



Minutes

Board of Trustees Meeting

30 Speers Road

Winnipeg, Manitoba

December 5-6, 2019

(Available in alternate formats upon request)

**EXECUTIVE SUMMARY
DECEMBER 5-6, 2019
BOARD OF TRUSTEES MEETING**

TOPIC	PAGE	DISPOSITION
ACTION ITEMS		
Higher Care Trip Requests		
i. Frontier Collegiate (2)	2	Approved
ii. Rorketon School	3	Approved
iii. Oscar Blackburn School	3	Approved
iv. Helen Betty Osborne Ininiw Education Resource Centre (2)	4	Approved
Higher Care Trip Requests – Ratification		
i. D. R. Hamilton School	4	Ratified
Awards Panel Recommendations		
i. Frontier Achievement Award	4	Accepted
ii. Outstanding Contribution Award – School Committees	5	Accepted
Appointment of Auditor	5	Approved
Disbursements	6	Approved
Debenture By-Law D-19-02	6	Approved
Tenders	6	Approved
COMMITTEE REPORTS	7	Information
Policy Review Committee	7	Approved
The following policies were approved for implementation:		
<ul style="list-style-type: none"> • D.3.D-R – Travel Expenses Regulation, • E.2.H-R – General Holidays – Support Staff Regulation, • E.3.O – Interpersonal Violence Leave (Policy and Regulation), • F.1.M – Healthy Foods in Schools and Offices (Policy and Regulation), • G.2.A – Student Records (Policy and Regulation). 		
The Staff Travel Guidelines document was approved.		
The following policies be approved for distribution and comment:		
<ul style="list-style-type: none"> • New draft Policy and Regulation “Security Cameras in Schools”, • G.1.A – A Safe and Inclusive Learning Environment (Policy, Regulation and Exhibit). 		
CHAIRPERSON’S REPORT	8	Information
Manitoba School Boards Association (MSBA) – 2020 Convention – March 2020 Board meeting dates changed to coincide with the MSBA Convention was approved (March 10-11, 2020).	8	Approved
EDUCATION AND BOARD DEVELOPMENT	9	Information

ADMINISTRATION REPORTS

Chief Superintendent

9 Information

Secretary-Treasurer

11 Information

CONFERENCE/MEETING REPORTS

11 Information

GENERAL DISCUSSION

12 No items

CORRESPONDENCE

12 Received

ADJOURNMENT

13 Approved



**MINUTES
BOARD OF TRUSTEES MEETING
FRONTIER SCHOOL DIVISION
30 SPEERS ROAD
WINNIPEG, MANITOBA
DECEMBER 5-6, 2019**

Present:	Linda Ballantyne	Area 2
	Donna Calvert	Area 4
	Kathleen Ettawacappo	Area 5
	Tanya Friesen	Area 3
	Marg Imrie	Area 3
	Hilbert Mosiondz	Area 1
	Marion Pearson	Area 4
	Howard Sanderson	Area 2
	Reg Klassen	Chief Superintendent
	Brian Spurrill	Secretary-Treasurer
	Debbie Laubmann	Assistant to Chief Superintendent
Absent:	Graeme Montgomery	Area 1 (Excused Absence – Sick)
	Darlene Osborne	Area 5 (Excused Absence – Work)
	Marg Imrie	Area 3 (Excused Absence, December 5, Personal)
	Hilbert Mosiondz	Area 1 (Excused Absence, December 6, Work)
Presenters:	Tyson Mac Gillivray	Area 3 Superintendent

CALL TO ORDER

Chairperson Ballantyne called the meeting to order at 9:01 a.m.

1.00 APPROVAL OF AGENDA

Chairperson Ballantyne reviewed the draft meeting agenda for December 5-6, 2019.

A topic was brought forward for the January 2020 Board meeting agenda (Manitoba Youth Parliament).

MOTION #183-2019: That the draft meeting agenda for December 5-6, 2019 be approved.

Sanderson
Mosiondz
Carried

2.00 APPROVAL OF MINUTES

Chairperson Ballantyne reviewed the draft November 7, 2019 regular meeting minutes.

MOTION #184-2019: That the draft regular meeting minutes for November 7, 2019 be approved.

Imrie
Pearson
Carried

3.00 IN-CAMERA

MOTION #185-2019: That the Board move into in-camera session.

Sanderson
Calvert
Carried

The Board moved into in-camera session at 9:09 a.m. on Thursday, December 5, 2019.

MOTION #186-2019: That the Board move out of in-camera session.

