



## **Minutes**

**Board of Trustees Meeting**

**30 Speers Road**

**Winnipeg, Manitoba**

**November 14-15, 2023**

**MINUTES  
EXECUTIVE SUMMARY  
NOVEMBER 14-15, 2023  
BOARD OF TRUSTEES MEETING**

<b>TOPIC</b>	<b>PAGE</b>	<b>DISPOSITION</b>
<b>ACTION ITEMS</b>		
Audit Presentation	3	Approved
Higher Care Trip Requests for Ratification		
i. Chan Kagha Otina Dakota Wayawa Tipi School	3	Ratified
Higher Care Trip Requests for Approval		
i. Engaged Learners Program	4	Approved
ii. Frontier Mosakahiken School (2 Trips)	4	Approved
Disbursements	5	Approved
<b>COMMITTEE REPORTS</b>	5	Information
Finance Committee	5	Approved
- Division surplus funding be transferred to a capital reserve for Divisional housing, support for the Engaged Learners Program, replacement of Cranberry Portage Elementary School gymnasium floor and replacement of aging computer systems.		
Employee Pension Committee	6	Approved
- Service Agreement between Ellement Consulting Group Limited Partnership and Frontier School Division.		
<b>CHAIRPERSON’S REPORT</b>	7	Information
<b>EDUCATION AND BOARD DEVELOPMENT</b>	7	Information
<b>ADMINISTRATION REPORTS</b>		
Chief Superintendent	8	Information
Interim Secretary-Treasurer	9	Referred
<b>CONFERENCE/MEETING REPORTS</b>	9	Information
<b>GENERAL DISCUSSION</b>	9	No items
<b>CORRESPONDENCE</b>	9	Received
<b>ADJOURNMENT</b>	11	Approved



**MINUTES  
BOARD OF TRUSTEES MEETING  
FRONTIER SCHOOL DIVISION  
30 SPEERS ROAD  
WINNIPEG, MANITOBA  
NOVEMBER 14-15, 2023**

Present:	Linda Ballantyne	Area 2
	Howard Sanderson	Area 2
	Tanya Friesen	Area 3
	Marion Pearson	Area 4
	Mike Muswagon	Area 5
	Charlene Throop	Area 5
	Reg Klassen	Chief Superintendent
	Paul Critchley	Interim Secretary-Treasurer
	Debbie Laubmann	Assistant to Chief Superintendent
Present: (via Teams)	Donna Calvert	Area 4
	Marg Imrie	Area 3
	Graeme Montgomery	Area 1
Absent:	Hilbert Mosiondz	Area 1 (Personal)
Presenters:	Thelma Nice	Assistant Superintendent, Academic Programs and Instruction
	Jeff Martin	Deloitte
	Isabel Reyes	Deloitte

## **CALL TO ORDER**

Chairperson Ballantyne called the meeting to order at 9:02 a.m. on Tuesday, November 14, 2023.

### **1.00 APPROVAL OF AGENDA**

Chairperson Ballantyne reviewed the draft meeting agenda for November 14-15, 2023. Critchley noted that his report will be referred to the December Board meeting.

**MOTION #201-2023:** That the draft revised meeting agenda for November 14-15, 2023 be approved.

Pearson  
Throop  
Carried

**2.00 APPROVAL OF MINUTES**

Chairperson Ballantyne reviewed the draft October 18-20, 2023 regular meeting minutes.

**MOTION #202-2023:** That the draft regular meeting minutes for October 18-20, 2023 be approved.

Throop  
Friesen  
Carried

**3.00 IN-CAMERA**

**MOTION #203:2023:** That the Board move into in-camera session.

Sanderson  
Pearson  
Carried

The Board moved into in-camera session at 9:06 a.m. on Tuesday, November 14, 2023.

**MOTION #204-2023:** That the Board move out of in-camera session.

Sanderson  
Muswagon  
Carried

The Board moved out of the in-camera session at 10:15 a.m. on Tuesday, November 14, 2023.

