

**MINUTES OF THE
REGULAR MEETING OF THE LOUIS RIEL SCHOOL BOARD
Tuesday, June 17, 2014 (7:00 PM)**

The Meeting of the Louis Riel School Board was called to order by the Chairperson of the Board, Trustee Hugh Coburn.

ROLL CALL

UPON THE ROLL BEING CALLED, THE FOLLOWING WERE PRESENT:

SCHOOL BOARD MEMBERS:

Hugh Coburn	Chairperson
Louise Johnston	Vice-Chairperson
Sandy Nemeth	Trustee
Tom Parker	Trustee
Dave Richardson	Trustee
Wayne Ruff	Trustee
Chris Sigurdson	Trustee

ALSO IN ATTENDANCE:

Duane Brothers	Superintendent of Schools
Brad Fulton	Secretary-Treasurer
Clarke Hagan	Director of Information Systems
Neill Johnson	Assistant Superintendent
Christian Michalik	Assistant Superintendent
Marlene Murray	Assistant Superintendent
Pat Trottier	Board Recording Secretary

REGRETS:

Gary Gervais	Trustee
Colleen Mayer	Trustee

A. CALL TO ORDER

The meeting was called to order at 7:35 p.m.

B. APPROVAL OF AGENDA & CONFIRMATION OF MINUTES

1. Approval of Agenda: June 17, 2014

168/2014 THAT the agenda for June 17, 2014 be approved.

Trustee (Louise Johnston) Moved, Trustee (Wayne Ruff) Seconded to approve the motion.

CARRIED

2. Approval of Minutes of Regular Board Meeting: June 3, 2014

169/2014 THAT the Minutes of the Regular Board Meeting held June 3, 2014 be approved.
Trustee (Dave Richardson) Moved, Trustee (Sandy Nemeth) Seconded to approve the motion.

CARRIED

C. RECEIVING OF DELEGATIONS & PRESENTATIONS

1. Presentation by Ms. T. McCaffrey regarding Pulberry Area of North St. Vital

On behalf of École Marie-Anne-Gaboury, Ms. Tamara McCaffrey thanked the School Board Members and the Superintendent's Administration Team for their diligent work on the enrolment challenges in South St. Vital and in the Pulberry Area of North St. Vital.

2. Alumni Field Presentation

Members of the Dakota Collegiate Alumni Association: Jill Mathez, Les Wiens, Bruce Popham, Jay Myshkowski, Joel Shimoji, Robbie Mager, and Dean Favoni made a presentation regarding their association and the Alumni Field and that their mandate is not just for the Alumni Field but to promote all things at Dakota Collegiate: Academic, Sports, the Arts, etc. Save the date for the second Annual Gala Dinner – April 23, 2015.

3. Presentation by George McDowell School

George McDowell School presented the School Board and the Superintendent's Team with a framed Peace Quilt, made with buttons, which symbolize how they are all fastened together in the common belief in peace. In attendance for the presentation were Alice Young, Tannis Steiman, Amber Britsky, Ashley Farkas, Veronica McBride, Robin Plouffe-Hingley, Kris Robinson, Jason Schneider, Della Takeuchi, Janice Wautier, Rae Anderson, Cathy Hobday, Kathy Rose, Karen Thiessen, and Shirley Englot.

D. RECEIVING OF SUPERINTENDENT'S REPORTS

1. Establishment of a New Louis Riel School Board Policy Manual

170/2014 THAT the Ad Hoc *Committee on Governance* report and recommendation to improve the governance practices of the Louis Riel School Board be received as information, and; THAT the following motion be adopted:
WHEREAS, The Louis Riel School Board, having governed successfully through its history beginning with a significant amalgamation process, has recently been exploring governance approaches that fit its current values, principles and performance expectations, and;
WHEREAS, members of the Louis Riel School Board have been asking a number of questions pertaining to the importance of governance for several years with an intention to provide the best leadership for the Louis Riel School Division as possible, and;
WHEREAS, the practices of publically elected school boards may not be aligned to the overriding role of elected Boards as governors of school divisions, on behalf of the public for whom they serve, and;
WHEREAS, one of the findings of an external communications audit received in September, 2013, was that there is confusion in the greater community about the role and importance of school trustees, and that many people are not clear about the role trustees play in the Louis Riel School Division, and;
WHEREAS, the Louis Riel School Board engaged in a series of exercises from the Spring through the Fall of 2013, to review the importance and the role of governance in public education including participation in a session on governance provided by the Executive

