



**Minutes**

**Board of Trustees Meeting**

**Area 2 Office**

**38-1<sup>st</sup> Avenue N. W.**

**Dauphin, Manitoba**

**May 14-16, 2018**

**EXECUTIVE SUMMARY  
MAY 14-16, 2018  
BOARD OF TRUSTEES MEETING**

<b>TOPIC</b>	<b>PAGE</b>	<b>DISPOSITION</b>
<b>ACTION ITEMS</b>		
School Trip Requests – Outdoor Wilderness/Cultural Activities		
i. Jack River School – Two (2) Trips	2	Approved
ii. Helen Betty Osborne Ininiw Education Resource Centre – Four (4) Trips	3	Approved
iii. Frontier Collegiate Institute	3	Approved
iv. Frontier Collegiate Institute Dormitory	4	Approved
School Trip Requests		
i. Area 3 Trip	4	Approved
ii. Helen Betty Osborne Ininiw Education Resource Centre	4	Approved
iii. Cormorant Lake School	5	Approved
Leaf Rapids Education Centre Safe Grad Request	5	Approved
Award for Outstanding Contribution – Employees	5	Awarded
School Committee Constitution and Terms of Reference Template	6	Approved
Area Advisory Committee Constitution and Terms of Reference Template	6	Approved
School Committee Elections Resource Manual	6	Approved
Disbursements	7	Approved
Borrowing By-Law B-1-18	7	Approved
Tenders	7	Approved
<b>COMMITTEE REPORTS</b>	7	Information
Policy Review Committee	7	Approved
The following draft revised policies were approved for distribution for comment:		
<ul style="list-style-type: none"> <li>• E.1.C-R – Program for the Education of Native Teachers (P.E.N.T.) Regulation,</li> <li>• E.1.C-EX1 – P.E.N.T. Student Teacher Agreement,</li> <li>• F.3.A – Student Assessment and Communication of Student Achievement (Policy and Regulation),</li> <li>• F.3.F – Student Grade Level Placement: Kindergarten to Grade 8 (Policy and Regulation).</li> </ul>		

The following policies were approved for implementation:

- revised draft Policy C.1.A – Frontier School Division Governance and Leadership Chart,
- the capitalization of the word “indigenous” throughout the Policy and Procedures Manual,
- a minor word revision to Regulation G.1.C-R – Search of Students and Search and Seizure of Student Property,
- a new template for Policies, Regulations and Exhibits.

Employee Pension Committee	8	Approved
The following items were approved:		
- proposed changes to the general salary increase assumption, and mortality assumption, and		
- a contingent liability be established for the Pension Plan.		
<b>CHAIRPERSON’S REPORT</b>	9	Information
<b>EDUCATION AND BOARD DEVELOPMENT</b>	9	Information
<b>ADMINISTRATION REPORTS</b>		
Chief Superintendent	9	Information
Secretary-Treasurer	10	Tabled
<b>CONFERENCE/MEETING REPORTS</b>	11	Information
<b>GENERAL DISCUSSION</b>	11	Information
<b>CORRESPONDENCE</b>	11	Received
<b>ADJOURNMENT</b>	12	Approved



**MINUTES  
BOARD OF TRUSTEES MEETING  
AREA 2 OFFICE, 38-1<sup>st</sup> AVENUE N.W.  
DAUPHIN, MANITOBA  
MAY 14-16, 2018**

Present:	Linda Ballantyne	Area 2
	Donna Calvert	Area 4
	Kathleen Ettawacappo	Area 5
	Tanya Friesen	Area 3 (Monday, May 14 – arrived at 3:24 p.m.)
	Marg Imrie	Area 3
	Graeme Montgomery	Area 1
	Hilbert Mosiondz	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
Presenter:	Robert Chartrand	Area 2 Superintendent

Chairperson Ballantyne called the meeting to order at 2:03 p.m. on Monday, May 14, 2018.

On Tuesday, May 15, 2018 the Board split into two groups with one group visiting Duck Bay, Minegoziibe Anishinabe and Philomene Chartrand schools and the second group visiting Waterhen, Skownan and Rorketon Schools.

The Board continued the remainder of their meeting on Wednesday, May 16, 2018.

**1.00 APPROVAL OF AGENDA**

Chairperson Ballantyne reviewed the draft meeting agenda for May 14-16, 2018.

**MOTION #78-2018:** That the draft meeting agenda for May 14-16, 2018 be approved.

Mosiondz  
Sanderson  
Carried

**2.00 APPROVAL OF MINUTES**

Chairperson Ballantyne reviewed the draft April 16-17, 2018 regular meeting minutes.

