

Beautiful Plains School Division

Regular Board Meeting

August 20, 2019

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

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

Regrets: D. Major, L. Biehn

In Camera

1. Superintendent's Confidential Report
 - a) School of Choice
 - b) Staffing Update
 - c) Maternity/Parental leave request
2. Secretary Treasurer's Confidential Report
 - a) Leave request
 - b) Staffing Update
 - c) Memo from MSBA
3. Senior Admin Expenses

The Business Meeting was called to order at 7:24 p.m.

1. The agenda was approved as amended.
2. The minutes of the June 18th, 2019 Regular Board Meeting were approved as circulated.
3. The accounts and payroll deposits for the months of May & June 2019 were approved.
4. Business Arising from the Previous Meeting
 - a) Policy B.C.B.A. – Code of Conduct – School Trustee was approved.
 - b) Policy B.C.A. was repealed. This is now included in Policy B.C.B.A.
 - c) Policy H : Workplace Safety Program was amended to include Neepawa Middle School.
5. Superintendent's Business Report
 - a) Kira Douglas was employed as a teacher on a full time limited term teacher general contract effective September 3, 2019 to December 20, 2019 and assigned to Hazel M Kellington School.
 - b) Cheryl Snaith was employed as a teacher on a .25 limited term teacher general contract effective September 3, 2019 to June 30, 2020 and assigned to Carberry Collegiate.
 - c) Leah Bryant was appointed acting principal at Riverbend Colony school for the 2019/20 school year.

- d) 2019/20 Substitute teachers: Eden Battad, Jacqueline Acree, Robert Ferguson, Norman Stilkowski, Colin Wollmann, Lori Salt, Danica Wyss, Frances-Joy Jeffrey, Laura Thompson, Jacqueline Sallows, Michael Whelan, Timothy Crawford, Sue Kirkpatrick, Michael Prodan, Linda Boyle, Judith Martin, Beverley McDonald, Kenneth Friesen, Rod Shuttleworth, Ron Shewchuk, Karen Davies, Donna Cook, Colleen Taylor, Myrna Wells, Lorraine Fisher, Catherine Jean Nicholson, Elizabeth Campbell, Kathryn Bjarnason, Mary Platt
- e) Resignation from Michelle McMillan guidance counselor at Carberry Collegiate was accepted effective July 15, 2019.
- f) Resignation from Janet McEntee, secretary at R.J. Waugh School, was accepted effective October 31, 2019.
- g) The Within Division School of Choice request from Michael and Samantha Kasprick for their daughter, Rhianna Grace Roberta Kasprick to attend Grade 4 at Hazel M Kellington School instead of J.M. Young School effective September 3, 2019 was approved.
- h) Request from Neepawa Collegiate to begin planning for an Education First Educational Tours trip to Europe to take place at Spring Break 2021 was approved in principle.
- i) The request for maternity and parental leave as outlined in the Superintendent's Confidential Report Item c) was approved.
- j) Policy G.O. – Whistleblower/Public Interest Disclosure was given a 1st reading. Legislation that was passed December 2018 has started the process to develop this policy. The policy reviews what is covered under this legislation, procedures to follow to report inappropriate conduct of public service employees without being identified and the possible outcomes.
- k) 2018/19 HSAP report by Bob Lepischak, Apprenticeship Coordinator was reviewed. Annual report is provided to the Board as this position is outside of formula. It was noted there were 23 graduates this year.

6. Secretary-Treasurer's Business Report

- a) The leave request above what is provided for in Policy G.C.C. as outlined in the Secretary-Treasurer's Confidential Report item a) was approved.
- b) The May 31st, 2019 financial reports were approved. It was noted that final results for 2018-19 are forecasted to be close to budget.
- c) The mileage rate for Division business was set at 45¢ per kilometer effective July 1, 2019.
- d) The Private Vehicle mileage rate for extracurricular trips was set at 30¢ per kilometer effective July 1, 2019.
- e) By-law No 291 a by-law for the purpose of issuing debentures to finance the cost of Neepawa Middle School addition & Stand alone daycare at Neepawa Collegiate was given first reading.

- f) Fuel tenders for the 2019/2020 school year were awarded as follows:
Carberry Buses – Redfern Farm Services
Neepawa, Brookdale & Eden Buses – Neepawa-Gladstone Co-op
- g) Nathan Salmon was employed as a regular bus driver for route #12 effective September 4, 2019.
- h) Chas Harrison was employed as a regular bus driver for route #13 for a 1 year term effective September 4, 2019 to June 30, 2020.
- i) Spare bus drivers for 2019/2020 were approved.
- j) Jomar Fuentes was employed as a custodian for a 6 week term effective July 2nd, 2019 and assigned to Hazel M. Kellington School.
- k) Joan Braza was employed as a permanent custodian effective September 3rd, 2019 and assigned to Hazel M. Kellington School.
- l) Jomar Fuentes was employed as a part-time permanent custodian effective October 1st, 2019 and assigned to Neepawa Middle School.
- m) The summer use of Neepawa Collegiate gymnasium for a basketball tournament on August 31st, 2019 was approved.

