

# Beautiful Plains School Division

## REGULAR BOARD MEETING

June 6, 2023

Present: Chairperson R. Manns, Vice Chairperson G. Hunter, and Trustees  
K. Guillas, S. Kohinski, J. McNeily, L. Biehn, R. Toews

Also Present: J. Young, K. Reynolds, S. Bayes

Regrets:

BPTA: D. Swanton (Regular meeting only)

### ***In Camera***

1. Superintendent's Confidential Report
  - a) Staffing Updates
  - b) New Vocational School Planning Update
  - c) Student Suspensions
  - d) Enrolment Update
  - e) FIPPA
  
2. Secretary-Treasurer's Confidential Report
  - a) Staffing Updates
  - b) Provincial Funding Formula

The Business Meeting was called to order at 5:02 p.m.

1. The agenda was approved as circulated.
2. The minutes of the May 16, 2023 Regular Board meeting were approved as circulated.
3. The accounts and payroll deposits for the month of April 2023 were approved
4. Superintendent's Business Report
  - a) Shaelyn Leflar was employed as a teacher on a part-time teacher general contract effective September 5, 2023 and assigned to Fairway Colony School.
  - b) Brandon Lockerby was employed as a teacher on a full time teacher general contract effective September 5, 2023 and assigned to Neepawa Middle School.

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- c) Sarah Blair was employed as a teacher on a full time teacher general contract effective September 5, 2023 and assigned to Acadia Colony School.
- d) Julie van Kommer was appointed Student Services Coordinator for the Division effective September 5, 2023.
- e) Amber Filipchuk was employed as Secretary/ Educational Assistant at Hazel M. Kellington School effective August 21, 2023.
- f) Michael Stadnyk was employed as Secretary/ Educational Assistant at Neepawa Middle School effective August 21, 2023.
- g) Maria Whitlaw was employed as Secretary at Neepawa Area Collegiate effective August 21, 2023.
- h) Lindsay Dayholos was employed as Secretary at Neepawa Area Collegiate effective August 21, 2023.
- i) Peter Reid was employed as a teacher on a full time teacher general contract effective September 5, 2023 and assigned to Neepawa Area Collegiate.
- j) Laura Hofer was employed as a teacher on a part-time teacher general contract effective September 5, 2023 and assigned to Acadia Colony School
- k) Caleb Wollman was employed as a teacher on a part-time teacher general contract effective September 5, 2023 and assigned to Willerton School
- l) Leanne Zettler's teaching time at Neepawa Area Collegiate will be reduced to 0.75 effective September 5, 2023 and moving forward.
- m) Educational Assistant staffing for the 2023-2024 school year was approved.
- n) Resignation from Anna Tungul, Educational Assistant at Hazel M Kellington School was accepted effective June 29, 2023.
- o) 2022/23 Substitute Teachers: Tawny Kerkowich
- p) The within division school of choice request from Tanis and Colin Knox for their son Brayden Knox to attend Grade 12 at Neepawa Collegiate instead of Carberry Collegiate effective September 5, 2023 was approved.

## 5. Secretary-Treasurer's Report

- a) The April 30, 2023 financial reports were approved.
- b) By-law No. 305, a by-law for the purpose of establishing a line of credit for operating purposes in the amount of \$3,700,000 was read a second and third time and finally passed, signed and sealed.

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- c) The Division Office summer hours from July 4 to August 25, 2023 - 8:00 a.m. to 4:00 p.m. were approved.
- d) Division Facilities Summer Hours. The Division facility hours were established as follows: Monday to Thursday from July 4 to August 25, 2023.
- e) Arvin Gulles was employed as a half time permanent Custodian at Neepawa Middle School effective July 4, 2023.
- f) Dan Neufeld was employed as a full time permanent Mechanic at the Bus Garage effective July 24, 2023.
- g) Resignation from Angela Tremain, Custodian at Neepawa Collegiate was accepted effective May 30, 2023.
- h) The financial signing officers for the Division will be either Chairperson, Richard Manns or Trustee Garth Hunter along with the Secretary-Treasurer, Shannon Bayes or alternate, Naiden Maramara.
- i) The request from RJ Waugh School to make changes to the playground was approved in accordance with policy J.M.A.