**MOTION #79-2018:** That the draft regular meeting minutes for April 16-17, 2018 be approved.

Montgomery  
Pearson  
Carried

**3.00 IN-CAMERA**

**MOTION #80-2018:** That the Board move into in-camera session.

Calvert  
Imrie  
Carried

The Board moved into in-camera session at 2:05 p.m. on Monday, May 14, 2018.

**MOTION #81-2018:** That the Board move out of in-camera session.

Calvert  
Pearson  
Carried

The Board moved out of the in-camera session at 3:23 p.m. on Monday, May 14, 2018.

**4.00 DELEGATION/GUEST(S)**

**5.00 ACTION ITEMS**

**a. School Trips Requests – Outdoor Wilderness / Cultural Activities**

**i. Jack River School – Two (2) Trips**

Chairperson Ballantyne reviewed the following trip requests to Sea Falls / Byron Apetagon Cabin:

- Twenty (20) Grades 5-6 students on May 24-25, 2018, and
- Forty-five (45) Grade 5 students on June 12-13, 2018.

**MOTION #82-2018:** That the following Jack River School outdoor wilderness/cultural activity trips to Sea Falls / Byron Apetagon Cabin be approved:

- May 24-26, 2018 for twenty (20) Grades 5-6 students,
- June 12-13, 2018 for forty-five (45) Grade 5 students.

Ettawacappo  
Osborne  
Carried

ii. **Helen Betty Osborne Ininiw Education Resource Centre – Four (4) Trips**

Chairperson Ballantyne reviewed the following trip requests:

- Fifteen (15) Grades 11-12 students to Paymisk Creek / Rock Paintings and Byron Apetagon Cabin / Blackwater on May 17-18, 2018,
- Nineteen (19) Grades 9-11 students to Sasagui Rapids on May 18, 2018,
- Twenty-five (25) Grade 4 students to Pine Creek on May 30, 2018, and
- Twenty-five (25) Grade 5 students to Pine Creek on June 8, 2018.

**MOTION #83-2018:**

That the following Helen Betty Osborne Ininiw Education Resource Centre outdoor wilderness /cultural activity trip requests be approved:

- Fifteen (15) Grades 11-12 students to Paymisk Creek / Rock Paintings and Byron Apetagon Cabin / Blackwater on May 17-18, 2018,
- Nineteen (19) Grades 9-11 students to Sasagui Rapids on May 18, 2018,
- Twenty-five (25) Grade 4 students to Pine Creek on May 30, 2018, and
- Twenty-five (25) Grade 5 students to Pine Creek on June 8, 2018.

Friesen  
Osborne  
Carried

iii. **Frontier Collegiate Institute**

Chairperson Ballantyne reviewed a request for ten (10) Grades 9-12 Life Skills students to travel to Gyles Park Campground / Simon House Lake on June 15, 2018.

**MOTION #84-2018:** That the Frontier Collegiate Institute outdoor wilderness/cultural activity trip request for ten (10) Grades 9-12 Life Skills students to travel to Gyles Park Campground / Simon House Lake on June 15, 2018 be approved.

Imrie  
Sanderson  
Carried

iv. **Frontier Collegiate Institute Dormitory**

Chairperson Ballantyne reviewed a request for approximately twenty to twenty-eight (20-28) Grades 9-12 dormitory students to travel to Simon House Lake / Gyles Campground on May 18-20, 2018.

**MOTION #85-2018:** That the Frontier Collegiate Institute Dormitory for approximately twenty to twenty-eight (20-28) Grades 9-12 dormitory students to travel to Simon House Lake / Gyles Campground on May 18-20, 2018 be approved.

Pearson  
Sanderson  
Carried

b. **School Trip Requests**

i. **Area 3 Trip**

Chairperson Ballantyne reviewed a request for twenty-five (25) students in six (6) Area 3 schools participate in a trip to Alberta on June 12-15, 2018.

**MOTION #86-2018:** That the Area 3 schools educational trip request to travel to Alberta on June 12-15, 2018 be approved.

Sanderson  
Friesen  
Carried

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

Chairperson Ballantyne reviewed a request for a targeted number of students in Grades 9-11 to travel to Amsterdam, Paris and London on March 20-27, 2019.

**MOTION #87-2018:** That the Helen Betty Osborne Ininiw Education Resource Centre educational trip for a targeted number of Grades 9-11 students to travel to Amsterdam, Paris and London on March 20-27, 2019 be approved in principle and within the parameters as outlined in the trip approval form.

