

Regular Meeting of the Board

Minutes

Thursday, June 22, 2023
Craig M. Stahlke Board Room
Administration Office
181 Henlow Bay, Winnipeg, MB R3Y 1M7

1. Recognition of Treaty Land

We acknowledge we are on the lands of Turtle Island where Indigenous Peoples have lived since time began. These are the ancestral lands of the Anishinaabe, Ininew, and Dakota Nations as well as the traditional trade and travel routes of the Anishininew, Dene, and Inuit. We also acknowledge we are on Treaty One territory and the homeland of the Red River Métis. Pembina Trails School Division is committed to working together in partnership with Indigenous communities in a spirit of reconciliation.

2. ATTENDANCE

Trustees:

T. Johnson, C. Nachtigall, A. Becker, D. Johnson, C. Jolly, L. Karn, S. Nixon, C. Stahlke

Administration:

L. Boles, Superintendent

C. Roberts, Assistant Superintendent, Curriculum and Learning Services

T. Scott, Assistant Superintendent, Personnel and Education Services

S. Carleton, Secretary-Treasurer

Regrets: J. Brar

3. CALL TO ORDER

Meeting was called to order at 8:00 p.m.

4. AGENDA APPROVAL

Resolution # BD20230622.1001

Moved By D. Johnson

Seconded By A. Becker

THAT the agenda be approved as amended.

Carried

5. BOARD MINUTES APPROVAL

Resolution # BD20230622.1002

Moved By C. Jolly

Seconded By S. Nixon

THAT the minutes of the Regular Meeting of the Board held on June 7, 2023, be approved as circulated.

Carried

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

At the request of Trustee L. Karn, the minutes of the June 7, 2023, Committee of the Whole meeting were removed from section 6 and moved to section 11 for further discussion.

Resolution # BD20230622.1003

Moved By C. Nachtigall

Seconded By L. Karn

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 22, 2023, be ratified and,

THAT the Teacher Contract Alterations as listed in the Contract Alterations Report dated June 22, 2023, be approved and,

THAT the Substitute Teacher Contracts as listed in the 2022-23 Substitute Teacher Contracts Report dated June 22, 2023, be ratified and,

THAT the Board accept, with regret, the Resignations as listed in the Resignations Report dated June 22, 2023.

Carried

7. DELEGATIONS

7.1 Parent Delegation - River West Park Students

P. Reyes and N. Ramos made a presentation to the Board with respect to their children in grade 3 in River West Park School. They outlined their request for the Board's consideration.

Resolution # BD20230622.1004

Moved By C. Nachtigall

Seconded By A. Becker

THAT the request from the delegation with regard to allowing private therapists to enter River West Park School for the purpose of programming for their children and training educational assistants be denied.

Carried

11. BUSINESS FROM PREVIOUS COMMITTEE MEETING OF THE WHOLE

11.1 Chief Human Resources Officer

Resolution # BD20230622.1005

Moved By C. Nachtigall

Seconded By A. Becker

THAT the Board approve the contract between the Pembina Trails School Division and Lorraine Farmer, Chief Human Resources Officer, effective July 1, 2023.

Carried

11.2 Secretary Trainer Salary Schedule

Resolution # BD20230622.1006

Moved By C. Nachtigall

Seconded By S. Nixon

THAT the Board approve the Salary Schedule for the Secretary Trainer position as set out in the addendum to Schedule A in the PTANTE Collective Agreement.

Carried

11.3 ISP Student Life and Academics Coordinator Salary Schedule

Resolution # BD20230622.1007

Moved By C. Nachtigall

Seconded By L. Karn

THAT the Board approve the Salary Schedule for the ISP Student Life and Academics Coordinator as set out in the Addendum to the Mid-Management Salary Schedule and Attendant Items.

Carried

11.4 Authorization to Transfer to Capital Reserves

Resolution # BD20230622.1008

Moved By C. Nachtigall

Seconded By C. Stahlke

THAT the Board authorize the Secretary-Treasurer to exercise administrative judgment and discretion to transfer funds from the Operating Fund to one or more Capital Reserves and report such transfer to the Board of Trustees at the first meeting of the Board on September 14, 2023.

