

**Regular Meeting of the Board  
Minutes**

Thursday, June 9, 2022  
Craig M. Stahlke Board Room  
Administration Office  
181 Henlow Bay, Winnipeg, MB R3Y 1M7

**1. Recognition of Treaty Land**

We acknowledge with respect the history, spirituality and culture of the peoples with whom Treaty One was signed and the land upon which Pembina Trails School Division resides. We acknowledge our responsibility as Treaty members and honour the heritage and gifts of the Red River Métis. We commit to moving forward in partnership with Indigenous communities in a spirit of collaboration and reconciliation.

**2. ATTENDANCE**

Trustees:

D. Zuk, J. Fisher, J. Glenat, D. Johnson, T. Johnson, C. Nachtigall.

Administration:

T. Fransen, Superintendent

L. Boles, Assistant Superintendent - Curriculum and Learning Services

E. Egan, Assistant Superintendent - Human Resources and Policy

N. Wood, Secretary-Treasurer

Regrets: G. Melnyk

**3. CALL TO ORDER**

The meeting was called to order at 8:02 p.m.

**4. AGENDA APPROVAL**

**Resolution # BD20220609.1001**

Moved By D. Johnson

Seconded By J. Glenat

THAT the agenda be approved as amended.

**Carried**

**5. BOARD MINUTES APPROVAL**

**Resolution # BD20220609.1001**

Moved By J. Fisher  
Seconded By C. Nachtigall

THAT the minutes of the Regular Meeting of the Board held on May 26, 2022, be approved as circulated.

**Carried**

**6. STANDING COMMITTEE REPORTS, SPECIAL COMMITTEE REPORTS AND OTHER REPORTS**

**Resolution # BD20220609.1002**

Moved By J. Fisher  
Seconded By D. 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 June 9, 2022, be ratified and,

THAT the Teacher Contract Alterations as listed in the Contract Alterations Report dated June 9, 2022, be approved and,

THAT the Substitute Teacher Contracts as listed in the 2021-22 Substitute Teacher Contracts Report dated June 9, 2022, be ratified and,

THAT the Board accept, with regret, the Resignations as listed in the Resignations Report dated June 9, 2022.

**Carried**

**7. DELEGATIONS**

**7.1 South Pointe Families/Bison Run - J. Knaggs**

J. Knaggs made a presentation to the Board. She shared her opinion about the importance of grandfathering and keeping families together during catchment change decisions. She said that parents in South Pointe and Richmond West have been asking for transparency from the Board. She said the parent community feels they are receiving incorrect or erroneous information.

The delegate is disappointed that delegations did not receive written responses to previous presentations at the Board Meetings.

The delegate indicated she has submitted a FIPPA request, but due to allowable time frames as per FIPPA legislation, she was not yet able to obtain information on the number of younger siblings that might be impacted by the grandfathering

clause, which is something that they have been talking about for 2.5 years. She indicated her disappointment in not being able to get that information in time for tonight's Board Meeting. She said that in response the delegation has compiled their own projections of sibling enrollments, which show, at the moment, fewer than 10 spread out over multiple years. In most cases, about one (1) child per year, some cases zero (0).

The delegate indicated that they have received different information from administration at the school level, from the trustees, and from others in the community. They realize it is difficult to reconcile the data. The delegate advised that the information is not accurate and complete because they can't get a number from Pembina Trails and the multiple sets of data suggests that their information might be more accurate than what they are receiving from Pembina Trails School Division.

The delegate advised that there are some families that are proactively choosing to send some of their children to Ecole St. Avila. Others are considering the option of not to send their children to kindergarten, herself included. She advised that some leading indicators, show the number will be smaller last year than what has been brought forward at the school level. They believe that allowing siblings of students already at South Pointe to register will have a minimum impact on French Immersion and school capacity overall, it will have maximum benefit to community and to families. They are also asking the trustees to amend the motion that is being considered this evening.

