

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE
PORTAGE LA PRAIRIE SCHOOL DIVISION HELD SEPTEMBER 9, 2004 AT 7:30 P.M.**

CALL TO ORDER:

ROLL CALL:	C.A. Chandler	Y. J. Cuthbert	A. F. Dell
	D. P. Hallick	J.J. Harrison	M. G. Krawec
	M. Lefebvre	J. E. McCallister	C. W. Morrison
	N. T. Corrigan	D. F. Shindle	L. J. Taylor

COMMITTEE OF THE WHOLE – 7:30 – 8:00 P.M.

09:03:04 Motion:

C. Chandler – D. Hallick

That the board resolve into committee of the whole, in camera.

Carried

09:04:04 Motion:

M. Lefebvre – D. Hallick

That the board rise without reporting.

Carried

COFFEE BREAK

Annual Inaugural Meeting

A. AGENDA:

09:05:04 Motion:

Y. Cuthbert – C. Chandler

That the agenda for the meeting of September 9, 2004 be approved.

Carried

B. PREVIOUS MINUTES:

09:06:04 Motion:

M. Lefebvre – J. McCallister

That the minutes of the special meeting of June 22, 2004 be approved.

Carried

09:07:04 Motion:

C. Morrison – D. Hallick

That the minutes of the regular meeting of June 22, 2004 be approved.

Carried

C. DELEGATIONS/PRESENTATIONS

1. None

D. MOTIONS:

09:08:04 Motion:

A. Dell – D. Hallick

That By-Law **No. 221**, being a by-law of the trustees of the Portage la Prairie School Division for the purpose of borrowing the sum of **\$266,200.00** Dollars for the **Yellowquill School - Chiller and Cooling Tower Replacement Project (Project PO C 1221)**, be now read a second time.

Carried

09:09:04 Motion:

A. Dell – Y. Cuthbert

That **By-Law No. 221** be now read a third time, be taken as read, and finally passed.

By-law of the Board of Trustees of the **Portage la Prairie School Division** for the purpose of borrowing the sum of **\$266,200.00** Dollars and of issuing debentures therefor.

WHEREAS, it is deemed necessary and expedient to raise by loan the sum of **\$266,200.00** Dollars on the credit of the said School Division for the purpose of the **Yellowquill School – Chiller and Cooling Tower Replacement (Project PO C 1221)**.

THEREFORE, pursuant to the provisions of **The Public Schools Act**, the **Board of Trustees of the Portage la Prairie School Division**, duly assembled, enact as follows:

- (1) That it shall be lawful for the said School Trustees to borrow the sum of **\$266,200.00** Dollars by issue and sale of debentures of the said School Division, as set out below.
- (2) That the said debenture shall be issued at Portage la Prairie and shall be dated the **31st day of August, A.D. 2004**, and shall be payable to bearer at **The Office of the Minister of Finance**, Winnipeg, Manitoba as follows: The debenture shall be so issued that the amount thereby borrowed shall be repayable in **20** equalized consecutive annual installments of **\$23,920.01** Dollars each, including principal and interest at a rate of **6.3750 percent** per annum, payable annually on the **31st** day of **August** as per Schedule "A" attached.
- (3) That the first installment shall be payable on the **31st** day of **August A.D. 2005**.
- (4) That each debenture shall be signed by the Secretary-Treasurer and countersigned by one of the Trustees of the said School Division and the coupons, if any, attached thereto, shall be signed by the Secretary-Treasurer, whose signature may be lithographed thereon.
- (5) That provision shall be made for the payment of the said debenture, and such provision shall form a part of, and be included in the annual statement of monies required for the purpose of the School Division.

GIVEN FIRST READING by the said Board of Trustees of the **Portage la Prairie School Division**, assembled at Portage la Prairie in the **City of Portage la Prairie** in the **Province of Manitoba**, this **22nd** day of **June** A.D. **2004**.

Carried

09:10:04 Motion:

A. Dell – C. Chandler

That By-Law No. **222**, being a bylaw of the trustees of the Portage la Prairie School Division to provide for the payment of an indemnity to the Trustees of the school division, be now read a first time.

BY-LAW NO. 222

A by-law of the trustees of the **Portage la Prairie School Division** to provide for the payment of an indemnity to the Trustees of the said School Division.

