



**MINUTES**

**BOARD OF TRUSTEES MEETING**

**FRONTIER SCHOOL DIVISION**

**LAKEVIEW HECLA RESORT**

**HECLA ISLAND, MANITOBA**

**OCTOBER 23-25, 2017**

**EXECUTIVE SUMMARY  
OCTOBER 23-25, 2017  
BOARD OF TRUSTEES MEETING**

<b>TOPIC</b>	<b>PAGE</b>	<b>DISPOSITION</b>
<b>ACTION ITEMS</b>		
School Trips Requests		
i. Ratification of Seven (7) – Outdoor Wilderness/Cultural Activity Trips, and One (1) Educational Trip	3	Ratified
ii. Grand Rapids School Outdoor Wilderness/Cultural Activity Trips (2)	4	Approved
iii. Mel Johnson School Educational Trip	5	Approved
iv. Frontier Collegiate Institute Outdoor Wilderness/Cultural Activity Trips (7)	5	Approved
Debenture By-Law D-17-1	5	Approved
Disbursements	6	Approved
Changemakers	6	Tabled
<b>COMMITTEE REPORTS</b>	6	Information
Policy Review Committee	6	Approved
The following draft revised policies to be distributed for comment:		
- E.1.B – Recruitment of Personnel (Policy and Regulation),		
- E.5.D – Progressive Discipline – Support Staff (Policy and Regulation),		
- F.1.B – Appropriate Educational Programing (Policy and Regulation).		
F.S.D./F.T.A. Liaison Committee	7	Approved
The following revisions were approved:		
- Regulation E.3.N-R – Special Leave – Teaching Staff,		
- Exhibit E.3.N-EX1 – Special Leave Application Form.		
<b>CHAIRPERSON’S REPORT</b>	8	Information
<b>EDUCATION AND BOARD DEVELOPMENT</b>	8	Information
<b>ADMINISTRATION REPORTS</b>		
Chief Superintendent	9	Information
Secretary-Treasurer	9	Information
<b>CONFERENCE/MEETING REPORTS</b>	10	No items
<b>GENERAL DISCUSSION</b>	10	No items
<b>CORRESPONDENCE</b>	10	Received
<b>ADJOURNMENT</b>	12	Approved



**MINUTES**  
**BOARD OF TRUSTEES MEETING**  
**FRONTIER SCHOOL DIVISION**  
**LAKEVIEW HECLA RESORT**  
**HECLA ISLAND, MANITOBA**  
**OCTOBER 23-25, 2017**

Present:	Linda Ballantyne	Area 2
	Tanya Friesen	Area 3
	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
Absent:	Donna Calvert	Area 4 (Excused Absence – Sick)
	Kathleen Ettawacappo	Area 5 (Excused Absence – Work)
	Marg Imrie	Area 1 (Excused Absence, October 25, – Personal)
	Linda Ballantyne	Area 2 (Excused Absence, October 25, Left at 10:20 a.m. – Work)
Presenters:	Correy Myco	President/CEO, Changemakers
	Jill McLean	Director of Research and Innovation, Changemakers
Joint Meeting Participants:	Don McCaskill	Area 1 Superintendent
	Robert Chartrand	Area 2 Superintendent
	Marti Ford	Area 3 Superintendent
	Darren Kinden	Area 4 Superintendent
	Dave Swanson	Area 5 Superintendent
	Marg Janssen	Assistant Superintendent, English Language Arts and Mathematics
	April Krahn	Assistant Superintendent, Indigenous Language and Culture
	Tyson Mac Gillivray	Assistant Superintendent, High Schools and Careers Programs
	Bradley Hampson	Assistant Superintendent, Technology
	Paul Cuthbert	Educational Leadership Consultant

## **CALL TO ORDER**

Chairperson Ballantyne called the meeting to order at 9:08 a.m. on Monday, October 23, 2017.

On Tuesday, October 24 and Wednesday, October 25, 2017 the Board participated in their joint meeting with staff (item 8.00 a.)

### **1.00 APPROVAL OF AGENDA**

Chairperson Ballantyne reviewed the draft meeting agenda for October 23-25, 2017. Two items were added: F.C.I. School trip requests; and correspondence from Manitoba School Boards Association regarding “Fair Dealing Guidelines of the *Copyright Act*”.