Pearson  
Osborne  
Carried

Administration was directed to follow up on the outlined parameters of the trip request and report back at a future Board meeting.

iii. **Cormorant Lake School**

Chairperson Ballantyne reviewed a request for five (5) Grade 10 students to travel to West Edmonton Mall, Alberta on June 22-25, 2018.

**MOTION #88-2018:** That the Cormorant Lake School trip request for five (5) Grade 10 students to travel to West Edmonton Mall, Alberta on June 22-25, 2018 be approved.

Calvert  
Mosiondz  
Carried

c. **Leaf Rapids Education Centre Safe Grad Request**

Chairperson Ballantyne reviewed a request from the Leaf Rapids Education Centre to hold safe grad activities in the Leaf Rapids Education Centre gymnasium on June 28, 2018.

**MOTION #89-2018:** That the request to hold safe grad activities in the Leaf Rapids Education Centre on June 28, 2018 be approved.

Sanderson  
Imrie  
Carried

d. **Award for Outstanding Contribution - Employees**

Chairperson Ballantyne reviewed information and criteria for the Outstanding Contribution Award – Employees. The Awards Panel consisting of Chairperson Ballantyne, Vice-Chairperson Pearson, Trustee Imrie, Chief Superintendent Klassen and Senior Governance Support Officer Whitford reviewed nominations and forwarded their recommendation to the Board.



**MOTION #90-2018:** That the 2018 Award for Outstanding Contribution – Employees be awarded to Marla Kolomaya.

Imrie  
Sanderson  
Carried

e. **School Committee Constitution and Terms of Reference Template**

Chairperson Ballantyne reviewed a request from Senior Governance Support Officer Whitford for approval of revisions to the School Committee Constitution and Terms of Reference template. Additional minor revisions were made to the draft document.

**MOTION #91-2018:** That revisions to the School Committee Constitution and Terms of Reference template be approved.

Sanderson  
Ettawacappo  
Carried

f. **Area Advisory Committee Constitution and Terms of Reference Template**

Chairperson Ballantyne reviewed a request from Senior Governance Support Officer Whitford for approval of revisions to the Area Advisory Committee Constitution and Terms of Reference template. Additional minor revisions were made to the draft document.

**MOTION #92-2018:** That revisions to the Area Advisory Committee Constitution and Terms of Reference template be approved.

Pearson  
Friesen  
Carried

g. **School Committee Elections Resource Manual**

Chairperson Ballantyne reviewed a request from Senior Governance Support Officer Whitford for approval of revisions to the School Committee Elections Resource Manual.

**MOTION #93-2018:** That revisions to the School Committee Elections Resource Manual be approved.

Montgomery  
Mosiondz  
Carried

**h. Disbursements**

Chairperson Ballantyne reviewed disbursements for the month of April 2018.

**MOTION #94-2018:** That the April 2018 disbursements of \$24,840,301.47 be approved.

Imrie  
Calvert  
Carried

**i. Borrowing By-Law B-1-18**

Secretary-Treasurer Cattani reviewed Borrowing By-Law B-1-18.

**MOTION #95-2018:** That Borrowing By-Law B-1-8 be approved.

Mosiondz  
Ettawacappo  
Carried

**j. Tenders**

Chairperson Ballantyne reviewed Tenders that have been awarded since the September 2017 Board meeting

**MOTION #96-2018:** That Tender #925 Custodial Award to Prairiewest and Robertson Electric; and Tender #928 to Christies Office, Supreme Learning, Spicers (Coast), Dell, Direct Data, and Printers Xclusive be approved.

Imrie  
Pearson  
Carried

**6.00 COMMITTEE REPORTS**

**a. Policy Review Committee**

Committee Chairperson Montgomery reported on the meeting held May 2, 2018.

**MOTION #97-2018:** That the policies outlined below be approved for distribution for comment:

- E.1.C-R – Program for the Education of Native Teachers (P.E.N.T.) Regulation,

- E.1.C-EX1 – P.E.N.T. Student Teacher Agreement,
- F.3.A – Student Assessment and Communication of Student Achievement (Policy and Regulation),
- F.3.F – Student Grade Level Placement: Kindergarten to Grade 8 (Policy and Regulation).

And further that the policy items outlined below be approved for implementation:

- revised draft Policy C.1.A – Frontier School Division Governance and Leadership Chart,
- the capitalization of the word “indigenous” throughout the Policy and Procedures Manual,
- a minor word revision to Regulation G.1.C-R – Search of Students and Search and Seizure of Student Property,
- a new template for Policies, Regulations and Exhibits.

