

Beautiful Plains School Division

Regular Board Meeting

June 5, 2018

Present: Chairperson J. McNeily and Trustees G. Hunter, K. Guillas, W. Menzies and L. Biehn

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

Regrets: Vice-Chairperson R. Manns and Trustee R. Kulbacki

In Camera

1. Superintendent's Confidential Report
 - a) Maternity/Parental leave request
 - b) Leave request
 - c) Staffing Update
 - d) BPTA Vacancy
 - e) Letter from Town of Neepawa
2. Secretary- Treasurer's Confidential Report
 - a) 12 Month Employee Vacation
 - b) Staffing
 - c) BPSD IT Structure
 - d) BPTA Negotiations Letters
3. Senior Admin Expenses

The Business Meeting was called to order at 7:45 p.m.

1. The agenda was approved as amended.
2. The minutes of the May 15, 2018 Regular Board Meeting were approved as circulated.
3. The accounts and payroll direct deposits for April 30, 2018 were approved.
4. Business Arising from a Previous Meeting
 - a) Hiring/Advertising procedures were confirmed with the Board. As per policy C.C.A. & C.C.B., the Superintendent and Secretary-Treasurer are authorized to employ within establishment and budgetary limits set by the Board and to accept resignations. The Board will formalize these items at a regular board meeting.
- 5 Superintendent's Business Report
 - a) Request for maternity and parental leave as outlined in the Superintendent's Confidential Report item a) was approved.
 - b) Request for one day personal leave without pay as outlined in the Superintendent's Confidential Report item b) was approved.
 - c) Staffing
 - Tani Major was employed as a teacher on a part time limited term teacher contract at Hazel M Kellington School.
 - Ashlee Plett was employed as a teacher on a part time limited term teacher contract at Hazel M Kellington School.

- d) The Out of Division School of Choice request from Nancy Dalidla de Leon Cruz who resides in Pine Creek School Division, for her daughter, Sarah de Leon Cruz to attend grade 5 at Hazel M Kellington School effective September 5, 2018 was approved.
- e) The Out of Division School of Choice request from Tara & Jake Boldt, who reside in Turtle River School Division, for their children, Ciera (grade 4) and Riley (grade 6) to attend school at J.M. Young School effective September 5, 2018 was approved.
- f) The out of country, overnight student trip request from Carberry Collegiate Travel Club at Spring Break 2020 was tabled to the next regular board meeting on June 19, 2018 to discuss international travel.
- g) The request for the Division to support the Neepawa Collegiate Student Council with a financial donation of \$500.00 was approved.
- h) The late Within Division School of Choice request from Langley & Katrina Salmon who reside in the Eden catchment area for their daughter Imogen to attend grade 4 at Hazel M Kellington School instead of J.M. Young School effective September 5, 2018 was approved.
- i) Educational Assistant staffing for the 2018-2019 school year was approved.

6. Secretary-Treasurer's Business Report

- a) The March 31, 2018 Financial Reports were approved.
- b) Division Facilities Summer Hours
The Division facility hours were established as follows: Monday to Thursday from July 2nd to August 24th, 2018.
- c) Borrowing By-Law No 281 for operating purposes was given first reading.
- d) By-law No 282 a Debenture/Promissory Note to finance the cost of the Neepawa Middle School Addition & Elevator Renovation/Addition at Neepawa Collegiate was given first reading.
- e) Kevin Enns was employed as a regular bus driver for Route #2 effective September 4, 2018.
- f) Shirley Glushek was employed as a regular bus driver for Route # 45 effective September 4, 2018.
- g) Resignation from Myrna Floyde, Payroll & Benefits Coordinator was accepted effective September 30, 2018.
- h) Proposed policy changes to Policy C.D.B. - Duties of the Maintenance Supervisor with regard to minimum qualifications was discussed.

7. Committee Reports

- a) Liaison Committee topics of Indigenous land and Workplace Safety & Health newsletter were discussed. The Board will work with the BPTA and consult with schools on these initiatives.

8. Other Reports

- a) MSBA e-bulletins dated May 9 & May 23, 2018 were noted.
- b) Workplace Safety & Health agenda for June 5, 2018 was circulated for review.
- c) MSBA – Webinar invitation was circulated.
- d) MSBA – School Boards and Trusteeship Information was circulated.
- e) MSBA – 2018 School Trustee Elections was circulated. Board requested election information be added to the divisional website.
- f) MSBA – Candidate Info Sessions was circulated. Board requested this information be circulated to schools.
- g) Letter to MSBA from Fort la Bosse School Division in regards to MSBA Membership fees was reviewed.

9. Superintendent’s Information and Correspondence

- a) Education matters draft articles were circulated and timelines for publishing were discussed.
- b) Staff Appreciation baskets – Will be delivered by Trustees on June 11th.

10. Secretary – Treasurer’s Information and Correspondence

- a) Summer board meeting date was set for Tuesday, August 7th, 2018 at 7:00 p.m.
- b) 2017 Employee Compensation report is available for release
- c) March 31, 2018 PSAB Statement - auditors have attended to complete their work. Statements and supplementary work were submitted on June 4, 2018.
- d) Request for Proposal is the method that will be used to determine the daycare provider to operate the new stand-alone daycare facility.

11. Open Forum

- a) The Board Quote was approved for circulation.
- b) Staff Recognition Evening on June 12th was noted.
- c) Graduation dates were reviewed as follows:
 - Acadia Colony June 22nd
 - Willerton Colony June 23rd
 - Neepawa Collegiate June 25th
 - Carberry Collegiate June 26th
 - Riverside Colony June 26th
 - Sprucewood Colony June 27th
- d) Safe Grad – It was discussed how this is now a parent initiative.
- e) Neepawa Collegiate band concert was attended and enjoyed by Trustees.