**MOTION #140-2017:** That the draft revised meeting agenda for October 23-25, 2017 be approved.

Imrie  
Friesen  
Carried

### **2.00 APPROVAL OF MINUTES**

Chairperson Ballantyne reviewed the draft September 18-19, 2017 regular meeting minutes.

**MOTION #141-2017:** That the draft regular meeting minutes for September 18-19, 2017 be approved.

Montgomery  
Sanderson  
Carried

### **3.00 IN-CAMERA**

**MOTION #142-2017:** That the Board move into the in-camera session.

Pearson  
Sanderson  
Carried

The Board moved into in-camera session at 9:15 a.m. on Monday, October 23, 2017.

**MOTION #143-2017:** That the Board move out of the in-camera session.

Montgomery  
Sanderson  
Carried

The Board moved out of the in-camera session at 9:52 a.m. on Monday, October 23, 2017.

**4.00 DELEGATION/GUEST(S)**

**5.00 ACTION ITEMS**

**a. School Trip Requests**

**i. Ratification of Seven (7) Outdoor Wilderness/Cultural Activity Trips, and One (1) Educational Trip**

Chairperson Ballantyne reviewed a request from Chief Superintendent Klassen for ratification of a number of outdoor wilderness/cultural activity trips, and one (1) educational trip:

- Frontier Mosakahiken School Cadet Program for the 2017-18 school year,
- Grand Rapids School trip to the Grand Rapids Culture Camp on September 18-22, 2017,
- Jack River School trip to Sea Falls Cabin on October 24-25, 2017,
- Helen Betty Osborne Ininiw Education Resource Centre's three (3) trips to:
  - Pine Creek (Norway House) on September 25-29,
  - Paymisk Creek/Rock Paintings on October 3-4 (day trips),
  - Pavillion on October 6 and October 27 (two (2) afternoon trips).
- Duke of Marlborough School educational trip for one (1) student travelling to Ottawa, Ontario on October 21-29, 2017 to participate in the Encounters with Canada program.

**MOTION #144-2017:**

That the following school trips be ratified:

- Frontier Mosakahiken School Cadet Program for the 2017-18 school year,
- Grand Rapids School trip to the Grand Rapids Culture Camp on September 18-22, 2017,
- Jack River School trip to Sea Falls Cabin on October 24-25, 2017,
- Helen Betty Osborne Ininiw Education Resource Centre's three (3) trips to:
  - Pine Creek (Norway House) on September 25-29,
  - Paymisk Creek/Rock Paintings on October 3-4 (day trips),
  - Pavillion on October 6 and October 27 (two (2) afternoon trips).
- Duke of Marlborough School educational trip, one (1) student travelling to Ottawa, Ontario on October 21-29, 2017 to participate in the Encounters with Canada program.

Mosiondz  
Montgomery  
Carried

ii. **Grand Rapids School Outdoor Wilderness/Cultural Activity Trips (2)**

Chairperson Ballantyne reviewed a request from Grand Rapids School for sixteen (16) Grade 7 students to participate in outdoor wilderness/cultural activity trips to the Grand Rapid Culture Camp on March 12-16, 2018 and June 11-15, 2018.

**MOTION #145-2017:**

That the Grand Rapids School outdoor wilderness/cultural activity trip for sixteen (16) Grade 7 students to the Grand Rapids Culture Camp on March 12-16, 2018 and June 11-15, 2018 be approved.

Imrie  
Mosiondz  
Carried

iii. **Mel Johnson School Educational Trip**

Chairperson Ballantyne reviewed a request from Mel Johnson School for one (1) Grade 9 student to travel to Kananaskis, Alberta on November 21-25, 2017.

**MOTION #146-2017:** That the Mel Johnson School educational trip for one (1) Grade 9 student to travel to Kananaskis, Alberta on November 21-25, 2017 be approved.

Sanderson  
Montgomery  
Carried

iv. **Frontier Collegiate Institute Outdoor Wilderness/Cultural Activity Trips (7)**

Chairperson Ballantyne reviewed a request from Frontier Collegiate Institute for seventeen (17) Grades 9-12 students to participate in afternoon outdoor wilderness/cultural activity trips to Fishing Lake on various dates (2017: October 30 and December 15; 2018: January 12, February 9, March 2, April 27, May 11- all weather permitting).

