



Minutes

Board of Trustees Meeting

30 Speers Road

Winnipeg, Manitoba

December 6-7, 2022

(Available in alternate formats upon request)

**MINUTES
EXECUTIVE SUMMARY
DECEMBER 6-7, 2022
BOARD OF TRUSTEES MEETING**

TOPIC	PAGE	DISPOSITION
ACTION ITEMS		
Appointment of Auditor	3	Approved
Disbursements	3	Approved
Education Agreement – Marcel Colomb First Nation	3	Approved
Higher Care Trips for Ratification		
i. Falcon Beach School	4	Approved
ii. Matheson Island School	5	Approved
iii. San Antonio School	5	Approved
iv. Grand Rapids School	5	Approved
COMMITTEE REPORTS	6	Information
Finance Committee		
– Revised final audit statements for the year ended June 30, 2022	6	Approved
CHAIRPERSON’S REPORT	7	Information
EDUCATION AND BOARD DEVELOPMENT	8	Information
ADMINISTRATION REPORTS		
Chief Superintendent	8	Information
Secretary-Treasurer	9	Information
CONFERENCE/MEETING REPORTS	10	Information
GENERAL DISCUSSION	10	Information
CORRESPONDENCE	10	Received
ADJOURNMENT	11	Approved



**MINUTES
BOARD OF TRUSTEES MEETING
FRONTIER SCHOOL DIVISION
30 SPEERS ROAD
WINNIPEG, MANITOBA
DECEMBER 6-7, 2022
MINUTES**

Present:	Linda Ballantyne	Area 2
	Donna Calvert	Area 4
	Tanya Friesen	Area 3
	Marg Imrie	Area 3
	Hilbert Mosiondz	Area 1
	Marion Pearson	Area 4
	Howard Sanderson	Area 2
	Charlene Throop	Area 5
	Reg Klassen	Chief Superintendent
	Debbie Laubmann	Assistant to Chief Superintendent
Present:	Graeme Montgomery	Area 1
(Online via Teams)	Howard Sanderson	Area 2 (December 7, 2022)
Absent:	Mike Muswagon	Area 5
	Brian Spurrill	Secretary-Treasurer
Presenter:	Don McCaskill	Area 1 Superintendent

CALL TO ORDER

Vice-Chairperson Pearson called the meeting to order at 9:30 a.m. on Tuesday, December 6, 2022. She noted Chairperson Ballantyne would arrive shortly.

1.00 APPROVAL OF AGENDA

Vice-Chairperson Pearson reviewed the draft meeting agenda for December 6-7, 2022. Two new items were included: 7.00 c. Board Meeting Dates, and 9.01 l. Hotel Rooms.

MOTION #179-2022: That the draft revised meeting agenda for December 6-7, 2022 be approved.

Sanderson
Calvert
Carried

2.00 APPROVAL OF MINUTES

Vice-Chairperson Pearson reviewed the draft November 8-9, 2022 regular meeting minutes.

MOTION #180-2022: That the draft regular November 8-9, 2022 meeting minutes, with corrections, be adopted.

Imrie
Friesen
Carried

3.00 IN-CAMERA

MOTION #181-2022: That the Board move into in-camera session.

Mosiondz
Imrie
Carried

The Board moved into in-camera session at 9:39 a.m. on Tuesday, December 6, 2022.

MOTION #182-2022: That the Board move out of in-camera session.

Calvert
Imrie
Carried

Chairperson Ballantyne arrived at the meeting and assumed the Chair.

The Board moved out of the in-camera session at 10:41 a.m. on Tuesday, December 6, 2022.

MOTION #183-2022: That the recommendation from the Chief Superintendent, as discussed in-camera, be approved.

Mosiondz
Friesen
Carried

4.00 DELEGATION/GUEST(S)

5.00

ACTION ITEMS

a. Appointment of Auditor

Chairperson Ballantyne reviewed provincial legislation regarding the appointment of an Auditor.

The Finance Committee met on December 6, 2022 and provided their recommendation to the Board.

MOTION #184-2022: That the Board approve the accounting firm of Deloitte as Division Auditor for the 2022-23 year.

Imrie
Calvert
Carried

b. Disbursements

Chairperson Ballantyne reviewed Disbursements for the month of November 2022.

MOTION #185-2022: That the November 2022 Disbursements of \$13,408,565.17 be approved.

Mosiondz
Calvert
Carried

c. Education Agreement – Marcel Colomb First Nation

Chairperson Ballantyne reviewed the Education Agreement with the Marcel Colomb First Nation that was signed on November 16, 2022. Chief Superintendent Klassen provided background relative to the signing of this Agreement.

MOTION #186-2022: WHEREAS The Division is desirous of entering into of an Education Agreement, in the form and content presented to the trustees, with Marcel Colomb First Nation (the “First Nation”) relating to the Division providing educational services to the children attending the West Lynn Heights School in Lynn Lake, Manitoba (the “Education Agreement”);
NOW THEREFORE BE IT RESOLVED THAT:
1. The entering into by the Division of the Education Agreement with the First Nation in the form and content presented by the Chief Superintendent be and is hereby authorized and approved.

