



## **Minutes**

**Board of Trustees Meeting**

**30 Speers Road**

**Winnipeg, Manitoba**

**December 12-13, 2024**

(Available in alternate formats upon request)

**MINUTES  
EXECUTIVE SUMMARY  
DECEMBER 12-13, 2024  
BOARD OF TRUSTEES MEETING**

<b>TOPIC</b>	<b>PAGE</b>	<b>DISPOSITION</b>
<b>ACTION ITEMS</b>		
Appointment of Auditor	4	Approved
Disbursements	4	Approved
Higher Care School Trip Requests for Approval		
i. Frontier Collegiate (5 Trips)	4	Approved
ii. Peonan Point School (2 Trips)	5	Approved
iii. Duke of Marlborough School	5	Approved
Higher Care School Trips Request for Ratification		
i. D.R. Hamilton School	6	Ratified
ii. Falcon Beach School	6	Ratified
iii. Frontier Collegiate	7	Ratified
iv. Gillam School	7	Ratified
v. Matheson Island School	7	Ratified
vi. Mel Johnson School	8	Ratified
vii. Minegoziibe Anishinabe School	8	Ratified
viii. Stevenson Island School	8	Ratified
<b>COMMITTEE REPORTS</b>		
Policy Review Committee	9	Approved
Policies Approved for Implementation:		
- New: C.2.O – Use of Social Media,		
- Revised E.1.C – PENT Indigenous Teacher Education Program,		
- Revised E.1.N.1 – Smoking on School Division Property – Employees and User Groups,		
- Revised E.3.F – Court Leave – Support Staff.		
Policies distributed for feedback:		
- New: C.2.P - Service Animals in Schools and Division Facilities,		
- Revised E.5.F – Respectful Workplaces: Violence Prevention,		
- Revised G.1.L – Administration of Prescribed Medication to Students,		
- Revised F.3.C – Graduation Requirements for a Frontier School Division Diploma.		
Finance Committee	9	Direction to Administration
Overview of Article 1.14 Isolation Allowance of The Teacher Collective Agreement		
<b>CHAIRPERSON’S REPORT</b>	10	Information
<b>EDUCATION AND BOARD DEVELOPMENT</b>	11	Information

**ADMINISTRATION REPORTS**

Chief Superintendent

11 Information

Secretary-Treasurer

13 Information

**CONFERENCE/MEETING REPORTS**

13 Information

**GENERAL DISCUSSION**

13 No items

**CORRESPONDENCE**

13 Received

**ADJOURNMENT**

14 Approved



**MINUTES  
BOARD OF TRUSTEES MEETING  
FRONTIER SCHOOL DIVISION  
30 SPEERS ROAD  
WINNIPEG, MANITOBA  
DECEMBER 12-13, 2024**

Present:	Graeme Montgomery	Area 1
	Linda Ballantyne	Area 2
	Tanya Friesen	Area 3
	Marg Imrie	Area 3 (Arrived December 12 10:30 a.m.)
	Donna Calvert	Area 4
	Marion Pearson	Area 4
	Mike Muswagon	Area 5 (Arrived December 12 9:18 a.m.)
	Charlene Throop	Area 5
	Tyson Mac Gillivray	Chief Superintendent
	Paul Critchley	Secretary-Treasurer
	Debbie Laubmann	Assistant to Chief Superintendent
Present: (Via Teams)	Donna Calvert	Area 4
	Hilbert Mosiondz	Area 1 (Dec. 12 left 11:18 a.m.; Dec. 13 left 10:30 a.m.)
Absent:	Howard Sanderson	Area 2 (Excused Absence, Sick)
	Mike Muswagon	Area 5 (December 13 left 11:44 a.m.)
	Graeme Montgomery	Area 1 (December 13 left 12:15 p.m.)
	Marion Pearson	Area 4 (December 13 left at 2:30 p.m.)
Presenters:	Darren Kinden	Area 4 Superintendent
Guests: (online) (Via Zoom)	Area 1 School Principals, Area 1 Superintendent and Instructional Coach Area 2 School Principals, Area 2 Superintendent and Instructional Coach Area 3 School Principals, Area 3 Superintendent and Instructional Coach Area 4 School Principals, Area 4 Superintendent and Instructional Coach Area 5 School Principals, Area 5 Superintendent and Instructional Coach Representatives of The Learning Bar	

## **CALL TO ORDER**

Chairperson Ballantyne called the meeting to order at 9:04 a.m. on Thursday, December 12, 2024.