Resolutions:

- | | |
|---|--|
| 1. That the agenda be approved as amended. | <i>Carried</i> |
| 2. That the minutes of the May 15, 2018 Regular Board Meeting be approved as circulated. | <i>Carried</i> |
| 3. That the April 30, 2018 expenditures be approved for a total of \$1,667,647.07
Accounts Payable Cheques:
#32249-#32251, #32263-#32327;
#32329-#32406; #32408-#32458;
#32462-#32505
Payroll Direct Deposits: #59155-#59721 | \$870,057.97
\$797,589.10

<i>Carried</i> |
| 4. That the request for maternity/parental leave from November 5, 2018 to January 6, 2020 as outlined in the Superintendents Confidential Report item a) of this date be approved. | <i>Carried</i> |

5. That the request for one day of personal leave without pay above and beyond the provisions provided in Policy G.C.C. as outlined in the Superintendent's Confidential Report item b) of this date be approved *Carried*
6. That Tani Major be employed as a teacher on a .25 limited term teacher general contract effective September 4, 2018 to June 28, 2019 and assigned to Hazel M Kellington School. *Carried*
7. That Ashlee Plett be employed as a teacher on a .25 limited term teacher general contract effective September 4, 2018 to June 28, 2019 and assigned to Hazel M Kellington School. *Carried*
8. That the out of division school of choice request from Nancy de Leon Cruz, who resides in Pine Creek School Division, for her daughter, Sarah de Leon Cruz, to attend grade 5 at Hazel M Kellington School effective September 5, 2018 be approved. *Carried*
9. That the out of division school of choice request from Tara & Jake Boldt, who reside in Turtle River School Division, for their children, Ciera (grade 4) and Riley (grade 6) to attend school at J.M. Young School effective September 5, 2018 be approved. *Carried*
10. That the out of country, overnight student trip request from Carberry Collegiate, namely the CC Travel Club trip to London, Paris, Florence and / or Rome at Spring Break, 2020 be tabled to the next regular board meeting on June 19, 2018. *Carried*
11. That the Division supports the Neepawa Collegiate Student Council with a financial donation of \$500.⁰⁰ for two student registrations to the Canadian Student Leadership Conference being held in Edmonton in September 2018. (\$250.⁰⁰ per student) *Carried*
12. That the late within division school of choice request from Langley & Katrina Salmon, for their daughter, Imogen to attend grade 4 at Hazel M Kellington School instead of J.M. Young School effective September 5, 2018 be approved. *Carried*
13. That the report on Educational Assistants for 2018/2019 be received as information and that the following educational assistants be employed effective September 4, 2018.

BROOKDALE: Shaunna Fedak; Jacqueline Macdonald; Kim Karlicki (part time)
 JMY: Kelsey Adriaansen, Raelyn Pasloski
 CC: Bonnie Clark; Jody Cupples; Kristen Dickson; Randy MacDonald (part time); Olena Marnoch
 HMK: Keilah Bergen (part time); Kyla deWit; Yvonne Doble; Toni Kuharski; Karla MacDiarmid; Lisa Mann, Carmen McPhee; Tanya Plett; Jennifer Pope; Perline Romero; Rechil Vasquez
 NACI: Warren Babcock; Ambre Clark; Johanna Crosson; Dana Cruickshanks; Leah Dear; Lane Englund; Corinna Jasienczyk; Sharla Magwood; Lynn Oshanyk (part time); Sonya Paterson (part time); Dian Perrett; Marivic Reyes; Alesha Schuman; Michael Stadnyk; Steven Watson; Vanessa Whyte.
 RJW: Susana Danyliuk; Emma Denton (on leave); Karen Enns; Elise Friesen; Janet Kennedy; Karen Orchard; Andrea Rowley; Sarah Rutz
 Division Office: Sonya Paterson (part time)
 COLONY SCHOOLS:
 Acadia: Jenna Waldner (part time)
 Fairway: Sherry Smith
 Riverbend: Pam Rempel
 Riverside: Michelle Bennett; Charline Bradley
 Rolling Acres: *(to be hired in August 2018)*
 Sprucewoods: Kim Karlicki (part time); Darla Wilcox
 Twilight: Jody Delaloye; *(to be hired in August 2018)*
 Willerton: Jennifer Bell; Diane Watson

Carried

14. That the March 31, 2018 Financial Reports be approved. *Carried*
15. That the facilities in the Division be allowed to have a four day work week Monday to Thursday for the period of July 2, 2018 to August 24, 2018 provided satisfactory summer work and major repairs can be accommodated and normal weekly hours worked. *Carried*
16. That By-law No. 281, a by-law for the purpose of establishing a line of credit for operating purposes in the amount of \$3,700,000 be given first reading. *Carried*
17. That By-Law No. 282, a by-law for the purpose of issuing debentures to finance the cost of Neepawa Middle School addition and elevator renovation/addition at Neepawa Collegiate be given first reading. *Carried*
18. That Kevin Enns be employed as a regular bus driver effective September 4, 2018. *Carried*
19. That Shirley Glushek be employed as a regular bus driver effective September 4, 2018. *Carried*

Meeting adjourned at 9:50 p.m.

The next Regular Board Meeting is scheduled for Tuesday, June 19, 2018 at 7:00 p.m.

*Minutes are available on the Division Web Site at www.beautifulplainssd.ca
This site also links to Division Schools.*