

**REGULAR MEETING OF THE BOARD  
HANOVER SCHOOL DIVISION  
Tuesday, October 6, 2015 (7:30 PM)**

**ROLL CALL**

UPON THE ROLL BEING CALLED, THE FOLLOWING WERE PRESENT:

**BOARD MEMBERS:**

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

**ALSO IN ATTENDANCE:**

Randy Dueck	Kevin Heide
Chris Gudziunas	Phil Guenther
Rick Ardies	

**Opening Items**

**1.1 Opening & Prayer - Cyndy Friesen**

**Superintendents Information**

**2.1 New School Online Websites**

An update on the recent transition of another five schools to our new website format was provided as information. There are now seven more schools to be converted. The suggestion of live streaming board meetings in the future was mentioned. This will be reviewed by the Board.

**2.2 MES Classroom Addition**

The four classroom addition project from PSFB has now been altered to include washroom facilities in two of the classrooms in preparation for Kindergarten students. Architectural drawings are now being finalized.

**Human Resources Report**

**3.1 HR Staffing Report - Support Staff for the period of September 16 to October 6, 2015**

**ORIGINAL - Motion**

Member (**Brad Unger**) Moved, Member (**Sarah Dyck**) seconded to approve the **ORIGINAL** motion 'Recommend acceptance of the attached HR Staffing Report - Support Staff for the period of September 16 to October 6, 2015'.

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

**3.2 HR Staffing Report - Teachers for the period of September 16 to October 6, 2015**

**ORIGINAL - Motion**

Member (**Shannon Friesen**) Moved, Member (**Ruby Wiens**) seconded to approve the **ORIGINAL** motion 'Recommend acceptance of the attached HR Staffing Report - Teachers for the period of September 16 to October 6, 2015'.

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

**Adoption of Public Previous Meeting Minutes**

**4.1 Minutes of Regular Board Meeting, August 18, 2015**

**ORIGINAL - Motion**

Member (**Rick Peters**) Moved, Member (**Cyndy Friesen**) seconded to approve the **ORIGINAL** motion 'to accept the minutes of the Regular Board meeting held on Tuesday, August 18, 2015, 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 Minutes of Organizational Board Meeting, September 1, 2015**

**ORIGINAL - Motion**

Member (**Shannon Friesen**) Moved, Member (**Brad Unger**) seconded to approve the **ORIGINAL** motion 'to accept the minutes of the Regular Board meeting held on Tuesday, September 1, 2015, 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**

**Adoption of the In-Camera Board Previous Meeting Minutes**

**5.1 Minutes of Committee of the Whole In-Camera Meeting, August 18, 2015**

**ORIGINAL - Motion**

Member (**Sue Doerksen**) Moved, Member (**Sarah Dyck**) seconded to approve the **ORIGINAL** motion 'to accept the minutes of the Closed Board Meeting held on Tuesday, August 18, 2015 at 4:30 pm.'

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

**5.2 Minutes of Committee of the Whole In-Camera Meeting, September 15, 2015**

**ORIGINAL - Motion**

Member (**Brad Unger**) Moved, Member (**Ruby Wiens**) seconded to approve the **ORIGINAL** motion 'to accept the minutes of the Closed Board Meeting held on Tuesday, September 15, 2015 at 4:30 pm.'

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

## **Committee Reports - Education**

### **6.1 Report of Education Committee Meeting, September 15, 2015**

#### **6.2 COPY - Deeper Learning Update**

#### **6.3 COPY - New Pedagogies for Deep Learning Update**

#### **6.4 COPY - 2015 Association for Career and Technical Education (ACTE) conference in New Orleans, LA November 19-22, 2015**