Calvert
Sanderson
Carried

The Board moved out of the in-camera session at 10:01 a.m. on Thursday, December 5, 2019.

4.00 DELEGATION/GUEST(S)

No delegations.

5.00 ACTION ITEMS

a. **Higher Care Trip Requests**

i. **Frontier Collegiate two (2) trips**

Chairperson Ballantyne reviewed requests from Frontier Collegiate for forty (40) Grades 9-12 students to travel to Ratt Creek on December 15, 2019; and Flin Flon Ski Lodge on January 11, 2020.

MOTION #187-2019: That the Frontier Collegiate higher care trips for forty (40) Grades 9-12 students to travel to Ratt Creek on December 15, 2019; and forty (40) Grades 9-12 students to travel to Flin Flon Ski Lodge on January 11, 2020 be approved.

Pearson
Sanderson
Carried

ii. **Rorketon School**

Chairperson Ballantyne reviewed a request from Rorketon School for three (3) Grades 6-11 students to travel to Dauphin every second Wednesday in the months of January to June 2020.

MOTION #188-2019: That the Rorketon School higher care trip request for three (3) Grades 6-11 students to travel to Dauphin, Manitoba every second Wednesday in the months of January to June 2020 be approved.

Mosiondz
Calvert
Carried

iii. **Oscar Blackburn School**

Chairperson Ballantyne reviewed a request from Oscar Blackburn School for a maximum of twenty (20) Grades 7-10 students to travel to Ecuador in May 2021. Chairperson Ballantyne noted planning for this trip (including fundraising) is dependent upon receiving Board approval before planning begins.

MOTION #189-2019: That the Oscar Blackburn School higher care trip request for a maximum of twenty (20) Grades 7-10 students to travel to Ecuador in May 2021 be approved in principle.

Mosiondz
Sanderson
Carried

Administration was directed to contact the Principal to review parameters of the request (students/chaperones attending, fund raising) and report back at a future Board meeting.

iv. **Helen Betty Osborne Ininiw Education Resource Centre (2) trips**

Chairperson Ballantyne reviewed requests from Helen Betty Osborne Ininiw Education Resource Centre:

- Forty-four (44) Grade 6 students to travel to Winnipeg on May 28-June 1, 2020, and
- Thirty-five (25) Grade 8 students to travel to Banff, Alberta on May 25-31, 2020.

MOTION #190-2019: That the Helen Betty Osborne Ininiw Education Resource Centre higher care trips for forty-four (44) Grade 6 students to travel to Winnipeg on May 28-June 1, 2020 be approved.

Sanderson
Ettawacappo
Carried

Administration was directed to contact the Principal and review the trip request to Banff, Alberta in May 2020 and report back at a future Board meeting.

b. **Higher Care Trip Requests - Ratification**

Chairperson Ballantyne reviewed the higher care trips approved by the Chief Superintendent and provided for Board ratification:

- i. D.R. Hamilton School: five (5) Grades 7-9 students travelled to Norway House on November 26-27, 2019:

MOTION #191-2019: That the D.R. Hamilton School higher care trip request for five (5) Grades 7-9 students to Norway House on November 26-27, 2019 be ratified.

Calvert
Mosiondz
Carried

c. **Awards Panel Recommendations**

i. **Frontier Achievement Award**

Chairperson Ballantyne reviewed information on the Frontier Achievement Award and reported on the Awards Panel meeting held December 4, 2019. Trustees who sat on the Awards Panel provided their recommendation to the Board.

MOTION #192-2019: That the recommendation of the Awards Panel for the 2020 Frontier Achievement Award be accepted.

Pearson
Sanderson
Carried

The recipient of this award will be notified by the Board Chairperson.

ii. **Outstanding Contribution Award – School Committees**

Chairperson Ballantyne reviewed Policy B.3.H – Awards Program – School Committee Members relative to this award and reported on the Awards Panel meeting held December 4, 2019. Trustees who sat on the Awards Panel provided their recommendation to the Board.

MOTION #193-2019: That the recommendation of the Awards Panel for the 2020 Outstanding Contribution Award –School Committees be accepted.

Pearson
Ettawacappo
Carried

The two (2) recipients of this award will be notified by the Board Chairperson.

d. **Appointment of Auditor**

Chairperson Ballantyne reviewed provincial legislation regarding the appointment of an Auditor.

The Finance Committee met and provided their recommendation to the Board.

MOTION #194-2019: That the Board approve the accounting firm of Deloitte as Division Auditor for the 2019/20 year.

