

Regular Meeting of the Board

Minutes

Monday, May 2, 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:

K. McMillan, J. Fisher, J. Glenat, D. Johnson, T. Johnson, G. Melnyk, C. Nachtigall, D. Zuk

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: Nil

3. CALL TO ORDER

The meeting was called to order at 7:15pm

4. Apology from Trustee Melnyk

Trustee Melnyk apologized for his comments at the April 28th public Board Meeting when responding to the approval of the March 10th meeting and retracted his unfounded allegations about the Senior Admin Team and Board cover-up.

5. AGENDA APPROVAL

Chair of the Board, K. McMillan handed the chair over to Vice-Chair of the Board, D. Zuk.

Trustee McMillan requested to add an item under New Business the Board indicating that the Board will move into an in-camera recess to discuss the Board of Trustee Code of Conduct.

Resolution # BD20220502.1001

Moved By K. McMillan

Seconded By J. Fisher

THAT the agenda be approved as circulated.

Carried

6. BOARD MINUTES APPROVAL

Resolution # BD20220502.1002

Moved By J. Fisher

Seconded By D. Johnson

THAT the minutes of the Regular Meeting of the Board held on March 10, 2022, be approved as circulated.

Carried

Resolution # BD20220502.1003

Moved By J. Glenat

Seconded By T. Johnson

THAT the minutes of the Regular Meeting of the Board held on March 24, 2022, be approved as circulated.

Carried

Resolution # BD20220502.1004

Moved By J. Fisher

Seconded By T. Johnson

THAT the minutes of the Regular Meeting of the Board held on April 28, 2022, be approved as circulated.

Carried

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

This item was deferred to the special Meeting of the Board scheduled for May 2, 2022.

Resolution # BD20220502.1005

Moved By D. Zuk

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 April 13, 2022, be ratified and,

THAT the Teacher Contract Alterations as listed in the Contract Alterations Report dated April 13, 2022, be approved and,

THAT the Substitute Teacher Contracts as listed in the 2021-22 Substitute Teacher Contracts Report dated April 13, 2022, be ratified and,

THAT the Board accept, with regret, the Resignations as listed in the Resignations Report dated April 13, 2022 and,

THAT the Teacher Contracts (Permanent and Term) as listed in the Teacher Contracts Report dated April 28, 2022, be ratified and,

THAT the Teacher Contract Alterations as listed in the Contract Alterations Report dated April 28, 2022, be approved and,

THAT the Substitute Teacher Contracts as listed in the 2021-22 Substitute Teacher Contracts Report dated April 28, 2022, be ratified and,

THAT the Board accept, with regret, the Resignations as listed in the Resignations Report dated April 28, 2022 and,

THAT the Disbursements List for the period March 18, 2022 to April 13, 2022, in the amount of \$4,590,575.76 be approved.

Carried

12. BUSINESS FROM PREVIOUS COMMITTEE MEETING OF THE WHOLE

12.1 Casual Salary Grids

Resolution # BD20220502.1006

Moved By D. Zuk

Seconded By T. Johnson

THAT the salary schedules and attendant items for the following groups be approved:

- Ignite 3;
- Adult Crossing Guards;
- Breakfast Assistants;
- Grounds Crew;
- Immigrant Worker; and
- LIT Summer Students.

Carried

12.2 Bus Driver Positions.

Resolution # BD20220502.1007

Moved By D. Zuk

Seconded By D. Johnson

WHEREAS the Board approved the request for two additional term “floater” bus driver positions for the 2021-22 school year on October 14, 2021; and

WHEREAS there is a recognized industry labour shortage of trained and qualified professional drivers; and

WHEREAS the Transportation Department continues to experience ongoing operational disruption due to driver shortages related to staffing, retention and recruitment issues; therefore

BE IT RESOLVE THAT the Board approve the request for the addition of a permanent 1.0 FTE bus driver position funded from surplus.

Carried

12.3 Seat Belts on School Buses

Trustee T. Johnson advised that the *Strengthening School Bus Safety in Canada Developed by the Task Force on School Bus Safety, 2020* report provided information that guided the recommendation re seat belts on school buses. . School buses are inherently designed with student safety in mind. He would like

the additional topics in the *Strengthening School Bus Safety in Canada (2020)* document re:

1. Infraction cameras'
2. Extended stop arms;
3. 360 Degree cameras on bus; and
4. Automatic braking systems on buses

to be referred back to the Finance, Buildings, Property and Transportation Committee for further consideration.

Resolution # BD20220502.1007

Moved By D. Zuk

Seconded By D. Johnson

THAT Pembina Trails School Division continue to adhere to current Canadian legislative requirements re seatbelts on school buses.