**MOTION #147-2017:** That the Frontier Collegiate Institute outdoor wilderness/cultural activity trips for seventeen (17) Grades 9-12 students to Fishing Lake on various dates be approved.

Pearson  
Imrie  
Carried

b. **Debenture By-Law D-17-1**

Secretary-Treasurer Cattani read Debenture By-Law D-17-1 a second and third time short.

**MOTION #148-2017:** That Debenture By-Law D-17-1 be approved as read short a second time.

Friesen  
Mosiondz  
Carried

**MOTION #149-2017:** That Debenture By-Law D-17-1 be approved as read short a third and final time.

Pearson  
Montgomery  
Carried

c. **Disbursements**

Chairperson Ballantyne reviewed disbursements for the month of September 2017.

**MOTION #150-2017:** That the September 2017 disbursements of \$9,455,154.92 be approved.

Mosiondz  
Osborne  
Carried

d. **Changemakers**

(Timed Item, Monday, October 23, 2017, 3:00 p.m.)

Chairperson Ballantyne welcomed representatives from Changemakers to the meeting. Mr. Myco and Ms. McLean presented draft positioning statements and logos.

On the evening of October 23, 2017, the Board invited Area and Assistant Superintendents to review and discuss the materials presented by Changemakers.

On October 25, 2017 and in Chairperson Ballantyne's absence, Vice-Chairperson Pearson noted that this item is tabled to either the November or December Board meetings.

**6.00 COMMITTEE REPORTS**

a. **Policy Review Committee**

Committee Chairperson Montgomery provided a report of their meeting held September 20, 2017.

**MOTION #151-2017:** That the following draft revised policies be distributed for comment:

- 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).

Friesen  
Osborne  
Carried

The next Policy Review Committee meeting is scheduled for December 13, 2017.

b. **Finance Committee**

No report.

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

No report.

d. **Support Staff Liaison Committee**

No report.

e. **Employee Pension Committee**

No report.

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

Chairperson Ballantyne with assistance from Chief Superintendent Klassen and Secretary-Treasurer Cattani provided a report of the meeting held September 29, 2017. The committee recommended revisions to Regulation E.3.N-R – Special Leave – Teaching Staff and Exhibit E.3.N-EX1 – Special Leave Application Form.

**MOTION #152-2017:** That revisions to Regulation E.3.N-R – Special Leave – Teaching Staff, and Exhibit E.3.N-EX1 – Special Leave Application Form be approved.

Mosiondz  
Osborne  
Carried

Correspondence regarding revisions to Policy E.3.N – Special Leave – Teaching Staff will be distributed to teachers.

g. **Employee Benefits Committee**

No report.

h. **Collective Bargaining**

No report.

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

Trustees Osborne and Friesen reported on a recent hiring activity that took place on October 13, 2017.

**7.00 CHAIRPERSON'S REPORT**

a. **October 2017 Board and Joint Meeting with the Superintendent Group**

Chairperson Ballantyne and Chief Superintendent Klassen reviewed the materials for the joint meeting.

b. **Manitoba School Boards Association (MSBA) Region 4 Meeting**

Chairperson Ballantyne, Vice-Chairperson Pearson and Chief Superintendent Klassen reported on the Region 4 meeting hosted by the Division on October 21, 2017.

c. **Correspondence**

Chairperson Ballantyne reviewed a request from the MSBA regarding "Fair Dealing Guidelines of the *Copyright Act*". Direction was provided to Chief Superintendent Klassen to draft correspondence on behalf of the Board.

**8.00 EDUCATION AND BOARD DEVELOPMENT**

a. **October 2017 Joint Meeting with the Superintendent Group**  
(Timed Item, Tuesday October 24 and Wednesday, October 25, 2017)

Chairperson Ballantyne welcomed Mr. Cuthbert and staff to the meeting. Mr. Cuthbert led the Board and staff in interactive sessions focusing on the organizational culture of Frontier School Division.

