

**REGULAR MEETING OF THE BOARD
HANOVER SCHOOL DIVISION
Tuesday, December 2, 2014 (7:30 PM)**

ROLL CALL

UPON THE ROLL BEING CALLED, THE FOLLOWING WERE PRESENT:

BOARD MEMBERS:

Ron Falk	Lynn Barkman
Sue Doerksen	Sarah Dyck
Cyndy Friesen	Shannon Friesen
Rick Peters	Brad Unger
Ruby Wiens	

ALSO IN ATTENDANCE:

Randy Dueck	Chris Gudziunas
Kevin Heide	Phil Guenther

REGRETS:

Rick Ardies

Opening Items

2.1 Opening & Prayer - Shannon Friesen

School Presentations

3.1 School Featured at Board Meeting - Kleefeld School

Kleefeld School presented on their book reading club.

Adoption of Public Previous Meeting Minutes

4.1 Minutes of Regular Board Meeting, October 7, 2014

ORIGINAL - Motion Member (Cyndy Friesen) Moved, Member (Sue Doerksen) seconded to approve the ORIGINAL motion 'to accept the Minutes of the Regular Board Meeting held on Tuesday, October 7, 2014 at 7:30 p.m. in the Board room.'

Upon a roll call vote being taken, the vote was: Aye: 9 Nay: 0. The motion **Carried. 9 - 0**

4.2 Report of Organizational Meeting of the Board, November 4, 2014

ORIGINAL - Motion Member (Sarah Dyck) Moved, Member (Ruby Wiens) seconded to approve the ORIGINAL motion 'to accept the minutes of the Organizational Meeting of the Board held on Tuesday, November 4, 2014 at 7:30 p.m. in the Board room.'

Upon a roll call vote being taken, the vote was: Aye: 9 Nay: 0. The motion **Carried. 9 - 0**

Superintendents Recommendations

5.1 Superintendent's Staffing Report - Support Staff, November 19 - Dec. 2, 2014

ORIGINAL - Motion Member (Brad Unger) Moved, Member (Ruby Wiens) seconded to approve the ORIGINAL motion Recommend acceptance of the HR Staffing Report-Support Staff for the period of November 19th to December 2, 2014. '

Upon a roll call vote being taken, the vote was: Aye: **9** Nay: **0**. The motion **Carried. 9 - 0**

5.2 Superintendent's Staffing Report - Teaching Staff, November 19 - December 2, 2014

ORIGINAL - Motion Member (Shannon Friesen) Moved, Member (Rick Peters) seconded to approve the ORIGINAL motion 'Recommend acceptance of the HR Staffing Report-Teachers for the period of November 19th to December 2, 2014.'

Upon a roll call vote being taken, the vote was: Aye: **9** Nay: **0**. The motion **Carried. 9 - 0**

Superintendents Information

6.1 Decision on Rural Grade Nine Program Transition to SRSS

ORIGINAL - Motion Member (Ruby Wiens) Moved, Member (Lynn Barkman) seconded to approve the ORIGINAL motion 'to move Grade Nine programming from Bothwell, Blumenort, Kleefeld and Mitchell schools to SRSS for the 2015/2016 school year and ongoing.'

Upon a roll call vote being taken, the vote was: Aye: **9** Nay: **0**. The motion **Carried. 9 - 0**

Adoption of the In-Camera Board Previous Meeting Minutes

7.1 Minutes of Committee of the Whole In-Camera Meeting, October 7, 2014

ORIGINAL - Motion Member (Brad Unger) Moved, Member (Cyndy Friesen) seconded to approve the ORIGINAL motion 'to accept the minutes of the Committee of the Whole In-Camera Meeting, held on Tuesday, October 7, 2014, at 5:30 p.m. in the Board room.'

Upon a roll call vote being taken, the vote was: Aye: **9** Nay: **0**. The motion **Carried. 9 - 0**

7.2 Minutes of Committee of the Whole In-Camera Meeting, October 21, 2014

ORIGINAL - Motion Member (Sarah Dyck) Moved, Member (Rick Peters) seconded to approve the ORIGINAL motion 'to accept the minutes of the Committee of the Whole In-Camera Meeting, held on Tuesday, October 21, 2014, at 6:00 pm in the Board room.'

Upon a roll call vote being taken, the vote was: Aye: **9** Nay: **0**. The motion **Carried. 9 - 0**

7.3 Minutes of Committee of the Whole In-Camera Meeting, November 18, 2014

ORIGINAL - Motion Member (Sue Doerksen) Moved, Member (Brad Unger) seconded to approve the ORIGINAL motion 'to accept the minutes of the Committee of the Whole In-Camera Meeting, held on Tuesday, November 18, 2014 at 6:00 p.m. in the Board room.'

