

**Regular Meeting of the Board
Minutes**

Thursday, October 14, 2021
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 Métis people. We commit to moving forward in partnership with Indigenous communities in a spirit of collaboration and reconciliation.

2. ATTENDANCE

Trustees:

K. McMillan, S. Billinghamurst (TEAMS), J. Fisher, J. Glenat, D. Johnson, T. Johnson, C. Nachtigall, D. Zuk

Administration:

E. Egan, Assistant Superintendent - Human Resources (Acting Superintendent)
L. Boles, Assistant Superintendent - Curriculum and Learning Services (TEAMS)
N. Wood, Secretary-Treasurer

Regrets:

G. Melnyk, T. Fransen - Superintendent

3. CALL TO ORDER

The meeting was called to order at 8:03 p.m.

4. AGENDA APPROVAL

Resolution # BD20211014.1001

Moved By D. Johnson

Seconded By T. Johnson

THAT the agenda be approved as circulated.

Carried

5. BOARD MINUTES APPROVAL

Minutes are not available for approval due to technical issues. The September 23, 2021, Regular Minutes of the Board will be approved on October 28, 2021.

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

Resolution # BD20211014.1002

Moved By D. Zuk

Seconded By J. Glenat

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 October 14, 2021, be ratified and,

THAT the Teacher Contract Alterations as listed in the Contract Alterations Report dated October 14, 2021, be approved and,

THAT the Substitute Teacher Contracts as listed in the 2020-21 Substitute Teacher Contracts Report dated October 14, 2021, be ratified and,

THAT the Board accept, with regret, the Resignations as listed in the Resignations Report dated October 14, 2021, and,

THAT the Disbursements List for the period June to September 2021, in the amount of \$16,098,759.91 be approved.

Carried

11. BUSINESS FROM PREVIOUS COMMITTEE MEETING OF THE WHOLE

11.1 Floater Bus Driver Positions

The Secretary-Treasurer noted that, due to historic bus driver shortages and staff who are not fully vaccinated, it is recommended that an additional two (2) floater positions be created for the remainder of the 2021-22 school year.

Resolution # BD20211014.1003

Moved By D. Zuk

Seconded By T. Johnson

THAT the Board approve the request for two additional floater bus driver positions for the 2021-22 school year, allocated to the Safe Schools COVID

funding, as set out in the report from the Secretary-Treasurer dated October 8, 2021.

Carried

11.2 Reclassification of Director of Transportation

Resolution # BD20211014.1004

Moved By D. Zuk

Seconded By D. Johnson

WHEREAS a review of the organizational structure of the transportation department and nature of work currently required for effective operations,

BE IT RESOLVED THAT the Board approve the reclassification of the Director of Transportation position to Manager of Transportation, as set out in the report from the Secretary-Treasurer, dated October 8, 2021.

Carried

11.3 COVID Testing Plan and PureLife Contract

The Assistant Superintendent, Human Resources advised that Public Health is mandating twice a week self-testing and once a week supervised testing. We have engaged a company that will work with our staff to complete the supervised test off-site once a week.

Resolution # BD20211014.1005

Moved By D. Zuk

Seconded By J. Glenat

THAT the Board approve the COVID Testing Plan and PureLife Contract as set out in the report from the Assistant Superintendent, Human Resources. The funds will be allocated from the Safe School Funding.

Carried

11.4 Self-Funded Bison Run Expenses

Resolution # BD20211014.1006

Moved By D. Zuk

Seconded By T. Johnson

WHEREAS construction work is underway on the K-8 and High School located in the Bison Run area of Waverley West and;

WHEREAS there are a portion of un-funded expenditures required for the completion and start-up of these schools that will be required to be funded by the Division, as outlined in the October 14, 2021 report submitted by the Assistant Superintendent, Curriculum and Learning Services;

BE IT RESOLVED THAT the Board approve the Funding Plan for the Division's share of construction and other start up costs for new schools in Bison Run estimated at \$10,499,190 and further,

THAT the withdrawal of funds from the Pembina Trails building reserve accounts is subject to approval of the Province of Manitoba.

Carried

11.5 Harris Consulting

The Assistant Superintendent, Human Resources reviewed the engagement proposal submitted by Harris Educational Consultants International, dated September 29, 2021.

The proposal outlines independent stakeholder and community consultation work to be undertaken regarding potential changes to grade/school configurations affecting schools in an around the Waverley West area.

Resolution # BD20211014.1007

Moved By D. Zuk

Seconded By C. Nachtigall

THAT the Board approve the stakeholder and community engagement proposal of Harris Educational Consultants International and further;

THAT Administration provide a report back to the Board on recommendations coming out of the engagement work.

Carried

14. STANDING AND SPECIAL/ADVISORY COMMITTEE REPORTS

14.5 Human Resources and Policy Committee

14.5.1 Policy GLCB - Vaccination Requirements for New Employees

The Assistant Superintendent, Human Resources advised that vaccination status was a Provincial requirement for all new hires for the 2021-22 school year. The policy has been reviewed by MSBA and the Pembina Trails lawyer.