## **8. EDUCATIONAL PRESENTATIONS**

### **8.1 Fort Richmond Collegiate Choir**

The Fort Richmond Collegiate Choir performed two songs for the Board and the public in attendance. The Superintendent noted that this was a wonderful way to start the meeting.

## **9. BUSINESS FROM PREVIOUS BOARD MEETINGS**

### **9.1 Bison Run Catchment - Notice of Motion**

#### **Resolution # BD20220609.1004**

Moved By J. Glenat

Seconded By D. Johnson

WHEREAS it is expected that Bison Run School will open on or about January 2023; and

WHEREAS Bison Run School will be a single-track English School; and

WHEREAS it is necessary to establish a K-8 catchment area; therefore

BE IT RESOLVED, that effective on and from January 1, 2023, the permanent and interim catchment areas for the Bison Run K-8 School be established and bounded as follows:

**Permanent Catchment Area**

1. Commencing from the intersection of Waverley Street and Cadboro Road southerly to the western intersection of Waverley Street and a line extending from Madina Avenue; then
2. Westerly along Madina Avenue to a line extending from Madina Avenue to Kenaston Boulevard; then
3. Northerly along Kenaston Boulevard to the intersection of a line extending westerly from Cadboro Boulevard; then
4. Easterly along the line extending from Cadboro Boulevard, then continuing easterly along Cadboro Boulevard to the point of commencement at the intersection of Waverley Street.

**Interim Catchment Area #1 Bridgwater Centre**

Commencing from the western intersection of Kenaston Boulevard and a line extending easterly from Lee Boulevard and travelling northerly along Kenaston; then

1. Westerly along North Town Road to the eastern side of the southbound intersection of Kenaston Boulevard; then
2. Southerly along eastern side of Kenaston Boulevard to the intersection of a line extending easterly from Lee Boulevard; then
3. Easterly along a line extending from Lee Boulevard to the point of commencement at the northbound side of Kenaston Boulevard and a line extending from Lee Boulevard.

**Interim Catchment Area #2 Prairie Pointe**

Commencing from the intersection of PTH 100 (Perimeter Hwy) and Brady Road, northerly along Brady Road to a line extending behind the homes located on the northern boundary of William Hall Drive; then

1. Easterly along the line extending behind William Hall Drive to a line extending northerly through greenspace behind the homes on the western boundary of Kilroy Street; then
2. Southerly along the line extending behind the homes on the western boundary of Kilroy Street, across Skyline Drive to a line continuing through greenspace behind the homes on Berry Hill Road to the western intersection of Eaglewood Drive and Waverley Street; then

3. Westerly along the north side of Waverley Street to the western edge of the intersection of Waverley Street and Firestone Drive, then
4. Southerly along the west side of Firestone Drive to a line extending behind Yaleton Street; then
5. Westerly along the line extending behind the homes on the north side of Yaleton Street to a line extending northerly across Yaleton Street from Florence Road; then
6. Southerly along the line extending from Florence Road, continuing across Yaleton Street and the line extending behind the homes on the west side of Florence Road and continuing across Ken Oblik Drive; then
7. Continuing southerly along a line extending behind the homes on the western boundary of Bear Creek Bay to a line extending to PTH 100 (Perimeter Hwy); then
8. Westerly along PTH 100 (Perimeter Hwy) to the point of commencement at Brady Road

**Carried**

Moved By J. Glenat

Seconded By T. Johnson

WHEREAS the Board of Trustees recognizes a need to address overcrowding at Ecole South Pointe School; and

WHEREAS the Board has considered community voice and feedback regarding catchment matters; and

WHEREAS an option catchment area allows families to choose to attend the English program at either Bison Run School or Ecole South Pointe School without applying for Schools of Choice; therefore

BE IT RESOLVED THAT the interim option Catchment for the northern section of South Pointe beginning September 2023 and ending June 2028 is defined as:

