ATTENDANCE

PRESENT:

Trustees:

Administration:
L. Lussier - Superintendent of Education,
G. Bruce - Assistant Superintendent, Program, (arrived at 8:50 p.m.)
J. Karras - Assistant Superintendent, Divisional Support Services,
S. Schmidt - Assistant Superintendent, Student Services,
C. Stahlke - Secretary-Treasurer.

Regrets: D. Johnson, T. Fransen

CALL TO ORDER

Meeting called to order at 8:00 p.m.

AGENDA APPROVAL

Resolution #BD20131114.1001
Moved By: G. Melnyk    Second By: G. Watson

THAT the agenda be approved as amended.

CARRIED

MINUTES APPROVAL

(MINUTES APPROVAL)
(Issue #20131021008)

Resolution #BD20131114.1002
Moved By: J. Field    Second By: G. Watson

THAT the Minutes of the Regular Meeting of the Board held on October 24, 2013, be approved as circulated.

CARRIED

STANDING COMMITTEE REPORTS, SPECIAL COMMITTEE REPORTS AND OTHER REPORTS

(Issue #20131021009)

Resolution #BD20131114.1003
Moved By: J. Field    Second By: J. Fisher

THAT the Standing Committee Reports, Special Committee Reports, and Other Reports be received as information, and,
THAT teacher contracts (Term) as listed in the Teacher Contracts Report dated November 14, 2013, be ratified, and,
THAT teacher contract alterations as listed in the Contract Alterations Report dated November 14, 2013, be approved, and,
P. Prenovault, the Division’s Auditor from Grant Thornton LLP, appeared.

P. Prenovault reviewed the Auditors Certificate and stated that the opinion is a clear, non-qualified opinion. He said the EIS File Verification Report is a clean, non qualified opinion. He reviewed the Financial Statements. He said that there was a clear opinion on the school enrolment audit. No problems with the enrolment recording.

P. Prenovault reviewed the following reports:

a) Consolidated Statement of Financial Position. He identified and explained specific elements.

b) Analysis of Consolidated Accumulated Surplus

c) Note 10 of the Notes to the Financial Statements. He pointed out that the surpluses of related entities are co-mingled with the Division's surplus. The undesignated operating Accumulated Surplus amount is $3,972,254 less Non-Vested Sick leaves an Accumulated Surplus of $3,191,243 which is available to the Board, which is relatively modest.

d) Consolidated Statement of Revenue Expenses and Accumulated Surplus. He pointed out that the Consolidated deficit for the year is $440,172 which is a combination of the various funds current year deficits and surpluses.

e) Operating fund Schedule of Revenue, Expenses and Accumulated Surplus. The Operating Surplus for the year after Transfers to the Capital Fund was $312,631. He reviewed the changes from the prior years results to the current year's results. He said that there were strong controls exerted on expenditures including on salaries and benefits. From an Operating Fund perspective the Division budgeted to break even but generated a small surplus for the year. There was significant capital activity this year which is expected to continue for a number of years. 82.6% of total expenditures relate to salaries and benefits. (In the prior year, this amount was 83.1%). Capital Expenditures totaled $7.2 million in 2012/13 relating primarily to buildings but including buses, etc. He said that assets under construction are assets not currently in use. There are a number of projects including gymnasium additions, classroom additions, etc included in assets under construction.

He reviewed the Report to the Board of Trustees relating to the results of the Audit. He said that no mis-statements were found and there was only one past adjusting entry which was non material and did not require a change to statements. He said that although Public Sector Accounting Board requires budget numbers on all
P. Prenovault said that he found no material deficiencies or areas where recommendations were needed to be made.

**Resolution #BD20131114.1004**

Moved By: G. Melnyk  Second By: J. Field

THAT the Division approve the statements and reports and receive the same for information.

CARRIED

E. Lehmann, K. Heppner, and G. Bento-Teves appeared. They said that their group started in December 2012, and were interested in promoting a Spanish Language bilingual program in school divisions in greater Winnipeg. She said that they established a Spanish playgroup to help students expand the language skills of children. They see value in learning other languages, in this case Spanish, and outlined the benefits which would be derived. They have a broad network of supporters in Winnipeg.

