

Regular Meeting of the Board

Minutes

Thursday, October 26, 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, J. Brar (via Teams), 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

L. Farmer, Chief Human Resources Officer

3. CALL TO ORDER

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

4. AGENDA APPROVAL

Resolution # BD20231026.1001

Moved By D. Johnson

Seconded By L. Karn

THAT the agenda be approved as amended.

Carried

5. BOARD MINUTES APPROVAL

Resolution # BD20231026.1002

Moved By C. Jolly

Seconded By A. Becker

THAT the minutes of the Regular Meeting of the Board held on October 12, 2023, be approved as circulated.

Carried

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

Resolution # BD20231026.1003

Moved By C. Nachtigall

Seconded By S. Nixon

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 26, 2023, be ratified and,

THAT the Teacher Contract Alterations as listed in the Contract Alterations Report dated October 26, 2023, be approved and,

THAT the Substitute Teacher Contracts as listed in the 2023-24 Substitute Teacher Contracts Report dated October 26, 2023, be ratified and,

THAT the Board accept, with regret, the Resignations as listed in the Resignations Report dated October 26, 2023, and,

THAT the Disbursements List for the period September 28-October 1, 2023, in the amount of \$4,200,787.23 be approved.

Carried

7. DELEGATIONS

7.1 2022-23 Auditors' Report

Shannon Magnusson, Lead Audit Engagement Partner at KPMG, presented the Audit Findings Summary to the Board of Trustees and responded to questions. The Secretary-Treasurer and Chair of the Board acknowledged the efforts of the

KPMG team as well as Karla Maitland-Moore, Assistant Secretary-Treasurer and Tamara Hart, Accounting Manager in preparation of the audit report.

Resolution # BD20231026.1004

Moved By C. Stahlke

Seconded By D. Johnson

THAT the audited Financial Statements for the year ending June 30, 2023, be approved by the Board and received as information.

Carried

9. BUSINESS FROM PREVIOUS BOARD MEETINGS

9.1 Making the Move - Motion

Resolution # BD20231026.1005

Moved By C. Nachtigall

Seconded By C. Jolly

WHEREAS the Board of Trustees has examined the enrolment projections for schools within the Fort Richmond Collegiate, Institut collégial Vincent Massey Collegiate, and Pembina Trails Collegiate families of schools, and,

WHEREAS the Board passed a motion on March 24, 2022, changing the catchment of Fort Richmond Collegiate and Institut collégial Vincent Massey Collegiate in preparation for the move to grade 9 to 12 for all programming once Pembina Trails Collegiate opened;

WHEREAS the Grade 6 students within the feeder schools for Fort Richmond Collegiate, Institut collégial Vincent Massey Collegiate, and Pembina Trails Collegiate would have access to more middle years curricular and co-curricular opportunities with school grade configuration changes;

THEREFORE BE IT RESOLVED THAT stakeholder communication and engagement opportunities be undertaken in November 2023 to support implementation of the Reorganization Plan effective September 2024.

School	Current Configuration	September 2024 Configuration	New School for Grade 6 September 2024
Bairdmore	K-6	K-5	Acadia Junior High /A.A. Leach
Chancellor	K-6	K-5	AA Leach
Dalhousie	K-6	K-5	Acadia
Oakenwald	K-6	K-5	General Byng
Prairie Sunrise	K-6	K-5	Acadia
Ralph Maybank	K-6	K-5	General Byng

Carried

10. BUSINESS FROM PREVIOUS FINANCE COMMITTEE OF THE WHOLE

10.1 Budget 2024-25 Attendant Items

Resolution # BD20231026.1006

Moved By C. Stahlke

Seconded By A. Becker

THAT the Board approve the following budget attendant items for planning for the draft 2024-25 Budget:

- Budget Study Meeting Dates (subject to change)
- Budget Development Timeline
- Budget Study Topics
- Budget Objectives, Questions and Guidelines