1. Commencing from the intersection of Kenaston and a line extending westerly from Madina Avenue, southerly along the easterly side of Kenaston Boulevard; then
2. From a line extending easterly from Southview Crescent to Kenaston Boulevard, travelling easterly behind the homes on Southview Crescent to the intersection of Southview Crescent and John Angus Drive; then
3. Travelling down the centre of John Angus Drive to the intersection of John Angus Drive and Waverley Street; then

4. Northerly along Waverley Street to a line extending easterly from Madina Avenue and; then
5. Westerly along Madina Avenue and continuing along a line extending to the point of commencement at the intersection of Kenaston Boulevard; and further

THAT the South Pointe option area catchment will be governed by Policy EEAA and students eligible for transportation will be provided with bussing until June 2028.

**Carried**

## **9.2 South Pointe Grandfathering**

Trustee Fisher and the Superintendent both commented that the proposed grandfathering motion was about changing the catchment and eligibility for busing to Ecole South Pointe School. It was silent on the matter of sibling eligibility of students already attending South Pointe. The Board would still be free to consider the implication of the delegation's presentation and request.

### **Resolution # BD20220609.1005**

Moved By J. Glenat  
Seconded By T. Johnson

WHEREAS resolution BD20210513.1011 expires on June 30, 2023;

BE IT RESOLVED THAT French immersion students currently living in Richmond West who are enrolled in Ecole South Pointe School as of June 30, 2023 must apply and will be accepted as school of choice into Ecole South Pointe School after this date;

AND FURTHER THAT Transportation Policy EEAA would be in effect and students will not be eligible for transportation.

**Carried**

## **11. BUSINESS FROM PREVIOUS COMMITTEE MEETING OF THE WHOLE**

### **11.1 Transportation Staffing Matters**

The Secretary Treasurer recommended to the Board that the Division increase the number of spare drivers to improve our transportation service to families. The transportation administrative team had to fill 531 routes this year due to staff not being able to attend work for various reasons. In addition, the department had to outright cancel 35 routes throughout the school year. Transportation

administrative staff had to fill approx. 29% of the 531 routes, which takes the team away from the administration work that needs to be completed.

**Resolution # BD20220609.1006**

Moved By J. Fisher

Seconded By T. Johnson

WHEREAS there has been a demonstrated high level of Transportation service disruption throughout 2021/22; and

WHEREAS Administration continues to work with the Transportation Department to identify opportunities to mitigate service disruptions to our stakeholders; therefore

BE IT RESOLVED THAT the Board approve the addition of four permanent 4-hour spare bus drivers plus one permanent 6-hour spare bus driver, effective July 1, 2022 and that the positions be funded out of surplus.

**Carried**

**11.2 CUPE 5121 - Request for Reclassification**

The Secretary Treasurer advised that the Human Resources & Policy Committee has recommended a reclassification for the Records Management Assistant position in the CUPE 5121 bargaining group.

**Resolution # BD20220609.1007**

Moved By J. Fisher

Seconded By T. Johnson

WHEREAS a request for reclassification of the Records Management Assistant position was received by Administration from CUPE 5121 on November 15, 2021; and

WHEREAS Administration has met with CUPE 5121 to review the request and has deemed that the job description has changed in a material way;

THEREFORE BE IT RESOLVED that Board of Trustees approve that the Records Management Assistant position be reclassified to Records Management & Access and Privacy Coordinator, effective November 15, 2021.

**Carried**

**14. STANDING AND SPECIAL/ADVISORY COMMITTEE REPORTS**

**14.3 Finance, Buildings, Property and Transportation**

**14.3.1 Long-Term Promissory Note LTPS0543**

**Resolution # BD20220609.1008**

Moved By D. Johnson  
Seconded By T. Johnson

WHEREAS it is deemed necessary to provide a Resolution to the Provincial Education Funding Branch to issue a long-term promissory note;

THEREFORE BE IT RESOLVED THAT the Board of Trustees of the Pembina Trails School Division approve the issuing of a debentures for the following projects:

