



MINUTES

BOARD OF TRUSTEES MEETING

FRONTIER SCHOOL DIVISION

30 SPEERS ROAD

WINNIPEG, MANITOBA

JANUARY 15-16, 2018

**EXECUTIVE SUMMARY
JANUARY 15-16, 2018
BOARD OF TRUSTEES MEETING**

TOPIC	PAGE	DISPOSITION
ACTION ITEMS		
pmh Insights	2	Direction
Communications Strategy – New Division Logo Roll-out	3	Information
School Trip Requests – Outdoor Wilderness/Cultural Activities		
i. Jack River School	3	Approved
ii. Frontier Collegiate Institute	3	Approved
iii. Helen Betty Osborne Ininiw Education Resource Centre	4	Approved
Special Leave Sub-Committee / Sabbatical Leave Sub-Committee	4	Confirmed
Disbursements	4	Approved
COMMITTEE REPORTS	4	Information
Policy Review Committee	5	Approved
The following new draft policies were approved for implementation:		
- E.1.B – Recruitment of Personnel (Policy and Regulation),		
- E.5.D – Progressive Discipline – Support Staff (Policy and Regulation),		
- F.1.B – Appropriate Educational Programming (Policy and Regulation).		
The following draft revised policies were approved for distribution for comment:		
- F.1.G.A – Language Instruction (Policy),		
- F.1.D – Home Placement Program (Policy and Regulation),		
- F.1.F – Adult Education (Policy),		
- F.1.H – Locally Developed High School Curricula (Policy and Regulation),		
- F.1.L-R – Use of Information and Communication Technology (ICT) – Students (Regulation),		
- New policy C.2.J – Accessibility (Policy and Regulation).		
CHAIRPERSON’S REPORT	6	Information
EDUCATION AND BOARD DEVELOPMENT	7	No items
ADMINISTRATION REPORTS		
Chief Superintendent	7	Information
Secretary-Treasurer	8	Information
CONFERENCE/MEETING REPORTS	9	Information
GENERAL DISCUSSION	9	Information
CORRESPONDENCE	9	Received
ADJOURNMENT	10	Approved



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BOARD OF TRUSTEES MEETING
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30 SPEERS ROAD
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Present:	Linda Ballantyne	Area 2
	Donna Calvert	Area 4
	Kathleen Ettawacappo	Area 5
	Tanya Friesen	Area 3
	Marg Imrie	Area 3
	Graeme Montgomery	Area 1
	Darlene Osborne	Area 5
	Marion Pearson	Area 4
	Howard Sanderson	Area 2
	Reg Klassen	Chief Superintendent
	Gerald Cattani	Secretary-Treasurer
	Debbie Laubmann	Assistant to Chief Superintendent
Absent:	Hilbert Mosiondz	Area 1 (Excused Absence – Work Commitment)
Presenters:	Philip Hicks	pmh Insights Chief Executive Officer
	Kathleen Murphy	pmh Insights, Director of Business Development (via telephone)

Chairperson Ballantyne called the meeting to order at 9:05 a.m. on Monday, January 15, 2018. She welcomed Trustee Calvert who had been absent due to medical leave.

1.00 APPROVAL OF AGENDA

Chairperson Ballantyne reviewed the draft meeting agenda and an Addendum for the January 15-16, 2018 meeting. New additional items were included under 11.00 General Discussion and incoming correspondence.

MOTION #01-2018: That the draft revised meeting agenda for January 15-16, 2018 be approved.

Calvert
Sanderson
Carried

2.00 APPROVAL OF MINUTES

Chairperson Ballantyne reviewed the December 11-12, 2017 regular meeting minutes.

MOTION #02-2018: That the draft regular meeting minutes for December 11-12, 2017 be approved.

Montgomery
Friesen
Carried

3.00 IN-CAMERA

MOTION #03-2018: That the Board move into in-camera session.

Sanderson
Calvert
Carried

The Board moved into in-camera session at 11:31 a.m. on Monday, January 15, 2018.

MOTION #04-2018: That the Board move out of in-camera session.

Sanderson
Imrie
Carried

The Board moved out of the in-camera session at 12:09 p.m. on Monday, January 15, 2018.

MOTION #05-2018: That the new “Community Relations Specialist” position be approved.

Pearson
Calvert
Carried

4.00 DELEGATION/GUEST(S)

5.00 ACTION ITEMS

a. **pmh Insights** (Timed Item, Monday, January 15, 2018, 9:30 a.m.)

Chairperson Ballantyne welcomed representatives from pmh Insights to the meeting. The Board received a presentation on the “Envisio” software program that tracks, monitors, and reports against strategic planning.

Administration was directed to contact school divisions partnered with pmh Insights for feedback on the program and report back at the February 2018 Board meeting.

b. **Communications Strategy – New Division Logo Roll-out**

Chairperson Ballantyne reviewed a draft speech in preparation for the roll-out of the new Division logo, taking place at the 40th Annual School Committee Conference in February 2018.