#### **6.5 COPY - Education Committee Budget Summary**

As of June 30, 2015

#### **6.6 COPY - Various Field Trip, Overnight Field Trip and Requests for Financial Support.**

- 1) SRSS request permission to send 20 students to a US High School Hockey Tournament in Chicago, IL from November 24-30, 2015. This request has been administratively approved.
- 2) SRSS request permission and funding of \$450 for the grade 12s to attend the MB Drama Youth Festival at the Prairie Theatre Exchange in Winnipeg, MB in May 2016. \*\*\* This request requires approval.
- 3) NCI request permission to send the Students Working Against Tobacco student group to an overnight stay at Camp Assiniboia from October 5-6, 2015. This request has been administratively approved.
- 4) NCI request permission and financial assistance to send the Senior Jazz Band to attend the Brandon Jazz Festival in Brandon, MB from March 17-18, 2016. This request has been administratively approved.
- 5) NCI request permission and financial assistance to send the Grade 9 Band to attend the Moose Jaw International Band Festival in Moose Jaw, SK from May 18-20, 2016. This request has been administratively approved.
- 6) NCI request permission and financial assistance to send the band students to attend the Winnipeg Optimist Festival and Winnipeg Beginning Band Festival in Winnipeg, MB from February 23-26 and April 12-15, 2016. This request has been administratively approved.
- 7) LCI request permission to send a group of Grade 12 students to an overnight grad retreat at Camp Arnes from October 5-6, 2015. This request has been administratively approved.
- 8) MMS request permission and financial assistance to send Grade 7 and 8 Band to attend MBA Band Festivals in Winnipeg, MB in February and April, 2016. This request has been administratively approved.

## **Committee Reports - Finance / Audit**

### **7.1 Report of Finance / Audit Committee Meeting, September 1, 2015**

#### **7.2 COPY - Audit Service Plan Presented by MNP**

MNP walked through the audit service plan for the 2014/15 audit which began the week of Sept 14th. Refer to document attached.

#### **7.3 COPY - 2014/15 Preliminary Financial Review**

A review of the pre-audit year-end figures was provided to the board as information as well as discussion on various options.

**7.4 Report of Finance / Audit Committee Meeting, September 15, 2015**

**7.5 COPY - FRAME Schedule of Revenue and Expenses**

Unaudited FRAME statement.

**7.6 COPY - Revenue Summary - June 30, 2015**

As of June 30, 2015.

**7.7 COPY - Location Summary - June 30, 2015**

As of June 30, 2015.

**7.8 COPY - Administration Summary - June 30, 2015**

As of June 30, 2015.

**7.9 COPY - Transportation Summary - June 30, 2015**

As of June 30, 2015.

**7.10 COPY - Maintenance Summary - June 30, 2015**

As of June 30, 2015

**7.11 COPY - Staffing Levels Report - June 30, 2015**

As of June 30, 2015

**7.12 COPY - Identified Variances to Budget - June 30, 2015**

As of June 30, 2015

**7.13 COPY - Parent Advisory Council Fund Balances**

The balance of funds in PAC bank accounts was discussed. Administration is in the midst of developing guidelines and procedures for PAC's to follow to ensure existing provincial guidelines are adhered to.

**7.14 COPY - Upcoming PAC Budget Consultation - Oct 27/15**

The past two years of PAC presentations were provided for reference. Format of upcoming year was discussed.

**7.15 COPY - Monthly MasterCard & Expense claims Randy Dueck & Kevin Heide - June, July, August 2015**

**Committee Reports - Governance / Public & Staff**

**8.1 Report of Governance Committee Meeting, September 15, 2015**

**8.2 COPY - Governance Policy Review Schedule**

Policy review schedule for September 2015.

### **8.3 UPDATED - BF Trustee Code of Conduct**

#### **ORIGINAL - Motion**

Member (**Ruby Wiens**) Moved, Member (**Brad Unger**) seconded to approve the **ORIGINAL** motion 'To give second, third and final reading of BF Trustee Code of Conduct.'

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

### **8.4 COPY - AE Respectful Workplace**

A review Policy AE Respectful Workplace will take place at an upcoming meeting.

### **8.5 COPY - FM-17 Trustee Remuneration, Expenses and Resources Procedure**

To review FM-17 Trustee Remuneration, Expenses and Resources Procedure. Notes from the Minutes of the Regular Board Meeting of October 5, 2010 were added as highlighted.

### **8.6 COPY - Trustee Indemnities**

A review of trustee indemnities to cover items of # of grads attended, length of meetings (Neg) and any other items deemed necessary to review.

#### **Committee Reports - Operations**

### **9.1 Report of Operations Committee Meeting, September 15, 2015**

### **9.2 COPY - Transportation Report of September 2015**

### **9.3 COPY - Steinbach Futsal League Rental Rate Request**

Request to use SRSS gym each Sunday (Oct-April) for a rate of \$45 / game (same as SBC). Current rate for this rental would be approx. \$435 per Sunday as opposed to the \$225 roughly that they are currently paying SBC.