Carried

12.4 Bison Run Catchment/Harris Report

The board discussed the Bison Run School catchment and the Harris Report. There are some concerns about families living in the north section of South Pointe that will be required to leave South Pointe and go to Bison Run School, as outlined in the motion.

In addition to previous consultations conducted by the school division, the Board had engaged Harris Consulting to have an in-depth review of the Bison Run catchment. The review included how this new catchment might impact surrounding catchments such as South Pointe, and how the South Pointe overcrowding could be reduced by using Bison Run School on an interim basis.

Harris Consulting conducted an online survey of parents, in-person focus groups with parents, and they also met with every school principal of schools that could be impacted by the new Bison Run catchment. The Harris report was then used as the basis for the proposed catchment for Bison Run School.

The proposed catchment for Bison Run includes some areas in Waverley West that will be of a temporary nature. Families living in the interim catchment areas can anticipate transportation for their children as per our pupil transportation policy.

The following Notice of Motion will be shared with the public on May 3, 2022.

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 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

1. Commencing from the western intersection of Kenaston Boulevard and a line extending easterly from Lee Boulevard and travelling northerly along Kenaston; then
2. Westerly along North Town Road to the eastern side of the southbound intersection of Kenaston Boulevard; then
3. Southerly along eastern side of Kenaston Boulevard to the intersection of a line extending easterly from Lee Boulevard; then
4. 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 Northern Section of South Pointe

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.

Interim Catchment Area #3 Prairie Pointe

1. 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
2. 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
3. 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
4. Westerly along the north side of Waverley Street to the western edge of the intersection of Waverley Street and Firestone Drive, then
5. Southerly along the west side of Firestone Drive to a line extending behind Yaleton Street; then
6. 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
7. 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
8. 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
9. Westerly along PTH 100 (Perimeter Hwy) to the point of commencement at Brady Road.

13. BY-LAWS AND/OR POLICIES

13.1 By-Law No. 147 - Borrowing By-Law

Resolution # BD20220324.1008

Moved By G. Melnyk
Seconded By T. Johnson

THAT By-Law No. 147, being a by-law of the Trustees of the Pembina Trails School Division in Manitoba, providing for the borrowing of moneys upon the credit of said school division to meet current expenses for the Fiscal Year 2022-23, be given second and third reading and passed.

Carried

15. STANDING AND SPECIAL/ADVISORY COMMITTEE REPORTS

15.3 Finance, Buildings, Property and Transportation

15.3.1 RFQ: iPad - Applecare

Resolution # BD20220502.1009

Moved By G. Melnyk
Seconded By D. Johnson

THAT the Board approve the recommendation from the administration to award RFQ iPad - Applecare to Apple.

Carried

15.3.2 RFQ - Bison Run Woodworking Lab

Assistant Superintendent would like to express her appreciation to the new Purchasing Agent in the Secretary-Treasurer Department and putting in the work to get the new schools set up.

Resolution # BD20220502.1010

Moved By G. Melnyk
Seconded By T. Johnson

THAT the Board approve the recommendation from the Administration to award RFQ Woodworking Lab to:

Professional Grinder, for various equipment, totaling \$33,381.59; and

FC Machinery, for various equipment, totaling \$18,878.72; and

Canadian Woodworker, for various equipment, totaling \$81,486.09.

Carried

15.4 Human Resources and Policy Committee

15.4.1 Policy GLCB: Vaccination for New Employees

Assistant Superintendent, Human Resources and Policy advised that Policy GLCB: Vaccination for New Employees was established to keep our students, staff and families as safe and healthy as possible. This policy was established to allow a requirement that all new employees hired in 2021/22, be required to show proof of vaccination before being awarded a position.

HR consulted with MSBA prior to bringing this recommendation to the Board.

Resolution # BD20220502.1011

Moved By T. Johnson

Seconded By J. Glenat

THAT the Board suspend Policy GLCB - Vaccination for New Employees.

Carried

16. ADMINISTRATIVE REPORTS

16.1 Bank Accounts for New Schools

The Secretary-Treasurer advised that Principals and Vice-Principals and school Administrative Secretaries will have signing authority.

The school will require an amount establishing a start-up fund that will need to be funded out of surplus. Once the amount is determined, a recommendation will be brought forward by Administration.