Imrie
Calvert
Carried

e. **Disbursements**

Chairperson Ballantyne reviewed disbursements for the month of November 2019.

MOTION #195-2019: That the November 2019 disbursements of \$11,254,010.23 be approved.

Mosiondz
Imrie
Carried

f. **Debenture By-Law D-19-02**

Secretary-Treasurer Spurrill read Debenture By-Law D-19-02 a second time short.

MOTION #196-2019: That Debenture By-Law D-19-02 be approved as read short a second time.

Sanderson
Pearson
Carried

Secretary-Treasurer Spurrill read Debenture By-Law D-19-02 a third and final time short.

MOTION #197-2019: That Debenture By-Law D-19-02 be approved as read short a third and final time.

Calvert
Imrie
Carried

g. **Tenders**

Chairperson Ballantyne reviewed Tenders that have been awarded since the September 219 Board meeting. Secretary-Treasurer Spurrill provided details on the Tender.

MOTION #198-2019: That Tender #950 – Minegoziibe Anishinabe School Fire Alarm Upgrades awarded to John's Electric of Neepawa be approved.

Imrie
Mosiondz
Carried

6.00

COMMITTEE REPORTS

a. Policy Review Committee

Chairperson Ballantyne provided a report of their meeting held December 4, 2019.

MOTION #199-2019: That the following policies be approved for implementation:

- D.3.D-R – Travel Expenses Regulation,
- E.2.H-R – General Holidays – Support Staff Regulation,
- E.3.O – Interpersonal Violence Leave (Policy and Regulation),
- F.1.M – Healthy Foods in Schools and Offices (Policy and Regulation),
- G.2.A – Student Records (Policy and Regulation);

And further that the draft revised Staff Travel Guidelines document be approved.

Ettawacappo
Sanderson
Carried

MOTION #200-2019: That the following policies be approved for distribution and comment:

- New draft Policy and Regulation “Security Cameras in Schools”,
- G.1.A – A Safe and Inclusive Learning Environment (Policy, Regulation and Exhibit).

Sanderson
Calvert
Carried

Chairperson Ballantyne noted that review of Policies in Section G continues and edits were not required to Policies G.1.D (Responsibility for Damaged Division Property), G.1.E (Investigation by Police in the Schools), and G.2.C (Student Complaints and Grievances).

b. Finance Committee

Committee Chairperson Imrie provided a report of their meeting held December 5, 2019.

c. **N.O.F.I. Committee**

Committee Chairperson Friesen provided a report of their meeting held December 6, 2019.

d. **Support Staff Liaison Committee**

No report.

e. **Employee Pension Committee**

No report.

f. **F.S.D./F.T.A. Liaison Committee**

No report.

g. **Employee Benefits Committee**

No report.

h. **Collective Bargaining**

No report.

7.00 CHAIRPERSON'S REPORT

a. **Manitoba School Boards Association (MSBA) – 2020 Convention**

Discussion regarding the dates of the March 2020 Convention and proposed change to Board meeting dates to coincide with the Convention.

MOTION #201-2019: That a change to the March 2020 Board meeting dates (to March 10-11, 2020) be approved.

Pearson
Calvert
Carried

i. **Workshop Submission**

Information.

ii. **Proposed Resolution**

Discussion.

Administration was directed to forward communication to the Minister of Education and Training with an invitation to meet with the Board at a future Board meeting.

iii. **Long Service Recognition**

Information.

iv. **Awards/Nominations**

Information.

v. **Donation**

Information.

vi. **Hotel**

Information.

b. **Correspondence**

Information.

8.00 EDUCATION AND BOARD DEVELOPMENT

a. **Fine Arts Report** (Timed Item, December 6, 2019, 9:30 a.m.)

Chairperson Ballantyne welcomed Area 3 Superintendent Mac Gillivray to the meeting. Mr. Mac Gillivray provided a report on Fine Arts programming.