Chief Superintendent provided information on activities taking place regarding the roll-out including communication to staff, communities and partners.

c. **School Trip Requests – Outdoor Wilderness/Cultural Activities**

i. **Jack River School**

Chairperson Ballantyne reviewed requests for two (2) Grade 5 student trips to Sea Falls Cabin: January 31-February 1, 2018, and February 12-13, 2018.

MOTION #06-2018: That the Jack River School two (2) Grade 5 student trips to Sea Falls Cabin (January 31-February 1, and February 12-13, 2018) be approved.

Sanderson
Osborne
Carried

ii. **Frontier Collegiate Institute**

Chairperson Ballantyne reviewed a request for seventeen (17) Grades 9-10 students to travel to First Cranberry Lake on January 19-20, 2018.

MOTION #07-2018: That the Frontier Collegiate Institute request for seventeen (17) Grades 9-10 students to travel to First Cranberry Lake on January 19-20, 2018 be approved.

Pearson
Calvert
Carried

iii. **Helen Betty Osborne Ininiw Education Resource Centre**

Chairperson Ballantyne reviewed a request for two (2) trips to travel to Sea Falls Cabin and Blackwater:

- January 23-24, 2018 for nine (9) Grades 9-11 students, and
- January 25-26, 2018 for fifteen (15) Grades 9-11 students.

MOTION #08-2018: That the Helen Betty Osborne Ininiw Education Resource Centre trip requests to Sea Falls Cabin and Blackwater (January 23-24, and January 25-26, 2018) be approved.

Ettawacappo
Imrie
Carried

d. **Special Leave Sub-Committee / Sabbatical Leave Sub-Committee**

Chairperson Ballantyne reviewed Policy E.3.N – Special Leave – Teaching Staff and trustee requirements for the sub-committee to review applications for the 2018/19 year. Trustees Pearson and Montgomery, and alternate Trustee Imrie were named to this sub-committee.

As discussed and agreed upon at the F.S.D./F.T.A. Liaison December 2017 meeting, trustees and F.T.A. representatives who sit on the Special Leave Sub-committee will be requested to also sit on the Sabbatical Leave Sub-Committee.

e. **Disbursements**

Chairperson Ballantyne reviewed disbursements for the month of December 2017.

MOTION #09-2018: That the December 2017 disbursements of \$11,541,797.34 be approved.

Montgomery
Calvert
Carried

6.00 COMMITTEE REPORTS

a. **Policy Review Committee**

Acting Policy Review Committee Chairperson Pearson provided a report of the meeting held December 13, 2017.

i. **Frontier School Board Handbook**

Initial review of refinements to update the Board Handbook took place. Topic for March 2018 Policy Review Committee meeting (re appendices). All trustees were directed to review the handbook and provide commentary to the committee.

ii. **Policy Documents**

Acting Chairperson Pearson reviewed draft revised policy documents.

MOTION #10-2018: That the following draft revised policies be approved for implementation:

- E.1.B – Recruitment of Personnel (Policy and Regulation),
- E.5.D – Progressive Discipline – Support Staff (Policy and Regulation),
- F.1.B – Appropriate Educational Programming (Policy and Regulation).

Pearson
Friesen
Carried

MOTION #11-2018: That the following draft revised policies be approved for distribution for comment:

- F.1.G.A – Language Instruction (Policy),
- F.1.D – Home Placement Program (Policy and Regulation),
- F.1.F – Adult Education (Policy),
- F.1.H – Locally Developed High School Curricula (Policy and Regulation),
- F.1.L-R – Use of Information and Communication Technology (ICT) – Students (Regulation),
- New policy C.2.J – Accessibility (Policy and Regulation).

Montgomery
Imrie
Carried

Approved policies will be available on the Division’s website and draft policies will be distributed.

b. **Finance Committee**

Chairperson Imrie reported on the meeting held January 15, 2018.

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

Board of Directors Chairperson Friesen reported on the meeting held January 16, 2018.

d. **Support Staff Liaison Committee**

No report.

e. **Employee Pension Committee**

No report.

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

No report.

g. **Employee Benefits Committee**

No report.

h. **Collective Bargaining**

No report.

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

A report will be provided at the February meeting.

7.00

CHAIRPERSON'S REPORT

a. **40th Annual School Committee Conference – Board Report**

Review and discussion of Board Report.

b. **Manitoba School Boards Association (MSBA) – 2018 Convention**

i. **Student Nominations**

Information.

c. **Correspondence**

Information.