**MOTION #205-2023:** That the Board move into in-camera session.

Pearson  
Throop  
Carried

The Board moved into in-camera session at 10:32 a.m. on Tuesday, November 14, 2023.

**MOTION #206-2023:** That the Board move out of in-camera session.

Sanderson  
Friesen  
Carried

The Board moved out of the in-camera session at 11:51 a.m. on Tuesday, November 14, 2023.

**MOTION #207-2023:** That the Board move into in-camera session.

Sanderson  
Muswagon  
Carried

The Board moved into in-camera session at 9:05 a.m. on Wednesday, November 15, 2023.

**MOTION #208-2023:** That the Board move out of in-camera session.

Muswagon  
Friesen  
Carried

The Board moved out of the in-camera session at 9:40 a.m. on Wednesday, November 15, 2023.

**4.00 DELEGATION/GUEST(S)**

**5.00 ACTION ITEMS**

a. **Audit Presentation** (Timed Item, Wednesday, November 15, 2023)

Chairperson Ballantyne welcomed representatives from Deloitte to the Board meeting. Deloitte presented the 2022/23 Frontier School Division financial audit for Board approval.

**MOTION #209-2023:** That the audited financial statements for Frontier School Division for the year ended June 30, 2023 be approved.

Imrie  
Pearson  
Carried

b. **Higher Care Trip Request for Ratification**

i. **Chan Kagha Otina Dakota Wayawa Tipi School**

Chairperson Ballantyne reviewed a request to ratify the Chan Kagha Otina Dakota Wayawa Tipi School higher care trip request for ten (10) Grades 11-12 students to travel to Winnipeg for Work Experience on November 19-24, 2023. Klassen noted the trip included a high-risk activity (ice skating).

**MOTION #210-2023:** That the Chan Kagha Otina Dakota Wayawa Tipi School higher care trip request for ten (10) Grades 11-12 students to travel to Winnipeg on November 19-24, 2023 be ratified.

Pearson  
Muswagon  
Carried

c. **Higher Care Trip Requests for Approval**

i. **Engaged Learners Program**

Chairperson Ballantyne reviewed a request for ten (10) Grades 10-12 Engaged Learners students to participate in land-based learning day-trips for the following identified dates:

- November 17 to December 15, 2023,
- January 15 to February 2, 2024,
- February 12 to February 23, 2024, and
- March 11 to March 22, 2024.

**MOTION #211-2023:** That the Engaged Learners Program higher care trip requests for ten (10) Grades 10-12 students to participate in land-based learning on the following dates be approved:

- November 17 to December 15, 2023,
- January 15 to February 2, 2024,
- February 12 to February 23, 2024,
- March 11 to March 22, 2024.

Sanderson  
Friesen  
Carried

ii. **Frontier Mosakahiken School Two (2) Trips**

Chairperson Ballantyne reviewed two (2) higher trip requests from Frontier Mosakahiken School:

- Thirty-five (35) Grades 5-8 students to travel to The Pas on various dates (day-trips):
  - November 17, 2023 (Grade 5 students),
  - November 24 (Grade 6 students),
  - December 1, 2023 (Grade 7 students),
  - December 8, 2023 (Grade 8 students)
- Twenty-one (21) Grades 9-12 students to travel to Europe (Germany, Austria, Switzerland) on March 24 to April 3, 2024.

**MOTION #212-2023:** That the Frontier Mosakahiken School higher care day trip requests for thirty-five (35) Grades 5-8 students to travel to The Pas on various dates (November 17, 2023 for Grade 5 students; November 24 for Grade 6 students; December 1, 2023 for Grade 7 students, and December 8, 2023 for Grade 8 students) be approved.

Pearson  
Imrie  
Carried

**MOTION #213-2023:** That the Frontier Mosakahiken School higher care trip request for twenty-one (21) Grades 9-12 students to travel to Europe (Germany, Austria, Switzerland) on March 24 to April 3, 2024 be approved.