### **1.00 APPROVAL OF AGENDA**

Chairperson Ballantyne reviewed the draft meeting agenda for December 12-13, 2024.

**MOTION #176-2024:** That the draft meeting agenda for December 12-13, 2024 be approved.

Montgomery  
Friesen  
Carried

Due to the requirement for quorum, a number of items were discussed – for information purposes only – and were tabled to the January 2025 Board meeting.

**2.00 APPROVAL OF MINUTES**

Chairperson Ballantyne reviewed the draft November 14-15, 2024 regular meeting minutes.

**MOTION #177-2024:** That the draft regular meeting minutes for November 14-15, 2024 be approved.

Montgomery  
Friesen  
Carried

**3.00 IN-CAMERA**

**MOTION #178-2024:** That the Board move into in-camera session.

Friesen  
Throop  
Carried

The Board moved into in-camera session at 9:09 a.m. on Thursday, December 12, 2024.

**MOTION #179-2024:** That the Board move out of in-camera session.

Imrie  
Throop  
Carried

The Board moved out of the in-camera session at 11:56 a.m. on Thursday, December 12, 2024.

**MOTION #180-2024:** That the Board move into in-camera session.

Imrie  
Montgomery  
Carried

The Board moved into in-camera session at 2:51 p.m. on Thursday, December 12, 2024.

**MOTION #181-2024:** That the Board move out of in-camera session.

Friesen  
Muswagon  
Carried

The Board moved out of the in-camera session at 3:39 p.m. on Thursday, December 12, 2024.

**MOTION #182-2024:** That the Board move into in-camera session.

Pearson  
Friesen  
Carried

The Board moved into in-camera session at 9:46 a.m. on Friday, December 13, 2024.

**MOTION #183-2024:** That the Board move out of in-camera session.

Muswagon  
Imrie  
Carried

The Board moved out of the in-camera session at 10:21 a.m. on Friday, December 13, 2024.

#### **4.00 DELEGATION/GUEST(S)**

a. **Learning Reflections: Virtual Sessions with School Principals**  
(Timed Items: Friday, December 13, 2024)

- Virtual Session 1 with Areas 1 and 3 School Principals (9:05 a.m.)
- Virtual Session 2 with Areas 2, 4 and 5 School Principals (12:30 p.m.)

Chairperson Ballantyne brought welcome greetings on behalf of the Board to School Administrators, Superintendents and Area Instructional Coaches, and representatives of The Learning Bar.

Chief Superintendent Mac Gillivray thanked the principals and staff for the work they do on behalf of the Division and shared Christmas greetings.

## 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 12, 2024 and provided their recommendation to the Board.

**MOTION #184-2024:** That the Board approve the accounting firm of Deloitte as Division Auditor for the 2024-25 year.

Pearson  
Throop  
Carried

#### b. **Disbursements**

Chairperson Ballantyne reviewed Disbursements for the month of November 2024.

**MOTION #185-2024:** That the November 2024 Disbursements of \$20,462,675.74 be approved.

Muswagon  
Imrie  
Carried

#### c. **Higher Care School Trip Requests for Approval**

##### i. **Frontier Collegiate (5 Trips)**

Chairperson Ballantyne reviewed a number of higher care trip requests from Frontier Collegiate:

- Ten (10) Grades 9-12 students to travel to First Cranberry Lake on various dates (January 11 to March 22, 2025),
- Twenty-four (24) Grades 9-12 students to travel to Flin Flon on various dates (January 22, February 20, March 6, and March 20, 2025),
- Twenty-four (24) Grades 9-12 students to travel to Flin Flon on various dates (February 2, February 16, March 2, 2025),
- Ten (10) Grades 9-12 students to travel to Neso Lake on March 16, 2025,
- Fifteen (15) Grades 10-12 students to travel to Camp Arnes on May 7-10, 2025.

**MOTION #186-2024:**

That the following Frontier Collegiate higher care trip request be approved:

- Ten (10) Grades 9-12 students to travel to First Cranberry Lake on various dates (January 11 to March 22, 2025),
- Twenty-four (24) Grades 9-12 students to travel to Flin Flon on various dates (January 22, February 20, March 6, and March 20, 2025),
- Twenty-four (24) Grades 9-12 students to travel to Flin Flon on various dates (February 2, February 16, March 2, 2025),
- Ten (10) Grades 9-12 students to travel to Neso Lake on March 16, 2025,
- Fifteen (15) Grades 10-12 students to travel to Camp Arnes on May 7-10, 2025.

