

Regular Meeting of the Board

Minutes

Thursday, May 28, 2020

Start Time:

Other

2. CALL TO ORDER

The meeting was called to order 8:00 p.m.

3. AGENDA APPROVAL

Resolution # BD20200528.1001

Moved By D. Johnson

Seconded By K. McMillan

THAT the agenda be approved as circulated.

Carried

4. BOARD MINUTES APPROVAL

Resolution # BD20200528.1002

Moved By C. Nachtigall

Seconded By S. Billingham

THAT the minutes of the Regular Meeting of the Board held on May 14, 2020 be approved as circulated.

Carried

5. STANDING COMMITTEE REPORTS, SPECIAL COMMITTEE REPORTS AND OTHER REPORTS

Resolution # BD20200528.1003

Moved By K. McMillan

Seconded By J. Fisher

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 May 28, 2020, be ratified and,

THAT the Teacher Contract Alterations as listed in the Contract Alterations Report dated May 28, 2020, be approved and,

THAT the Substitute Teacher Contracts as listed in the 2019-20 Substitute Teacher Contracts Report dated May 28, 2020, be ratified and,

THAT the Board accept, with regret, the Resignations as listed in the Resignations Report dated May 28, 2020, and,

THAT the Disbursements List for the period February 1-29, 2020 in the amount of \$4,756,866.47 be approved;

THAT the Disbursements List for the period March 1-March 31, 2020 in the amount of \$5,123,063.35 be approved;

THAT the Disbursements List for the period April 1-30, 2020 in the amount of \$5,115,846.70.

Carried

7. EDUCATIONAL PRESENTATIONS

7.1 STEM Programming in Pembina Trails

The Assistant Superintendent, Program, B. Adamson (STEM Teacher) and D. Gamble (Technology Education Consultant) made a presentation to the Board with respect to STEM (Science, Technology, Engineering and Mathematics) in Pembina Trails.

The Assistant Superintendent, Program, highlighted a number of Divisional STEM opportunities.

There was general discussion around the success of the STEM labs in our three pilot schools that had been established at Westdale, General Byng and Viscount Alexander.

D. Gamble shared a STEM inquiry questions roadmap and explained how this roadmap created an opportunity for the Pembina Trails Problem Solving Day. He advised that inquiry, problem solving, curriculum and teamwork were the main focus of this day and 300 Pembina Trails students and teachers participated.

D. Gamble spoke about and shared pictures of various STEM programs including the Paddles Across Canada program and the Drone program.

B. Adamson spoke about STEM at the Senior Years level. He shared that the model we have helps to support students who are passionate about science. It also provides an opportunity to introduce and engage students who may not yet know they enjoy science.

B. Adamson spoke about the successes of Kelburn Farms, the Lake Winnipeg Namao Watershed Research, the Pilot STEM Environmental Chamber Research Course, Bio-innovation Week Food and Water Security, the Churchill MB Truth and Reconciliation Impacts of Climate Change (in partnership with Frontier SD and WE Schools) and the International Science Fairs. B. Adamson proudly shared that Pembina Trails is the only Canadian representative at a number of International Science Fairs.

The Assistant Superintendent, Program expressed his appreciation to B. Adamson for all his work and keeping Pembina Trails highlighted on a global stage.

The Assistant Superintendent, Program was pleased to announce that due to the success of STEM lab programming in Pembina Trails and to the Board of Trustees approving the expansion in the 2020-21 school year budget, we will be adding STEM labs to three new schools (Arthur A. Leach, Laidlaw and Charleswood). He expressed his thanks to the Board.

The Chair thanked everyone on behalf of the board for all of their hard work and dedication to STEM programming in Pembina Trails.

Resolution # BD20200528.1004

Moved By G. Melnyk

Seconded By K. McMillan

THAT the presentation on STEM programming in Pembina Trails be received as information.

Carried

13. STANDING AND SPECIAL/ADVISORY COMMITTEE REPORTS

13.4 Finance and Planning Committee

13.4.1 Accountant Salary Grid

The Secretary-Treasurer shared the job description and salary grid for the new Accountant position.

Resolution # BD20200528.1005

Moved By J. Fisher

Seconded By T. Johnson

THAT the Accountant Salary Grid dated May 28, 2020 be approved.

