

Board Meeting Minutes



4th Regular Board Meeting of 2018-2019
October 22, 2018 at 5:30 pm

PRESENT: Chairperson: M. Craik;
Vice-Chairperson: D. Toews;
Trustees: D. Barber, S. Voesenek, A. Jarema

ALSO PRESENT: Superintendent: B. Lyons,
Secretary-Treasurer: R. Winters
Manager of Information Technology: Katon Frank
Transportation Coordinator: Don Hickey
Maintenance Coordinator: Erwin Hiebert

REGRETS: Trustee: W. Toth

1. The 4th regular Board meeting of 2018/19 was called to order by M. Craik at 5:30 p.m.

2. Agenda Presentation

Resolution # 43 – D. Toews/A. Jarema

That the Agenda of the 4th regular meeting of October 22, 2018 be approved as circulated.

- Carried

3. Minutes from the Previous Regular Meeting

Resolution # 44 – D. Toews/S. Voesenek

That the minutes of the 3rd regular meeting of October 11, 2018 be adopted as circulated.

- Carried

4. Reports from Operations:

- a. Manager of Information Technology, Katon Frank
- b. Transportation Coordinator, Don Hickey
- c. Maintenance Coordinator, Erwin Hiebert

Chairperson M. Craik called a 10-minute recess at 6:40 p.m.

Resolution # 45 – S. Voesenek/D. Barber

That the Board move into Committee of the Whole In Camera session.

- Carried

5. Committee of the Whole In Camera Reports

- a. Human Resources Personnel Report
- b. Senior Administration Report
- c. Negotiations Committee – Committee Chairperson, D. Toews
 - i. Senior Administration Contact

Resolution # 46 – D. Barber/S. Voesenek

That the Board move out of Committee of the Whole In Camera session.

- Carried

Resolution # 47 – D. Toews/S. Voesenek

That the Joint Personnel Report be approved as presented by Human Resources.

- Carried

Resolution # 48 – D. Toews/A. Jarema

That the Joint Senior Administration In-Camera Report be adopted as presented.

- Carried

Resolution # 49 – S. Voesenek/D. Barber

That Employee # 100004 may take a Leave of Absence effective December 4, 2018 until April 2, 2019.

- Carried

Secretary-Treasurer R. Winters excused herself due to declared conflict of interest.

Resolution # 50 – D. Barber/S. Voesenek

That the Board grants the authority to the Chairperson to sign a four-year employment contract with Secretary-Treasurer, Robyn Winters, from July 1, 2018 to June 30, 2022 per the terms presented to the Board.

- Carried

6. Senior Administration Report

Superintendent:

- i. Research Summer for School Division and Participants
- ii. September Enrollment
- iii. Workplace Safety and Health Committee Report – October 4, 2018
- iv. Report on September 28 Division PD Day
- v. Upcoming Budget Workshop for Principals at November ACM
- vi. French Early Start Programming
- vii. Current Student Teachers in PCSD
- viii. New Division Vehicle
- ix. School Visits Review

Secretary-Treasurer:

- i. Operating surplus review, 2017-18 School Budget carry forwards
- ii. GES site presentations – Oct 2nd (staff) and 4th (PAC)
- iii. Operations Reporting at upcoming October 22, 2018 meeting
- iv. Maintenance Tours of Schools

Administrative Procedures Report:

- i. Senior Administration report on changes to Administrative Procedures:
 - Significant Revisions
 - 1.02 Workplace Safety and Health
 - 1.03 Respect for Human Diversity, Sexual Orientation and Gender Identity
 - 1.05 Smoke and Tobacco Free Environment
 - 1.08 Accessibility
 - 1.10 Internet Technology Acceptable Use
 - 2.01 Distribution of Materials in Schools
 - 2.03 Code of Conduct Providing a Safe and Caring School Environment
 - 2.08 Parent Advisory Councils
 - 3.08 Job Descriptions
 - Additions
 - NIL
 - Deletions
 - BID Travel Accident Insurance (duplicate to GDBD – now 1.06 Travel Accident Insurance Procedure)

Resolution # 51 – D. Toews/S. Voesenek

That the Joint Senior Administration Report be adopted as presented.