2. The Chief Superintendent of the Division and any other officer or trustee of the Division be, and they are hereby authorized and directed to execute and deliver the Education Agreement, and that the Education Agreement so executed is ratified and confirmed to be the one authorized by this resolution.
3. Any one or more officers of the Division be and they are hereby authorized and directed to do all such further and other acts and things and execute or cause to be executed such further and other instruments, agreements, certificates, acknowledgements, declarations, documents and undertakings, as in their opinion may be necessary or desirable to perform the Division's obligations under the Education Agreement, and to further amend any instruments or agreements previously executed or delivered, all to be in such form and on such terms as they shall approve, such approval to be conclusively evidenced by their execution thereof.
4. All actions hereinbefore taken by the Chief Superintendent and any other officer or trustee of the Division in connection with the negotiation, developing and signing of the Education Agreement or the matters authorized by this resolution are hereby ratified, sanctioned, adopted and confirmed.

Friesen
Imrie
Carried

d. **Higher Care Trips for Ratification**

i. **Falcon Beach School**

Chairperson Ballantyne reviewed the Falcon Beach School higher care trip request approved by the Chief Superintendent and provided for Board ratification.

MOTION #187-2022: That the Falcon Beach School higher care trip request for three (3) Grades 7-10 students who travelled to Wanipigow School on November 16-18, 2022 be ratified.

Calvert
Pearson
Carried

ii. **Matheson Island School**

Chairperson Ballantyne reviewed the Matheson Island School higher care trip request approved by the Chief Superintendent and provided for Board ratification.

MOTION #188-2022: That the Matheson Island School higher care trip request for three (3) multi-grade students who travelled to Wanipigow School on November 16-18, 2022 be ratified.

Imrie
Friesen
Carried

iii. **San Antonio School**

Chairperson Ballantyne reviewed the San Antonio School higher care trip request approved by the Chief Superintendent and provided for Board ratification.

MOTION #189-2022: That the San Antonio School higher care trip request for ten (10) Nursery-Grade 8 students to travel to Winnipeg on December 8-9, 2022 be ratified.

Throop
Imrie
Carried

iv. **Grand Rapids School**

Chairperson Ballantyne reviewed the Grand Rapids School higher care trip request approved by the Chief Superintendent and provided for Board ratification.

MOTION #190-2022: That the Grand Rapids School higher care trip request for one (1) Grade 12 student to travel to Ottawa, Ontario on December 4-9, 2022 be ratified.

Calvert
Sanderson
Carried

6.00

COMMITTEE REPORTS

a. **Policy Review Committee**

Selection of the Policy Review Committee representative to sit on the Divisional Support Staff Liaison Committee referred to the January 2023 Board meeting.

b. **Finance Committee**

Committee Chairperson Imrie provided a report of their December 6, 2022 meeting.

MOTION #191-2022: That the revised final audit statements for Frontier School Division for the year ended June 30, 2022 be approved.

Imrie
Calvert
Carried

c. **N.O.F.I. Committee**

Trustee Friesen was selected as Chairperson of the N.O.F.I. Board of Directors Committee. Committee Chairperson Friesen provided a report of the meeting held December 7, 2022.

d. **Support Staff Liaison Committee**

No report. The next meeting of this Divisional Committee takes place on January 31, 2023.

e. **Employee Pension Committee**

No report. The next meeting of this Divisional Committee takes place on January 30, 2023.

f. **F.S.D./F.T.A. Liaison Committee**

No report. The next meeting of this committee takes place on December 9, 2022.

g. **Employee Benefits Committee**

No report.

h. **Collective Bargaining**

Information.

i. **Divisional P.E.N.T. Hiring Committee**

A report will be provided at the January 2023 Board meeting.

7.00

CHAIRPERSON'S REPORT

a. **Manitoba School Boards Association (MSBA) 2023 Convention**

i. **Resolutions**

Review and discussion of resolutions put forward at the December 1-2, 2022 MSBA Fall Meeting. Chief Superintendent Klassen was directed to draft wording on a resolution as discussed at the meeting. Topic for the January 2023 meeting.

ii. **Student Awards**

Information. Chief Superintendent Klassen reported he will be discussing this topic with the Superintendent Group at their December 9, 2022 meeting. An update to the Board will follow soon after.

iii. **Long Service Recognition**

Information.

iv. **Call for Volunteers**

Information. Trustees interested in forwarding names for volunteer roles are requested to fill out the MSBA form provided in the meeting package.

v. **Call for Workshops and Student Performers**

Information. Chief Superintendent Klassen reported he will be discussing this topic with the Superintendent Group at their December 9, 2022 meeting. An update to the Board will follow soon after.

b. **Correspondence**

Information.

c. **Board Meeting Dates**

Concerns were shared regarding transportation (flights) relative to attending Board meetings. Based on this discussion, the Board agreed the date for the January 2023 meeting be changed to a one-day meeting now scheduled for Thursday, January 19, 2023.