### **9.4 COPY - Maintenance Report of September 2015**

### **9.5 COPY - CMS Playground Completion Photos**

### **9.6 COPY - SRSS Soccer / Football Field**

Originally brought to the Board in Aug 2015. Since then have found that after consulting with the City of Steinbach (Phil K and Mike H) a well for the purposes of irrigation is fine within the City of Steinbach. Water usage in letter is from landscaper (Valley West Landscaping. SRSS to provide cost of installing water lines to sprinkler system if well not used as source.

### **9.7 COPY - RM of Hanover Variance Application**

A variance application from RM of Hanover was received. Letter of concern over safety was sent to the public hearing (see attached). UPDATE - Application for variance was approved by RM.

### **9.8 COPY - ICT Report of September 2015**

**Committee Reports - Negotiations**

**10.1 Negotiations Committee Report (EA) of August 27, 2015**

**10.2 Negotiations Committee Report (Senior Admin) of September 9, 2015**

**10.3 Negotiations Committee Report (EA) of September 22, 2015**

**10.4 Negotiations Committee Report (Senior Admin) of September 23, 2015**

**ORIGINAL - Motion**

Member (Cyndy Friesen) Moved, Member (Rick Peters) seconded to approve the ORIGINAL motion 'To ratify senior administration contracts for the following staff members:

- Randall L. Dueck July 1, 2015 to June 30, 2018;
- Christopher C. Gudziunas July 1, 2015 to June 30, 2018;
- Richard K. Ardies July 1, 2015 to June 30, 2018;
- Geraldine J. Harder-Robson July 1, 2015 to June 30, 2018;
- Kevin D. Heide July 1, 2015 to June 30, 2018;
- Philip J. Guenther July 1, 2015 to June 30, 2018.'

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

**Financial Update**

**11.1 Cheque Register, Deposit Register, Payroll & Other Transfers**

**ORIGINAL - Motion**

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

- Sep. 01/15 #27910 to #27939 Totalling \$95,078.65
- Sep. 01/15 #8022729 to #8022802 Totalling 165,409.95
- Sep. 08/15 #27940 to #27964 Totalling 231,114.26
- Sep. 08/15 #8022803 to #8022876 Totalling 151,283.60
- Sep. 15/15 #27965 to #28028 Totalling 290,975.22
- Sep. 15/15 #8022877 to #8022957 Totalling 267,503.16
- Sep. 18/15 #28029 Totalling 25,714.98
- Sep. 22/15 #28030 to #28079 Totalling 175,583.03
- Sep. 22/15 #8022958 to #8023078 Totalling 105,757.15
- Sep. 25/15 #8023079 Totalling 345,482.56
- Sep. 29/15 #28080 to #28133 Totalling 117,756.72
- Sep. 29/15 #8023080 to #8023174 Totalling 105,757.15
- Oct. 06/15 #28134 to #28192 Totalling 336,082.54
- Oct. 06/15 #8023175 to #8023312 Totalling 206,489.86
- Aug./15 #1874 to #1875 Totalling 8,650.49
- Sep./15 #1876 to #1893 Totalling 6,535.38
- Sep. 01, 11, 15, 25, 30/15 Payroll & Other Trfs Totalling 2,863,437.25'.

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

**11.2 Approve 2014/15 Audited Financial Statement**

**ORIGINAL - Motion**

Member (**Rick Peters**) Moved, Member (**Shannon Friesen**) seconded to approve the **ORIGINAL** motion 'To accept the audited financial statements and the accompanying reports for the year ended June 30, 2015 as presented by MNP for submission to the Schools' Finance Branch.'

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

**General Information**

**12.1 Student Enrollment by School & Grade as of October 1, 2015**

**12.2 SRSS Student Enrollment by Grade as of September 30, 2015**

**12.3 Wpg Free Press article - Manitoba's highly paid teachers - September 9, 2015**

**MSBA Information**

**13.1 MSBA MB Safe Schools Conference - Electronic Mail of September 16, 2015**

**13.2 MSBA Webinar Invitation - Electronic Mail of September 16, 2015**

**13.3 MSBA Hanover Teachers Salary Bulletin - Electronic Mail of September 18, 2015**

**13.4 MSBA Collective Bargaining Update - Electronic Mail of September 18, 2015**

**13.5 MSBA 2015-2016 Minister's Awards - Electronic Mail of September 23, 2015**

**Calendar Review & Discussion**

**14.1 See Google Calendar.**

**Adjournment**

Adjourned at 8:50 p.m.



Ron Falk, Chair of the Board