

Beautiful Plains School Division

REGULAR BOARD MEETING

October 5, 2021

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

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

Regrets:

BPTA: K. Turner (Regular meeting only)

In Camera

1. Superintendent's Confidential Report
 - a) Staff Distribution
 - b) Request for Maternity/Parental Leave
2. Secretary Treasurer's Confidential Report
 - a) Financial Overview 2021-22
 - b) Transportation Update
3. Senior Admin Expenses
4. Board Chair Meeting
5. Bill 64

The Business Meeting was called to order at 5:43 p.m.

1. The agenda was approved as amended.
2. The minutes of the September 21, 2021 Inaugural and Regular Board Meetings were approved as circulated.
3. The accounts and payroll deposits for the month of August 2021 were approved.
4. Superintendent's Business Report
 - a) 2021/22 Substitute Teachers: Jalin Adams
 - b) Resignation from Naomi Hofer, Educational Assistant at Acadia Colony School was accepted effective September 28, 2021.

- c) The request for maternity/parental leave from December 6, 2021 to February 6, 2023, as outlined in the Superintendent's Confidential Report item b) of this date be approved.

5. Secretary-Treasurer's Business Report

- a) The June 2021 financial reports were approved.
- b) School Funds for Neepawa Collegiate, Neepawa Middle School and Carberry Collegiate were received.
- c) By-law No. 301, a by-law to adjust trustee annual indemnities was read a second and third time and finally passed, signed and sealed.
- d) The amount of \$325,000 from the operating fund accumulated surplus was allocated to:
 - Hazel M. Kellington basketball court resurfacing
 - Neepawa Collegiate parking lot resurfacing
 - Neepawa Collegiate running track assessment to address track useful life expectancy
 - Neepawa Collegiate washroom renovation assessment to address aging washrooms
 - Bus garage yard maintenance
 - JM Young and Neepawa Collegiate painting assessment
 - Brookdale School air conditioning installation
 - Various schools for window blind replacements
 - Maintenance storage shed
 - J M Young & Brookdale school gymnasium acoustical covering assessment and/or replacement
 - Carberry Collegiate security camera and intercom upgrades
- e) The installation of a swing at Carberry Collegiate was approved in accordance with policy J.M.A.

6. Other Reports

- a) K-12 Review Recommendation – With Bill 64 on hold, the board of trustees thought it would be valuable to continue to discuss and further understand the BEST strategy and the K to 12 Education Review Recommendations. Over the next several meetings, the trustee will review both of these.
- b) Rapid Test Kits Cost – Test kits will be distributed at no cost at this time until the federal supplies run out in December 2021. The Division has 25 rapid test kits on hand and have a second order in for 30 test kits. Test kits have expiry dates, however, Health Canada has authorized the extension of expiry dates. The test procedures were reviewed and a demonstration of the contents of the test kit was provided. Kits will be distributed to staff next week.
- c) MSBA e-news – September 29, 2021 was circulated.

7. Committee Reports

- a) Workplace Safety and Health minutes from the September 28, 2021 meeting were circulated.

8. a) Policy H.D. – Mandatory Covid-19 Testing of Staff and Visitors was given a first reading. This policy was developed by MSBA for use by divisions. In summary, the policy outlines the Division's obligations to follow public health orders which includes collection of vaccination status and providing the accommodation of rapid testing for those employees who choose not to disclose their vaccination status or do not meet the definition of fully vaccinated. Policy includes how the policy applies to staff, new employees, volunteers, visitors, emergency personnel, contractors and others who may occasionally be in our buildings. Responsibilities of all involved are included. Procedural documents included with the policy can be modified should there be changes required by public health orders or other reasons. General procedures are three tests per week are required with one of those being a supervised rapid test. Both the employee and the supervisor are required to sign an attestation.
9. Superintendent's Information and Correspondence
 - a) Covid-19 update – The Province moved to orange today on the pandemic response system, however, schools remain in yellow. The Division has not resumed community use of schools while details regarding vaccination status are confirmed. The exception to this is the MPI drivers' education program for students in our division. Mask usage, close contacts and isolation periods continue to evolve. Definition of an outbreak and steps taken when cases are identified in schools were reviewed.
 - b) Vaccine Clinics Letters – A sample letter sent to parents prior to vaccinations happening in schools was reviewed. The information contained in the letter includes the reason Covid-19 vaccination clinics are happening, who is eligible to be vaccinated, when the clinic will take place and the consent process. Accompanying documents provided are public health documents and information.
 - c) September 21, 2021 Public Health Announcement – Originally announced August 24th the actual public health order that requires public sector employees to be vaccinated for Covid-19 or undergo regular testing was released September 24th. The Division has collected the vaccination status for all employees and has had individual conversations with employees that are unvaccinated to answer any questions they may have regarding testing. As per the health order, testing is to begin no later than October 18th, 2021. News release and backgrounder for public sector workers to be fully vaccinated was reviewed.
 - d) Filling Executive Management email - Acting Assistant Deputy Minister of System Performance and Accountability provided confirmation that divisions can fill senior administration roles on a permanent basis as long as there is no increase in compensation. Changes to compensation required Deputy Minister approval. Permanent hiring of Senior Administration across the Province was put on hold when Bill 64 was announced.
 - e) Letter to parents re: Health Measures in Schools - This letter informs parents that the focus continues to be keeping students in class. When a case is identified in a classroom, public health will take into consideration Covid-19 vaccination status and mask use. Schools are obligated to follow public health orders including public health measures. Beautiful Plains has consistently followed both of these.