9.00 ADMINISTRATION REPORTS

9.01 Chief Superintendent's Report

Chief Superintendent Klassen provided a report and update of an incident that arose in the community of Grand Rapids earlier in the week.

a. **Strategic Plan**

i. **Reports Schedule**

Information.

ii. **Focus Area Discussion**

Envisio Project Check-in meeting report provided.

iii. **October 2019 Board and Superintendent Meeting - Reflection**

Discussion. Administration will bring forward a plan for recruitment at a future Board meeting.

b. **Meetings and Travel**

Information.

c. **Attendance**

Information.

d. **Bravos**

Bravos were conveyed to:

- Assistant Superintendent Connell on receipt of the Indspire's "Indigenous Educator Award" for Community Service,
- Frontier Collegiate teacher Bill Taylor on the "Moose Hide Campaign",
- Norway House staff Celeste Kozik and Principal Throop for their work in hosting the Northern Youth Leadership summit, and
- Frontier Collegiate Principal Grenier and his kudos to staff in support of students.

e. **Enrollments**

Information.

f. **Articles**

Information.

g. **Correspondence**

Information.

h. **Annual School Committee Conference**

Direction to administration in planning for the February 2020 conference.

i. **Low Risk Trip Requests**

Information.

j. **Copyright Affidavit Update**

Information.

k. **Bill 5 and Bill 7**

Information.

l. **FIPPA Request**

Information.

9.02 Secretary-Treasurer's Report

a. **Finance**

Information.

b. **Facilities**

Information.

c. **Transportation**

Information.

d. **Trustee Professional Development**

Information.

e. **D-Grants**

Information.

f. **Special Allocation F-Grants**

Information.

10.00 CONFERENCE/MEETING REPORTS

a. **Area Advisory Committee Meeting Reports**

Reports were provided by Trustees in Areas 2 and 4.

11.00 GENERAL DISCUSSION

12.00 CORRESPONDENCE

Incoming

- a. Letter from Manitoba Education Deputy Minister Grant Doak to Superintendents of School Divisions re partnership with Desire 2 Learn (D2L).
- b. Letter from Alan M. Campbell, President, Manitoba School Boards Association, re Final Administration Agreement in Respect of the Manitoba School Insurance Program.
- c. Letter from Jay Rodgers, CEO Healthy Child Manitoba Office, re 2018/19 Early Development Instrument (EDI) Reports.
- d. Electronic correspondence from The Manitoba School Boards Association (MSBA) for November 7, 2019:
 - Memo from Heather Demetriooff, Director, Education and Communication Services, re Raffle Donations for 2020 Convention.
- e. Electronic correspondence from The Manitoba School Boards Association for November 12, 2019:
 - Memo from George Coupland, Director of Labour Relations, re FIPPA Request – Student Violence/Bullying Incidents.
- f. Electronic correspondence from The Manitoba School Boards Association for November 13, 2019:
 - Memo from Heather Demetriooff, Director, Education and Communication Services, re Zoom Livestreaming of a Portion of the November 23 General Meeting,
 - Canadian School Boards Association – President’s Bulletin – November 2019,
 - Seven Oaks School Division – Assistant Secretary-Treasurer Job Posting.
- g. Electronic correspondence from The Manitoba School Boards Association for November 20, 2019:
 - Memo from Heather Demetriooff, Director, Education and Communication Services, re 2020 Recognition and Awards Program,
 - E-Bulletin – November 20, 2019.
- h. Electronic correspondence from The Manitoba School Boards Association for November 25, 2019:
 - Memo from George Coupland, Director of Labour Relations, re Request for Access under the Freedom of Information and Protection of Privacy Act (“FIPPA”) – Student Violence / Bullying Incidents.
- i. Letter from Honourable Heather Stefanson, Minister of Families and Chairperson of the Healthy Child Committee of Cabinet re release of 2018/19 Early Development Instrument (EDI) provincial report.
- j. Electronic correspondence from The Manitoba School Boards Association for November 28, 2019:
 - November PD Day and Meetings follow-up,
 - Recommendations and Findings re Resolution M-01-19,
 - MSBA School Tax Backgrounder,
 - Financial Statements as at June 30, 2019,

- 2019 Member Services Survey: Final Summary of Results,
 - 2019 Member Services Survey: Board Chair Responses,
 - 2019 Member Services Survey: Superintendent Responses,
 - 2019 Member Services Survey: Secretary-Treasurer Responses,
 - Manitoba 150 Kickoff (Poster),
 - Methamphetamine Documentary – Price List,
 - MASBO Executive Director Posting.
- k. Letter from Manitoba Education Deputy Minister Grant Doak to Chief Superintendent Reg Klassen re Skills Strategy Equipment Enhancement Fund.

Outgoing

- a. Letter from Linda Ballantyne, Chairperson to Audrey Seymour, Mayor, Seymourville Community Council, re October 15, 2019 Letter.

MOTION #202-2019: That the correspondence be received.

Friesen
Sanderson
Carried

13.00 ADJOURNMENT

MOTION #203-2019: That the meeting be adjourned.

Pearson
Carried

The meeting adjourned at 11:44 a.m. on Friday, December 6, 2019.