

PEMBINA TRAILS SCHOOL DIVISION

Regular Meeting of the Board - September 27, 2018

Meeting Type : Board Meeting

Date : Thursday, September 27, 2018

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, K. McMillan, G. Melnyk, D. Johnson, T. Johnson, D. Zuk.

Administration:

T. Fransen - Superintendent of Education,
L. Boles - Assistant Superintendent, Divisional Support Services,
E. Egan - Assistant Superintendent, Human Resources & Policy,
I. Riffel - Assistant Superintendent, Program,
S. Schmidt - Assistant Superintendent, Student Services,
C. Stahlke - Secretary-Treasurer.

Regrets: Nil

CALL TO ORDER

Meeting called to order at 8:09 p.m.

AGENDA APPROVAL

Resolution #BD20180927.1001

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

Carried

Board Minutes Approval

Resolution #BD20180927.1002

Moved By: Gerry Melnyk Second By: Dianne Zuk
THAT the minutes of the Regular Meeting of the Board held on September 13, 2018, be approved as circulated.

Carried

Standing Committee Reports, Special Committee Reports and Other Reports

(STANDING COMMITTEE
REPORTS, SPECIAL
COMMITTEE REPORTS
AND OTHER REPORTS)
(Issue #20180904001)

Resolution #BD20180927.1003

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 (Permanent and Term) as listed in the Teacher Contracts Report dated September 27, 2018, be ratified and,
THAT the Teacher Contract Alterations as listed in the Contract Alterations Report dated September 27, 2018, be approved and,
THAT the Substitute Teacher Contracts as listed in the 2018-19 Substitute Teacher Contracts Report dated September 27, 2018, be ratified and,

THAT the Board accept, with regret, the Resignations as listed in the Resignations Report dated September 27, 2018, and,
THAT the Disbursements List for the period June 1 through June 30, 2018, in the amount of \$6,691,400.17 be approved, and,
THAT the Disbursements List for the period July 1 through July 31, 2018, in the amount of \$5,251,148.77 be approved, and,
THAT the Disbursements List for the period August 1 through August 31, 2018, in the amount of \$2,803,210.42.

Carried

**Presentation -
Director of
Inform Net**

(EDUCATIONAL
PRESENTATIONS)
(Issue #20180912001)

T. Tarrant, Director of Inform Net, appeared and made a presentation to the Board. He said that InForm Net is 20 years old this year. He provided information related to various aspects of the InForm Net program. He presented the entire list of courses offered by Inform Net. He noted that the number of students has increased over the year and the percentage of students who have obtained credits also increased. He noted that the enrolment is continuing to grow this year. He said that Inform Net is now the largest summer school in the Province. Trustees congratulated the Director and his predecessor for the success and growth of InForm Net to date.

T. Tarrant added that the Winnipeg School Division is interested in InForm Net and have increased the number of seats which they are using. He said that they have conducted a survey of the students participating in InForm Net. He added that most of the students responded positively. He reviewed some of the specific responses. He described how InFormNet addresses academic dishonesty.

T. Tarrant responded to questions from Trustees on various components including physical education, surveys of students, etc. He said that further growth is possible. The Secretary-Treasurer shared information on the cost. He said some modest growth is possible with the current revenue stream but more ambitious growth would require a more significant growth in the revenue stream.

Resolution #BD20180927.1004

Moved By: Gerry Melnyk Second By: Laureen Goodridge

THAT the report on Inform Net be received as information.

Carried

**Non-Unionized
Compensation
Review**

(BUSINESS FROM
PREVIOUS COMMITTEE
MEETING OF THE
WHOLE)
(Issue #20180927003)

Resolution #BD20180927.1005

Moved By: Jaime Glenat Second By: Tim Johnson

THAT the Salary Schedules and Attendant Items documents for the following groups for the period July 1, 2018 through June 30, 2022, be approved:

- Directors: Non-Instructional;
- Directors: Instructional;
- Mid-Management: Finance;
- Mid-Management: Facilities;
- Senior Support Group;

- Adult Crossing Guards;
- Grounds Crew;
- Immigrant Workers;
- Early Childhood;
- I-3 Logistics;
- IT Summer Students

Carried

**Non-Unionized
Compensation
Review: SAT**

(BUSINESS FROM
PREVIOUS COMMITTEE
MEETING OF THE
WHOLE)

(Issue #20180927004)

Resolution #BD20180927.1006

Moved By: Jaime Glenat Second By: Sheila Billingham

THAT the Salary Schedules and Attendant Items documents for Senior Administration for the period July 1, 2018 through June 30, 2022, be approved.