Friesen  
Montgomery  
Carried

ii. **Peonan Point School (2 Trips)**

Chairperson Ballantyne reviewed a number of higher care requests from Peonan Point School:

- Five (5) Grades 3-11 students to travel to Gypsumville, Pinaymootang First Nation on January 17 and January 31, 2025,
- Five (5) Grades 3-11 students to travel to Asessippi Ski Resort on February 25-26, 2025.

**MOTION #187-2024:**

That the following Peonan Point School higher care trip requests be approved:

- Five (5) Grades 3-11 students to travel to Gypsumville, Pinaymootang First Nation on January 17 and January 31, 2025,
- Five (5) Grades 3-11 students to travel to Asessippi Ski Resort on February 25-26, 2025.

Muswagon  
Montgomery  
Carried

iii. **Duke of Marlborough School (2 Trips)**

Chairperson Ballantyne reviewed a number of higher care trip requests from Duke of Marlborough School:



- Ten (10) Grades 11-12 students to travel to Winnipeg and Camp Manitou on January 18-25, 2025,
- 7-10 (Seven to 10) Grades 6-12 students to travel to Winnipeg on February 26-27, 2025.

**MOTION #188-2024:** That the following Duke of Marlborough School higher care trip requests be approved:

- Ten (10) Grades 11-12 students to travel to Winnipeg and Camp Manitou on January 18-25, 2025,
- 7-10 (Seven to 10) Grades 6-12 students to travel to Winnipeg o February 26-27, 2025.

Throop  
Friesen  
Carried

d. **Higher Care School Trips Request for Ratification**

i. **D.R. Hamilton School**

Chairperson Ballantyne reviewed a request to ratify the D.R. Hamilton School higher care trip request for twenty-one (21) Grades 7-8 students for travel within the community of Cross Lake on December 9-13, 2024. Students are participating in daily land-based and cultural activities.

**MOTION #189-2024:** That the D.R. Hamilton School higher care trip request for twenty-one (21) Grades 7-8 students for travel within the community of Cross Lake on December 9-13, 2024 be ratified.

Muswagon  
Pearson  
Carried

ii. **Falcon Beach School**

Chairperson Ballantyne reviewed a request to ratify the Falcon Beach School higher care trip request for fourteen (14) Grades 5-10 students for travel to Black River on November 27-29, 2024.

**MOTION #190-2024:** That the Falcon Beach School higher care trip request for fourteen (14) Grades 5-10 students for travel to Black River on November 27-29, 2024 be ratified.

Muswagon  
Pearson  
Carried

iii. **Frontier Collegiate**

Chairperson Ballantyne reviewed a request to ratify the Frontier Collegiate higher care trip request for twenty-four (24) Grades 9-12 students for travel to Flin Flon on various dates (November 14, 2024 to December 12, 2024).

**MOTION #191-2024:** That the Frontier Collegiate higher care trip request for twenty-four (24) Grades 9-12 students for travel to Flin Flon on various dates (November 14, 2024 to December 12, 2024) be ratified.

Muswagon  
Pearson  
Carried

iv. **Gillam School**

Chairperson Ballantyne reviewed a request to ratify the Gillam School higher care trip request for ten (10) Grades 10-12 students for travel to Winnipeg and Camp Manitou on December 1-7, 2024.

**MOTION #192-2024:** That the Gillam School higher care trip request for ten (10) Grades 10-12 students for travel to Winnipeg and Camp Manitou on December 1-7, 2024 be ratified.

Muswagon  
Pearson  
Carried

v. **Matheson Island School**

Chairperson Ballantyne reviewed a request to ratify the Matheson Island School higher care trip request for four (4) Grades 4-9 students for travel to Black River on November 27-29, 2024.

**MOTION #193-2024:** That the Matheson Island School higher care trip request for four (4) Grades 4-9 students for travel to Black River on November 27-29, 2024 be ratified.

Muswagon  
Pearson  
Carried

vi. **Mel Johnson School**

Chairperson Ballantyne reviewed a request to ratify the Mel Johnson School higher care trip request for ten (10) Grades 9-12 students for travel to Glenboro and Brandon on November 27-30, 2024.

