

## **Regular Meeting of the Board**

### **Minutes**

Thursday, June 23, 2022

Start Time:

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. 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: J. Fisher

#### **3. CALL TO ORDER**

The meeting was called to order at 8:08 p.m.

#### **4. AGENDA APPROVAL**

There are a number of items that have been added to the agenda.

#### **Resolution # BD20220623.1001**

Moved By D. Johnson

Seconded By C. Nachtigall

THAT the agenda be approved as amended.

**Carried**

**5. BOARD MINUTES APPROVAL**

**Resolution # BD20220623.1002**

Moved By T. Johnson  
Seconded By J. Glenat

THAT the minutes of the Regular Meeting of the Board held on June 9, 2022, be approved as circulated.

**Carried**

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

**Resolution # BD20220623.1003**

Moved By J. Glenat  
Seconded By T. 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 23, 2022, be ratified and,

THAT the Teacher Contract Alterations as listed in the Contract Alterations Report dated June 23, 2022, be approved and,

THAT the Substitute Teacher Contracts as listed in the 2021-22 Substitute Teacher Contracts Report dated June 23, 2022, be ratified and,

THAT the Board accept, with regret, the Resignations as listed in the Resignations Report dated June 23, 2022, and

THAT the Disbursements List for the period April 14 to June 15, 2022, in the amount of \$10,574,643.76 be approved.

**Carried**

**7. DELEGATIONS**

**7.1 J. Knaggs - Richmond West Grandfathered Students at South Pointe**

The delegate asked that the nine (9) children that have been identified as siblings be allowed to attend Ecole South Pointe School in the Fall 2022. If that is not

possible they ask that six (6) children allowed to attend the school in 2023/24 school year.

Assistant Superintendent, Human Resources & Policy advised that there are two (2) French Immersion Kindergarten classes that have 24 children in each class. The province doesn't indicate a cap for Kindergarten, but we have a guideline that is in place to have 24 students or less if possible.

The Chair thanked Ms. Knaggs for her presentation and reviewed the usual cycle of presentation, board consideration, and formal board response to delegations. Given the time of year, the Chair assured Ms. Knaggs that the Board would expedite a response before the end of the school year.

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

### **11.1 Appointment of Division Representatives for CRA Matters**

#### **Resolution # BD20220623.1004**

Moved By J. Glenat

Seconded By D. Johnson

WHEREAS, Canada Revenue Agency requires an officer of the School Division to authorize representatives to deal with them on Division matters,

BE IT RESOLVED THAT Board of Trustees authorizes the following representatives to deal with CRA on behalf of the Division:

- Nora Wood, Secretary-Treasurer
- Karla Maitland-Moore, Assistant Secretary-Treasurer
- Tamara Hart, Accounting Manager
- Lydia Campbell, Pay and Benefits Manager

**Carried**

### **11.2 Level II and III Funding**

#### **Resolution # BD20220623.1005**

Moved By J. Glenat

Seconded By T. Johnson

WHEREAS the Division will receive an increase of \$595,076 in 2022/23 for Special Needs Level 2 and 3 funding from the Province; and

WHEREAS the Division previously approved \$581,500 of expenditures for additional staff and programming related to this additional funding; therefore

BE IT RESOLVE THAT the Board approves the plan proposed by the Assistant Superintendent, Curriculum and Learning for up to an additional \$1,530 of expenditures for swim program instruction, bringing the total approved expenditures related to the increased 2022/23 Special Needs funding to \$583,030.

**Carried**

### **11.3 By-Law Revisions**

The Superintendent confirmed this will go through the normal consultation process. The By-laws will be circulated to the community for comment and feedback. He recommended that they return to the Board at the Sept 22<sup>nd</sup> meeting for 2<sup>nd</sup> and 3<sup>rd</sup> readings.

#### **Resolution # BD20220623.1006**

Moved By J. Glenat  
Seconded By T. Johnson

THAT By-Law No. 148 - a bylaw amending Trustee Procedural By-Law No. 1 be given first reading.

**Carried**

### **11.4 Policy BC - Trustee Code of Conduct**

The Superintendent advised that the province is asking that all public boards review their code of conduct and bring them into line with provincial legislation. There is a consolidated version of the School Trustee Code of Conduct attached for trustees to review and is suggesting this be put forward for first reading. When adopted by the Board, amended Policy BC will replace the existing BC as well as Policy BCA.

#### **Resolution # BD20220623.1007**

Moved By J. Glenat  
Seconded By D. Johnson

THAT Policy BC be given first reading.

**Carried**

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

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

**14.3.1 RFQ 2022-006: Clock and Paging System**

**Resolution # BD20220623.1008**

Moved By D. Johnson  
Seconded By T. Johnson

THAT the Board approve the recommendation from the Administration and award RFQ 2022-006 to Sound Art as the lowest bidder and recommended vendor.

**Carried**

**14.3.2 RFQ 2022-007: AV Components at Pembina Trails Collegiate**

**Resolution # BD20220623.1009**

Moved By D. Johnson  
Seconded By T. Johnson

THAT the Board approve the recommendation from the Administration and award RFQ 2022-007 to Inland Audio Visual as the lowest bidder and recommended vendor.