Carried

**Waverley West
High School
Space
Requirements**

(BUSINESS FROM
PREVIOUS COMMITTEE
MEETING OF THE
WHOLE)

(Issue #20180927005)

D. Zuk said that the motion asks the Public Schools Finance Board for additional space for vocational programs. The Superintendent explained the benefit of the additional space.

Resolution #BD20180927.1007

Moved By: Jaime Glenat Second By: Kathleen McMillan

WHEREAS: The Public Schools Finance Board requires the Pembina Trails Board of Trustees to provide written assurance that the Division will fund an additional space allocation for the planned High School in Waverley West for the inclusion of a Machining Technology and Welding Vocational Program, and

WHEREAS the estimated cost of such a facility will be a value of \$500,000;

THEREFORE be it resolved that the Chair of the Board will forward a letter to the Public Schools Finance Board to this effect, indicating that the cost would be funded from the Waverley West High School Capital Reserve and/or the Accumulated Surplus, as required.

Carried

**By-Law No. 129
Promissory Note
LTPS0227**

(BY-LAWS AND/OR
POLICIES)

(Issue #20180912002)

Resolution #BD20180927.1008

Moved By: David Johnson Second By: Kathleen McMillan

WHEREAS it is deemed necessary and expedient to raise by loan the sum of One Million Three Hundred Sixty Nine Thousand Five Hundred Dollars (\$1,369,500) on the credit of said school division for the purpose and payment for Arthur A. Leach Air Condensing Unit, Acadia Modular Classrooms, Bairdmore Rooftop Unit, Charleswood Roof Replacement, Dalhousie Grooming Room and Elevator, South Pointe New School, Van Walleggem Air Unit.

THEREFORE BE IT RESOLVED THAT By-Law No. 129, being a by-law of the Board of Trustees of the Pembina Trails School Division, for the purpose of borrowing the sum of \$1,369,500, and of issuing a Debenture and/or Promissory Note (hereinafter called the Security) therefor be given second and third reading and passed.

Carried

**CanU
Programming**
(EDUCATION
COMMITTEE)
(Issue #20180913003)

The Superintendent explained what the CanU Program is. He said that students would benefit from the additional funding flowing into the CanU program including the specific areas of focus. He said that this contribution is a small part of the total cost as CanU provides much more in kind.

Resolution #BD20180927.1009

Moved By: Laureen Goodridge Second By: Dianne Zuk

THAT the Board approve the proposal to add an additional \$7,000.00 to be allocated to CanU to add Nutrition and Culinary Arts Programs for students at Acadia Junior High School and the Alternative High School.

Carried

**Manitoba School
Boards
Association re,
Student Accident
Insurance
2018-19**

(ADMINISTRATIVE
REPORTS)
(Issue #20180830003)

The Superintendent reviewed the report which was presented as information for Trustees.

Resolution #BD20180927.1010

Moved By: Gerry Melnyk Second By: Tim Johnson

THAT the report on Student Accident Insurance delivery methods be received as information.

Carried

**Parental
Engagement in
Literacy**

(ADMINISTRATIVE
REPORTS)
(Issue #20180918002)

The Assistant Superintendent, Program, presented a verbal report on Parental Engagement in Literacy. He said that this proposal is a strategy for improving student success in literacy including at home and generating a dialog with parents is part of the goal of this strategy. He said that we start with one question and then expand on the engagement with further questions. He said that ThoughtExchange would be used to facilitate this process. He explained how the ThoughtExchange process works. He said that this process is online but we would like to increase participation. It was noted that some of the students or families who are struggling with literacy might not be able to participate. The Assistant Superintendent, Program, will be discussing this aspect with the school administrators. Translating this into other languages was discussed.

Resolution #BD20180927.1011

Moved By: Laureen Goodridge Second By: Gerry Melnyk

THAT the Board approve proceeding on Parental Engagement in Literacy initiative as recommended by Senior Administration.

