

**MINUTES**  
**THE REGULAR MEETING OF THE**  
**TURTLE MOUNTAIN SCHOOL DIVISION BOARD OF TRUSTEES**  
**WAS HELD ON NOVEMBER 23, 2011 AT 7:30 P.M.**  
**AT THE DIVISION BOARD OFFICE**  
**KILLARNEY, MANITOBA**

MEMBERS PRESENT:                      Rhonda Coupland                      Leah Cann                      Rodney Hintz  
   Cheryl Burke                      Brad Heide                      Shirley Highfield  
   Gordon Wooley

MEMBERS ABSENT:                      Teresa Kinsley                      Garth Nichol

ADMINISTRATION:                      Larry Rainnie, Superintendent  
   Tanya Edgar, Assistant Superintendent of Student Services

ADMINISTRATION ABSENT:                      Kathy Siatecki, Secretary-Treasurer

RECORDING SECRETARY:                      Julie Dyck

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

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

Wooley                      Highfield

That the agenda be adopted.

CARRIED

1:02 **DELEGATIONS AND PETITIONS:**

1:03 **ADOPTION OF THE MINUTES:**

Burke                      Hintz

That the minutes of the October 26, 2011 regular board meeting be adopted.

CARRIED

Highfield                      Burke

That the minutes of the November 9, 2011 Education Specific Meeting be adopted.

CARRIED

**1:04 BUSINESS ARISING FROM THE MINUTES:**

**1:05 CORRESPONDENCE:**

**FOR ACTION:**

- a) MSBA, email, October 19, 2011, providing a second call for presentations notice from MERN for the “Respecting People and Place: Connecting schools and communities” research forum; deadline for proposal presentation is January 27, 2012. (Attachment)

Refer to Further Business.

- b) MSBA, email, October 19, 2011, reminding trustees of a one-day workshop on education finance being held from 9:00 a.m. to 4:00 p.m., November 25, 2011 at the Hilton Suites Winnipeg Airport. (Attachment)

Refer to Further Business.

- c) MSBA, email, October 25, 2011, providing information on the call for nominations for the 2011-2012 Minister’s Awards for Teaching Excellence; deadline for submission of nominations is December 14, 2011. (Attachment)

Refer to Superintendent.

- d) MSBA, email, October 26, 2011, inviting nominations for an outstanding school-based program for the 2012 Premier Award for School Board Innovations; complete applications must be received by February 3, 2012. (Attachment)

Refer to Superintendent

- e) MSBA, email, October 26, 2011, advising that MSBA will be sponsoring six student citizenship awards for students; inviting school boards to nominate an outstanding student for these awards, in accordance with their guidelines; deadline for receipt of nominations is January 27, 2012. (Attachment)

Refer to Superintendent

- f) Winnipeg School Division, email, November 2011, providing information on *Differentiation is the “I” in R.T.I. (Response to Intervention)* with Dr. Marilee Sprenger on February 28, 2012 from 8:00 a.m. to 3:30 p.m. at the Canad Inn. (Attachment)

Refer to Further Business.

- g) John Tooth, Manitoba Education, letter, November 2011, advising that the Canadian Children's Book Centre and TD Bank Financial Group have provided copies of *Gifts* for every Grade 1 student in Manitoba; requesting that his office be advised if not enough copies of the books are provided.

Refer to Superintendent.

- h) The Public Schools Finance Board, fax, November 9, 2011, advising of their authorization to proceed with the Killarney School Science Room Upgrade. (Attachment)

Refer to Secretary-Treasurer.

- i) MSBA, email, November 9, 2011, advising of the procedure for booking hotel rooms for the MSBA 2012 Annual Convention which is being held on March 15-17, 2012 at the Delta Winnipeg hotel.

Refer to Secretary-Treasurer.