Director of the Manitoba School Boards Association (MSBA), a presentation on the Evergreen School Division's (Manitoba) governance model, and a presentation on the purpose of board governance provided by a governance facilitator, and;
 WHEREAS, as a result of the review of the importance of governance in public education, the Louis Riel School Board participated in a series of evening workshops during the Fall of 2013, considered the Division's accomplishments and future challenges, the Board's potential job description in-light of future challenges, alternative governance models, and;
 WHEREAS, as a result of their participation in the evening workshops in the Fall of 2013, the Louis Riel School Board concluded that their carefully defined aspirations and criteria for improved performance would require a governance model that: provides a focus on meaningful outcomes for students on a multi-year basis, improves clarity of the roles of the Board and management, improves communication and collaboration with the public, improves monitoring of performance, is characterized by respect, transparency, accountability, collaboration, and;
 WHEREAS, as a result of the review of the importance, and the role of Board Governance in the Louis Riel School Division, the School Board participated in a series of workshops during the Winter of 2014, and developed an Ad Hoc *Committee on Governance*, to develop a draft policy manual to potentially inform the future work of the Louis Riel School Board, and;
 WHEREAS, the DRAFT Louis Riel School Board Policy Manual include policies that would govern Board Governance processes, relationships between the Board, individual trustees, and the Louis Riel School Division senior administration, and provide direction to the Superintendent pertaining to the work that is expected of staff by the Louis Riel School Board, and;
 WHEREAS, the members of the Louis Riel School Board have been able to collaboratively review and refine, a draft Policy Manual, that would inform the future work of the Louis Riel School Board Members, and;
 THEREFORE BE IT RESOLVED:
 THAT, effective June 17, 2014, the Draft Louis Riel School Board Policy Manual becomes the *Louis Riel School Board Policy Manual*, and as a result, the official source of Board policy for the Louis Riel School Board.

Trustee (Louise Johnston) Moved, Trustee (Wayne Ruff) Seconded to approve the motion.

CARRIED

2. Conversion of the Policy Manual of the Louis Riel School Division into the Louis Riel School Division Administrative Guidelines

171/2014 THAT, effective June 17, 2014, the ninety-nine policies, and their associated appendices in the Policy Manual of the Louis Riel School Division (effective September 19, 2006), convert to Administrative Guidelines under the direction of the Superintendent; and that any changes and/or elimination of these guidelines be shared with the Louis Riel School Board prior to the changes taking place.

Trustee (Louise Johnston) Moved, Trustee (Dave Richardson) Seconded to approve the motion.

CARRIED

3. Louis Riel School Board - Governance Schedule for the 2014 – 2015 School Year

172/2014 THAT, in accordance with Board Policy GP. 1.3 Governance and Agenda Planning, the Louis Riel School Board Governance Schedule for the 2014 – 2015 school year becomes the governance schedule for the 2014 – 2015 school year.

Trustee (Louise Johnston) Moved, Trustee (Tom Parker) Seconded to approve the motion.

CARRIED

4. Pulberry Area of North St. Vital - Update

173/2014 THAT the Superintendent's verbal report regarding Pulberry Area of North St. Vital be received as information.

Trustee (Chris Sigurdson) Moved, Trustee (Sandy Nemeth) Seconded to approve the motion.

CARRIED

5. South St. Vital - Update

174/2014 THAT the Superintendent's verbal report regarding South St. Vital be received as information.

Trustee (Tom Parker) Moved, Trustee (Dave Richardson) Seconded to approve the motion.

CARRIED

6. Sage Creek School - Update

175/2014 THAT the Superintendent's verbal report regarding Sage Creek School be received as information.