Upon a roll call vote being taken, the vote was: Aye: **9** Nay: **0**. The motion **Carried. 9 - 0**

7.4 Minutes of Closed Session Meeting, November 21, 2014

ORIGINAL - Motion Member (Shannon Friesen) Moved, Member (Sarah Dyck) seconded to approve the ORIGINAL motion 'to accept the minutes of the Closed Session Meeting held on Friday, November 21, 2014 at the Hilton Inn & Suites in Winnipeg, Manitoba, at 1:00 p.m.'

Upon a roll call vote being taken, the vote was: Aye: **9** Nay: **0**. The motion **Carried. 9 - 0**

7.5 Minutes of Closed Session Meeting, November 22, 2014

ORIGINAL - Motion Member (Rick Peters) Moved, Member (Sue Doerksen) seconded to approve the ORIGINAL motion 'to accept the minutes of the Closed Session Meeting held on Saturday, November 22, 2014 at the Hilton Inn & Suites, in Winnipeg, Manitoba, at 8:45 a.m.'

Upon a roll call vote being taken, the vote was: Aye: **9** Nay: **0**. The motion **Carried. 9 - 0**

Business Arising out of Minutes

Committee Reports - Education

9.1 Education Committee Meeting Report, November 18, 2014

Report of the Education Committee Meeting.

9.2 COPY - Teaching and Professional Learning Opportunity Grant Applications

ORIGINAL - Motion Member (Ruby Wiens) Moved, Member (Brad Unger) seconded to approve the ORIGINAL motion '

- 1) Jolene Fiarchuk, SMS/SRSS financial support up to \$1,000 to be applied to the "War and the Canadian Experience: A Teachers PD Tour to France and Flanders" from July 6-19, 2014, out of province conference.
- 2) Paul Reimer, SRSS financial support up to \$1,000 to be applied to the Adobe's World Conference with Scott Kelby in Las Vegas, Nevada from September 2-7, 2014, out of province conference.
- 3) Ryan Loeppky, Blumenort School/CST financial support up to \$1,000 to be applied to attend the National Art Education Association conference in New Orleans from March 25-29, 2015, out of province conference.'

Upon a roll call vote being taken, the vote was: Aye: **9** Nay: **0**. The motion **Carried. 9 - 0**

9.3 COPY - Various Overnight / Out of Province Field Trip and Financial Support Requests

ORIGINAL - Motion Member (Ruby Wiens) Moved, Member (Rick Peters) seconded to approve the ORIGINAL motion 'Recommend to grant the following financial requests:

- 1) Financial support of \$100 to Niverville Collegiate to host AA Varsity Boys Provincial Basketball Championships
- 2) Financial support of \$1,000 to Mennonite Heritage Village (Canada) Inc. for the Education Program.'

Upon a roll call vote being taken, the vote was: Aye: **9** Nay: **0**. The motion **Carried. 9 - 0**

Committee Reports - Finance / Audit

10.1 Report of Finance / Audit Committee Meetings, October 14, 2014

10.2 COPY - MasterCard Summary & Detail for Review

No action necessary.

10.3 Audit Committee Meeting with Auditors

The committee will meet with MNP to review the Auditor's Report, Management Letter, Notes to the Financial Statement and the Consolidated Financial Statement which includes the Operations Financial Statement, Capital Financial Statement and School Funds Financial Statement.

10.4 COPY - Qualified Donee Status

The division has obtained Qualified Donee status retroactive to Jan 2012.

10.5 COPY - MSBA Regional Negotiations Meeting

Region 3 Negotiation Update Meeting held in Larters on Dec 3 at 1:00 p.m.

10.6 COPY - MSBA Revenue Strategy

On October 8th Sec/Treasurer attended a MSBA session on their proposed revenue strategy to calculate MSBA fees using a new formula. Attached is the MSBA Review Committee Report as well as S/T summary and draft letter of response from HSD Board.

10.7 Report of Finance / Audit Committee Meeting, November 18, 2014

10.8 COPY - Revenue Summary - November 2014

As of November 12, 2014.

10.9 COPY - Location Summary - November 2014

As of November 12, 2014.

10.10 COPY - Administration Summary - November 2014

As of November 12, 2014.

10.11 COPY - Transportation Summary - November 2014

As of November 12, 2014.

10.12 COPY - Maintenance Summary - November 2014

As of November 12, 2014.

10.13 COPY - Staffing Levels Report – EAs

No action necessary.

10.14 COPY - Identified Variances to Budget

Once revenue report from Province is returned to HSD, monthly updates are provided to the committee as information on the estimated year end balances.

10.15 COPY - MasterCard and Expense Reports - Rotation #2

No action necessary.

10.16 COPY - School Fund Internal Audit Reports - June 2014

Internal school fund audit reports provided as information to Finance Committee.

10.17 COPY - Qualified Donee Status

Administration is working on creating procedures for implementing the qualified donee status.

10.18 COPY - MSBA Pension Plan Staff Presentation

Administration is planning to invite Eckler to make a presentation to staff. Item for your information only.