7. Other Reports

- a) MSBA Provincial Election Brochure 2019 was circulated.
- b) MSBA Press Release re President & Vice President of CSBA 2019-20 was circulated.
- c) MSBA Federal announcement re Climate Action Incentive Fund for Manitoba Schools highlighted that a majority of the proceeds from the carbon pollution pricing system will be returned to residents and the remainder (approximately 10%) will be available to support energy retrofit projects on school buildings. Manitoba schools will receive approximately \$5 Million.
- d) MSBA Letter from McKenna to Squires re Climate Action Innovation Fund detailed the criteria and requirements of this fund.
- e) Letter from Minister McKenna to MSBA on behalf of The Office of the Prime Minister was circulated.
- f) MSBA Statement re Climate Action Incentive Fund indicates that MSBA will work with the Federal Government on behalf of all Manitoba School Boards.
- g) MSBA Climate Incentive Action Fund allocation memo provides a list of eligible expenditures and requests a list of eligible projects from each school division.
- h) MSBA Federal Climate Action Incentive Fund Preliminary Estimates – This calculates each division's share of the fund and the formula used. Beautiful Plains School Division's share is estimated at \$76,900. The requested preliminary projects list was provided.
- i) MSBA Federal, Provincial and Territorial Government Key messages for School Bus Safety were circulated.

- j) Transport Canada Discussion Paper – School Bus Safety. Preliminary Report from the task force on school bus safety was reviewed. School buses have strong safety records and are the safest way to transport children to and from school. As a shared responsibility the task force worked to identify opportunities to further strengthen school bus safety. The areas of driver assistance technologies, safety features outside the bus and three-point seatbelts were analyzed in the report.
- k) MSBA Communications Officer advertisement was circulated.

8. Superintendent's Information and Correspondence

- a) Neepawa Banner Article – “A small act of kindness” was circulated. Grade 6 students hosted a morning coffee for all construction workers in June.
- b) Neepawa Middle School transition – Ongoing transition meetings with administration from Neepawa Middle School, Neepawa Collegiate, Hazel M Kellington and Senior Administration have continued. These meetings allow collaboration to come up with solutions to make transitions work.
- c) Inclement weather – Follow-up discussions with BPTA and Principals have continued to develop a document that can be given to staff for a consistent message.
- d) Education Matters full list was circulated. Previous articles regarding student accident insurance, and bus safety will be reviewed at the next regular board meeting.
- e) “Who should you invest in” – Leadership article that parallels BPSD values and mindsets was shared.
- f) New Teacher orientation memo was circulated.
- g) Brandon Sun article “Massive Neepawa school addition not yet ready” was circulated.

9. Secretary-Treasurer's Information and Correspondence

- a) 2018 Employee Compensation Report is available for review.
- b) Eden Bus route review was conducted since there were some driver retirements in June. Busing challenges both in general and specific to the area were discussed. Routes will continue to be reviewed as changes specific to the area arise.
- c) Neepawa Middle School build update – Construction is focusing on site work and key areas in the existing Neepawa Middle School building.
- d) Inaugural Meeting September 3rd - At the inaugural meeting standing committee members and appointments will be reviewed. Trustees should consider which committees and appointments they wish to be a part of.

14. That the May 31, 2019 Financial reports be approved. *Carried*
15. That the rate per kilometer for use of a private vehicle for division work be set at 45 cents per kilometer effective July 1, 2019. *Carried*
16. That the rate per kilometer for private vehicle mileage rate for extra-curricular trips be set at 30 cents per kilometer effective July 1, 2019. *Carried*
17. That By-law No. 291 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 GIVEN FIRST READING. *Carried*
18. That the fuel tenders for the 2019/20 school year be received and awarded as follows:
Carberry Buses – Redfern Farm Services
Neepawa, Brookdale & Eden Buses – Neepawa Gladstone Co-op Ltd. *Carried*
19. That Nathan Salmon be employed as a regular bus driver effective September 4, 2019. *Carried*
20. That Chas Harrison be employed as a regular bus driver for a 1 year term effective September 4, 2019 to June 30, 2020. *Carried*
21. That the 2019-20 Spare Bus Driver List be approved as presented at this date. *Carried*
22. That Jomar Fuentes be employed as a custodian for a 6-week term effective July 2nd, 2019 and be assigned to Hazel M. Kellington School. *Carried*
23. That Joan Braza be employed as a permanent custodian effective September 3rd, 2019 and be assigned to Hazel M. Kellington School. *Carried*
24. That Jomar Fuentes be employed as a part-time permanent custodian effective October 1st, 2019 and be assigned to Neepawa Middle School. *Carried*
25. That the summer use of Neepawa Collegiate gymnasium for a basketball tournament on August 31, 2019 be approved. *Carried*

Meeting adjourned at 9:55 p.m.

The next Regular Board Meeting is scheduled for Tuesday, September 3rd, 2019 at 7:00 p.m.

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