

MINUTES

**THE REGULAR MEETING OF THE
TURTLE MOUNTAIN SCHOOL DIVISION BOARD OF TRUSTEES
WAS HELD ON FEBRUARY 9, 2011 AT 7:30 P.M.
AT THE DIVISION BOARD OFFICE
435 WILLIAMS AVENUE, KILLARNEY, MANITOBA**

MEMBERS PRESENT: Rhonda Coupland Rodney Hintz Brad Heide
 Shirley Highfield Debra MacKenzie Samantha Cole

MEMBERS PRESENT VIA ELECTRONIC MEDIUM: Gordon Wooley

MEMBERS ABSENT: Leah Cann Garth Nichol

ADMINISTRATION: Larry Rainnie, Superintendent
 Kathy Siatecki, Secretary-Treasurer
 Tanya Edgar, Assistant Superintendent of Student Services

1:00 Ms. Coupland called the meeting to order. She welcomed everyone.

1:01 **ADOPTION OF THE AGENDA:**

Cole Hintz

That the agenda be adopted.

CARRIED

1:02 **DELEGATIONS AND PETITIONS:**

- i) Career and Technology Studies presentation, Patty White (Boissevain School) and Leslie Armstrong (Killarney School), presenters.

Leslie Armstrong, Teacher, Killarney School gave a verbal presentation to the Board on the Career and Technology Studies program. The following are some comments presented:

- a) There are currently 22 students in the internship program at Killarney School. These students are participating in a variety of private and public sector fields.
- b) There are some challenges in the health care field with confidentiality protocols. There are some timeline challenges as well. Some sectors would like the students to attend a full day and that can be a challenge to the student to get their course work done in a timely fashion. There have been good responses from the employers regarding the student participation.

- c) Transportation can be a concern for some students. Either it be the distance to travel to the site, or the lack of a vehicle can cause challenges for the students.

Patty White, Teacher, Boissevain School gave a presentation to the Board on the Career and Technology Studies program. (attachment)

Refer to Further Business.

1:03 ADOPTION OF THE MINUTES:

Cole Highfield

That the minutes of the January 5, 2011 Special Board Meeting be adopted.

CARRIED

Cole MacKenzie

That the minutes of the January 12, 2011 Regular Board Meeting be adopted as amended.

CARRIED

MacKenzie Cole

That the minutes of the January 26, 2011 Education Specific Board Meeting be adopted.

CARRIED

Cole Hintz

That the minutes of the February 3, 2011 Special Board Meeting be adopted.

CARRIED

1:04 BUSINESS ARISING FROM THE MINUTES:

- i) 1:03: Adoption of the Minutes: item iii): Education Specific Meeting: January 26, 2011

A request was made to discuss the timing of the Education Specific Meeting in January, 2011.

Refer to Further Business

- ii) 1:03: Adoption of the Minutes: item iv) Special Board Meeting: February 3, 2011

A request was made to discuss budget decisions for 2011-2012.

Refer to Further Business

1:05 CORRESPONDENCE:

FOR ACTION:

- a) Aileen Najduch, Assistant Deputy Minister, School Programs Division and Jean-Vianney Auclair,

Assistant Deputy Minister, Bureau de l'éducation française Division, fax, January 2011, re: Provincial Report Card Field Test (2011/2012), requesting participating school divisions submit school(s), grade(s) and divisional representative by February 28, 2011.

Refer to Superintendent.

- b) Manitoba Healthy Living, Youth and Seniors, letter, re: Premier's Volunteer Service Award 2011, requesting nominations be submitted by February 18, 2011.

Refer to Superintendent.

- c) Nancy Allan, Minister of Education, letter, January 2011, re: Music Month: Celebrating Music in Manitoba Schools – April 2011, enclosing an application form for school groups who wish to perform in the concert series to be held on Wednesdays in April 2011 and on May 2, 2011 at the Manitoba Legislative Building.

Refer to Superintendent.

- d) Honourable Jim Rondeau, Minister of Healthy Living, and Nancy Allan, Minister of Education, letter, January 2011, re: *Low Cost Bike Helmet Initiative*.

Refer to Superintendent.