**FOR INFORMATION:** (Refer to file.)

- a) MSBA, email, October 19, 2011, Salary Bulletin: Louis Riel School Division and Louis Riel Teachers' Association (copy to Negotiations)
- b) MSBA, email, October 19, 2011, Salary Bulletin: Hanover School Division and Canadian Union of Public Employees Local 3254 (Bus Drivers) (copy to Negotiations)
- c) MSBA, email, October 19, 2011, Salary Bulletin: Turtle River School Division and Turtle River Teachers' Association (copy to Negotiations)
- d) MSBA, email, October 19, 2011, Salary Bulletin: Fort la Bosse school Division and United food & Commercial Workers, Local 832 (Educational Assistants) (copy to Negotiations)
- e) MSBA, email, October 19, 2011, attaching the 2010-2011 Committee Member Survey Results for information. (Attachment)
- f) MSBA, email, October 19, 2011, Newspaper clippings: October 12-19, 2011. (Attachment)
- g) MSBA, email, October 19, 2011, letter from Robert Rival, President, MSBA to The Honourable Greg Selinger, Premier of Manitoba, congratulating him and his colleagues on their recent electoral success. (Attachment)
- h) MSBA, email, October 21, 2011, advising that certain documents produced by the Labour Relations Department are sent confidential to school division senior administrators and trustees for use during collective bargaining and are not to be discussed or shared in open forum; the Department will be placing a watermark on confidential documents identifying that they are "*Not for Public Distribution*". (Attachment)
- i) MSBA, email, October 21, 2011, Collective Bargaining Update: October 21, 2011.

(Attachment)

- j) MSBA, email, October 21, 2011, Update: CPI, Unemployment Rate, Regional Trends. (Attachment)
- k) MSBA, email, October 26, 2011, e-bulletin: October 26, 2011. (Attachment)
- l) MSBA, email, October 26, 2011, Twitter Highlights: October 13 to 26, 2011. (Attachment)
- m) MSBA, email, October 26, 2011, Newspaper clippings: October 19-26, 2011. (Attachment)
- n) MSBA, email, October 28, 2011, Collective Bargaining Update: October 28, 2011. (Attachment)
- o) MSBA, email, November 2, 2011, Salary Bulletin: Pembina Trails School Division and Canadian Union of Public Employees (Trades 4588-01). (copy to Negotiations)
- p) MSBA, email, November 2, 2011, Salary Bulletin: River East Transcona School Division and Canadian Union of Public Employees Local 4587 (Clerical). (copy to Negotiations)
- q) MSBA, email, November 4, 2011, Collective Bargaining Update: November 4, 2011. (Attachment)
- r) Winnipeg Aboriginal Film Festival, October 26, 2011, enclosing information on the 2011 Youth Education Days at this year's Winnipeg Aboriginal Film Festival (WAFF) which is being held on November 17 and 18 at the University of Winnipeg.
- s) MSBA, email, November 9, 2011, e-bulletin: November 9, 2011. (Attachment)
- t) MSBA, email, November 9, 2011, Newspaper clippings: October 26-November 9, 2011. (Attachment)
- u) MSBA, email, November 9, 2011, Twitter Highlights: October 27 to November 9, 2011. (Attachment)
- v) Manitoba Education, November 8, 2011: Frame Reports: 2009-2010: Financial Statements.
- w) Nancy Allen, Minister of Education, letter, November 10, 2011: Proclamation of "Bullying Awareness Week" from November 13-19, 2011.
- x) MSBA, email, November 10, 2011, Salary Bulletin: Turtle Mountain Teachers Association and Turtle Mountain School Division (copy to Negotiations)
- y) MSBA, email, November 10, 2011, Salary Bulletin: Turtle Mountain Bus Drivers Association and Turtle Mountain School Division (copy to Negotiations)
- z) MSBA, email, November 10, 2011, Salary Bulletin: Prairie Rose School Division and CUPE (copy to Negotiations)

- aa) MSBA, email, November 10, 2011, Salary Bulletin: Kelsey School Division and CUPE (copy to Negotiations)
- ab) MSBA, email, November 10, 2011, Collective Bargaining Update: November 10, 2011. (Attachment)

**1:06 ADMINISTRATIVE REPORTS:**

- a) Superintendent:

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

- i) Policy I-6 (Field Trips and Extra-Curricular Activities)
- ii) Policy K-16 (Code of Conduct for Employees)
- iii) 2011-2012 Board Focus Group Meetings
- iv) Education Committee Budget Items
- v) Division Plan 2012-2016 and the September 17, 2011 Visioning Day Report
- vi) Killarney School Elevator

Burke Cann

That the report be received.

CARRIED

- i) Refer to Education
- ii) Refer to Education
- iii) Refer to Further Business
- iv) Refer to Education
- v) Refer to Further Business
- vi) Refer to Operations

- b) Secretary-Treasurer:

Mr. Rainnie on behalf of Ms. Siatecki provided a written report on the following topics:

- i) Accounts
- ii) Human Resources
- iii) Recycling Reports – Compliance of Policy F-5 (Recycling)
- iv) Risk Management Report
- v) Transportation Meeting
- vi) Professional Development Meeting – Bus Drivers
- vii) MASBO Mini Minutes
- viii) CUPE Liaison Meeting Minutes

Heide Hintz

That the report be received.