Carried

11.5 Letter of Understanding: Technical/Vocational Education Teacher Salary Schedule

Resolution # BD20230622.1009

Moved By C. Nachtigall

Seconded By C. Jolly

WHEREAS, the Collective Agreement between the Pembina Trails School Division and the Pembina Trails Teachers' Association does not contain an article determining the salary for the Technical-Vocational Teaching Position and;

BE IT RESOLVED THAT, the Board approve a Letter of Understanding between the Pembina Trails School Division and the Pembina Trails Teachers' Association, Payment to Certified Vocational Education and Technical Vocation Education Teachers effective until June 30, 2024, or at which point a provincial collective agreement comes into force.

Carried

11.6 Application of Accumulated Surplus - HVAC/AC

Resolution # BD20230622.1010

Moved By C. Nachtigall

Seconded By C. Stahlke

WHEREAS schools in the division are experiencing HVAC system repair and replacement needs;

THAT the Board approve an application of accumulated surplus in the amount of \$422,500 to replace the Acadia penthouse Air Handling Unit and the Vincent Massey Multi-Handling Unit.

Carried

11.7 Application of Accumulated Surplus - Teacher Contingency 2023/24 - Staffing Request

Resolution # BD20230622.1011

Moved By C. Nachtigall

Seconded By C. Jolly

WHEREAS total student enrolment is already surpassed projected September 30, 2023, enrolment projections;

THAT the Board approve an application of accumulated surplus in the amount of \$442,470.92 to add an additional 4.317FTE teachers to teacher contingency and bring the total 2023/24 Teacher Contingency allocation to 10.000FTE.

Carried

11.8 Budget Study Topic - Feasibility Study: Long-Term Technology Education and Industrial Arts Program Access

Resolution # BD20230622.1012

Moved By C. Nachtigall

Seconded By S. Nixon

THAT the Board approve the following Budget Study Topics for 2024-25:

- Feasibility Study: Long-term Technology Ed. and Industrial Arts Program Access

Carried

11.9 Board/SAT Learning Day - Committee Selection

Resolution # BD20230622.1013

Moved By C. Nachtigall

Seconded By L. Karn

THAT the Board approve Trustees Tim Johnson and Cindy Nachtigall to attend the Board/SAT Learning Day planning committee meetings.

Carried

11.10 Post Meeting Minutes CoW_June 7, 2023

Resolution # BD20230622.1014

Moved By C. Nachtigall

Seconded By A. Becker

THAT the minutes of the June 7, 2023 Committee of the Whole meeting be approved, as amended.

Carried

14. STANDING AND SPECIAL/ADVISORY COMMITTEE REPORTS

14.6 Pembina Trails School Division Educational Support Fund Inc.

14.6.1 Fort Richmond Collegiate Boys Soccer Team

Resolution # BD20230622.1015

Moved By L. Karn

Seconded By A. Becker

THAT a financial award from the Pembina Trails School Division Educational Support Fund Inc. be made as follows:

Name	Amount	Activity
Fort Richmond Boys Soccer Team	\$500	MHSAA Provincial Soccer Tournament, Steinbach, MB, June 2-3, 2023

Carried

14.6.2 Shaftesbury Envirothon

Resolution # BD20230622.1016

Moved By L. Karn

Seconded By C. Jolly

THAT a financial award from the Pembina Trails School Division Educational Support Fund Inc. be made as follows:

Name	Amount	Activity
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Shaftesbury Envirothon Provincial Champs	\$500	NCF Envirothon 2023, Mount Allison University, New Brunswick
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Carried

15. ADMINISTRATIVE REPORTS

15.1 School Administrative Appointment

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

Resolution # BD20230622.1017

Moved By C. Nachtigall

Seconded By S. Nixon

THAT the Board of Trustees approve the appointment of Shawna Nagler as Vice-Principal at Arthur A. Leach School effective September 2023.