- f) Board/Principal Conference - This conference is held every other year, with 2021 - 22 being the typical year to hold the conference. The board has not yet started the planning for the conference under the current circumstances and would like to hear feedback from the Principals.
- g) Rapid Testing Process – Guides for the testing process were circulated. These steps will be reviewed in more detail with staff and supervisors. The attestation form was reviewed which includes the staff signature and supervisor signature confirming the test results. Each staff that requires testing will receive six attestation forms and six envelopes to be returned with the completed attestation forms each week. These envelopes are addressed as confidential and will be kept in the Division Office.

10. Secretary-Treasurer’s Information and Correspondence

- a) Study Manitoba - This consortium of school divisions provided opportunities for students abroad to complete high school in Manitoba. With the onset of the pandemic, the future of the consortium was negatively impacted and steps were taken to wind-up the consortium including distribution of equity based on the contributions made by each division at start-up.
- b) Trustee Attendance Requirements at Board Meetings - Board of Trustees would like to allow electronic attendance for themselves at board meetings in the event of extenuating circumstances. First reading of the changes to policy will be provided at the next regular board meeting.
- c) Variation Application for setbacks – To place a maintenance shed at the bus garage, the Division has applied to reduce the setbacks from our property lines. This will ensure buses can manoeuvre in the yard and the shed be accessible year round. As part of the application process, a public hearing will be held October 13th, 2021 at the RM of North Cypress-Langford.
- d) A Tender has been issued for painting of two schools.

11. Open Forum

- a) Board Quote will be provided at the next regular board meeting.

Resolutions:

- 1. That the agenda be approved as amended. *Carried*
- 2. That the minutes of the September 21, 2021 Inaugural and Regular Board Meeting be approved as circulated. *Carried*
- 3. That the August 31, 2021 expenditures be approved for a total of \$ 2,095,085.22

Accounts Payable Cheques:

41563 - # 41734; # 41736 - # 41792 \$ 1,299,573.70

Payroll Direct Deposits: #81172 - #81530 \$ 795,511.52 *Carried*

- 4. That the request for maternity/parental leave from December 6, 2021 to February 6, 2023, as outlined in the Superintendent’s Confidential Report item b) of this date be approved. *Carried*

5. That the June 30, 2021 financial reports be approved. *Carried*
6. That the school funds report for the period July 1, 2020 to June 30, 2021 for the following schools be received:
- Neepawa Collegiate – Athletics
 - Neepawa Collegiate – General
 - Carberry Collegiate – General
 - Neepawa Middle School - General *Carried*
7. That by-law No. 301, a by-law to adjust trustee annual indemnities BE READ A SECOND AND THIRD TIME AND FINALLY PASSED, SIGNED AND SEALED. *Carried*
8. That the amount of \$325,000 from the operating fund accumulated surplus be allocated to:
- Hazel M. Kellington basketball court resurfacing
 - Neepawa Collegiate parking lot resurfacing
 - Neepawa Collegiate running track assessment to address track useful life expectancy
 - Neepawa Collegiate washroom renovation assessment to address aging washrooms
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 - Various schools for window blind replacements
 - Maintenance storage shed
 - J M Young & Brookdale school gymnasium acoustical covering assessment and/or replacement
 - Carberry Collegiate security camera and intercom upgrades *Carried*
9. That the installation of a swing at Carberry Collegiate be approved in accordance with policy J.M.A. *Carried*

Meeting adjourned at 7:29 p.m.

The next Regular Board Meeting is scheduled for Tuesday, October 19th, 2021 at 4:30 p.m.

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