## CARRIED

- v) Refer to Secretary-Treasurer
- c) Assistant Superintendent

Mrs. Edgar presented a verbal report on the following:

- i) IEP Meetings
- ii) Mental Health Awareness Day Grades 9-12
- iii) Early Childhood met for arranging April Wellness
- iv) Pre-School Bags (Baby Bags)
- v) Love of Literacy

Wooley                      Cann

That the report be received.

## CARRIED

**1:07 STANDING COMMITTEE REPORTS:**

- a) Operations:

Mr. Brad Heide, Committee Chair, gave a report from a committee meeting held on November 3, 2011. The following topics were discussed:

- i) Operations and Maintenance Report

- i) Alarms
- ii) Boissevain Bus Garage Roof
- iii) Small Boilers
- iv) KCI – Parking Lot
- v) BCI – Parking Lot
- vi) Outside Work
- vii) KCI – Air Conditioning
- viii) KCI - Elevator

- ii) Transportation Report:

- i) Bus Driver Professional Development Session
- ii) Bus 44.62
- iii) “Train and Trainer Day”

- iii) Policy F-1 (Use of Facilities)

- iv) Annual review of Policy A-6 (Committee Structure)

- v) Annual review of Policy A-10 (Policy Manual Distribution)

- vi) Annual review of Policy A-12 (Board Personal Filing Cabinet)
- vii) Annual review of Policy D-12 (Extra-Curricular Financial Support)
- viii) Annual review of Policy E-5 (Bus Driver Testing)
- ix) Annual review of Policy E-3 (Inclement Weather)
- x) Annual review of Policy F-2 (Smoke Free Facility)
- xi) Annual review of Policy F-3 (Use of School Equipment)
- xii) Annual review of Policy F-5 (Recycling)
- xiii) Annual review of Policy F-6 (New Construction)
- xiv) Annual review of Policy F-7 (Building Access)
- xv) Indemnity By-Law 2011-4
- xvi) Possible MSBA Resolutions
- xvii) Next Operations Committee Meeting

Heide

Highfield

That the report be received.

CARRIED

- i) item i: Alarms: Refer to Operations
- i) item viii: Elevator: Refer to Further Business
- iii) Refer to Motions
- iv) Refer to Motions
- vi) Refer to Motions
- viii) Refer to Motions
- xii) Refer to Motions

b) Education:

Ms. Cheryl Burke, Committee Chair, gave a report from a committee meeting held on November 2, 2011. The following topics were discussed:

- i) Employee Recognition Evening
- ii) Board Communication Strategy
- iii) Board School Year Calendar
- iv) Education for a Sustainable Development
- v) Board Self-Evaluation
- vi) Policy B-3 (Trustee Response to Concerns)

- vii) Policy B-5 (Recognition of Years of Service and Retirement – Trustees)
- viii) Policy C-1 (Public School Act Reference)
- ix) Policy G-3 (Kindergarten Program)
- x) Policy G-19 (Community Service Credit Policy) G-23 (Access)
- xi) Policies K-4 (Conflict of Interest: Employment and Supervision of Immediate Relatives) and Policy K-18 (Recruitment)
- xii) Trustee Manual
- xiii) Draft Resolutions for the Manitoba School Boards' Association
- xiv) Education Committee Focus Group Meetings
- xv) Next Meeting

Burke Highfield

That the report be received.

CARRIED

- ii) Refer to Education
- iii) Refer to Finance (Policy D-2)
- v) Refer to Further Business
- viii) Refer to Further Business
- ix) Refer to Education
- x) Refer to Motions
- xi) Refer to Education
- xii) Refer to Education
- xiii) Refer to Further Business
- xiv) Refer to Education

Ms. Coupland, Chair, stepped down and Mr. Heide took the chair.

c) Negotiations:

Ms. Coupland, Committee Chair, gave a report from a committee meeting held on October 25, 2011. The following topics were discussed:

- i) Turtle Mountain Teachers Association's Counter Proposal
- ii) Next Negotiations Committee Meeting

Coupland Hintz

That the report be received.

CARRIED

Ms. Coupland, Committee Chair, gave a report from a committee meeting held on October 26, 2011. The following topics were discussed:

- i) Turtle Mountain Teachers Association's Counter Proposal
- ii) Next Negotiations Committee Meeting

Coupland                      Hintz

That the report be received.