Carried

**Pembina Trails
Voices Benefit
Concert for
United Way**

(ADMINISTRATIVE
REPORTS)
(Issue #20180919002)

The Superintendent, informed the Board as to the first annual Pembina Trails Voices Benefit Concert for United Way which will be held on at the Met on Sunday, October 28, 2018, at 2:00 p.m, at a cost of \$15 per ticket. The Superintendent will inform Trustees when tickets are available to this fundraiser.

Resolution #BD20180927.1012

Moved By: Kathleen McMillan Second By: Jaime Glenat

THAT the announcement for the First Annual Pembina Trails Voices Benefit Concert for United Way be received as information.

Carried

Action Plan

(ADMINISTRATIVE
REPORTS)

(Issue #20180919004)

Senior Administration members each reviewed an item in the Divisional Action Plan.

The Assistant Superintendent, Program, spoke to the work being done with respect to programming for Academic Achievement of indigenous students.

The Assistant Superintendent, Student Services, spoke to the topic of going deeper with service delivery and inclusive practices and gave examples where schools are being innovative.

The Assistant Superintendent, Human Resources and Policy, informed the Board about hiring and acquiring new on-boarding software for all Employee Groups. She explained what the benefits are what she is seeking in a new program.

The Assistant Superintendent, Divisional Support Services, spoke to the continuing work on the development of schools in Waverley West. She said that we are doing well with the development of E-Share.

The Superintendent reported that at the Open House a member of the community who works in publishing informed him that our Community Report was very impressive and an easy read. The Board recognized and thanked the Communications Officer for her work.

The Secretary-Treasurer spoke to the Day Care leases. He reviewed the status of the leases and increases in the rental rates which are going up by about 5% for 2018/19. He said that a status report will come to the Board, ideally, at the Board Meeting for October 11, 2018.

Resolution #BD20180927.1013

Moved By: Kathleen McMillan Second By: Jaime Glenat

THAT the Divisional Action Plan be received as information.

Carried

Beaverlodge Care for Kids - Addendum

(ADMINISTRATIVE
REPORTS)

(Issue #20180924002)

The Secretary-Treasurer reviewed the addendum to the day care lease for Beaverlodge Care for Kids.

Resolution #BD20180927.1014

Moved By: Tim Johnson Second By: Jaime Glenat

THAT the addendum to the lease agreement between the Pembina Trails School Division and Beaverlodge Care for Kids, dated September 27, 2018, be approved.

Carried

Rogers Master Enterprise Customer Agreement - Addendum

(ADMINISTRATIVE

Resolution #BD20180927.1015

Moved By: David Johnson Second By: Kathleen McMillan

THAT the Addendum dated September 27, 2018, to the Master Enterprise Customer Agreement addressing management of Division-owned devices, including iPads, between the Pembina Trails School Division and Rogers, be approved.

**Correspondence
for Information
Distribution List**

(CORRESPONDENCE
FOR INFORMATION
DISTRIBUTION LIST)
(Issue #20180904002)

Resolution #BD20180927.1016

Moved By: Jaime Glenat Second By: Laureen Goodridge
THAT the Correspondence for Information Distribution List dated
September 27, 2018, be received as information.

Carried

**Questions from
Trustees**

(QUESTIONS FROM
TRUSTEES)
(Issue #20180925003)

D. Zuk encouraged Trustees to see the Reading Recovery site at Pacific
Junction. She circulated a document for Trustees information.

D. Zuk noted the passing of former Assiniboine South School Division
Superintendent Steve Dvorak.

It was noted that the honey from the Henry G. Izatt School bee hives was
available for sale through the Program department.

The Assistant Superintendent, Program, said that PTEC had a successful
start. He said that PTEC is located at Shaftesbury High School.

Ted said that the Minister of Education declined the invitation to meet the
Board and indicated that he will meet at another time.

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

Resolution #BD20180927.1017

Moved By: David Johnson Second By: Kathleen McMillan
THAT the Board move into Finance Committee of the Whole.

Carried

ADJOURNMENT

Meeting adjourned at 10:25 p.m.

Chair of the Board

Secretary-Treasurer