**9.00 ADMINISTRATION REPORTS**

**9.01 Chief Superintendent’s Report**

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

i. **Divisional Program Reports Schedule**

Information.

b. **Meetings and Travel**

Information.

c. **Attendance**

Information.

d. **Bravos**

Bravos were conveyed to Gypsumville School Principal Oswald on receiving the Interlake Regional Award from the Physical and Health Educators of Manitoba, and to the school on receiving an “Eco Globe” award for the “Transformation” level. Bravos were conveyed also to Frontier Collegiate Institute Principal Grenier for planning to support students at the Collegiate.

e. **Enrollments**

Information.

f. **Articles**

Information.

g. **Correspondence**

Information.

**9.02 Secretary-Treasurer’s Report**

a. **Finance**

i. **Outstanding Accounts**

Information.

ii. **Year End Audit**

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**

**11.00 GENERAL DISCUSSION**

**12.00 CORRESPONDENCE**

**Incoming**

- a. Electronic correspondence from The Manitoba School Boards Association (MSBA) for September 15, 2017:
- E-bulletin – September 13, 2017,
  - Horatio Canada National Scholarship Flyer,
  - Memo from Ken Cameron, President, re “Fair Dealing Guidelines of the *Copyright Act*”,
  - CAA – School Safety Patrol Information.
- b. Electronic correspondence from The Manitoba School Boards Association for September 21, 2017:
- Community Voice – Getting Your Message Out,
  - Memo from Darren Thomas, Risk Manager, re Waiver & Release of Liability / Indemnity Agreement,
  - Memo from Kelly Henderson, Manager, Finance and Administration, re Changes to MSBA Non-Teaching Pension Plan,

- Memo from Ken Cameron, President, re Confidential – 2017/18 MSBA Strategic Priorities and Workplan,
  - CAA – School Patrols Event,
  - Peace Literacy: Skills and Leadership – Meet & Greet with Paul Chappell – October 18, 2017.
- c. Letter from Helen Robinson-Settee, Director, Indigenous Inclusion Directorate, re “Release of *Creating Racism-Free Schools through Critical/Courageous Conversations on Race* and the parent companion document *Critical/Courageous Conversations on Race: What Your Child is Learning at School and How You Can Help*”.
- d. Electronic correspondence from The Manitoba School Boards Association for September 27, 2017:
- E-bulletin – September 27, 2017,
  - Memo from Janis Arnold, Board Development Consultant, Education and Communication Services, re 2017 Fall Trustee Education Workshop – November 17, 2017,
  - River East Transcona School Division – Assistant Superintendent – Student Services Advertisement.
- e. Letter from Honourable Ian Wishart Minister of Education and Training, re Serious Incident Reporting.
- f. Electronic correspondence from The Manitoba School Boards Association for October 5, 2017:
- Horatio Canada National Scholarship Flyer,
  - Partners in Education Conference Registration,
  - St. James-Assiniboia School Division – Assistant Superintendent – Education (K-8) and Student Services Advertisement,
  - Safe Grad Seminar Information.
- g. Letter from Honourable Ian Wishart, Minister of Education and Training, re Election of Chairperson to the Frontier School Division Board of Trustees.
- h. Letter from Honourable Ian Wishart, Minister of Education and Training, re Manitoba’s Excellence in Education Awards, 2017/18.
- i. Electronic correspondence from The Manitoba School Boards Association for October 11, 2017:
- E-bulletin – October 11, 2017.
- j. Letter from Garth Armstrong, Grand Rapids School Committee, re staffing formula.

### **Outgoing**

- a. Letter from Linda Ballantyne, Chairperson to Russell Pierce, President, Frontier Teachers’ Association, re May 30, 2017 Letter.
- b. Letter from Linda Ballantyne, Chairperson to Gerald Kemp, Chairperson, Berens River School Committee, re Role of Senior Administration and School Committee Members in the Selection of Staff.

**MOTION #153-2017:** That the correspondence be received.

Montgomery  
Friesen  
Carried

**13.00 ADJOURNMENT**

**MOTION #154-2017:** That the meeting be adjourned.

Montgomery  
Carried

The meeting adjourned at 12:05 p.m. on Wednesday, October 25, 2017.