**MOTION #194-2024:** That the Mel Johnson School higher care trip request for ten (10) Grades 9-12 students for travel to Glenboro and Brandon on November 27-30, 2024 be ratified.

Muswagon  
Pearson  
Carried

vii. **Minegoziibe Anishinabe School**

Chairperson Ballantyne reviewed a request to ratify the Minegoziibe Anishinabe School higher care trip request for twenty (20) Grades 1-12 students for travel within the community of Pine Creek on various dates (December 6, 13, 20, 2024; and future dates January 10, 17, 24, 31, February 14, 21, 28, March 7, 14, 21, 28, 2025). Students are participating in outdoor and land-based cultural teachings.

**MOTION #195-2024:** That the Minegoziibe Anishinabe School higher care trip request for twenty (20) Grades 1-12 students for travel within the community of Pine Creek on various dates (December 6, 13, 20, 2024; and future dates January 10, 17, 24, 31, February 14, 21, 28, March 7, 14, 21, 28, 2025) be ratified.

Muswagon  
Pearson  
Carried

viii. **Stevenson Island School**

Chairperson Ballantyne reviewed a request to ratify the Stevenson Island School higher care trip request for one (1) Grade 8 student for travel to Black River on November 27-29, 2024.

**MOTION #196-2024:** That the Stevenson Island School higher care trip request for one (1) Grade 8 student for travel to Black River on November 27-29, 2024 be ratified.

Muswagon  
Pearson  
Carried

## 6.00

### COMMITTEE REPORTS

#### a. Policy Review Committee

A report of the November 5, 2024 Policy Review Committee meeting was provided to the Board.

**MOTION #197-2024:** That the following policies be approved for implementation:

- New: C.2.O – Use of Social Media,
- Revised E.1.C – PENT Indigenous Teacher Education Program,
- Revised E.1.N.1 – Smoking on School Division Property – Employees and User Groups,
- Revised E.3.F – Court Leave – Support Staff.

Montgomery  
Friesen  
Carried

**MOTION #198-2024:** That the following policy documents be distributed for feedback:

- New: C.2.P - Service Animals in Schools and Division Facilities,
- Revised E.5.F – Respectful Workplaces: Violence Prevention,
- Revised G.1.L – Administration of Prescribed Medication to Students,
- Revised F.3.C – Graduation Requirements for a Frontier School Division Diploma.

Montgomery  
Imrie  
Carried

New policies will be uploaded to the Division Policy Manual on the website and draft policies for feedback will be distributed.

#### b. Finance Committee

Committee Chairperson Imrie provided a report of the December 12, 2024 meeting.

Critchley provided an overview of Article 1.14 Isolation Allowance of The Teacher Collective Agreement and work of the Divisional Committee formed to review this article.

**MOTION #199-2024:** That the determination of a cost-effective plan for Isolation Allowance relative to Article 1.14 be directed to senior administration.

Muswagon  
Throop  
Carried

c. **N.O.F.I. Board of Directors Meeting**

Committee Chairperson Friesen provided a report of the December 13, 2024 meeting. N.O.F.I. were directed to connect with the Assiniboine Park Conservancy on their request for a new scholarship program offering for Duke of Marlborough School.

d. **Support Staff Liaison Committee**

No report.

e. **Employee Pension Committee**

No report.

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

Board Chairperson Ballantyne with assistance from administration, provided a report of the meeting held November 29, 2024.

g. **Employee Benefits Committee**

No report.

h. **Collective Bargaining**

Information.

**7.00 CHAIRPERSON'S REPORT**

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

i. **Fall 2024 Meeting Minutes**

Vice-Chairperson Pearson provided a report of the Fall Regional meeting.

ii. **2025 Convention**

Discussion and direction to administration.

iii. **Correspondence**

Information.

iv. **2025 Canadian School Board Congress and National Trustee Gathering**

Discussion and direction to administration.

b. **Correspondence**

Information.

**8.00 EDUCATION AND BOARD DEVELOPMENT**

a. **Standing Item: Follow-up from September 9-10, 2024 Board and Senior Administration Orientation**

This item was addressed under 9.01 a. ii. – Focus Area Discussion.

b. **Teacher Collective Agreement Review**  
(Timed Item, Thursday, December 12, 2024)

This item was tabled to the January 2025 Board meeting.

c. **Area 4 Report**  
(Timed Item, Thursday, December 12, 2024, 1:46 p.m.)