Trustee (Chris Sigurdson) Moved, Trustee (Tom Parker) Seconded to approve the motion.

CARRIED

E. RECEIVING OF CORRESPONDENCE - ACTION

E. RECEIVING OF CORRESPONDENCE - INFORMATION

1. School Board Correspondence

176/2014 THAT the School Board Correspondence be received as information.

1. MANITOBA SCHOOL BOARD ASSOCIATION

Labour Relations:

- a) **(Page 1)** Salary Bulletin dated June 4, 2014 regarding Frontier School Division and USW Local 9074 AREA 5 Norway House – First Agreement Ratified;
- b) **(Page 2)** Collective Bargaining Update June 6, 2014;

General Correspondence:

- a) **(Page 1)** Letter dated June 4, 2014 from Mr. Floyd Martens regarding Pension Contribution Rate;
- b) **(Page 2)** Ebulletin dated June 4, 2014;
- c) **(Page 3)** Webinar Series 2014 – Leadership for Learning;
- d) **(Page 4)** Treaty Relations Commission of Manitoba;
- e) **(Page 5)** Letter dated June 9, 2014 from Mr. Floyd Martens regarding MHSAA Transfer Policy;
- f) **(Page 6)** Memorandum dated June 11, 2014 from Ms. Carolyn Duhamel regarding Canada's Anti-Spam Legislation (CASL);

2. PUBLIC SCHOOLS FINANCE BOARD

a) **(Page 1)** Letter dated May 28, 2014 from Ms. Lia Abolit and Mr. R. John Weselake regarding École Howden – 2014/2015 Modular Classroom Re-Assessment;

3. OTHER

- a) **(Page 1)** Thank you card from Ms. Sharon Chaikoski;
- b) **(Page 3)** Thank you card from Ms. Ann Walker;
- c) **(Page 5)** Thank you card from Ms. Kim Scott;
- d) **(Page 7)** Thank you card from Mr. Terry Parsons;
- e) **(Page 9)** Letter received June 2, 2014 from Mr. Bob Holliday regarding the St. Vital Museum;
- f) **(Page 10)** Letter dated June 10, 2014 to Mr. Warren McKennitt from the Chair of the Board Mr. Hugh Coburn regarding the Collège Jeanne-Sauvé Band Program;

Trustee (Sandy Nemeth) Moved, Trustee (Louise Johnston) Seconded to approve the motion.

CARRIED

F. RECEIVING OF COMMITTEE REPORTS

G. NEW BUSINESS

1. Borrowing By-Law 4/2014 - Third Reading

177/2014 THAT permission be granted for the Secretary-Treasurer to read a third time short By-Law No. 4/2014 providing for the borrowing of moneys upon the credit of the said School Division to meet current expenses.
(The Secretary-Treasurer will read the by-law as required)

Trustee (Dave Richardson) Moved, Trustee (Sandy Nemeth) Seconded to approve the motion.

CARRIED

2. Borrowing By-Law 4/2014 - Third Reading

178/2014 THAT By-Law No. 4/2014 being a By-Law of the Louis Riel School Division providing for the borrowing of moneys upon the credit of the said School Division to meet current expenses received third reading and be finally adopted.

Trustee (Louise Johnston) Moved, Trustee (Tom Parker) Seconded to approve the motion.

CARRIED

3. Shared Services Agreement

179/2014 THAT the Louis Riel School Division enters into shared service agreements for the services for the following independent schools for the 2014-2015 school year:

- Beautiful Savior Lutheran School - clinical services and practical arts services
- Christ the King School- clinical services and practical arts services
- Holy Cross School - clinical services and practical arts
- Springs Christian Academy - clinical services
- St. Boniface Diocesan High School - clinical services and practical arts services
- St. Emile School – clinical services and practical arts services

Trustee (Dave Richardson) Moved, Trustee (Tom Parker) Seconded to approve the motion.

CARRIED

4. Board Office Summer Hours

180/2014 THAT the Board Office summer hours be approved as outlined: The hours of operation for the summer of 2014 in effect from July 2 to August 15, 2014 be 8:00 a.m. to 4:00
Trustee (Sandy Nemeth) Moved, Trustee (Louise Johnston) Seconded to approve the motion.