Resolution # BD20220502.1012

Moved By J. Fisher

Seconded By C. Nachtigall

WHEREAS the Pembina Trails School Division will be opening two new schools in Bison Run, and

WHEREAS the TD Bank requires that the Board of Trustees pass a Resolution authorizing the new schools to open school bank accounts,

THEREFORE BE IT RESOLVED THAT the Board of Trustees authorize Pembina Trails Collegiate and Bison Run School to open and operate bank accounts for all such normal and lawful business uses of the schools subject to Board Policy and Division Business Administration practices and designate signing authorities consistent with Division Business Administration protocols.

Carried

16.2 Interchange Agreement

Resolution # BD20220502.1013

Moved By J. Fisher

Seconded By J. Glenat

THAT the Board approve the Interchange Agreement between the Pembina Trails School Division, Carolyn Johnson and the Province of Manitoba for the 2022-23 school year

Carried

16.3 Kindergarten Enrolment Report

The Assistant Superintendent, Human Resources and Policy advised that the numbers are standard for this time of the year.

Resolution # BD20220502.1014

Moved By C. Nachtigall

Seconded By T. Johnson

THAT the Kindergarten Enrolment Report be received as information.

Carried

16.4 Senior Administration Appointments

This item was deferred to the special Meeting of the Board scheduled for May 2, 2022.

Resolution # BD20220502.1015

Moved By T. Johnson

Seconded By C. Nachtigall

THAT the Board of Trustees approve the appointment of Troy Scott as Assistant Superintendent, Personnel and Education Services, effective August 9, 2022.

Carried

Resolution # BD20220502.1016

Moved By T. Johnson

Seconded By J. Fisher

THAT the Board of Trustees approve the appointment of Colleen Roberts as Assistant Superintendent, Curriculum and Learning Services, effective August 9, 2022.

Carried

16.5 School Administration Appointments

The interview and selection process has now been completed for several principalship and vice-principalship appointments. It would now be in order for the Board to ratify the appointments.

Resolution # BD20220502.1017

Moved By T. Johnson

Seconded By J. Glenat

THAT the Board of Trustees approve the appointment of Allison Ward as Principal of Beaumont School effective September 2022 and;

THAT the Board of Trustees approve the appointment of Caterina Romeo-Mzakar as Principal of Bison Run School effective September 2022 and;

THAT the Board of Trustees approve the appointment of Stan Hall as Principal of Fort Richmond Collegiate effective September 2022 and;

THAT the Board of Trustees approve the appointment of Jacqui Kroeker as Principal of Pembina Trails Collegiate effective September 2022 and;

THAT the Board of Trustees approve the appointment of Tanis Thiessen as Principal of Royal School effective September 2022 and;

THAT the Board of Trustees approve the appointment of Brenda Stewart as Principal of Ecole St-Avila effective September 2022 and;

THAT the Board of Trustees approve the appointment of Shannon Shields as Principal of Westgrove School effective September 2022 and;

THAT the Board of Trustees approve the appointment of Jane Rowland as Vice-Principal of Whyte Ridge School effective September 2022 and;

THAT the Board of Trustees approve the appointment of Potoula Locken as Principal of Learning and Inclusion effective September 2022 and;

THAT the Board of Trustees approve the appointment of Jennifer Bracken as Principal of Oak Park effective September 2022 and;

THAT the Board of Trustees approve the appointment Darren Oughton as Principal of Linden Meadows effective September 2022 and;

THAT the Board of Trustees approve the appointment of Tracey Groening as Principal of General Byng effective September 2022 and;

THAT the Board of Trustees approve the appointment of Robin Stacey as Principal of Chancellor School effective September 2022.

THAT the Board of Trustees approve the appointment of Jaclyn Koskie – Coordinator of Clinical Services effective September 2022.

Carried

17. NEW BUSINESS

Resolution # BD20220502.1018

Moved By K. McMillan

Seconded By D. Zuk

THAT the Board move into Committee of the Whole.

Carried

18. CORRESPONDENCE FOR INFORMATION DISTRIBUTION LIST

Resolution # BD20220502.1019

Moved By T. Johnson

Seconded By D. Zuk

THAT the Correspondence for Information Distribution List, be received as information.

Carried

19. QUESTIONS FROM TRUSTEES

The Community Reports have been sent out and are being received in the community. Some Trustees indicated that they have received a few calls with feedback about the Community Report.

C. Nachtigall asked for update on the new school construction status. The Assistant Superintendent, Curriculum and Learning indicated that the latest meetings show indication that Bison Run School opening is likely to be delayed at least to January 30. Bird Construction is attempting to mitigate any further schedule slide. Bird has advised that we should still be able to get into the school and set it up in January. The official opening date is, however, still January 4, 2023.

22. ADJOURNMENT

Meeting adjourned at 9:47pm

Chair of the Board

Secretary-Treasurer