Carried

11. BUSINESS FROM PREVIOUS COMMITTEE MEETING OF THE WHOLE

11.1 Accumulated Surplus - HVAC Acadia and VM

Resolution # BD20231026.1007

Moved By C. Nachtigall
Seconded By C. Stahlke

WHEREAS the Board previously approved an application of accumulated surplus in the amount of \$422,500 to replace the penthouse air handling unit at Acadia Junior High School (\$262,500) and the multi-handling unit at Vincent Massey (\$160,000) and,

WHEREAS final design indicates that additional funds are necessary to complete a structural upgrade to meet what is required by City of Winnipeg code,

BE IT RESOLVED THAT the Board approve an application of accumulated surplus in the amount of \$150,000 for structural upgrades for the air handling unit at Acadia Junior High School.

Carried

11.2 Accessibility Plan

Resolution # BD20231026.1008

Moved By C. Nachtigall
Seconded By L. Karn

THAT the Board adopt the recommendation from the Administration and approve the Accessibility Plan, as submitted.

Carried

11.3 School Support Secretary (Trainer to School Secretary Position) Amended Salary Schedule

Resolution # BD20231026.1009

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 the PTANTE Collective Agreement, as amended.

Carried

11.4 Student Travel Insurance - Notice of Motion

Trustee C. Nachtigall read into the minutes a Notice of Motion which is to be made at the November 9, 2023, Regular Meeting of the Board.

Resolution # BD20231026.1010

Moved By C. Nachtigall

NOTICE OF MOTION FOR THURSDAY, NOVEMBER 9, 2023

WHEREAS, the Board carried Resolution #BD20230914.1006 with respect to Student Travel Insurance and,

WHEREAS, new information has been made available to school divisions in Manitoba with respect to rising costs to insure those students travelling and,

WHEREAS, it is now more cost efficient to students travelling to opt in to the HUB/MSBA proposed plan modified to include only those students travelling,

THAT, based on the recommendation from the Secretary-Treasurer, the Board make a Notice of Motion to rescind Resolution #BD20230914.1006 with respect to Student Travel Insurance and opt in to the HUB/MSBA proposed plan modified to include only those students who are travelling, and

THAT this cost and process be administered at the school level.

12. BY-LAWS AND/OR POLICIES

12.1 Trustee Governing By-Law No. 150 and Revised Schedule A

Resolution # BD20231026.1011

Moved By C. Stahlke

Seconded By D. Johnson

THAT Trustee Governing By-Law No. 150 and Revised Schedule A be given second and third reading and passed.

Carried

14. STANDING AND SPECIAL/ADVISORY COMMITTEE REPORTS

14.4 Human Resources and Policy Committee

14.4.1 Revised Policy JE - Student Attendance and Regulation JE-R

Resolution # BD20231026.1012

Moved By C. Nachtigall

Seconded By A. Becker

THAT revised Policy JE - Student Attendance and Regulation JE-R be given second and third reading and passed.

Carried

17. CORRESPONDENCE FOR INFORMATION DISTRIBUTION LIST

Resolution # BD20231026.1013

Moved By C. Nachtigall

Seconded By D. Johnson

THAT the Correspondence for Information Distribution List dated October 26, 2023, be received as information.

Carried

18. QUESTIONS FROM TRUSTEES

In response to a question from Vice-Chair Nachtigall regarding the construction of the two new K-8 schools, the Superintendent advised trustees that there is no additional information at this time.

In response to a question from Trustee Karn, the Board Chair clarified that as per Policy BCABE, in person attendance at board meetings is required by the Board Chair or designate, Superintendent or designate, the Secretary-Treasurer or designate, and at least one additional member of the board.

20. REQUIREMENT FOR A COMMITTEE MEETING OF THE WHOLE

Resolution # BD20231026.1014

Moved By C. Stahlke

Seconded By C. Nachtigall

THAT the Board move into Committee of the Whole.

Carried

21. ADJOURNMENT

Meeting adjourned at 8:45 p.m.

Chair of the Board

Secretary-Treasurer