8.00 EDUCATION AND BOARD DEVELOPMENT

9.00 ADMINISTRATION REPORTS

9.01 Chief Superintendent’s Report

a. **“Our Children, Our Success, Our Future” Strategic Plan**

i. **Reports Schedule**

Information.

ii. **Strategic Plan Dialogue**

Discussions that began at the October 2017 joint meeting regarding “Investment versus Impact” and “Critical Pathways” continued.

iii. **Policy F.3.F – Promotion, Placement and Retention of Students**

The Board began a review of Policy F.3.F and discussed their philosophy regarding retention of students.

b. **Meetings and Travel**

Information.

c. **Attendance**

Information.

d. **Bravos**

Bravos were conveyed to the student groups who performed at the “Learning for Life Literacy and Numeracy Summit”:

- Frontier Fiddlers – students from across the Division, and
- Eagles Drum Group from Minegoziibe Anishinabe School.

e. **Enrollments**

Information.

f. **Articles**

Information.

g. **Correspondence**

Information.

h. **February 2018 Annual School Committee Conference**

Discussion.

i. **April 2018 Board/Superintendent Joint Meeting**

Discussion regarding the dates and theme for the Board's joint meeting with the Superintendent Group, scheduled for Monday, April 16, 2018.

j. **Manitoba Association of Parent Councils Request**

Topic for February Board meeting.

9.02 Secretary-Treasurer's Report

a. **Finance**

i. **Outstanding Accounts**

Information.

ii. **2018/19 Draft Budget**

Information.

b. **Facilities**

Information.

c. **Transportation**

Information.

d. **Trustee Professional Development**

Information.

e. **D-Grants**

Information.

f. **Special Allocation F-Grants**

Information.

10.00 CONFERENCE/MEETING REPORTS

a. Learning for Life, Literacy and Numeracy Summit

Chairperson Ballantyne and Chief Superintendent Klassen reported on their attendance at this provincial summit held January 9-11, 2018.

11.00 GENERAL DISCUSSION

a. TeacherMatch

Discussion arose regarding the online recruitment tool. Topic for February meeting.

b. Chief Superintendent Evaluation

In keeping with evaluation cycles the Board has determined the Chief Superintendent will be evaluated in the spring.

12.00 CORRESPONDENCE

Incoming

- a. Letter from Dr. Rob Santos, Senior Assistant Deputy Minister, Healthy Child Manitoba Office and K-12 Education Division, re *The Copyright Act*.
- b. Letter from Robert Falcon Ouellette, Member of Parliament, Winnipeg Centre, re *The Copyright Act*.
- c. Electronic correspondence from The Manitoba School Boards Association (MSBA) for December 13, 2017:
 - E-News Bulletin – December 13, 2017,
 - Letter from Karey Wilkinson, Board of Trustee Chairperson, Turtle River School Division to Ms. Kelli Riehl, Director Region 1, MSBA, re Region 1 Meeting – October 23, 2017,
 - Manitoba High School Ethics Bowl 2017 Program,
 - Memo from Darren Thomas, Risk Manager, MSBA and Chairman, TADD Manitoba, re 2018 TADD Manitoba Youth Conference,
 - CSBA President’s Bulletin – December 2017,
 - Garden Valley School Division Job Advertisement – Superintendent of Schools.
- d. Memo from George Coupland, Director, Labour Relations, MSBA, re Pending Legislation – *The Public Interest Disclosure (Whistleblower Protection) Amendment Act (Bill 5)*.
- e. Memo from George Coupland, Director, Labour Relations, MSBA, re Pending Legislation – *The Public Sector Compensation Disclosure Amendment Act (Bill 6)*.
- f. Memo from George Coupland, Director, Labour Relations, MSBA, re Bill 28 Court Date.
- g. Electronic correspondence from The Manitoba School Boards Association for December 21, 2017:

- Memo from Ken Cameron, President, MSBA, re Revised Process for 2018 “Bear-pit Session” with Minister of Education and Training,
 - Letter from Chelsea Mazur, School Patrol Coordinator, CAA Manitoba, re Limited Run of Special School Safety Patrol Toques.
- h. Christmas cards from D.R. Hamilton School and Area 4 Office Staff.
- i. Electronic correspondence from The Manitoba School Boards Association for January 5, 2018:
- Equal Voice Boot Camp poster,
 - MERN Winter Forum poster,
 - St. James-Assiniboia School Division Assistant Superintendent and Student Services Job Posting,
 - Livingstone Range School Division Superintendent Job Posting,
 - St. Albert Public Schools Superintendent Job Posting.
- j. Electronic correspondence from The Manitoba School Boards Association for January 10, 2018:
- 2018 MSBA Convention Full Program,
 - Memo from Heather Demetriooff, Director, Education & Communication Services, re 2018 Convention Program and Registration Material,
 - Holocaust Education Conference Flyer 2018,
 - E-News Bulletin – January 10, 2018,
 - Letter from James Wilson, Deputy Minister, Manitoba Education and Training, re MERN Funding.
- k. Letter from Area 5 Superintendent Dave Swanson re Resignation.

MOTION #12-2018: That the correspondence be received.

Friesen
Sanderson
Carried

13.00 ADJOURNMENT

MOTION #13-2018: That the meeting be adjourned.

Imrie
Carried

The meeting adjourned at 1:31 p.m. on Tuesday, January 16, 2018.