Muswagon  
Friesen  
Carried

d. **Disbursements**

Chairperson Ballantyne reviewed Disbursements for the month of October 2023.

**MOTION #214-2023:** That the October 2023 Disbursements of \$15,330,441.64 be approved.

Pearson  
Sanderson  
Carried

**6.00**

**COMMITTEE REPORTS**

a. **Policy Review Committee**

No report.

b. **Finance Committee**

Committee Chairperson Imrie provided a report of the November 14, 2023 meeting.

**MOTION #215-2023:** That operating surplus funding (\$1.5 million) be transferred to a capital reserve used to support Divisional housing.

Imrie  
Sanderson  
Carried

**MOTION #216-2023:** That surplus funding (\$200,000) be designated to support the Engaged Learners Program.

Friesen  
Pearson  
Carried

**MOTION #217-2023:** That surplus funding (up to \$100,000) be designated to replace the gymnasium floor at Cranberry Portage Elementary School.

Pearson  
Sanderson  
Carried

**MOTION #218-2023:** That surplus funding (\$100,000) be designated to replace aging servers (computer systems) in the Division.

Muswagon  
Sanderson  
Carried

c. **N.O.F.I. Board of Directors Meeting**

Committee Chairperson Friesen provided a report of the October 18, 2023 meeting.

d. **Support Staff Liaison Committee**

Trustee representative Montgomery provided a report of the October 31, 2023 meeting. Direction was forwarded to administration regarding items reviewed during this meeting report.

e. **Employee Pension Committee**

Committee Chairperson Imrie provided a report of the October 30, 2023 meeting.

**MOTION #219-2023:** That the Service Agreement between Ellement Consulting Group Limited Partnership and Frontier School Division effective November 1, 2023 be approved.

Pearson  
Imrie  
Carried

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

Administration provided a report of the meeting held September 29, 2023.

g. **Employee Benefits Committee**

No report.

h. **Collective Bargaining**

Information.

**7.00 CHAIRPERSON'S REPORT**

a. **Manitoba School Boards Association (MSBA)**

i. **Invitation to Meet**

Chairperson Ballantyne reviewed correspondence forwarded to MSBA and invitation to meet on December 14, 2023. Administration was provided direction for planning purposes.

ii. **2023 Fall General and Regional Meetings**

Information.

b. **Correspondence**

Information.

Chairperson Ballantyne reviewed email correspondence received from the office of the Deputy Minister of Education regarding the Board's request to meet on December 15, 2023. Administration was provided direction for planning purposes.

**8.00 EDUCATION AND BOARD DEVELOPMENT**

a. **Academic Focus Area: Literacy**  
(Timed Item, Tuesday, November 14, 2023)

Chairperson Ballantyne welcomed Assistant Superintendent Nice to the meeting.

Assistant Superintendent Nice presented information on literacy programming in the Division.

## **9.00 ADMINISTRATION REPORTS**

### **9.01 Chief Superintendent's Report**

#### **a. Strategic Plan**

##### **i. Reports Schedule**

Information.

##### **ii. Focus Area Discussion**

Chief Superintendent provided a recap of conversations held at the October 19-20, 2023 meeting of Trustees and senior leadership (Superintendent Group). Discussion on the Indigenous Way of Life strategic focus area took place including language programming and history books / local histories. Further discussion to take place at upcoming Board meetings.

##### **iii. November 1 Professional Development – All Employees**

Chief Superintendent and Trustees who attended the November 1, 2023 professional development activity shared their comments on the activity.

Discussion arose regarding the word “Frontier” as presented during the November 1 event. Further discussion to take place at upcoming Board meetings.

#### **b. Meetings and Travel**

Information.

#### **c. Attendance**

Information.

#### **d. Bravos**

Bravos were conveyed to Falcon Beach Student Easten Levesque on receiving a Vocational Major Award (Merit of Honour) from the Steinbach Regional Secondary School.