CARRIED

Ms. Coupland, Committee Chair, gave a report from a committee meeting held on November 1, 2011. The following topics were discussed:

- i) Turtle Mountain Teachers Association's Counter Proposal
- ii) Next Negotiations Committee Meeting

Coupland                      Hintz

That the report be received.

CARRIED

Ms. Coupland resumed the chair.

**1:08 SPECIAL COMMITTEE REPORTS:**

**1:09 INFORMATION:**

- a) Trustee Concerns, Workshops, Conferences
  - i) Trustee concern – Mrs. Highfield  
Refer to Further Business
  - ii) Workplace Health and Safety – Professional Development Day, November 17, 2011 - Mr. Hintz
- b) MSBA/Government Items
- c) Employee Group Reports

**1:10 FURTHER BUSINESS:**

**1:05 CORRESPONDENCE:**

**FOR ACTION:**

- a) MSBA, email, October 19, 2011, providing a second call for presentations notice from MERN for the "Respecting People and Place: Connecting schools and communities" research forum; deadline for proposal presentation is January 27, 2012.

No Trustees will be attending.

- b) MSBA, email, October 19, 2011, reminding Trustees of a one-day workshop on education finance being held from 9:00 a.m. to 4:00 p.m., November 25, 2011 at the Hilton Suites Winnipeg Airport.

Mr. Hintz will be attending this conference on behalf of the Board. He will report on the workshop at the next regular board meeting.

Refer to next regular board meeting

- f) Winnipeg School Division, email, November 2011, providing information on *Differentiation is the "I" in R.T.I. (Response to Intervention)* with Dr. Marilee Sprenger on February 28, 2012 from 8:00 a.m. to 3:30 p.m. at the Canad Inn.

The Board of Trustees discussed this agenda item. Two of the Division resource teachers will be in attendance.

Refer to Assistant Superintendent

1:06 ADMINISTRATIVE REPORTS:

- a) Superintendent:

III. 2011-2012 BOARD FOCUS GROUP MEETINGS:

The four-year schedule indicates the current school year will see the Board meet with Educational Assistants in November, K-10 Science teachers in January and K-12 Social Studies teachers in March. The Board should discuss possible dates for these meetings.

The Board of Trustees discussed this agenda item and recommend the following dates;

K-10 Science	January 2012	Education Committee
K-12 Social Studies	March 2012	Education Committee
Educational Assistants	November 2012	Board of Trustees

Refer to Superintendent

V. DIVISION PLAN 2012-2016 AND THE SEPTEMBER 17, 2011 VISIONING DAY REPORT:

The Board should discuss its course of action regarding the plan and the report.

The Board of Trustees discussed this agenda item and recommends that the final report be sent to the stakeholders of the Division. The Board of Trustees also recommends that the final report be uploaded to the Division's website. Further, that a thank you note go out to all of the participants that were in attendance at this event.

Refer to Superintendent

1:07 STANDING COMMITTEE REPORTS:

## a) Operations Committee:

## viii) KCI – Elevator

The Board of Trustees discussed this agenda item and recommends that further discussions on the general use of the elevator is warranted. The Board of Trustees recommends that this item be referred back to Operations.

Refer to Operations

## xvi) Possible MSBA Resolutions (attachments) referred from Regular Board Meeting, October 26, 2011

- i) 100% GST rebate on all goods and services
- ii) Property tax exemptions for school buildings
- iii) School division surpluses
- iv) Funding formulas for rural school divisions

The Board of Trustees discussed the resolutions and recommends that resolution ii) be dropped. The remaining three resolutions will be brought forward to MSBA for consideration.

Refer to Secretary-Treasurer

## a) Education Committee:

- v) BOARD SELF-EVALUATION: The Committee would like to know if the Board of Trustees is interested in self-evaluation being in policy.

The Board of Trustees discussed this agenda item and recommends that a policy be drafted and brought forward to Education.

Refer to Superintendentviii) POLICY C-1 (PUBLIC SCHOOL ACT REFERENCES):

The Committee recommends this policy be deleted and that any references to the Public Schools Act be included in the Trustee Manual.

The Board of Trustees discussed this agenda item and recommends that it be referred to motions.

Refer to Motionsxiii) DRAFT RESOLUTIONS FOR THE MANITOBA SCHOOL BOARDS' ASSOCIATION:

- i) Broadband internet
- ii) Level I funding
- iii) Inter-provincial agreements for the transfer of student cumulative files
- iv) Funding to support maximum class size legislation

The Board of Trustees discussed this agenda item and recommends that the resolutions be submitted to MSBA for consideration.