Committee Reports - Governance / Public & Staff

11.1 Report of Governance Committee Meeting, November 18, 2014

11.2 COPY - MSBA - Raffle Donations for 2015 Convention

11.3 COPY - Draft Copy of School Appreciation Banquet Information

Helen Bergen from All Occasions Catering will be doing all banquets this year.

11.4 COPY - HSD Christmas Greeting

11.5 COPY - Role and Responsibility of Governance Committee

11.6 COPY - Process for developing policy

11.7 COPY - Policy review schedule 2014 - 2018

Committee Reports - Operations

12.1 Report of Operations Committee Meeting, November 18, 2014

12.2 COPY - Bus Fleet Assessment Notice

An assessment notice from MPIC was received indicating an additional surcharge of \$20,922 applicable for the 2013/14 school year as a result of 3 bus accidents accumulating losses larger than premiums paid. Over the past 20 years only 3 times has a surcharge been levied (94/95, 97/98 and 14/15).

12.3 COPY - Transportation Services Update

12.4 COPY - SRSS Campus

No action necessary.

12.5 COPY - Niverville Elementary Portable

No action necessary.

12.6 COPY - Kleefeld Portable

No action necessary.

12.7 COPY - Blumenort Addition

No action necessary.

12.8 COPY - Mitchell Elementary Kindergarten

No action necessary.

12.9 COPY - South Oaks Addition

No action necessary.

12.10 COPY - Niverville Elementary Addition

No action necessary.

12.11 COPY - Green Valley Roof

No action necessary.

12.12 COPY - Mitchell Elementary Grooming Room

- No action necessary.

12.13 COPY - Elmdale Parking Lot Expansion

No action necessary.

12.14 COPY - SRSS Theatre

No action necessary.

12.15 COPY - SRSS Outstanding Work Items

No action necessary.

12.16 COPY - ICTS Project Update**Committee Reports****13.1 Report of Workplace Safety and Health Committee Meeting, October 15, 2014****Financial Update****14.1 Cheque Register, Deposit Register, Payroll & Other Transfers****ORIGINAL - Motion**

Member (**Cyndy Friesen**) Moved, Member (**Sue Doerksen**) seconded to approve the **ORIGINAL** motion 'to ratify the following list of accounts payable cheques and transfers:

Oct. 07/14	#25535 to #25606	Totalling \$	227,716.56
Oct. 07/14	#8018546 to #8018693	Totalling	117,362.74
Oct. 14/14	#25607 to #25683	Totalling	405,228.74
Oct. 14/14	#8018694 to #8018774	Totalling	74,342.96
Oct. 17/14	#25684	Totalling	40,276.79
Oct. 21/14	#25685 to #25764	Totalling	678,987.30
Oct. 21/14	#25765	Totalling	358.34
Oct. 21/14	#8018775 to #8018850	Totalling	45,909.84
Oct. 28/14	#25766 to #25884	Totalling	85,958.55
Oct. 28/14	#8018851 to #8018946	Totalling	44,460.86
Oct. 14-28	#1805 to #1808	Totalling	1,961.00
Nov. 04/14	#25885 to #25952	Totalling	1,150,120.39
Nov. 04/14	#8018947 to #8019069	Totalling	606,605.99
Nov. 12/14	#25953 to #26019	Totalling	356,898.36
Nov. 12/14	#8019070 to #8019184	Totalling	141,390.09
Nov. 12/14	#8019185	Totalling	19,400.00
Nov. 18/14	#26020 to #26073	Totalling	731,566.39
Nov. 18/14	#8019186 to #8019255	Totalling	153,597.96
Nov. 4-25/14	#1809 - #1818 US	Totalling	3,336.11
Oct. 13/14 - Nov. 28/14	Payroll & Other Transfers	Totalling	6,240,283.95'

Upon a roll call vote being taken, the vote was: Aye: **9** Nay: **0**. The motion **Carried. 9 - 0**

Correspondence**15.1 Letter from Premier Selinger - Thank You for Copy of Learning Matters****15.2 Royal Canadian Legion - Certificate of Appreciation**

For supporting "Military Service Recognition Book - Volume 5"

General Information

16.1 SRSS Enrolment Report for October 31, 2014

16.2 SRSS Enrolment Report for November 28, 2014

16.3 Student Enrollment Report, November 3, 2014

16.4 Student Enrollment Report, December 1, 2014

16.5 Winnipeg Free Press - Manitoba's schools will be required by law to limit class sizes

Conference Reports

17.1 MSBA Trustee Orientation Report

17.2 Mental Health and Wellness Conference Report

MSBA Information

18.1 MSBA - Electronic Mail for October 31, 2014

18.2 MSBA - Electronic Mail for November 19, 2014

18.3 MSBA - Electronic Mail for November 26, 2014

18.4 MSBA - Electronic Mail for November 26, 2014 #2

18.5 MSBA - Electronic Mail for November 28, 2014

Items Dealt With at Previous Board Meetings

Calendar Review & Discussion

20.1 See Google Calendar

Adjournment

Adjourned at 9:45 p.m.



Ron Falk, Chair of the Board