Carried

13.5 Human Resources and Policy Committee

13.5.1 Policy KFB-R Community Use of Schools

The Assistant Superintendent, Divisional Support Services, reviewed the proposed Policy KFB-R. She shared that prior to COVID-19 all school divisions were required to ask all permit holders to have liability insurance and to start charging a non-refundable permit application fee.

She shared that as of September 1, 2020 it is mandatory for all external permit groups and individuals to carry a liability insurance policy when using/renting/leasing a Pembina Trails School Division facility.

D. Zuk said that this Policy was sent out to Trustees via the Human Resources and Policy Committee Meeting for review prior to this Board Meeting.

Resolution # BD20200528.1006

Moved By D. Zuk

Seconded By J. Fisher

THAT Policy KFB-R - Community Use of Schools be given first reading.

Carried

14. ADMINISTRATIVE REPORTS

14.1 Kindergarten Enrolment Report

The Assistant Superintendent, Human Resources, reviewed the Kindergarten Enrolment Report and responded to questions from Trustees. She shared that the schools and our Communications Officer are doing all they can to promote kindergarten registration. She advised that we are at 82% of projection at this time, and feels we are in a good place. She said that last year we were at 86% at this time.

J. Fisher asked about the registration process due to the pandemic. The Assistant Superintendent, Human Resources, said that schools are taking the registration forms online or over the phone and will catch up with all of the verification paperwork at a later date. She shared that some have dropped off their registration forms at the division office and then we distribute them to the schools.

Resolution # BD20200528.1007

Moved By S. Billingham

Seconded By J. Fisher

THAT the Kindergarten Enrolment Report be received as information.

Carried

14.2 Fall Board/SAT Planning

The Superintendent asked for two Trustees to work with Senior Administration on the preparation for the Board/SAT Planning Session.

Resolution # BD20200528.1008

Moved By D. Johnson

Seconded By T. Johnson

THAT Trustees J. Glenat, K. McMillan and G. Melnyk participate on the Board/Sat Planning Committee with the Superintendent, to identify topics for discussion for fall Board/SAT planning day, 2020.

Carried

14.3 Borrowing By-Law Amendment

The Secretary-Treasurer advised the Board that the City of Winnipeg offered financial relief to property owners on property taxes due to COVID-19. She advised that property owners received an extension and have the option to not pay their property taxes until October 2020, with no late fees. The Secretary-Treasurer stated that this can cause cash flow issues for the Division.

The Secretary-Treasurer shared that we have asked our bank to increase our line of credit by an additional \$15 million to make sure we can get through this period. She does not feel we will need to tap into all of this \$15 million, but the increased limit enables us to address a worst case scenario.

D. Johnson asked what the approximate cost to the division would be to borrow this \$15 million. The Secretary-Treasurer advised she would report back with an amount.

J. Fisher asked if the Secretary-Treasurer could update the Board throughout the summer as to the amount of property taxes received. The Secretary-Treasurer agreed to this request.

J. Glenat asked if there was any consultation with City officials with regard to releasing the amounts as soon as they can or when they can. The Secretary-Treasurer advised that there had been consultations with some municipalities with regard to this, but not with Pembina Trails. The Secretary-Treasurer is hopeful that the City will flow the money to us as it is received.

Resolution # BD20200528.1009

Moved By J. Fisher

Seconded By G. Melnyk

In accordance to the report provided by the Secretary-Treasurer with respect to property taxes during the COVID-19 pandemic,

THAT By-Law No. 141, a By-Law amending Borrowing By-Law No. 138, be given first reading.

Carried

14.4 Administration Appointments

Resolution # BD20200528.1010

Moved By D. Zuk

Seconded By J. Fisher

THAT the Board of Trustees approve the appointment of Doug Jonasson as Principal, Acadia School effective September 2020.

Carried

14.5 PTEC/MITT Agreement

The Secretary-Treasurer reviewed the agreement between the Pembina Trails Early College and the Manitoba Institute of Trades and Technology. She responded to questions.

The Superintendent shared that this item was included in the 2020-21 budget.

D. Zuk asked for clarification on Article 7 of the agreement. The Assistant Superintendent, Program, clarified that a student cannot enter the PTEC/MITT dual credit program in Grade 11 or 12, if they did not participate in Grade 9 or 10.