WHEREAS, Section 56(1) of The Public Schools Act SM. 1987, P250 provides that a Board of Trustees may by by-law provide for the payment of an annual indemnity to the chairman and to each trustee, payable in such amounts and at such times and under such conditions as the board may determine.

NOW THEREFORE, pursuant to the provisions of The Public Schools Act, the Trustees of the **Portage la Prairie School Division** in special session assembled enact as follows:

1. **THAT** By-Law No. 217, dated November 27th, 2003, be amended to pay each member of the Board of Trustees, commencing on the **1st day of July, A.D., 2004**, a basic indemnity of Six Thousand Four Hundred and Seventy Dollars (**\$6,470.00**) per annum.

2. **THAT** an additional indemnity of One Thousand Two Hundred Dollars **(\$1,200.00)** shall be paid **to the Chairman of the Board**, and an additional indemnity of Six Hundred Dollars **(\$600.00)** be paid to the **Vice-Chairman** of the Board.
3. **THAT** in addition to that provided in clauses one and two hereof, the amount of **\$400.00** be paid to each member of the Board of Trustees to cover all additional authorized board duties.
4. **THAT** such indemnities shall be paid in twenty-four equal semi-monthly installments.
5. **THAT** this by-law supersedes By-law **No. 217**.

GIVEN FIRST READING by the Board of Trustees of the Portage la Prairie School Division this **9th** day of **September 2004**.

Carried

09:11:04 Motion:

J. McCallister – D. Hallick

That the following teachers be employed on a Form 2 contract effective September 7, 2004:

Jelle Duyf	100%
Darryl Patterson	85%
Faye Maly	100%
Matthew Harkness	100%
Hilary Gibson	100%
Alison Delf-Timmerman	60%

Carried

09:12:04 Motion:

C. Morrison – D. Hallick

That the following teachers be employed on Form 2A contracts as follows:

Megan Wilcox	81%	September 7, 2004 – December 21, 2004
Tatum Findlay	100%	September 7, 2004 – June 30, 2005
Doyle Moar	100%	September 7, 2004 – June 30, 2005
Stacey Smith	50%	September 7, 2004 – June 30, 2005
Loraine Toews	13%	September 7, 2004 – June 30, 2005
Leo Lanouette	100%	September 7, 2004 – June 30, 2005

Carried

09:13:04 Motion:

M. Lefebvre – Y. Cuthbert

That the following accounts be approved:

June Accounts Payable	1,407,933.22
June Payroll (net)	<u>1,099,083.89</u>
Total	<u>\$2,507,017.11</u>

Carried

09:14:04 Motion:

Y. Cuthbert – M. Lefebvre

That **Policy BCA – Inaugural Meetings of the Board** be amended as follows:

INAUGURAL MEETINGS OF THE BOARD

TIME AND PLACE

- a) The Public Schools Act, section 29(2) **Election of chair and vice-chair states:** “From among the trustees present, the secretary-treasurer must conduct an election of a chair and a vice-chair of the board. The election must be held
 - (a) in a year a regular election is held, at the first meeting of a school board after the regular election; and
 - (b) in any other year, at the first meeting of a school board in September.
- b) Pre-Inaugural Meeting

The secretary-treasurer shall arrange for a pre-inaugural meeting for the purpose of presenting the nominating committee report. "Oath of Office", clarifying duties and responsibilities, completion of Conflict of Interest and Disclosure forms will be addressed in election years only. The pre-inaugural meeting will generally be scheduled prior to the inaugural meeting.

 1. Meeting called to order by the secretary-treasurer.
 2. Confirmation of elections as provided by the Returning Officer(s). (Election years only)
 3. Clarification of election procedures;
 - a) Report of nominating committee.
 - b) Voting by secret ballot.
 - c) Appointment of scrutineers. (Sup. of Bus. & Fin. & Asst. Supt.)
 - d) Ballots to be destroyed.
 4. Presentation of the report from the Pre-Inaugural meeting
 5. Motion to accept the slate of officers and committee members
 6. New chair assumes responsibility for the meeting
 7. Invocation (Election years only)

8. Appointment of auditors – motion

9. Adjourn

Adopted: Mar. 31/76

Revised: Oct. 27/77

Revised: May 22/80

Revised: Sept. 25/86

Revised: Oct. 12/89

Revised: Oct. 28/93

Revised: June 14/01

Carried

09:15:04 Motion:

Y. Cuthbert – C. Chandler

That the low bid by Ellwood McRorie Construction in the amount of \$64,285 for construction of the Fort la Reine School grooming room be recommended for approval to the Public Schools Finance Board.