Carried

15.2 ITT 2023-004 FO Floor Replacement Ecole Dieppe and Westdale School

Resolution # BD20230622.1018

Moved By C. Stahlke

Seconded By A. Becker

THAT, based on the criteria stated in the tender, the Board approve the administration recommendation and award ITT 2023-004 - Floor Replacement to Imperial Flooring.

Carried

15.3 ITT 2023-005 FO Snow Clearing

Resolution # BD20230622.1019

Moved By C. Stahlke

Seconded By A. Becker

THAT, based on the criteria stated in the tender, the Board approve the administration recommendation for a multi vendor award for ITT 2023-005 FO - Snow Clearing, Hauling and Sanding Services as follows:

Group 1 - Acadia, Dalhousie, Fort Richmond, St. Avila, Prairie Sunrise to Kakhenhoff Nurseries;

Group 2 - Crane, General Byng, Oakenwald, Ralph Maybank, Vincent Massey, Viscount Alexander to Tundra Excavations;

Group 3 - Beaumont, Beaverlodge, Dieppe, Oak Park, River West Park, Westdale, Westgrove to Nevin's Mini Bobcat;

Group 4 - Charleswood, Laidlaw, Loudon, Pacific Junction, Royal, Shaftesbury, Tuxedo Park to Colcat Enterprises;

Group 5 - Admin Office, Bonnycastle, Chancellor, Henry G. Izatt, Arthur A. Leach, Linden Meadows, Van Wallegghem, Whyte Ridge to Anseeuw Bros. Ltd.;

Group 6 - South Pointe, Bison Run, Pembina Trails Collegiate, Bairdmore to Curt Gobert Landscaping.

Carried

15.4 ITT 2023-006 FO - Concrete and Asphalt Replacement

Resolution # BD20230622.1020

Moved By C. Stahlke

Seconded By D. Johnson

THAT, based on the criteria stated in the tender, the Board approve the administration recommendation and award ITT 2023-006 - Concrete and Asphalt Replacement as follows:

Westdale sidewalk and landings - Maple Leaf Construction

Charleswood Sidewalk, troughs, grating - Jross Construction and Landscaping

Other locations - quotes sourced based on actual requirement.

Carried

15.5 Kindergarten Enrolment Report

Resolution # BD20230622.1021

Moved By C. Nachtigall

Seconded By C. Jolly

THAT the Kindergarten Enrolment Report be received as information.

Carried

15.6 PTTA Collateral Agreement - Extended Health Benefits

Resolution # BD20230622.1022

Moved By C. Stahlke
Seconded By S. Nixon

WHEREAS pursuant to the Collective Agreement dated May 6, 2021, between the Pembina Trails School Division and the Pembina Trails Teachers' Association, the Division has agreed to participate in the administration of the MPSE Dental & Extended Health Benefits Plan,

BE IT RESOLVED THAT the Collateral Agreement between the Pembina Trails School Division and the Pembina Trails Teachers Association with respect to dental premiums and extended health benefit premiums effective September 2023, be ratified

17. CORRESPONDENCE FOR INFORMATION DISTRIBUTION LIST

Resolution # BD20230622.1023

Moved By C. Nachtigall
Seconded By D. Johnson

THAT the Correspondence for Information Distribution List dated June 22, 2023, be received as information.

Carried

18. QUESTIONS FROM TRUSTEES

In response to a question from Trustee C. Nachtigall, the Superintendent confirmed that Pembina Trails Collegiate is on schedule to open in September 2023.

19. QUESTIONS FROM MEMBERS OF THE PUBLIC IN ATTENDANCE

In response to a question from PTTA President L. Legal, the Assistant Superintendent, Personnel and Education Services, confirmed that the 2023-2024 Teacher Contingency would increase from 6 FTE to 10 FTE.

20. REQUIREMENT FOR A COMMITTEE MEETING OF THE WHOLE

Resolution # BD20230622.1024

Moved By C. Stahlke
Seconded By A. Becker

THAT the Board move into Committee of the Whole.

Carried

21. ADJOURNMENT

Meeting adjourned at 9:01 p.m.

Meeting reconvened at 9:57 p.m.

Meeting adjourned at 10:05 p.m.

Chair of the Board

Secretary-Treasurer