Resolution # BD20200528.1011

Moved By G. Melnyk

Seconded By S. Billingham

THAT the Agreement between the Pembina Trails School Division and the Manitoba Institute of Trades and Technology be approved.

Carried

14.6 PTANTE Memorandum of Agreement

The Secretary-Treasurer reviewed the Memorandum of Understanding between the Pembina Trails School Division and the Pembina Trails Association of Non-Teaching Employees (PTANTE).

Resolution # BD20200528.1012

Moved By G. Melnyk

Seconded By S. Billingham

THAT the Memorandum of Agreement dated May 8, 2020, amending the Collective Agreement between the Pembina Trails School Division and the Pembina Trails Association of Non-Teaching Employees for the period July 1, 2016 to June 30, 2020, be ratified.

Carried

14.7 Wrap Up Student Services Review and Reporting

The Assistant Superintendent, Student Services, made a report to the Board. She advised that the Manitoba Education Student Services Review wrapped up earlier this week. She said that out of 16 schools, 81 student plans were reviewed. She said that prior to COVID-19, Pembina Trails was able to complete 12 out of the 16 visits. She shared that the last four visits happened virtually.

The Assistant Superintendent, Student Services spoke to the strength of planning and intake process within our Division and that it was well received by Manitoba Education.

The Assistant Superintendent, Student Services applauded K. Barclay, Principal at the Alternative High School for her part in the review, highlighting the Pembina Trails Alternative High School. She said that K. Barclay spoke with compassion and commitment to our learners when presenting to Manitoba Education. She said that K. Barclay is completing her first year as Principal at the Alternative High School and has already had a very strong impact on the lives of our students.

The Chair thanked the Assistant Superintendent, Student Services and her team for all their hard work on the Manitoba Education Student Services Review.

Resolution # BD20200528.1012

Moved By D. Zuk

Seconded By C. Nachtigall

THAT the Board of Trustees receive the Student Services Review verbal report as information.

Carried

16. CORRESPONDENCE FOR INFORMATION DISTRIBUTION LIST

Resolution # BD20200528.1013

Moved By D. Johnson

Seconded By T. Johnson

THAT the Correspondence for Information Distribution List dated May 28, 2020, be received as information.

Carried

17. QUESTIONS FROM TRUSTEES

D. Zuk asked about the letter from the Assistant Deputy Minister that was sent to the Chairs on May 25, 2020. She asked if we are in compliance. The Superintendent advised that we are.

D. Zuk asked about the details of the Sight Unseen virtual art display. The Assistant Superintendent, Program will report back to the board via email with the details of the virtual event.

J. Fisher asked if there is any more news on graduation plans. The Superintendent advised that yes and a memo will be circulated shortly to Trustees with dates and plans.

J. Fisher asked about the possibility of a congratulatory video being created on behalf of the Board of Trustees for our 2020 graduates. The Superintendent will connect with our Communications Officer to have this plan set in motion.

J. Fisher shared her concerns regarding graduation photo retakes, and some graduates not having their pictures taken. She asked if there was an opportunity to offer a cap and gown for photos. The Assistant Superintendent, Divisional Support Services advised that students can go directly to the Lifetouch to have their pictures taken.

C. Nachtigall asked if something can be done on the website to honour our grads.

T. Johnson advised that Shaftesbury is having a virtual graduation event and has asked for a congratulatory video from the Trustees. He thought perhaps a video message could be done by the Chair, Vice-Chair and Superintendent. He advised that June 9, 2020 is the deadline for Shaftesbury video.

J. Fisher said that she thinks having all the Trustees participate in the video would be a nice tribute for our graduates.

18. QUESTIONS FROM MEMBERS OF THE PUBLIC IN ATTENDANCE

In response to a member of the public, the Assistant Superintendent, Program, said that the PTEC/MITT Agreement is separate from the MITT access Agreement. He said that the PTEC/MITT agreement would not affect the number of seats to non-PTEC students.

In response to a member of the public, the Superintendent said that the plan is to have technical vocational programming at the new high school. He said that we will continue to have an access agreement with MITT to ensure Pembina Trails students have access to a broad spectrum of technology education programming.

20. ADJOURNMENT

Meeting adjourned at 9:38 p.m.

Chair of the Board

Secretary-Treasurer