**Carried**

**14.3.3 RFQ 2022-008: Extreme Networks Wireless Access Points**

**Resolution # BD20220623.1010**

Moved By D. Johnson  
Seconded By T. Johnson

THAT the Board approve the recommendation from the Administration and award RFQ 2022-008 to CDW Canada Corp as the lowest bidder and recommended vendor.

**Carried**

**14.3.4 TENDER PROJECT 13728: Laidlaw School Service Upgrade**

**Resolution # BD20220623.1011**

Moved By D. Johnson  
Seconded By T. Johnson

THAT the Board approve the recommendation from the Administration and award Tender Project 13728 to MCW Consultants as the lowest bidder and recommended vendor.

**Carried**

#### **14.3.5 Authorization to Transfer to Capital Reserves**

The Secretary Treasurer advised the board that this will allow her department make decision to help them manage administrative accounts.

##### **Resolution # BD20220623.1012**

Moved By D. Johnson  
Seconded By T. Johnson

THAT the Secretary-Treasurer be authorized to exercise administrative judgment and discretion to transfer funds from the Operating Fund to the Bus Capital Reserves and/or Building Reserve (if allowed by the Province) and report such transfer to the Finance and Planning Committee

**Carried**

### **14.4 Human Resources and Policy Committee**

#### **14.4.1 Regulation GBEBB-R Staff Interaction with Students**

The Assistant Superintendent, Human Resources & Policy advised that there was an addition of a line that says "violation of this policy will lead to discipline". This phrase is already in Policy; parental feedback encouraged trustees to include it in the companion regulation for clarify.

In response to a question for clarification from a trustee about how the policy might effect staff whose family has a friendship relationship that involves students, Assistant Superintendent HR & Policy shared that there is clear communication between staff and their on-site supervisors. Other communication will be appropriate at all levels and should they have an ongoing personal relationship with students in the division is something that they would like, we would like them to openly share with their administrators.

The updating of this regulation is timely in that the province and MSBA are collaborating on updating similar provincial policies on this matter. The Superintendent indicated that according to MBSA, our policy and companion regulation are considered to be among the better ones. It was first adopted by the Board in 2005.

**Resolution # BD20220623.1013**

Moved By T. Johnson  
Seconded By J. Glenat

THAT Regulation GBEBB-R Staff Interaction with Students be given second and third reading and passed.

**Carried**

**14.6 Pembina Trails School Division Educational Support Fund Inc.**

**14.6.1 Shaftesbury Envirothon - TEAM Request for Financial Support**

It was noted that a student Envirothon Club consists of students who work as a team to come up with solutions to environmental challenges. Shaftesbury High School won provincially, and were invited to participate in the international event in Ohio.

**Resolution # BD20220623.1014**

Moved By D. Johnson  
Seconded By T. Johnson

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

- \$500, Shaftesbury Envirothon, July 2022, Oxford, OH.

**Carried**

**15. ADMINISTRATIVE REPORTS**

**15.1 Daycare Lease Agreements**

**Resolution # BD20220623.1015**

Moved By D. Johnson  
Seconded By C. Nachtigall

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

- Dalhousie Day Care Inc.
- Kids Inc (South Pointe)
- Prairie Children's Centre (General Byng)
- Assiniboine Castle (Laidlaw)

- Beaumont Day Care Inc.
- Beaverlodge Care for Kids
- Cairn's Children's Centre
- Fort Garry Child Centre (Henry G. Izatt)
- Fort Garry Child Centre (Oakenwald)
- Fort Garry Child Centre (Viscount Alexander)
- Lindenwoods Child Care Centre (Van Wallegghem)
- Little Years Nursery School (Ralph Maybank)
- Pacific Junction School Age Centre
- River West Park Kids
- Royal Kids Inc.
- Ryerson School Age Centre (Linden Meadows)
- Ryerson School Age Centre (Prairie Sunrise)
- Sunnyside (Dieppe)

**Carried**

## **15.2 Re-engagement and Recovery Learning Fund**

The Superintendent advised that there was a press conference earlier today announcing additional funding for the 2022/23 school year in support of Re-engagement and Recovery Learning Fund. This includes building systems through provincial initiatives, targeted investments for students who experienced disrupted learning delay, and chronic absenteeism. Funding was distributed to school divisions based on a per pupil allocation to support student engagement attendance and reporting. It is intended to be targeted to students who have the biggest gaps.

Assessment of student learning needs will commence early in the new year and will inform planning for how these funds will be deployed in Pembina Trails.

It is anticipated that some of it might be used for initiatives such as after school programs.

### **Resolution # BD20220623.1016**

Moved By C. Nachtigall

Seconded By J. Glenat



THAT the Board receive this as information.

**Carried**

**17. CORRESPONDENCE FOR INFORMATION DISTRIBUTION LIST**

**Resolution # BD20220623.1017**

Moved By D. Johnson

Seconded By C. Nachtigall

THAT the Correspondence for Information Distribution List dated June 23, 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 Services advised that there are over 200 construction workers on site. The beehive of activity has restored hope that the opening dates in 2023 will be met.

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

**20. REQUIREMENT FOR A COMMITTEE MEETING OF THE WHOLE**

**Resolution # BD20220623.1018**

Moved By J. Glenat

Seconded By C. Nachtigall

THAT the Board move into Committee of the Whole.

**Carried**

**21. ADJOURNMENT**

Meeting adjourned at 9:01 p.m.

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Chair of the Board

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Secretary-Treasurer