They said that they developed a database of interested parents. They said that most parents would be willing to transport their students to the program but location is an important element. They said a multi-age program may be worth consideration. There are many Spanish speakers in Winnipeg who could benefit by such a program. They believe that this program is feasible. There have been over 100 interested families identified. There are already in existence other language immersion and bilingual programs in Winnipeg. Alberta has many language programs including Spanish and their curriculum could be adopted in Manitoba. They said that the Government of Spain may be supportive to school divisions which would be willing to enter into such a program. They can bring in Spanish teachers as support but there are already many Spanish teachers in Manitoba who are supportive of this proposal. Many school divisions have underutilized buildings and could attract students. Location is key as it has to be practical for parents to transport. They would like an entry program that includes but is not restricted to kindergarten. Their interested families are scattered throughout the City. This would be a bi-lingual program but not an immersion program. There are 42 children in their list of families that exist in Pembina Trails but believe that there are more which have not been identified. If adopted they would establish a parent advisory steering committee to collaborate with the Division. They believe that native Spanish speakers in the same classroom as English speaking students is beneficial. They see this program as attractive to immigrants from Spanish speaking countries.

In response to a question from a Trustee, The Assistant Superintendent, Program, said that all high schools have basic Spanish classes which include reading, writing and cultural education.
The Chair thanked the Delegation for the presentation.

There were no resolutions to be considered at this point.

Resolution #BD20131114.1005
Moved By: G. Watson   Second By: J. Field
That, in anticipation of the Board needing to make some determinations with respect to the provision of classroom space for the Kindergarten to Grade 6 French Immersion Program within the Dieppe School community catchment end of the Division, the Board establish an Advisory Committee to provide input to the Board by May 31, 2014, with terms of reference and composition of the Committee to be developed by Senior Administration for Board Approval.

CARRIED

Resolution #BD20131114.1006
Moved By: G. Melnyk   Second By: J. Field
WHEREAS, it is deemed necessary and expedient to raise by loan the sum of 1,091,600.00 dollars on the credit of the said school division for the purpose of: Dalhousie School Emergency Roof Replacement, Fort Richmond Collegiate Science Classroom Renovation, Bairdmore School Envelope Replacement Phase 2.
THEREFORE, BE IT RESOLVED THAT By-Law No. 83, being a by-law of the Board of Trustees of the Pembina Trails School Division, for the purpose of borrowing the sum of 1,091,600.00 dollars and of issuing debentures therefor be given second and third reading and passed.

CARRIED

The Superintendent said that the request for workshop proposals could be referred to Administration for study.

G. Watson said that there are Westgrove School initiatives which raise the aspiration levels of their students for success. Addressing poverty and equity may be a possibility as the basis for a workshop proposal. J. Field said some initiatives at Dalhousie may also tie into this proposal.
Resolution #BD20131114.1007
Moved By: S. Clayton   Second By: G. Watson
THAT the Manitoba School Boards Association Call for Workshop Proposals be referred to Administration for study and recommendation.

CARRIED

MANITOBA SCHOOL BOARDS ASSOCIATION - REQUEST FOR DONATION (CORRESPONDENCE FOR DISCUSSION) (Issue #20131107002)

Resolution #BD20131114.1008
Moved By: J. Fisher   Second By: D. Zuk
THAT the Manitoba School Board Association Request for Donations for the 2014 Convention Charity Raffle be referred to Administration.

CARRIED

PROMOTIONAL BUDGET (BUDGET STUDY TOPIC) (COMMUNICATION AND COMMUNITY RELATIONS COMMITTEE) (Issue #20131029003)

The Secretary-Treasurer reviewed the proposed Promotional Budget which was a Budget Study Topic. There was a discussion of various aspects of the proposed Budget for 2014/15.

Resolution #BD20131114.1009
Moved By: L. Goodridge   Second By: S. Clayton
THAT the Board approve the Public Relations and Community Consultation Budget (SU05) for inclusion in the 2014-15 Draft Budget in the amount of $91,000 as presented.

CARRIED

BANKING PROPOSAL EXTENSION (FINANCE AND PLANNING COMMITTEE) (Issue #20131029001)

The Secretary-Treasurer reviewed the report with reference to the banking proposal extension.

Resolution #BD20131114.1010
Moved By: G. Melnyk   Second By: J. Field
THAT the Board approve the extension of the current banking arrangements with TD Canada Trust though October 31, 2018.

CARRIED

AUDIT ENGAGEMENT EXTENSION (FINANCE AND PLANNING COMMITTEE) (Issue #20131029002)

Resolution #BD20131114.1011
Moved By: G. Melnyk   Second By: J. Field
THAT the Board approve the extension of the Audit Services Agreement with Grant Thornton, LLP, as proposed, through the audit for the year ended June 30, 2016.