- e) Jean-Vianney Auclair, Assistant Deputy Minister, letter, January 14, 2011, re: Conference – French Immersion Students in Manitoba: Proud, Engaged, Global Citizens – March 18, 2011 taking place on March 18, 2011 at the Victoria Inn in Winnipeg, registration deadline is February 18, 2011.

Refer to Further Business.

- f) Vickie Mundle, Pupil Transportation Unit, email, January 17, 2011, re: 2011-2012 School Bus Purchase, requesting response to participate in the annual central tender purchase of school buses by February 15, 2011.

Refer to Further Business.

- g) MSBA, email, January 7, 2011, re: CSBA – Call for Proposals 2011, deadline for submitting proposals is February 15, 2011.

Refer to Further Business.

- h) MSBA, email, January 19, 2011, re: call for presenters for the two day conference in May 2011 entitled *Education in Diversity: Unleashing the Power and Potential of Newcomer Youth in Manitoba*; deadline to express interest in presenting is February 11, 2011.

Refer to Further Business.

- i) MSBA, email, January 12, 2011, memo from Carolyn Duhamel, Executive Director, re: call for committee volunteers 2011.

Refer to Further Business.

- j) MSBA, email, January 26, 2011, re: notice of Partnering for Change public forum, March 17-19, 2011 at the University of Winnipeg.

Refer to Further Business.

- k) MSBA, email, January 26, 2011, re: MERN (The Manitoba Education Research Network) forum on “Windows on the World: Career Development for Manitoba Children and Youth”, Friday, March 11, 2011 at Red River College.

Refer to Further Business.

FOR INFORMATION: (Refer to file.)

- a) Della Perih, Vice-Chairperson, Board of Trustees, Mountain View School Division, letter, December 14, 2010, re: nomination of Chairperson Floyd Martens as Vice-President of MSBA.
- b) Lynne Mavins, Acting Director, Schools’ Finance Branch, fax, January 27, 2011, re: 2011/2012 funding announcement. (sent out in earlier e-mail).
- c) Gord Mackintosh, Minister, Family Services and Consumer Affairs, and Nancy Allan, Minister of Education, letter, January 25, 2011, enclosing *The Safe Schools Charter/The Child Care Safety Charter – Protocol for Controlling Visitor Access and Responding to Threatening Behaviour* protocol.
- d) MSBA, email, January 19, 2011, re: Salary Bulletin: Pembina Trails School Division and CUPE Local 4588-1 (Trades).
- e) MSBA, email, January 19, 2011, re: Salary Bulletin: Rolling River School Division and CUPE Local 1630 (Custodial Employees).
- f) MSBA, email, January 20, 2011, re: Collective Bargaining Update – January 21, 2011.
- g) MSBA, email, January 19, 2011, re: invitation from the Social Justice Coalition to attend The Erosion of Public Services on February 3, 2011 from 7:00 p.m. to 8:30 p.m. at the University of Winnipeg.
- h) MSBA, email, January 19, 2011, re: job posting for the position of Executive Director/CEO for the Saskatchewan School Boards Association; application deadline is January 28, 2011.
- i) MSBA, email, January 19, 2011, re: Proposed 2011 Convention Resolutions.
- j) Joanna Blais, Director, Program and Student Services Branch, letter, January 2011, re: Document: Towards Inclusion: Supporting Positive Behaviour in Manitoba Classrooms.
- k) MSBA, email, January 18, 2011, letter from Paul Cuthbert, MASS President to Honourable Steve Ashton, Minister of Infrastructure and Transportation, re: issues of traffic within school zones.
- l) Darryl Gervais, Acting Director and Florence Girouard, Director, Educational Support Services Branch, letter, January 2011, re: Grade 3 Assessment – Summaries of Results, 2010/2011.
- m) MSBA, email, January 14, 2011, re: Labour Relations – Collective Bargaining Update - January 14, 2011.
- n) Larry Rainnie, Superintendent, Turtle Mountain School Division, letter, January 13, 2011, re: notifying Allison Graham of the Board’s financial support for her to attend the Forum for Young Canadians from February 27, 2011 to March 4, 2011 in Ottawa, Ontario.
- o) MSBA, email, January 5, 2011, re: MGEU and Manitoba Civil Service Tentative Agreement.