Sanderson  
Montgomery  
Carried

b. **Finance Committee**

No report.

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

No report.

d. **Support Staff Liaison Committee**

Trustees Imrie and Montgomery reported on the meeting held May 1, 2018.

e. **Employee Pension Committee**

Committee Chairperson Imrie reported on the meeting held April 30, 2018.

**MOTION #98-2018:**

That based upon recommendations from the Employee Pension Committee, the following items be approved:

- the proposed changes to the general salary increase assumption, and the mortality assumption, and

- a contingent liability be established for the Pension Plan.

Pearson  
Friesen  
Carried

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

No report.

g. **Employee Benefits Committee**

Trustee Friesen provided a report of the meeting held April 30, 2018.

h. **Collective Bargaining**

Discussion.

**7.00 CHAIRPERSON’S REPORT**

a. **May 2018 Board Visit**

Trustees reported upon the school visits held on May 15, 2018. Direction was provided to administration on a number of items arising from meetings held with local governance representatives.

b. **Correspondence**

Information.

**8.00 EDUCATION AND BOARD DEVELOPMENT**

a. **Student Services Program Report**

(Timed Item, Wednesday, May 16, 2018, 8:45 a.m.)

Chairperson Ballantyne welcomed Area 2 Superintendent Chartrand to the meeting. Area 2 Superintendent Chartrand provided a program report on Student Services.

**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**

Discussion tabled to the June 2018 meeting.

b. **Meetings and Travel**

Information.

c. **Attendance**

Information.

d. **Bravos**

Bravos were conveyed to the Brochet School Running Club and their physical education efforts to compete at the Manitoba Marathon.

e. **Enrollments**

Information.

f. **Articles**

Information.

g. **Correspondence**

Information.

h. **High School Graduation Exercises**

Information.

**9.02 Secretary-Treasurer's Report**

a. **Finance**

i. **Outstanding Accounts**

Information.

Cattani noted his May 2018 report on Facilities and Transportation will be provided at the June 2018 Board meeting.

b. **Facilities**

c. **Transportation**

d. **Trustee Professional Development**

Information.

e. **D-Grants**

Information.

f. **Special Allocation F-Grants**

Information.

**10.00 CONFERENCE/MEETING REPORTS**

a. **Area 4 Advisory Committee Meeting**

Vice-Chairperson Pearson provided a report of their recent meeting.

b. **Area 3 Advisory Committee Meeting**

Trustee Imrie provided a report of their recent meeting.

**11.00 GENERAL DISCUSSION**

Discussion arose on the following items:

- School Leadership,
- Role of the School Committee,
- June Superintendent Meeting,
- High School Games,
- Transporting students in a private vehicle.

**12.00 CORRESPONDENCE**

**Incoming**

- a. Letter from Agnes Mowat, Principal, Helen Betty Osborne Ininiw Education Resource Centre, re Invitation to HBOIERC Kitchen Grand Opening.
- b. Letter from Gloria Whitford, Senior Election Official, re Revised School Committee Elections Resource Manual.
- c. Letter from Gloria Whitford, Senior Election Official, re Revised Template for Local School Committee Constitution and Terms of Reference.
- d. Letter from Gloria Whitford, Senior Election Official, re Revised Template for Area Advisory Committee Constitution and Terms of Reference.
- e. Electronic correspondence from The Manitoba School Boards Association for April 27, 2018:
  - E-news Bulletin – April 25, 2018,

- Mark Dickof Memorial Scholarship Award Information Package – 2018.
- f. Electronic correspondence from The Manitoba School Boards Association for April 30, 2018:
  - Manitoba Students Actually Do Make The Grade – MSBA Official Response re 2016 Pan-Canadian Assessment Program (PCAP),
  - PCAP 2016 Fact Sheet.
- g. Electronic correspondence from The Manitoba School Boards Association for May 2, 2018:
  - Inter-organizational Indigenous Education Committee – Annual Field Trip,
  - Manitoba Teachers’ Society Rally for Public Education Poster,
  - Sunrise School Division Superintendent Announcement,
  - Manitoba Association for Rights and Liberties “I Have To Be Me” Event Poster, agenda, and registration.

**MOTION #99-2018:** That the correspondence be received.

Calvert  
Pearson  
Carried

**13.00 ADJOURNMENT**

**MOTION #100-2018:** That the meeting be adjourned.

Pearson  
Carried

The meeting adjourned at 11:56 a.m. on Wednesday, May 16, 2018.