8.00 EDUCATION AND BOARD DEVELOPMENT

a. **Respect in School Online Training, and Review of Board Handbook**
(Timed Item, Wednesday, December 7, 2022, 9:30 a.m.)

Administration assisted the Board in accessing the online portal for Respect in School training with Trustees receiving their individual certificate of completion.

The review of the Board Handbook, initially scheduled for this meeting, is referred to the February 2023 Board meeting.

b. **Area 1 Report** (Timed Item, Wednesday, December 7, 2022, 1:00 p.m.)

Chairperson Ballantyne welcomed Area 1 Superintendent McCaskill to the meeting who provided a report on Area 1 schools successes and challenges.

9.00 ADMINISTRATION REPORTS

9.01 Chief Superintendent's Report

a. **Report on Pandemic Planning**

Information.

b. **Strategic Plan**

i. **Reports Schedule**

Information.

ii. **Focus Area Discussion – October 2022 Board/Superintendent Meeting**

Discussion arose on key points that surfaced during the Board's meeting with the Superintendent Group in October.

c. **Meetings and Travel**

Information.

- d. **Attendance**
Information.
- e. **Bravos**
- f. **Enrollments**
Information.
- g. **Articles**
Information.
- h. **Correspondence**
Information.
- i. **Annual School Committee Conference**
Discussion. Topic for continued discussion at the January 2023 Board meeting.
- j. **2022 School Committee Elections Report**
Discussion. Chief Superintendent Klassen will meet with the Senior Elections Official to review the report provided to the Board.
- k. **Manitoba Education and Early Childhood Learning**
Information.
- l. **Hotel Rooms**
Concerns were raised regarding hotel rooms. Chief Superintendent Klassen provided a report to the Board based on discussion with the Canad Inns General Manager.

9.02 Secretary-Treasurer's Report

- a. **Finance**
 - i. **Outstanding Accounts**
Information.

- b. **Facilities**
Information.
- c. **Transportation**
Information.
- d. **D-Grants**
Information.
- e. **Special Allocation F-Grants**
Information.

10.00 CONFERENCE/MEETING REPORTS

a. **Area 2 Advisory Committee Meeting**

Chairperson Ballantyne and Trustee Sanderson provided a report of their November 3, 2022 Area Advisory Committee meeting. Based on this report, concerns were brought forward to the Board regarding support for students.

It was determined that a workshop at the Annual School Committee Conference may be beneficial for school committee delegates on this topic (supports for students). Chief Superintendent Klassen will review this discussion with the Conference Planning Committee.

11.00 GENERAL DISCUSSION

a. **Manitoba High Schools Athletic Association**

Trustee Friesen brought forward a concern regarding the lack of scheduled home games for some schools. Chief Superintendent Klassen will address this topic with Assistant Superintendent Connell and the Manitoba High Schools Athletic Association.

12.00 CORRESPONDENCE

Incoming

- a. Letter from Keven Van Camp, Retiree re Retiree Representative for the Employee Pension Committee and Employee Benefits Committee.
- b. Electronic correspondence from the Manitoba School Boards Association (MSBA) for November 9, 2022:
 - Graduate Student Research Panel Series from Dr. Melanie Janzen, Associate Dean, Faculty of Education University of Manitoba,

- Memo from Josh Watt, Executive Director re 2023 Recognition and Award Programs,
- Position Search – MMF Director of Provincial Education.
- c. Electronic correspondence from the Manitoba School Boards Association for November 16, 2022:
 - E-Bulletin – November 16, 2022,
 - Louis Riel School Division Director of Financial Services Advertisement,
 - National Essay Contest information from French for the Future,
 - Memo from Josh Watt, Executive Director re Call for Committee Volunteers.
- d. Electronic correspondence from the Manitoba School Boards Association for November 23, 2022:
 - Share the Shorts – Youth Video Creation Competition information from The Centre for Living Organ Donation Team,
 - International Day of Persons with Disabilities webinar information from Manitoba Accessibility Office & Manitoba Employment Equity Practitioners,
 - Winter Maintenance Bulletin.
- e. Memo from Morgan Whiteway, Director of Relations, MSBA re Update – *The Accessibility for Manitobans Act* – Accessible and Communication Standard Regulation.
- f. Electronic correspondence from the Manitoba School Boards Association for November 30, 2022:
 - Memo from Josh Watt, Executive Director re Call for Workshops Presenters and Student Performers – 2023 Annual Convention March 16-17, 2022,
 - MSBA Policies for Trustees & Administrators 2022-23.
- g. Letter from Assistant Deputy Minister Janet Tomy, Manitoba Education and Early Childhood Learning re Early Development Instrument (EDI) 2022/23 – For Action.

MOTION #192-2022: That the correspondence be received.

Calvert
Friesen
Carried

13.00 ADJOURNMENT

MOTION #193-2022: That the meeting be adjourned.

Friesen
Carried

The meeting adjourned at 2:05 p.m. on Wednesday, December 7, 2022.