- p) MSBA, email, January 14, 2011, re: Labour Relations – Collective Bargaining Update - January 28, 2011.
- q) MSBA, email, January 31, 2011, re: Youtube video “Change the First Five Years and Your Change Everything”; <http://www.youtube.com/watch?v=GbSp88PBe9E>.
- r) MSBA, email, January 31, 2011, re: Document: School Board Leadership: Preserving Local Voice in Public Education Matters.
- s) Donald Cochrane, Chairman, Park West Board of Trustees, letter, January 20, 2011, re: nomination of Paulette Koroscil for the position of Director for Region One.
- t) MSBA, email, January 12, 2011, re: 2010/2011 Completed Trustee Indemnity Survey.
- u) MSBA, email, re: e-bulletin: January 12, 2011 edition.
- v) MSBA, email, January 12, 2011, memo from Heather Demetrioff, re: Pending Deadlines.
- w) MSBA, email, January 26, 2011, re: Newspaper Clippings: December 29, 2010 to January 25, 2011.
- x) MSBA, email, re: e-bulletin: January 26, 2011 edition.

1:06 ADMINISTRATIVE REPORTS:

- a) Superintendent:

Mr. Larry Rainnie provided a written report on the following topics:

- i) Career and Technology Studies Presentation
- ii) Staffing
- iii) Study Manitoba School Divisions
- iv) Production Field Operator’s Certificate
- v) 2011-2012 Division Calendar
- vi) CIMS Conference 2011
- vii) Volunteer Checks

Heide Cole

That the report be received.

CARRIED

- Item i) Refer to Further Business
- Item ii) Refer to In-Camera
- Item vii) Refer to Further Business

- b) Secretary-Treasurer:

Ms. Kathy Siatecki provided a written report on the following topics:

- i) Accounts
- ii) Home Schooled Student Enrolment Report at October 20, 2010
- iii) Students coming/leaving to/from Turtle Mountain School Division 2010-2011 School Year

- iv) CUPE Liaison Meeting Minutes
- v) 2011-2012 "FRAME Budget"

Cole Highfield

That the report be received.

CARRIED

Item v) Refer to In-Camera

- c) Assistant Superintendent of Student Services:

Ms. Tanya Edgar provided a written report on the following topics:

- i) Early Development Instrument (EDI)
- ii) Assessment
- iii) K-4 Grade Group Meeting
- iv) Staffing
- v) Grade 3 Assessment Results

Cole MacKenzie

That the report be received.

CARRIED

1:07 STANDING COMMITTEE REPORTS:

- a) Operations:

Ms. Samantha Cole, Committee Chair, provided a written report from a committee meeting held on January 10, 2011. The following topics were discussed:

- i) Operations and Maintenance Report:
 - Boissevain School - Roof
 - Killarney School - Elevator
 - Boilers
 - Killarney School - water line repairs
 - Boissevain School – personnel
 - Building Security – draft process in place for next meeting
 - Snow Removal
- ii) Transportation Report:
 - Policy E-1
 - Bus Ridership Concerns
 - Poor winter road conditions
- iii) Review of Policy A-3 (Organizational Chart)
- iv) Review of Policy B-1 (Trustee Information Day) October 20, 2010
- v) Review of Policy B-2 (Trustee Code of Ethics)
- vi) Review of Policy A-2 (Division Goals)
- vii) Review of Policy D-10 (Purchasing)
- viii) Review of Policy E-1 (School Bus Ridership)
- ix) Review of Policy E-4 (Employee Drug and Alcohol Use)

x) Next Operations Committee Meeting

Cole Hintz

That the report be received.

