

Beautiful Plains School Division

Regular Board Meeting

September 18, 2018

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

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

In Camera

1. Superintendent's Confidential Report
 - a) Transportation Request
 - b) Lockdown at NACI
 - c) FIPPA Request
2. Secretary Treasurer's Confidential Report
 - a) Maternity/Parental leave request
 - b) Request for leave of absence
 - c) Divisional Absence Report

The Business Meeting was called to order at 7:30 p.m.

1. The agenda was approved as amended.
2. The minutes of the September 4th, 2018 Regular Board Meeting were approved as circulated.
3. Business Arising from the Previous Meeting
 - a) Education matters articles
"New Daycare Facility" and the updated Michele Borba "Unselfie" articles were circulated and approved to publish in October.
5. Superintendent's Business Report
 - a) 2018/19 Substitute Teachers: Lyle Grobb, Douglas Miller, Allison Stephenson, Donald Pugh, Katharine Kingdon, Candis Olmstead.
 - b) Transportation request as outlined in the Superintendent's Confidential Report item a) was defeated.
 - c) Jodi Allen was employed as a part time Educational Assistant effective September 18, 2018 and assigned to R.J. Waugh School.
 - d) Shelley Keber was employed as a part time Educational Assistant effective September 19, 2018 and assigned to R.J. Waugh School.

6. Secretary-Treasurer's Business Report

- a) Maternity/Parental Leave as outlined in the Secretary-Treasurer's Confidential Report item a) was approved.
- b) Leave as outlined in the Secretary-Treasurer's Confidential Report item b) was approved.
- c) School Funds for Neepawa Collegiate and Carberry Collegiate were received.
- d) By-law No 283 a Debenture/Promissory Note to finance the cost of the Neepawa Middle School Addition & Stand-alone daycare at Neepawa Collegiate was given a second and third reading.
- e) The June 30, 2018 Financial reports were approved.
- f) A motion to move \$50,000 to the Bus Reserve with any remaining 2017/18 fiscal year surplus to be moved to the Neepawa Collegiate/Division Office Site reserve was approved.

7. Other Reports

- a) MSBA – Minister Kelvin Goertzen Congratulatory letter and election information was circulated.
- b) MSBA – Learning Opportunities for 2018-2019 along with description of the events was circulated.
- c) WE day – Discussion regarding attendance of trustees at WE day.

8. Superintendent's Information and Correspondence

- a) Divisional P.D. with Michele Borba was attended by approximately 280 people which included all divisional staff and some staff from Brandon School Division and Parkwest School Division. Borba emphasized empathy as the key to success and how this can be accomplished by all of our staff. Ideas lists will be compiled with the Division Office list being presented at the next regular board meeting. Parent session was well attended with approximately 100 people.
- b) R.T.I. Professional Development - K. Reynolds reported a group of NACI teachers attended Brandon School Division's response to intervention PD session.
- c) SWISS (Settlement Workers in Schools) have been hired by Neepawa and Area Settlement Service and are assisting families in our Neepawa Schools with all settlement related details such as translating documents, tracking down official immigration documents and attending meet the teacher night to name a few.
- d) Superintendent Evaluation – Policy G.C.A. was circulated and timing of the next evaluation was discussed given the challenge of imminent trustee elections.

9. Secretary-Treasurer's Information and Correspondence

- a) Middle Years Construction/New Build update – Construction has been progressing however is still 3 to 4 weeks behind schedule. The general contractor is addressing this.
- b) Auditors from MNP attended our office today for the year-end audit. Final audited statements will be provided at our next regular board meeting with an auditor present.

- c) Trustee Election update – September 18th, 2018 was the last date to accept candidate nominations. Results of nominations accepted are an election in Ward 1 (Carberry and area) with 4 candidates and 3 trustee roles to fill. Ward 2 (Neepawa and area) has 3 trustee roles filled by acclamation and 1 trustee role to be appointed to by the new board after the election is complete.

10. Open Forum

- a) Board Quote was reviewed and approved for circulation.
- b) Coming Events were reviewed.
- c) W. Menzies recommended a book titled Precious Cargo which is about a bus driver in Calgary that has students with special needs.
- d) Staff meetings – Trustees were reminded that if they wish to be part of meeting with staff or just be present, please make senior administration aware to make the necessary arrangements.

Resolutions:

- 1. That the agenda be approved as amended. *Carried*
- 2. That the minutes of the September 4, 2018 Regular Board Meeting be approved as circulated. *Carried*
- 3. That the request for transportation from Kim Ryan for Laura Amaya-Gil from Pine Creek School Division to Neepawa Collegiate as outlined in the Superintendent's Confidential report Item a) of this date be approved. *Defeated*
- 4. That Jodi Allen be employed as a part time educational assistant effective September 18th, 2018 and assigned to R.J. Waugh School. *Carried*
- 5. That Shelley Keber be employed as a part time educational assistant effective September 19th, 2018 and assigned to R.J. Waugh School. *Carried*
- 6. That the maternity leave from November 1st, 2018 to August 30th, 2019 as outlined in the Secretary-Treasurer's Confidential Report item a) of this date be approved. *Carried*
- 7. That the request for leave without pay, above and beyond the provisions provided in Policy G.C.C. as outlined in the Secretary-Treasurer's confidential Report item b) of this date be approved. *Carried*
- 8. That the school funds report for the period July 1, 2017 to June 30, 2018 for the following schools be received:
 - Neepawa Collegiate – Athletics
 - Neepawa Collegiate – General
 - Carberry Collegiate – General*Carried*
- 9. That By-law No. 283 a by-law for the purpose of issuing debentures to finance the cost of Neepawa Middle school addition & stand-alone daycare at Neepawa Collegiate BE READ A SECOND AND THIRD TIME AND FINALLY PASSED, SIGNED AND SEALED. *Carried*

10. That the June 2018 Financial reports be approved.

Carried

11. That the 2017/18 fiscal year surplus be transferred to the reserves as follows:

Neepawa Collegiate/Division Office Site Reserve	<u>\$ Remainder</u>	
Bus Reserve	<u>\$ 50,000</u>	Carried

Meeting adjourned at 8:45 p.m.

The next Regular Board Meeting is scheduled for Tuesday, October 2, 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.*