#### 6. Committee Reports

- a) Workplace Safety and Health Committee Meeting agenda was circulated. Provincial workplace safety and health visits will increase for all schools in Manitoba as schools are now in a higher risk category.

#### 7. Other Reports

- a) MSBA - e-news – May 17, 2023 was circulated.
- b) MSBA – e-news – May 31, 2023 was circulated.

#### 8. Superintendent's Information and Correspondence

- a) Accessibility Policy - Accessibility standards have been part of legislation for some time now. As these requirements evolve, the Accessibility Committee works with the Accessibility Secretariat to review accessibility plans and make the necessary changes to ensure the division meets the requirements. The next requirement is the adoption of a divisional policy and accessibility training for all staff. Proposed policy was reviewed and will be part of the next regular board meeting as a first reading. Training will be introduced to staff for the 2023 - 24 school year.
- b) Attendance Policy - Policy Directive and guidelines were reviewed by the board on February 21<sup>st</sup>, 2023. One of the deliverables is a divisional policy. The draft Student Presence and Engagement Attendance Policy was provided and reviewed. Discussion focused on the importance of attendance and engagement for students, staff and the impact to the division.

- c) Policy J.G.F. "Alcohol and Drug Possession or Use" Review - Policy and procedural documents were reviewed. This policy was last revised in 2020 when marijuana was legalized. Minor changes were proposed to ensure this policy achieved the intent. First reading of these changes will be presented at the next regular board meeting.
- d) Neepawa Banner Article "BPSD Superintendent educates us on Neepawa's next new school" - This article is based on an interview conducted by NACTV regarding the timelines of the vocational school announcement and the process for potential school location.

L. Biehn left the meeting.

9. Secretary-Treasurer's Information and Correspondence

- a) Summer Board Meeting Date has been set for August 22, 2023.
- b) Community Use of Schools - The rental rate starting in the 2023 – 24 fiscal year will increase to \$50 per hour. Additional Fees will apply to user groups as per Policy F.B.A.

10. Open Forum

- a) Board Quote was approved for circulation.

Resolutions:

- 1. That the agenda be approved as circulated. *Carried*
- 2. That the minutes of the May 16, 2023 Regular Board Meeting be approved as circulated. *Carried*
- 3. That the April 30, 2023 expenditures be approved for a total of \$2,461,343.73

Accounts Payable Cheques:

#46135  
#46150 - #46152  
#46161 - #46397 \$ 1,459,201.88

Payroll Direct Deposits: #93268 - #93914 \$ 1,002,141.85 *Carried*

- 4. That Shaelyn Leflar be employed as a teacher on a part-time teacher general contract effective September 5, 2023 and assigned to Fairway Colony School. *Carried*
- 5. That Brandon Lockerby be employed as a teacher on a full time teacher general contract effective September 5, 2023 and assigned to Neepawa Middle School. *Carried*

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6. That Sarah Blair be employed as a teacher on a full time teacher on a full time teacher general contract effective September 5, 2023 and assigned to Acadia Colony School. *Carried*
7. That Julie van Kommer be appointed Student Services Coordinator for the Division effective September 5, 2023. *Carried*
8. That Amber Filipchuk be employed as Secretary/ Educational Assistant at Hazel M. Kellington School effective August 21, 2023. *Carried*
9. That Michael Stadnyk be employed as Secretary/ Educational Assistant at Neepawa Middle School effective August 21, 2023. *Carried*
10. That Maria Whitlaw be employed as Secretary at Neepawa Area Collegiate effective August 21, 2023. *Carried*
11. That Lindsay Dayholos be employed as Secretary at Neepawa Area Collegiate effective August 21, 2023. *Carried*
12. That Peter Reid be employed as a teacher on a full time teacher general contract effective September 5, 2023 and assigned to Neepawa Area Collegiate. *Carried*
13. That Laura Hofer be employed as a teacher on a part-time teacher general contract effective September 5, 2023 and assigned to Acadia Colony School. *Carried*
14. That Caleb Wollman be employed as a teacher on a part-time teacher general Contract effective September 5, 2023 and assigned to Willerton School. *Carried*
15. That the report on Educational Assistants for 2023/2024 be received as information and that the following educational assistants be employed effective September 5, 2023.