CARRIED

- Item i) vi) Refer to Operations
- Item iii) Refer to Motions
- Item iv) Refer to Motions
- Item viii) Refer to Motions
- Item ix) Refer to Motions

b) Education:

Mr. Gordon Wooley, Committee Chair, provided a written report from a committee meeting held on January 11, 2011. The following topics were discussed:

- i) Education Committee Annual Calendar
- ii) Board Communication Strategy
- iii) Substitution of Credits
- iv) Policy K-12 (Recognition of Years of Service and Retirement)
- v) Policy B-5 (Recognition of Service and Retirement)
- vi) Education Committee Policies Review
- vii) Declining Enrolment
- viii) Physical Restraint Policy
- ix) Employee Recognition Event
- x) Board Procedures for Hiring School Administrators
- xi) Next Meeting

Wooley Highfield

That the report be received.

CARRIED

- Item i) Refer to Education
- Item iii) Refer to Education
- Item iv) Refer to Education
- Item v) Refer to Education
- Item vii) Refer to Education
- Item viii) Refer to Education

c) Finance:

Ms. Shirley Highfield, Committee Chair, provided a written report from a committee meeting held on January 20, 2011. The following topics were discussed:

- i) Review of Student Enrolment at December 31, 2010
- ii) Review of Assessment Documents
- iii) Staffing and enrolment projections (Policy J-1)
- iv) Review of budget enhancements/reductions for 2011-2012 fiscal year

v) Next Finance Committee Meeting

Highfield Cole

That the report be received.

CARRIED

- Item i) Refer to Budget
- Item ii) Refer to Budget
- Item iii) Refer to Budget
- Item iv) Refer to Budget

1:08 **SPECIAL COMMITTEE REPORTS:**

1:09 **INFORMATION:**

- a) Trustee Concerns, Workshops, Conferences
 - i) Recruiting and Hiring the Right Superintendent, Samantha Cole (attachment)
- b) MSBA/Government Items
 - i) MSBA Regional Meeting, January 24, 2011, Elkhorn Ranch, Manitoba
 - a) Trustees that attended felt it was one of the best regional meetings attended.
 - b) Four (4) of Turtle Mountain's resolutions were brought forward one (1) was rejected and one (1) was reaffirmed.
 - c) Budget presentation was very well done with a lot of corroborating documentation to support the budget.
 - d) The sharing circle with other school divisions was very valuable. Turtle River does not have school fees and funds an all day every day kindergarten program.
- c) Employee Group Reports

1:10 **FURTHER BUSINESS:**

- i) Delegations and Petitions: item i): Career and Technology Studies presentation, Patty White (Boissevain School) and Leslie Armstrong (Killarney School), presenters

The Board of Trustees discussed this agenda item and is encouraged by the success and the interest in the program. The Superintendent will contact the ARHA to discuss the challenges of students in sensitive job situations and confidentiality within the program.

Refer to Superintendent.

- ii) Business Arising from the Minutes: 1:03: Adoption of the Minutes: item iii): Education Specific Meeting: January 26, 2011

The Board of Trustees discussed this agenda item and has requested that the Education Specific Meeting criteria of Policy A-8 be referred to the Education Committee.

Refer to Education.

- iii) Business Arising from the Minutes: 1:03: Adoption of the Minutes: item iv): Special Board Meeting: February 3, 2011

The Board of Trustees has referred this agenda item to in-camera.

Refer to In-Camera.

- iv) Correspondence for Action: item e): Jean-Vianney Auclair, Assistant Duputy Minister, letter, January 14, 2011, re: Conference – French Immersion Students in Manitoba: Proud, Engaged, Global Citizens – March 18, 2011 taking place on March 18, 2011 at the Victoria Inn in Winnipeg, registration deadline is February 18, 2011.

To be received as information.

- v) Correspondence for Action: item f): Vickie Mundle, Pupil Transportation Unit, e-mail, January 17, 2011, re: 2011-2012 School Bus Purchase, requesting response to participate in the annual central tender purchase of school buses by February 15, 2011.

Refer to Motions.

- vi) Correspondence for Action: item g): MSBA, email, January 7, 2011, re: CSBA – Call for Proposals 2011, deadline for submitting proposals is February 15, 2011.

To be received as information.

- vii) Correspondence for Action: item h): MSBA, e-mail, January 19, 2011, re: call for presenters for the two day conference in May, 2011 entitled Education in Diversity: Unleashing the Power and Potential of Newcomer Youth in Manitoba; deadline to express interest in presenting is February 11, 2011.