- Carried

Notice of Motion – D. Barber/S. Voesenek

That By-Law 6-18, providing for the issue of debenture in the amount of \$113,800 for the Gladstone Elementary School roof and partial wall envelope replacement be read a first time.

- Carried

7. Standing Committees:

- a. Policy Committee – no report

- b. Liaison Committee – no report
- c. Community Engagement Committee – no report

Chairperson M. Craik called a 5-minute recess at 8:15 p.m.

8. Community Committee Reports

- a. Glad-West Rec Commission – no report
- b. Heartland Rec Commission – no report
- c. Happy Rock Building Fund Committee – no report

9. Correspondence to Friday, October 19, 2018

George Coupland, Director, Labour Relations – October 10, 2018

- Federal EI Parental Sharing Benefit

Manitoba Community Newspapers Association – October 10, 2018

- Letter – Bill 8 – The Government Notifications Modernization Act
- Standing Committees

Minister of Education and Training – October 12, 2018

- 2018-2019 Manitoba's Excellence in Education Awards

The Children's Hospital Foundation – October 12, 2018

- Board Donation Acknowledgement 2017-18

Manitoba News Release – October 12, 2018

- Province Announces Details of New School in Waterford Green

MSBA Divisional Mail – October 16, 2018

- MSBA Memo 2018 Registration
- MSBA Registration Form
- MSBA Provincial Executive Highlights
- MSBA e-news – October 10, 2018
- MSBA Call for Nominations and Resolutions 2019

MSBA Divisional Mail – October 16, 2018

- Talking to Kids about Cannabis

Southwest Horizon School Division – October 18, 2018

- MSBA Letter from SHSD Board
- Local Voice for Local Choice – Public Education Plan
- Trustee Local Voice for Local Choice

Resolution # 52 – A. Jarema/D. Toews

That the Correspondence to Friday, October 19, 2018 be received as information.

- Carried

10. Manitoba School Boards Association

- a. Request for Input re Advocacy – MSBA Director
- b. MSBA Registration Period

11. Schedule of Events:

School Board Election – PCSD Ward 3	Oct. 24, 2018	8:00 am
PCSD Trustee Orientation Session	Oct. 29, 2018	6:00 pm
PCSD Trustee Orientation Session	Oct. 30, 2018	9:30 am
Inaugural Meeting 2018/19	Nov. 1, 2018	5:30 pm
5 th Regular Board Meeting 2018/19	Nov. 1, 2018	
Glad West Rec Commission Meeting	Nov. 6, 2018	1:00 pm
PCSD Orientation for Chairperson/Vice	Nov. 12, 2018	* Tentative
Board Maintenance Tour of Schools	Nov. 12/13, 2018	TBA
Community Engagement Committee	Nov. 22	
6 th Regular Board Meeting 2018/19	Nov. 22, 2018	5:30 pm
MSBA Trustee Orientation Workshops (Wpg)	Nov. 29 & 30	TBD
Liaison Committee	November 2018	TBD
Christmas Dinner	Dec. 6, 2018	TBD

Education Programming Committee
Strategic Planning Committee

Dec. 13, 2018
January 2019 TBD

Resolution # 53 – S. Voesenek/D. Barber
That the Board move into Committee of the Whole session.

- Carried

12. Committee of the Whole

- a. Finance & Audit Committee – agenda attached
- b. Strategic Planning Committee – no report

Resolution # 54 – D. Toews/A. Jarema
That the Board move out of Committee of the Whole session.

- Carried

Resolution # 55 – S. Voesenek/A. Jarema

That the Board accept the following tenders for 2018/19 snow removal contracts: Keystone Concrete for Austin Elementary and the Bus Garage; Gladstone Transport for the Division Office, William Morton Collegiate and Gladstone Elementary, and Ladeana’s Lawn & Snow for MacGregor Collegiate and MacGregor Elementary; DDM Custom Welding for Langruth Elementary and Plumas Elementary.

- Carried

13. M. Craik adjourned the meeting at 9:27 p.m.

Chairperson

Secretary-Treasurer