BROOKDALE: Shanna Foster; Tanya Lizotte; Jacquelynn Macdonald

JMY: Kelsey White (on leave); Raelyn Pasloski; Amanda Roels (part time); Jennifer Ellis (part time), Kim Walker

CC: Jody Cupples; Kristen Dickson; Mary Anne Gosselin (part-time); Olena Marnoch; Annette Sippel; Darla Wilcox; Jerilyn Wright

HMK: Michelle Bennett; Charline Bradley; Donna Clark; Toni Ferguson; Amber Filipchuk (part time); Karla MacDiarmid; Lisa Mann; Dawn McCharles; Carmen McPhee; Shaelyn Moulson; Tarralean Moulson; Rechil Vasquez; Meriam Virtudazo

NACI: Barbara Abrera; Johanna Crosson; Dana McNeill; Leah Dear; Arlene Montemayor; Lynn Oshanyk (part time); Vilma Naguio; Dian Perrett; Marivic Reyes; Steven Watson

NMS: Ambre Blondeau; Kyla deWit; Allaine Gulles; Sharla Magwood; Desember McKinnon (part time) Sonya Paterson (part time); Vera Rogers; Alesha Schuman; Leana Unger

RJW: Jodi Allen; Jodi Dickson; Daniela Fast; Laura Fast; Deanna McCorquodale; Karla Mitchell; Karen Orchard; Emily Rossnagel

DIV. OFFICE: Sonya Paterson (part time)

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COLONY SCHOOLS:

Acadia:

Fairway: Sherry Smith

Riverbend: Pam Rempel

Rolling Acres:

Sprucewood: Kim Karlicki

Twilight: Jody Delaloye

Willerton: Jennifer Bell; Diane Watson

*Carried*

16. That the within division school of choice request from Tanis and Colin Knox for their son Brayden Knox to attend Grade 12 at Neepawa Collegiate instead of Carberry Collegiate effective September 5, 2023 be approved. *Carried*
17. That the April 30, 2023 financial reports be approved. *Carried*
18. That By-law No. 305, a by-law for the purpose of establishing a line of credit for operating purposes in the amount of \$3,700,000 BE READ A SECOND AND THIRD TIME AND FINALLY PASSED, SIGNED AND SEALED. *Carried*
19. That the Division Office hours be established as follows:  
Monday to Thursday 8:00 am to 4:00 pm from July 4<sup>th</sup> to August 25<sup>th</sup>, 2023. *Carried*
20. That facilities in the Division be allowed to have a four-day work week Monday to Thursday for the period July 4<sup>th</sup> to August 25<sup>th</sup>, 2023 provided satisfactory summer work and major repairs can be accommodated and normal weekly hours worked. *Carried*
21. That Arvin Gulles be employed as a half time permanent Custodian at Neepawa Middle School effective July 4, 2023. *Carried*
22. That Dan Neufeld be employed as a full time permanent Mechanic at the Bus Garage effective July 24, 2023. *Carried*
23. That the financial signing officers for the Division be either Chairperson, Richard Manns or Trustee Garth Hunter along with the Secretary-Treasurer, Shannon Bayes or alternate, Naiden Maramara. *Carried*
24. That the request from RJ Waugh School to make changes to the playground be approved in accordance with policy J.M.A. *Carried*

Meeting adjourned at 6:33 p.m.

The next Regular Board Meeting is scheduled for Tuesday, June 20, 2023 at 4:30 p.m.

*Minutes are available on the Division Web Site at [www.beautifulplainssd.ca](http://www.beautifulplainssd.ca)  
This site also links to Division Schools.*