Refer to Secretary-Treasurer

- xiv) 1:09 Information: item i: Trustee Concern: We have discussed the reduction of trustees for a number of years. I believe that it would be appropriate to strike a committee to look at the process of deciding how or if we wish to proceed with this.

The Board of Trustees discussed this agenda item and recommends that an Ad-Hoc Committee be struck to pursue this concern and to bring back to the Board its recommendations. Mrs. Highfield, Ms. Cann, and Mr. Wooley have agreed to be on this committee.

Refer to Motions

**2:00 MOTIONS:**

- a) Motions that have served notice:

- i) Motion No. 11-91      Wooley      Cann

That Policy B-6 (Vacant Positions on the School Board) be amended as attached.

Carried

- ii) Motion No. 11-92      Highfield      Cann

That Policy G-6 (Enrichment Program) be amended as attached.

Carried

- iii) Motion No. 11-93      Coupland      Wooley

That the Bus Drivers' Contract for the period of July 1, 2011 to June 30, 2014 be approved as attached.

Carried

- iv) Motion No. 11-94      Coupland      Hintz

That Policy E-2 (Bus Route Parameters) be revised as attached.

Carried

## b) Regular motions:

- i) Motion No. 11-95          Highfield      Burke

That the 2<sup>nd</sup> and 3rd reading of By-Law 2011-3 for the positions under "*THE FREEDOM OF INFORMATION ACT (FIPPA) AND THE PROTECTION OF PRIVACY ACT (PHIA)*" be appointed as follows:

The Secretary-Treasurer of the Turtle Mountain School Division as the Access and Privacy Officer

The Assistant Superintendent of Student Services of Turtle Mountain School Division as the Access and Privacy Coordinator.

Carried

- ii) Motion No. 11-96          Hintz          Heide

That the Trustee Indemnity By-Law 2011- 4 be given first reading.

Carried

- iii) Motion No. 11-106      Wooley      Burke

That the Turtle Mountain School Division create an Ad Hoc Committee be struck to study trustee representation and make a recommendation to the Board

Carried

## c) Motions that must serve notice:

- i) Motion No. 11-97          Highfield      Hintz

That Policy G-23 (Access) be revised as attached.

- ii) Motion No. 11-98          Cann          Highfield

That Policy G-19 (Community Service Credit Policy) be revised as attached.

- iii) Motion No. 11-99          Burke          Cann

That Policy B-3 (Trustees Response to Concerns) be revised as attached.

- iv) Motion No. 11-100      Highfield      Heide

That Policy F-1 (Use of Facilities) be revised as attached.

- v) Motion No. 11-101      Heide          Wooley

That Policy A-6 (Committee Structure) be revised as attached.

vi) Motion No. 11-102 Heide Burke

That Policy A-12 (Board Personal Filing Cabinet) be revised as attached.

vii) Motion No. 11-103 Heide Hintz

That Policy E-5 (Bus Driver Testing) be revised as attached.

viii) Motion No. 11-104 Highfield Burke

That Policy F-5 (Recycling) be revised as attached.

ix) Motion No. 11-105 Hintz Highfield

That the "Agreement-In-Committee" between the Turtle Mountain Teachers' Association and the Turtle Mountain School Division be approved as attached.

Highfield Wooley

That due to time constraints, Policy A-8 be waived and Motion No. 11- 105 not serve notice.

#### MOTION TO WAIVE NOTICE CARRIED

Recorded Vote: In Favour: 7  
Opposed: 0

#### MOTION CARRIED

### 2:01 ANNOUNCEMENTS:

- i) TMTA Liaison Meeting, 6:00 p.m. November 22, 2011, Boissevain School
- ii) Operations Committee Meeting, 7:00 p.m. December 1, 2011, Killarney School Library. (Heide, Wooley, Hintz, Coupland)
- iii) Education Committee Meeting, 7:00 p.m. December 7, 2011, Boissevain School (Burke, Kinsley, Highfield, Cann)
- iv) Request the additional agenda item "Ability to Tax" be placed on the Regional MSBA agenda.
- v) Mrs. Coupland has been selected as the rural representative on the MSBA panel discussion related to Apprenticeship and Certification on December 2, 2011 in Winnipeg.

### 2:02 IN-CAMERA SESSION:

Cann Heide

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

CARRIED

i) Personnel – L. Rainnie

Highfield Hintz

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


CARRIED

2:03 Wooley to adjourn at 10:00 p.m.

*Rhonda Coupland*

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BOARD VICE-CHAIRPERSON



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SECRETARY-TREASURER