

Beautiful Plains School Division

Regular Board Meeting

December 3, 2019

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

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

Regrets: D. Major

In Camera

1. Superintendent's Confidential Report
 - a) Staff Leave requests
 - b) Planning for the Future
 - c) Preliminary Staffing
2. Secretary Treasurer's Confidential Report
 - a) 12 month Employee Vacation Carry Forward
 - b) Divisional Credit Cards
 - c) Staff Leaves beyond Policy
3. Senior Admin Expenses

The Business Meeting was called to order at 9:01 p.m.

1. The agenda was approved as amended.
2. The minutes of the November 19th, 2019 Regular Board Meeting were approved as circulated.
3. Superintendent's Business Report
 - a) 2019/20 Substitute teachers: Tawny Kerkowich, Ruth Maendel
 - b) The Within Division School of Choice request from Joy and Clinton Jeffrey for their daughter Violily Martese Jeffrey to attend Grade 2 at Brookdale School instead of Hazel M Kellington School was approved.
 - c) The request for unpaid maternity leave from March 23, 2020 to January 4, 2021 as outlined in the Superintendent's Confidential Report item a) was approved.
 - d) The request for leave without pay for one day beyond the collective agreement as outlined in the Superintendent's Confidential Report item b) was approved.

- e) The request for leave without pay for two days beyond the collective agreement as outlined in the Superintendent's Confidential Report item c) was approved.

4. Secretary-Treasurer's Business Report

- a) The October 2019 financial reports were approved.
- b) Candace Macleod was employed as a part-time permanent custodian effective December 9th, 2019 and assigned to Carberry Schools.

5. Other Reports

- a) MSBA Regional Meeting and P.D. was discussed. Feedback from trustees was the PD sessions and regional meeting were very informative.
- b) MSBA Convention Award Program 2020 was reviewed.
- c) MSBA e-news for November 20, 2019 was circulated.
- d) MSBA Memo November meetings follow up was circulated.
- e) MSBA Fall 2019 Regional Financial Presentation was circulated.
- f) MSBA Final Report of the MSBA ad-hoc Subcommittee on Resolution M-01-19 was reviewed.
- g) MSBA School Tax Backgrounder – November 2019 was reviewed.
- h) MSBA – Member Services Survey Final Summary Report was provided.

6. Superintendent's Information and Correspondence

- a) Colony Elders meeting agenda was circulated. Trustees in attendance commented on how valuable these meetings are. The conversations are genuine, serious and student focused.
- b) Principals meeting agenda was circulated.
- c) Board/Principal Round Table Discussions - all topics will be discussed at the next regular board meeting.
- d) E-Cigarettes/Vaping Letter from the Minister of Education was reviewed.
- e) Education Matters Full List was circulated.

7. Secretary-Treasurer's Information and Correspondence

- a) Construction project update – Neepawa Middle School construction is nearing completion. Items that are being worked through are final items to allow the building to be ready for move in tentatively the week of December 16th. Daycare is hoping to have children enrolled at daycare and open by December 7th.

- b) MPI Fleet Insurance Rebate for 2018-2019 in the amount of \$6,761.66 was received.
- c) Trustee Indemnity is reviewed on an annual basis as per by-law. Starting in 2018, the board made a decision to hold their increase to the same level of salary increase as staff received. The trustee indemnity has remained at the same rate since 2017. The board will leave the indemnity at this rate for the upcoming year with no increase.
- d) Town of Neepawa LPN program Letter of Commitment was provided for the board to review. This letter outlined the space available along with the payments required to cover our costs.
- e) MSBA Convention 2020 will be March 12 & 13, 2020. Room booking procedures were presented.
- f) Property Tours to view requested school building upgrades are planned for December 16th, 2019.
- g) Town of Neepawa garbage and recycling collection services are changing effective January 2020. Due to our volume, we will need to consider what is best for our Division.
- h) Changes in bus service for Town of Carberry students has been discussed at prior board meetings. Final letters to families and to the Town of Carberry were reviewed. The change in bus service affects two areas within Carberry.

8. Open Forum

- a) Board Quote was approved for circulation.
- b) Candy/fruit tray pick up on Monday December 9, 2019.

Resolutions:

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| 1. | That the agenda be approved as amended. | <i>Carried</i> |
| 2. | That the minutes of the November 19, 2019 Regular Board Meeting be approved as circulated. | <i>Carried</i> |
| 3. | That the October 31, 2019 expenditures be approved for a total of \$1,762,780.49 | |
| | Accounts Payable Cheques: | |
| | #36573 - #36575; #36591 - #36823: | |
| | #36825 - #36853; #36858 - #36871 | \$ 888,629.45 |
| | Payroll Direct Deposits: #68743 - #69318 | \$ 874,151.04 |
| | | <i>Carried</i> |
| 4. | That the within division choice of school request from Joy and Clinton Jeffrey for their daughter Violily Martese Jeffrey to attend grade 2 at Brookdale School instead of Hazel M Kellington Shool effective November 25, 2019 be approved. | <i>Carried</i> |
| 5. | That the request for unpaid maternity/parental leave from March 23, 2020 to January 4, 2021 as outlined in the Superintendent's Confidential Report item a) of this date be approved. | <i>Carried</i> |
| 6. | That the request for leave without pay for one day beyond the collective agreement as outlined in the Superintendent's Confidential Report item b) of this date be approved. | <i>Carried</i> |

7. That the request for leave without pay for two days beyond the collective agreement as outlined in the Superintendent's Confidential Report item c) of this date be approved. *Carried*
8. That the October 31st, 2019 financial reports be approved. *Carried*
9. That Candace Macleod be employed as a part-time permanent custodian effective December 9th, 2019 and be assigned to Carberry Schools. *Carried*

Meeting adjourned at 10:09 p.m.

The next Regular Board Meeting is scheduled for Tuesday, December 17th, 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.*