#### **e. Enrollments**

Information.

f. **Articles**

Information.

g. **Correspondence**

Information.

h. **Low Risk Trips**

Information.

i. **2024 Annual School Committee Conference**

The Board chose their theme for the 2024 conference: “Schools and Communities Working Together”. Further discussions to continue at upcoming Board meetings.

j. **30 Speers Road Lease Update**

Information.

**9.02 Interim Secretary-Treasurer’s Report**

Report referred to the December 2023 Board meeting.

**10.00 CONFERENCE/MEETING REPORTS**

a. **Area Advisory Committee Meetings: Area 2 and Area 4 Reports**

Trustees from Areas 2 and 4 provided a report of their October 2023 meetings.

**11.00 GENERAL DISCUSSION**

**12.00 CORRESPONDENCE**

**Incoming**

- a. Electronic correspondence from the Manitoba School Boards Association (MSBA) for October 18, 2023:
- Memo from Josh Watt, Executive Director re CSBA Report for Discussion at MSBA Fall Meetings,
  - Partnership Grant – Call for Community Advisory Board Members Application,
  - Manitoba Collaborative Indigenous Education Blueprint – Indigenous Education Gathering – Save the Date,
  - Fall General and Regional Meetings – November 23-24, 2023 Program Overview,

- Memo from Josh Watt, Executive Director re Requests for Action Slated for Archive.
- b. Memo from Jodie Taylor, Senior Human Resource Leader, MSBA re Employer Advisor Office Information Session – November 6, 2023.
- c. Electronic correspondence from the Manitoba School Boards Association for October 25, 2023:
  - Manitoba Association for Career Development (MACD),
  - Nominate an Educator for a 2024 Prime Minister’s Award,
  - E-bulletin – October 25, 2023,
  - Security and Safety Summit for Education Sector 2023,
  - Holocaust Education Month,
  - Memo from Darren Thomas, Risk Manager re Take Our Kids to Work Day.
- d. Letter from Honourable Nello Altomare, Minister of Education and Early Childhood Learning re Proclamation – Financial Literacy Month – November 2023.
- e. Frontier Achievement Award Information – Nomination Deadline February 2, 2024.
- f. Electronic correspondence from the Manitoba School Boards Association for November 1, 2023:
  - Diverse Minds Writing Competition for High School Students information,
  - Executive Highlights – September 11, 2023 and October 16, 2023.
- g. Memo from Darren Thomas, Risk Manager re Insurance Coverage for Parent Advisory Councils (PACs).
- h. Letter from Allan Hawkins, Executive Director, Inclusion Support Branch re Supporting Student Presence and Engagement.
- i. Electronic correspondence from the Manitoba School Boards Association for November 8, 2023:
  - The First Page Student Writing Challenge information,
  - CSBA President’s Bulletin – Fall 2023,
  - Human Resource Services Flyer,
  - Stay and Study – Fair and Cultural Experience – December 5, 2023 – Winnipeg Art Gallery,
  - E-bulletin – November 8, 2023,
  - Manitoba High Schools Athletic Association (MHSAA) Student Levy Fee Increase for 2024-25 School Year.

**Outgoing**

- a. Special Announcement from Linda Ballantyne, Chairperson re Chief Superintendent Retirement.
- b. Letter from Linda Ballantyne, Chairperson to Honourable Nello Altomare, Minister of Education and Early Childhood Learning, re Congratulations and Meeting Invitation.
- c. Letter from Linda Ballantyne, Chairperson to Brian O’Leary, Deputy Minister, Manitoba Education and Early Childhood Learning re Congratulations and Meeting Invitation.

- d. Letter from Linda Ballantyne, Chairperson to Sandy Nemeth, President, Manitoba School Boards Association re October 17, 2023 Email regarding request to meet.

**MOTION #220-2023:** That the correspondence be received.

Sanderson  
Muswagon  
Carried

**13.00 ADJOURNMENT**

**MOTION #221-2023:** That the meeting be adjourned.

Muswagon  
Carried

The meeting adjourned at 2:07 p.m. on Thursday, November 15, 2023.