response to a question from a member of the public, the Secretary-Treasurer said that the practice of posting draft minutes to the web has changed. Only approved minutes will be posted.
2. In response to a question from a member of the public, the Chair said a decision will be made shortly, and possibly at the next Board meeting, with respect to the grade 5 and 6 students at Bonnycastle School. The Assistant Superintendent, Human Resources and Policy, said he and the Assistant Superintendent, Divisional Support Services, will attend the Bonnycastle School Parent Advisory Committee Meeting on October 21, 2013.
3. In response to a question from a member of the public, the Assistant Superintendent, Human Resources and Policy, said that when the South Pointe (East) school opens in September 2016, enrolment problems will be alleviated. Parents in attendance expected that they be given considerable time to make day care arrangements. The Assistant Superintendent, Divisional Support Services, said that there will be a day care in South Pointe (East) School. They asked that priority in the day care be given to these transferred students.

CORRESPONDENCE FOR INFORMATION DISTRIBUTION LIST:

1. Moved by S. Clayton, seconded by T. Johnson,

THAT the Correspondence for Information Distribution List dated
October 4, 2013, be received as information.

CARRIED 10/234/13

2. Moved by D. Zuk, seconded by L. Goodridge,

THAT the First Nations Education Act document be referred to the
Education Committee for study and recommendation.

CARRIED 10/235/13

In response to a question from a Trustee, the Superintendent said that the First Nations Education Act document reflects a completion of the process. S. Clayton noted that the Government is seeking comments for improvement.

J. Field noted that the Manitoba School Boards Association is hosting a webinar on Preparing for the Unexpected on November 29, 2013.

It was noted that Trustees can volunteer for committees and do not need a nomination.

T. Johnson commended J. Field on her continuing work with the Winnipeg Technical College.

REQUIREMENT FOR A COMMITTEE MEETING OF THE WHOLE:

Moved by S. Clayton, seconded by L. Goodridge,

THAT the Board move into Finance Committee of the Whole.

CARRIED 10/236/13

The meeting adjourned at 9:30 P.M.

Pembina Trails School Division Board of Trustees - Correspondence For Information Distribution List <i>(Distribution will be each Friday during the school year)</i>				
Distribution Date	Document Date	Document Number	Sender	Summary of Content
4-Oct-2013	25-Sep-2013	1	Winnipeg Technical College	2013-14 Governing Board
4-Oct-2013	20-Sep-2013	2	Pembina Trails School Division Student Support Services	Early and Middle Years Information Evening for Parents
4-Oct-2013	25-Sep-2013	3	Manitoba School Boards Association	Call for Committee Volunteers
4-Oct-2013	25-Sep-2013	4	Manitoba School Boards Association	e-Bulletin
4-Oct-2013	25-Sep-2013	5	Manitoba School Boards Association	Trustee Development Workshop
4-Oct-2013	25-Sep-2013	6	Aboriginal Affairs and Northern Development Canada	Developing a First Nation Education Act
4-Oct-2013	25-Sep-2013	7	Manitoba School Boards Association	Trustee Code of Conduct Webinar
4-Oct-2013	25-Sep-2013	8	Manitoba School Boards Association	Resolution MISC-01-13
4-Oct-2013	3-Oct-2013	9	Winnipeg Blue Bombers	Manitoba Schools 2013 Group Ticket Pricing