- Bonnycastle crawlspace drainage remediation
- Vincent Massey lift project authorization
- Beaverlodge lift
- Various - expanded capital program 2021-22
- Bonnycastle elevator addition and exterior entrance remediation
- St. Avila elevator addition

**Carried**

**14.3.2 RFP 2022-005 Back Up Internet**

**Resolution # BD20220609.1009**

Moved By D. Johnson  
Seconded By T. Johnson

WHEREAS the Pembina Trails School Division issued a Request for Proposals for the purpose of back up internet for all schools for a five-year term and;

WHEREAS the current contract for this service expires in 2022;

BE IT RESOLVED THAT the Board approve the recommendation to award RFP 2022-005 Back Up Internet to Shaw Business as the lowest bidder.

**Carried**



## 15. ADMINISTRATIVE REPORTS

### 15.1 School Administration Appointments

The interview and selection process has now been completed for several school administration appointments. It would now be in order to ratify the appointments.

#### **Resolution # BD20220609.1010**

Moved By T. Johnson

Seconded By J. Glenat

THAT the Board of Trustees approve the appointment of Marlo Kozak as Vice-Principal at Dalhousie School effective September 2022 and;

THAT the Board of Trustees approve the appointment of Lynn Marriott as Vice-Principal of Ecole St. Avila effective September 2022 and;

THAT the Board of Trustees approve the appointment of Michelle Barclay as Vice-Principal at Linden Meadows School effective September 2022 and;

THAT the Board of Trustees approve the appointment of Rachel Otto as Vice-Principal at Chancellor School effective September 2022 and;

THAT the Board of Trustees approve the appointment of Robert Wehrle as Vice-Principal at Acadia Junior High effective September 2022.

**Carried**

### 15.2 Daycare Lease Agreements

#### **Resolution # BD20220609.1011**

Moved By D. Johnson

Seconded By T. Johnson

THAT the Board approve the following daycare lease agreements for the period 2022-2027:

- Agassiz (St. Avila)
- Chapman (Royal)
- Explore and Discover (Tuxedo Park)
- Pacific Junction
- St. Avila
- Universal
- Westgrove Children's Centre

- YMCA-YWCA (Whyte Ridge, Linden Meadows, Crane, Chancellor, Bairdmore)

**Carried**

### **15.3 Kindergarten Enrolment Report**

The Assistant Superintendent, Human Resources and Policy, gave an update on the Kindergarten registrations for September 2022. She reported that there are 952 kindergarten registrations overall as of May 31. She said that most schools are on target for projected classes.

The School of Choice decisions are starting to be made and families are being notified.

D. Zuk asked if there are students from Headingley exercising Schools of Choice to attend school in Pembina Trails. Senior Administration will get back to the Board with the answer to this question.

#### **Resolution # BD20220609.1012**

Moved By C. Nachtigall

Seconded By J. Glenat

THAT the Board receive the Kindergarten Enrolment Report as information.

**Carried**

### **17. CORRESPONDENCE FOR INFORMATION DISTRIBUTION LIST**

#### **Resolution # BD20220609.1013**

Moved By J. Glenat

Seconded By D. Johnson

THAT the Correspondence for Information Distribution List dated June 9, 2022, be received as information.

**Carried**

### **18. QUESTIONS FROM TRUSTEES**

In response to a question from Trustee Nachtigall on the status of our two new schools the Assistant Superintendent, Curriculum and Learning advised that she will get an update from the Province in the next two (2) weeks but currently they are still reporting everything to be on schedule. She did advise that the weather is likely going to have an impact on the construction schedules. General contractors have been working feverishly to mitigate that impact.

**19. QUESTIONS FROM MEMBERS OF THE PUBLIC IN ATTENDANCE**

In response to a question from a member of the public, the Secretary Treasurer advised that there would be 5 spare bus drivers hired.

**21. ADJOURNMENT**

Meeting adjourned at 9:19 p.m.

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Chair of the Board

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Secretary-Treasurer