CARRIED

5. Off-School Site Application for Glenlawn Collegiate to Cuba

181/2014 THAT the off-school site program request from the Glenlawn Collegiate for students to travel to Varadero and Havana, Cuba February 14-21, 2016 be approved at no cost to the Board.

Trustee (Wayne Ruff) Moved, Trustee (Tom Parker) Seconded to approve the motion.

CARRIED

6. Monthly Financial Report - May 2014

182/2014 THAT the May 2014 Financial Report be received as information.

Trustee (Sandy Nemeth) Moved, Trustee (Chris Sigurdson) Seconded to approve the motion.

CARRIED

7. Off-School Site Report

183/2014 THAT the Off-School Site Report be received as information.

Trustee (Sandy Nemeth) Moved, Trustee (Tom Parker) Seconded to approve the motion.

CARRIED

H. UNFINISHED BUSINESS

I. SUBMISSION OF ITEMS FOR FUTURE CONSIDERATION & NOTICE OF MOTION

J. PUBLIC FORUM

Ms. Jennifer Martin of Highbury School commented on the positive process that took place regarding the enrolment challenges in South St. Vital, about the new Highbury Daycare Centre that is under construction, successful spring concert which won the Rainbow Stage Award and their Family Fun Night.

Ms. Cheryl Esson of Happiness Is..Inc. asked when their lease at École Howden would be confirmed and whether there would be communication before the end of the school year regarding the availability of space.

Mr. Frank Restall, President of the Louis Riel Teachers' Association

- Asked for clarification on the new Louis Riel School Board Policy Manual and the Administration Guidelines;
- Thanked the Superintendent Duane Brothers and Trustee Wayne Ruff for their kind words at the LRTA Retirement Event;
- Thanked the Superintendent and his Team for the continued open and collaborative relationship which began two years ago – it is very much appreciated;
- Wished the School Board and the Superintendent's Team a safe and happy summer.

K. RECESS TO COMMITTEE OF THE WHOLE

1. Resolve to Committee of the Whole-in-Camera

184/2014 THAT the Committee of the Whole resolve.

Trustee (Wayne Ruff) Moved, Trustee (Tom Parker) Seconded to approve the motion.

CARRIED

2. Rise and Report from Committee of the Whole

185/2014 THAT the Committee of the Whole rise and report.

Trustee (Tom Parker) Moved, Trustee (Chris Sigurdson) Seconded to approve the motion.

CARRIED

3. International Education and Supports for LRSD Learners

186/2014 THAT the Superintendent's report regarding International Education and Supports for LRSD Learners be received as information.

Trustee (Wayne Ruff) Moved, Trustee (Chris Sigurdson) Seconded to approve the motion.

CARRIED

4. Non-Union Staff Report

187/2014 THAT the Superintendent's Report on Non-Union Staff Compensation be received as information and adopted.

Trustee (Sandy Nemeth) Moved, Trustee (Tom Parker) Seconded to approve the motion.

CARRIED

5. Personal Professional Development Fund (PPDF) Guidelines 2014-2015

188/2014 THAT the Report on the Louis Riel School Division & Louis Riel Teachers' Association Personal Professional Development Fund Guidelines be received as information and approved.

Trustee (Tom Parker) Moved, Trustee (Dave Richardson) Seconded to approve the motion.

CARRIED

6. École George-McDowell Transportation Update in Response to Ms. J. Sigurdson

189/2014 THAT the Superintendent's report be received as information.

Trustee (Wayne Ruff) Moved, Trustee (Sandy Nemeth) Seconded to approve the motion.

CARRIED

L. ADJOURNMENT

1. Adjournment of Meeting

190/2014 THAT the Meeting be adjourned.

Trustee (Tom Parker) Moved, Trustee (Chris Sigurdson) Seconded to approve the motion.

CARRIED

Meeting adjourned at 9:03 PM

Chairperson

Secretary-Treasurer