

## **Special Meeting of the Board**

### **Minutes**

Thursday, July 20, 2023

Craig M. Stahlke Board Room & TEAMS

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 (Teams), J. Brar (Teams), D. Johnson (Teams), C. Jolly (Teams), C. Stahlke

Administration:

C. Roberts, Assistant Superintendent, Curriculum and Learning Services, Acting Superintendent

S. Carleton, Secretary-Treasurer

L. Farmer, Chief Human Resources Officer, Acting Superintendent

Regrets: L. Karn, S. Nixon, T. Scott, L. Boles

#### **3. Call to Order**

Meeting was called to order at 7:03 p.m.

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

**Resolution # SBM20230720.1001**

Moved By C. Nachtigall  
Seconded By C. Stahlke

THAT the agenda be approved as amended.

**Carried**

**5. Occupancy Agreement - Pembina Trails Collegiate**

The Secretary-Treasurer reviewed the recommendation.

**Resolution # SBM20230720.1002**

Moved By C. Nachtigall  
Seconded By C. Stahlke

THAT the Possession and Occupancy Agreement between the Pembina Trails School Division and His Majesty the King in the Right of the Province of Manitoba as represented by the Minister of Consumer Protection and Government Services, with respect to granting possession and occupancy to Pembina Trails Collegiate, effective August 1, 2023, be approved.

**Carried**

**6. RFP - Banking Agreement**

The Secretary-Treasurer recommended to the Board that an RFP for banking services be issued as the last RFP was conducted in 2008. He said it is beneficial to go to market every 5 years or so. He said that the RFP and recommendation would come to the Board for approval. It was generally agreed that the Board support issuing an RFP for banking services in Pembina Trails.

**Resolution # SBM20230720.1003**

Moved By C. Stahlke  
Seconded By C. Nachtigall

THAT the Board receive the report from the Secretary-Treasurer as information.

**Carried**

**7. Student Travel Emergency Medical and Cancellation Insurance**

The Secretary-Treasurer reported that during the pandemic when travel was cancelled, many schools did not have sufficient cancellation insurance and took

losses on school trips. The MSBA decided that they would recommend mandatory universal insurance going forward for Manitoba school divisions vs. schools seeking individual insurance for student travel. In 2022-23, schools would purchase the mandatory trip insurance and complete a student manifest to submit to the insurance provider. This year, the MSBA is offering universal travel insurance for every student at the rate of approximately \$3 per student each year, a total of \$39 through their school career. He said the request from the MSBA came on Wednesday and they are asking for division response by Friday on whether we will opt in.

In response to a question from C. Jolly, the Secretary-Treasurer explained that this coverage is in addition to the universal student accident insurance. C. Stahlke said that this is specifically travel insurance for medical and cancellation.

C. Nachtigall said she recalls that the MSBA insurance became compulsory last year but only when a student is travelling. She asked for confirmation that this coverage is asking every student to pay whether or not they are travelling.

S. Carleton reviewed the various costs of coverage in place when it became mandatory last year.

T. Johnson said that the proposal needs to provide clarity for divisions in a number of areas before we would opt in. The Secretary-Treasurer said that at the moment, the MSBA just needs to know an expression of interest.

In response to a question from A. Becker, the Secretary-Treasurer confirmed that the \$3 a year is for school travel only, and does not cover the student for any travel outside school-sanctioned trips.

C. Jolly said she is concerned about the burden put on parents and potential pushback if we opt in to the universal travel insurance.

In response to a question, C. Stahlke said that the decision on how to pay the universal travel fee per student is a school decision. He said the school is responsible for the payment, but whether or not they absorb the cost or incorporate it into the yearly student fees is their choice. He said if student fees at a particular school are \$50, he sees no further burden if they become \$53. C. Stahlke says he supports opting in to the MSBA proposal.

In response to a question from D. Johnson, the Secretary-Treasurer said that school student fees are not universal and vary by school.

C. Nachtigall would like clarification on the duration of this commitment and if the cost will rise from year to year. She said based on the lack of information and these concerns, she prefers to opt out.

D. Johnson and J. Brar indicate they would prefer to have more information before opting in but an expression of interest would be acceptable.

In response to a question from C. Jolly, the Chair said that this is an expression of interest and discussion about a communication plan would likely come in the fall.

C. Nachtigall said this is comparable to asking all Manitobans to pay for Autopac insurance, even if they don't drive. She feels it's an additional cost to all students which coverage may not apply to all students.

T. Johnson asked trustees to vote. Five in favour of the motion to approve an expression of interest and one opposed.

The Secretary-Treasurer will express Trustee concerns to the MSBA and more information will likely come back to the Board in September for review.

**Resolution # SBM20230720.1004**

Moved By C. Stahlke

Seconded By A. Becker

THAT the Board approve the Secretary-Treasurer to respond to the MSBA request to express interest in the proposal from the MSBA with respect to Student Travel and Cancellation Insurance.

**Carried**

**8. RFP 2022-011-ST Enterprise Resource Planning (ERP Software)**

This item was deferred to the September 14, 2023, meeting of the Board.

**9. RFP 2023-001-ST School Funds Accounting System**

This item was deferred to the September 14, 2023, meeting of the Board.

**10. PTESF Applications for Financial Support**

This item was deferred to the September 14, 2023, meeting of the Board.