CARRIED

HIGH SCHOOL DIVISOR (BUDGET STUDY TOPIC) (HUMAN RESOURCES AND POLICY COMMITTEE) (Issue #20131028004)

D. Zuk said that there was considerable discussion at the Committee meeting. It was estimated that four additional teachers at a cost between $350,000 and $400,000 would result from the change. G. Watson said that this would allow schools to increase the number of options available to students and could impact the large class sizes.
The Superintendent said that the main topic would be scheduling the students more fully and not necessarily reducing class size. The impact will largely depend on the choices made by school administrators.

**Resolution #BD20131114.1012**  
Moved By: D. Zuk  Second By: S. Clayton  
THAT the 2014-15 Draft Budget reflect a change in the High School Divisor from 23.2 to 22.7.  
CARRIED

The minutes from the Human Resources and Policy Committee Meeting held on October 22, 2013, were reviewed.  
**Correction:** Page 1, Item 1, 1.1.2, second sentence corrected to read "Grant Mitchell" rather than "Grant Marshall".

**Resolution #BD20131114.1013**  
Moved By: D. Zuk  Second By: G. Watson  
THAT the Human Resources and Policy Committee Meeting Minutes held on October 22, 2013 be received, as corrected, as information.  
CARRIED

**Resolution #BD20131114.1014**  
Moved By: J. Fisher  Second By: D. Zuk  
THAT the Lease Agreement between the Pembina Trails School Division and the Checkerberry House day care dated October 28, 2013 be ratified.  
CARRIED

**Resolution #BD20131114.1015**  
Moved By: D. Zuk  Second By: G. Watson  
THAT the Board of Trustees approve the appointment of Valerie Wood as Term Principal of Royal School effective January 6, 2014 to June 27, 2014.  
CARRIED

**Resolution #BD20131114.1016**  
Moved By: J. Field  Second By: G. Watson  
That Trustees J. Fisher and L. Goodridge serve on the Term Vice-Principalship Selection Committee for Chancellor School.  
CARRIED

**Resolution #BD20131114.1017**  
Moved By: D. Zuk  Second By: S. Clayton  
THAT the Board of Trustees approve the appointment of Marilyn Challis Cozzuol as Term Vice-Principal of Chancellor School effective January 6, 2014 to June 27, 2014.
T. Johnson said that he and the Assistant Superintendent, Human Resources and Policy, attended the Region 5 meeting. Mary Hall from Safe Schools, Joan Trubyk and Ron Weston were present to help develop a City-wide protocol on Threat Assessment to be ready in February 2014, for submission to the Manitoba School Boards Association.

Resolution #BD20131114.1018
Moved By: J. Field    Second By: G. Watson
THAT the Chair send a letter to former Minister of Education, Nancy Allan, thanking her for her support.

CARRIED

LETTER TO NEWLY APPOINTED MINISTER OF EDUCATION, J. ALLUM
(QUESTIONS FROM TRUSTEES)
(Issue #20131118004)

J. Fisher said the Cairns Children’s Centre asked for an increase in the number of day care representatives on the Advisory Committee for Bonnycastle School. She said their perspective is that the Division has a responsibility to the parents of these students and the composition of the Advisory Committee is more heavily weighted to other groups. There was a general discussion on the composition of the Advisory Group. It was generally agreed that the Committee should not be too big and Trustees were comfortable with the composition as it is. J. Fisher will respond to the Cairns Children’s Centre.

In response to a question from a member of the public, the Trustees explained that the committee work undertaken was to review the divisor.

Resolution #BD20131114.1020
Moved By: S. Clayton    Second By: J. Field
THAT the Correspondence for Information Distribution List dated November 8, 2013, be received as information as amended.

CARRIED

S. Clayton drew the Board’s attention to the e-news from Manitoba School Boards Association.

It was generally agreed to add the Support Staff Appreciation Recognition to the Divisional website.
Resolution #BD20131114.1021
Moved By: G. Watson    Second By: J. Fisher
THAT the letter from C. Silva be referred to Administration
to prepare a response.
CARRIED

Resolution #BD20131114.1022
Moved By: J. Field    Second By: S. Clayton
THAT the Board move into Committee of the Whole.
CARRIED

ADJOURNMENT
Meeting adjourned at 10:05 p.m.

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Chair of the Board

__________________________________________
Secretary-Treasurer