Carried

E. SUPERINTENDENT'S DEPARTMENT REPORT:

DS

1. PCI Reunion 2005 sponsorship program
2. Correspondence from Child & Family Services re: outcome of the Aboriginal Justice Inquiry Child Welfare Initiative – (copies)
3. Teacher Certification Changes – copies
4. Second Generation High School Graduation survey
5. AFM – School Division partnership
6. Self Directed Learning documents – Rolling River School Division

NC

1. MAST Salary Bulletins No. 14-2004, 15-2004, 16-2004

LT

1. June 30, 2004 Enrollment report (3447, -15 from May/04, +41 from last year) – (copies)
 - Initial enrollment numbers
2. Summer projects – update
3. Student Teachers – information
4. New Teacher Orientation was held Sept 7th with 16 new teachers

F. OTHER BUSINESS

1. Update on Trustee Activities/Meetings

G. INFORMATION ITEMS: – copies

1. School Newsletters – Highlights
 - CVS** - Report cards go home June 29th
 - EPCS** - List of staff changes for 2004-05
 - PCI** - Student Initiated Volunteer Project
2. Letter from Minister of Education, Citizenship and Youth re: Bill 13, an Amendment to the Public School Act (Appropriate Educational Programming)
3. The Public Schools Amendment Act – Bill 19
4. MAST – Information Report to the Membership
5. Newspaper articles
6. Report of the Minister’s Working Group on Education Finance
7. Brandon Sun article “Farm Cash Receipts Skyrocket”
8. Correspondence from the City of Portage re: Winterlights Celebrations 2004
9. Tourism Development announcement from the City of Portage
10. MAST Executive Meeting Highlights

INFORMATION ITEMS: - copies on file

1. School Newsletters – Highlights
 - FLR** - Meet and Greet, Sept 7, 11:30 – 1:00
2. Thank you card from Loraine McRae re: Long Service Dinner & gift
3. Thank you card from Joan McCallister re: donation in memory of her father
4. Thank you notes and cards for awards, bursaries, etc:
 - Alicia Elgert
 - AMHS Awards Committee
 - Ryan Swidnicki
 - Jeneane Dubois
 - Kimberley Halwas
 - Jenilee Bruinooge
 - Laura Dornan
 - Tamara Barnett
5. National School Boards Association “Leadership Insider” (5 copies on file)
6. MAST – letter from Manitoba Women’s Institute re: child obesity
7. MAST memo re: Local Authorities Election Act Review
8. Thank you letter from Charlie Clifford re: our assistance with the MSOS 55plus games
9. MAST memo re: Staff Changes in the Labour Relations Department
10. Letter from FLR school re: playground equipment
11. Memo from the City of Portage re: Tourism Development
12. American Association of School Personnel Administrators information booklet re: 66th Annual Conference

H. UPCOMING MEETINGS:

September 9	Board Meeting
September 23	Board Meeting
October 14	Board Meeting

October 28	Board Meeting	
November 11	Board Meeting?	(Tues. Nov. 9 th ?)
November 25	Board Meeting	
December 9	Board Meeting	
December 23	Board Meeting	
January 13	Board Meeting	
January 27	Board Meeting	
February 10	Board Meeting	
February 24	Board Meeting	

I. NEWS MEDIA QUESTIONS:

C.F.R.Y.	Sherry Wylie
Daily Graphic	Sean Maraj

J. COMMITTEE OF THE WHOLE:

09:16:04 Motion:

Y. Cuthbert – C. Chandler
That the board resolve into committee of the whole, in camera.

Carried

09:17:04 Motion:

M. Lefebvre – D. Hallick
That the board rise without reporting.

Carried

K. ADJOURNMENT:

The meeting was adjourned by the chairman at 9:59 p.m.

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