To be received as information.

- viii) Correspondence for Action: item i): MSBA, e-mail, January 12, 2011, memo from Carolyn Duhamel, Executive Director, re: call for committee volunteers 2011.

To be received as information.

- ix) Correspondence for Action: item j): MSBA, e-mail, January 26, 2011, re: notice of Partnering for Change public forum, March 17 – 19, 2011 at the University of Winnipeg.

To be received as information.

- x) Correspondence for Action: item k): MSBA, e-mail, January 26, 2011, re: MERN (The Manitoba Education Research Network) forum on “Windows on the World: Career Development for Manitoba Children and Youth”, Friday, March 11, 2011 at the Red River College.

To be received as information.

- xi) Administration Reports: Superintendent’s Report: item i): Career and Technology Studies Presentation: The Superintendent will accompany Ernie Bart, Regional CTS Coordinator, to the February 28, 2011 Fort la Bosse School Division Board meeting. Information will

be shared with Fort la Bosse School Division trustees regarding the CTS program and regional partnership. Ernie Bart has requested a trustee from Turtle Mountain School Division also attend, if possible.

The Board of Trustees discussed this agenda item and no Trustees are available to attend.

To be received as information.

- xii) Administration Reports: Superintendent's Report: item vii): Volunteer Checks: At the January 25, 2011 principals' meeting, the group recommended that volunteer checks be required for those individuals that may be working with or supervising students without a staff member present. There is a concern that helpers in classrooms, and other areas of the school such as libraries, recycling, bake sales, band concerts, etc. will not volunteer especially if they are only assisting one or two times. This issue will have been discussed by the Education Committee at its meeting on February 8 (cancelled) and perhaps its suggestions can be shared tonight.

The Board of Trustees discussed this agenda item and is recommending that policy K-1 (Criminal Record/Child Abuse Registry Check) be referred to the Education Committee for review.

Refer to Education.

2:00 **MOTIONS:**

- a) Motions that have served notice:

i) Motion No. 11-2 Heide Highfield

That Policy D-13 (Adult Education Funding) be revised as attached.

CARRIED

ii) Motion No. 11-3 Highfield Wooley

That Policy G-1 (School of Choice) be revised as attached.

CARRIED

iii) Motion No. 11-4 Highfield Wooley

That Policy D-1 (Determination of Budget Priorities) be revised as attached.

Motion to Amend Policy Cole MacKenzie

That Policy D-1 (Determination of Budget Priorities) be amended to read: Before the initial draft of the budget, the Board will establish priorities to be accomplished during the subsequent year. The priorities will be based upon the needs identified by the Division's plan and the Board. The Board shall endeavour to provide funds and resources for their accomplishment.

MOTION CARRIED

2:01 ANNOUNCEMENTS:

- i) Education Committee Meeting: February 8, 2011 at 7:00 p.m., Boissevain School Home Economics Room (Wooley, Highfield, MacKenzie, Cann, Nichol (ex-officio)). This meeting was postponed and will be re-scheduled in the near future.
- ii) Operations Committee Meeting: February 22 at 7:00 p.m., Division Board Office (Cole, Coupland, Heide, Hintz, Nichol (ex-officio))
- iii) MSBA Annual Convention March 16 – 19, 2011, Winnipeg, Manitoba (Cole, Coupland, Cann, Hintz, MacKenzie)
- iv) Negotiations Committee Meeting – to be determined.

2:02 IN-CAMERA SESSION:

Cole Heide

That we resolve into Committee of the Whole In-Camera.

CARRIED

- i) Personnel Issue – L. Rainnie
- ii) Financial Issue - K. Siatecki

Mr. Heide was excused from the meeting.

- iii) Personnel Issue – L. Rainnie

Cole Hintz

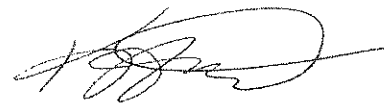
That we rise from Committee of the Whole In-Camera.

CARRIED

2:03 Highfield to adjourn at 10:43 p.m.



RHONDA COUPLAND
CHAIRPERSON



KATHY SIATECKI
SECRETARY-TREASURER