Chairperson Ballantyne welcomed Area Superintendent Kinden to the meeting. Area Superintendent McCaskill provided a report on Area 4 schools successes and challenges.

**9.00 ADMINISTRATION REPORTS**

**9.01 Chief Superintendent's Report**

a. **Strategic Plan**

i. **Reports Schedule**

Information. Mac Gillivray shared the change in Area Superintendent presentations arranged for January 2025.

ii. **Focus Area Discussion**

Topics discussed at the October 2024 Board and Superintendent Group meeting took place.

iii. **November 1 Professional Development – All Employees**

Chief Superintendent Mac Gillivray reviewed feedback received from employees on the virtual and in-person professional development activity for all employees.

b. **Meetings and Travel**

Information.

c. **Attendance**

Information.

d. **Bravos**

Bravos were conveyed to staff in the Work Education/Experience program for their selfless act of kindness and civic responsibility in supporting a young member of the Winnipeg community in time of crisis.

e. **Enrollments**

Information.

f. **Articles**

Information.

g. **Correspondence**

Information.

h. **Low Risk Trips**

Information.

i. **2025 Annual School Committee Conference**

Discussion and direction to administration to plan for the April 2025 conference. Further discussion to continue at the January 2025 Board meeting.

j. **Mission Statement Templates**

Topic tabled to January 2025 Board meeting.

k. **Hockey Academy**

Information. Topic tabled to January 2025 Board meeting.

## **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.

### **f. Standing Item: Division Office Needs Assessment**

Discussion. Topic tabled to January 2025 Board meeting.

## **10.00 CONFERENCE/MEETING REPORTS**

### **a. Fall 2024 Area Advisory Committee Meeting Reports**

Reports tabled to January 2025 Board meeting.

## **11.00 GENERAL DISCUSSION**

## **12.00 CORRESPONDENCE**

### **Incoming**

- a. Electronic correspondence from the Manitoba School Boards Association (MSBA) for November 13, 2024:
  - National Crime Prevention Strategy – Application for Funding,
  - Information on Indigenous Education Speaker Series on Land-Based Learning from Teach for Canada.
- b. Memo from Leonard Zdrill, Director of Operational Risk, Safety, Health & Liability Management, MSBA re Manitoba K-12 Schools Potable Water Remediation Program.
- c. Electronic correspondence from the Manitoba School Boards Association for November 20, 2024:



- Supply Chains Act Bulletin – Fall 2024,
  - Memo from Jodie Taylor, Interim Director Governance and Professional Development Services re Call for Student Participation – March Annual Convention – March 20-21, 2025,
  - Convention Awards Package 2025,
  - E-bulletin for November 20, 2024,
  - Volunteer with Operation Red Rose,
  - Memo from Josh Watt, Executive Director re Manitoba Government’s Response FFM-04-24 – Municipal Property Tax,
  - 2025 Indigenous Education Gathering – Registration Now Open,
  - Regional Meeting Minutes Fall 2024.
- d. Electronic correspondence from the Manitoba School Boards Association for November 27, 2024:
- 2025 Sysco Showcase Healthy School Meal Planning event,
  - Manitoba Down Syndrome Society 2025 Sock Contest information.
- e. Electronic correspondence from the Manitoba School Boards Association for December 4, 2024:
- Memo from Jodie Taylor, Director Governance and Professional Development Services re Raffle Donations for 2025 March Annual Convention,
  - Memo from Josh Watt, Executive Director re The King’s Official Canadian Portrait,
  - Diverse Minds Creative Writing Contest information,
  - E-bulletin for December 4, 2024,
  - Prairie Rose School Division Trustee Statement.
- f. Electronic correspondence from the Manitoba School Boards Association re Open Call for Workshop and Breakout Seminar Presenters, CSBA Congress and National Trustee Gathering on Indigenous Education 2025.
- g. Electronic correspondence from the Manitoba School Boards Association re Business Review Magazine.

**MOTION #200-2024:** That the December 2024 correspondence be received.

Imrie  
Throop  
Carried

**13.00 ADJOURNMENT**

**MOTION #201-2024:** That the meeting be adjourned.

Pearson  
Carried

The meeting adjourned at 2:24 p.m. on Friday, December 13, 2024.