Resolution # BD20211014.1008

Moved By T. Johnson
Seconded By J. Fisher

THAT Policy GLCB - Vaccination Requirements for New Employees receive first reading.

Carried

15. ADMINISTRATIVE REPORTS

15.1 COVID-19 Update

The Acting Superintendent provided an update with respect to COVID-19. She said that our biggest challenge has been mask use during lunch hour, when the children are not eating. A recent change in the Public Health Order has stipulated that during the time when students are eating lunch, and masks are removed, they must maintain the 2m physical distancing requirement. She advised that contracting tracing is still happening and Pembina Trails has not had any outbreaks in any of the schools.

The Acting Superintendent said that there is a major current year focus on the mental health of our students and staff. She said that there was a provincial grant provided for mental health supports to go towards our students and we do have some funds to allocate towards staff.

Resolution # BD20211014.1009

Moved By J. Fisher
Seconded By D. Johnson

THAT the report from the Acting Superintendent be received as information.

Carried

15.2 2021-2024 Action Plan

Senior Administration reviewed the 2021-2024 Action Plan. It was noted that there have been substantive changes to the layout of the plan due to the reduction of SAT from 5 members to 4 members and the resulting reconfiguration of in Senior Administrations portfolios.

The following items were highlighted for the Board:

The Assistant Superintendent, Curriculum & Learning Services highlighted the information in section A1.3, Indigenous Education. The ongoing work will include adjustments to reflect how the Indigenous Success Teachers interact in the schools. An EA1 Indigenous position is currently being funded by Safe Schools Funding.

The Assistant Superintendent, Human Resources highlighted the information in section A2.3, the hiring of an HR Officer and HR Director. The additions of these positions has been extremely beneficial to the effective operations of the HR Department. As these were originally created as term positions, work will be undertaken to find a way to incorporate these positions on a permanent basis in the 2022/23 budget.

The Secretary Treasurer highlighted the two new items under the Major Initiatives: M1.6, Student Information System (SIS) Software Modernization and M1.7, ERP/HRIS Software Modernization. She indicated the administrative data systems that PT currently runs have not kept pace with the needs of the school division. She noted that the investment, both financial and time required to implement new systems will be significant.

The Secretary Treasurer also highlighted the information in A4.5, Transportation. Coordination of a comprehensive operational review of the transportation activities and related communications strategies was identified as overdue and will be undertaken throughout the remainder of the 2021/22 year. Recommendations arising from the review are anticipated to be presented in time for implementation for the beginning of 2022/23.

D. Zuk stated that Trustee names are missing from the Action Plan along with their three (3) expectations for student learning.

Resolution # BD20211014.1010

Moved By T. Johnson

Seconded By C. Nachtigall

THAT the 2021-2024 Action Plan be received as information.

Carried

15.3 School Resource Officers

The Acting Superintendent provided an update on the School Resource Officer Management Committee. It was noted that continuing work is being done with School Resources Officers.

Resolution # BD20211014.1011

Moved By D. Johnson

Seconded By C. Nachtigall

THAT the Board approve Tim Johnson, Chair of Human Resources and Policy, as the Board representative on the School Resource Officer Management Committee and,

THAT the Board receive the report from the Superintendent as information.

Carried

17. CORRESPONDENCE FOR INFORMATION DISTRIBUTION LIST

Resolution # BD20211014.1012

Moved By J. Glenat

Seconded By D. Johnson

THAT the Correspondence for Information Distribution List dated October 8, 2021, be received as information.

Carried

18. QUESTIONS FROM TRUSTEES

In response to a question from D. Zuk, it was noted that due to agenda publishing deadlines, the Communications and Community Relations minutes will be included in the October 28, 2021 Board Agenda.

D. Zuk asked if the annual report was discussed at the Communications meeting. It was noted that it was discussed and information will be included with the minutes.

In response to a question from J. Fisher, the Secretary-Treasurer indicated that as of today, we have received notification through voluntary disclosure by parents, that 3,568 of our students have been fully immunized against COVID-19. we

In response to a question from J. Fisher with respect to the Provincial call for nominations for the Excellence in Education awards, It was noted that the Division promotes this opportunity for parents, staff and community members to nominate any number of our worthy recipients. It was noted that we are using social media to promote this annual event. Candidates for these awards are nominated at the school level. We are proud of all our staff and the contribution they make to Pembina Trails.

19. QUESTIONS FROM MEMBERS OF THE PUBLIC IN ATTENDANCE

20. REQUIREMENT FOR A COMMITTEE MEETING OF THE WHOLE

21. ADJOURNMENT

Meeting adjourned at 9:29 p.m.

Chair of the Board

Secretary-Treasurer