

**REGULAR MEETING OF THE BOARD  
HANOVER SCHOOL DIVISION  
Tuesday, December 1, 2015 (7:30 PM)**

**ROLL CALL**

UPON THE ROLL BEING CALLED, THE FOLLOWING WERE PRESENT:

**BOARD MEMBERS:**

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	

**REGRETS:**

Lynn Barkman

**Opening Items**

**1.1 Opening & Prayer - Rick Ardies**

**School Presentations**

**2.1 School Presentation - Green Valley School**

GVS presented on the Classroom Economy program that is being taught as part of Grade 9 Career Development.

**Human Resources Report**

**3.1 HR Staffing Report - Support Staff for the period of November 25 to December 1, 2015**

**ORIGINAL - Motion**

Member (**Brad Unger**) Moved, Member (**Shannon Friesen**) Seconded to approve the **ORIGINAL** motion 'Recommend acceptance of the attached HR Staffing Report - Support Staff for the period of November 25 to December 1, 2015'.

Upon a roll call vote being taken, the vote was: Aye: **8** Nay: **0**. The motion **Carried. 8 - 0**

**3.2 HR Staffing Report - Teachers for the period of November 25 to December 1, 2015**

**ORIGINAL - Motion**

Member (**Ruby Wiens**) Moved, Member (**Sarah Dyck**) Seconded to approve the **ORIGINAL** motion 'Recommend acceptance of the attached HR Staffing Report - Teachers for the period of November 25 to December 1, 2015'.

Upon a roll call vote being taken, the vote was: Aye: **8** Nay: **0**. The motion **Carried. 8 - 0**

## **Adoption of Public Previous Meeting Minutes**

### **4.1 Minutes of Regular Board Meeting, November 3, 2015**

#### **ORIGINAL - Motion**

Member (**Sue Doerksen**) Moved, Member (**Cyndy Friesen**) Seconded to approve the **ORIGINAL** motion 'to accept the minutes of the Regular Board meeting held on Tuesday, November 3, 2015, at 7:30 p.m. in the Board Room'.

Upon a roll call vote being taken, the vote was: Aye: **8** Nay: **0**. The motion **Carried. 8 - 0**

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

### **5.1 Minutes of Committee of the Whole In-Camera Meeting, November 3, 2015**

#### **ORIGINAL - Motion**

Member (**Brad Unger**) Moved, Member (**Sarah Dyck**) Seconded to approve the **ORIGINAL** motion 'to accept the minutes of the Closed Board Meeting held on Tuesday, November 3, 2015 at 4:45 pm'.

Upon a roll call vote being taken, the vote was: Aye: **8** Nay: **0**. The motion **Carried. 8 - 0**

### **5.2 Minutes of Board Planning Session, November 6, 2015**

#### **ORIGINAL - Motion**

Member (**Sue Doerksen**) Moved, Member (**Shannon Friesen**) Seconded to approve the **ORIGINAL** motion 'to accept the minutes of the Board Planning Session held on Friday, November 6, 2015 at 12:00 pm'.

Upon a roll call vote being taken, the vote was: Aye: **8** Nay: **0**. The motion **Carried. 8 - 0**

### **5.3 Minutes of Board Planning Session, November 7, 2015**

#### **ORIGINAL - Motion**

Member (**Shannon Friesen**) Moved, Member (**Ruby Wiens**) Seconded to approve the **ORIGINAL** motion 'to accept the minutes of the Board Planning Session held on Saturday, November 7, 2015 at 9:00 am'.

Upon a roll call vote being taken, the vote was: Aye: **8** Nay: **0**. The motion **Carried. 8 - 0**

### **5.4 Minutes of Committee of the Whole In-Camera Meeting, November 17, 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, November 17, 2015 at 6:15 pm'.

Upon a roll call vote being taken, the vote was: Aye: **8** Nay: **0**. The motion **Carried. 8 - 0**

### **5.5 Minutes of Committee of the Whole In-Camera Meeting, November 24, 2015**

#### **ORIGINAL - Motion**

Member (**Cyndy Friesen**) Moved, Member (**Rick Peters**) Seconded to approve the **ORIGINAL** motion 'to accept the minutes of the Closed Board Meeting held on Tuesday, November 24, 2015 at 4:30 pm'.

Upon a roll call vote being taken, the vote was: Aye: **8** Nay: **0**. The motion **Carried. 8 - 0**

## **Committee Reports - Education**

### **6.1 Report of Education Committee Meeting, November 24, 2015**

No action necessary.

### **6.2 COPY - AFM Month End Report of September 2015**

No action necessary.

### **6.3 COPY - AFM Month End Report of October 2015**

No action necessary.

### **6.4 COPY - French Immersion Update - Email from Jennifer Stepaniuk**

No action necessary.

### **6.5 COPY - Principal and Teacher Out-of-Province Professional Development**

- 1) Laurel Schellenberg of CMS requests permission and funding to attend National Circle of Learning Conference in Lake Buena Vista, FL November 5-6, 2015.
- 2) Linda Suderman of LCI requests permission and funding to visit 3 schools as part of a project based learning as a model of 21st century education from November 25-27, 2015.
- 3) Rachel Thiessen of GVS requests permission to attend the uLead 2016 Summit of Educational Leadership in Banff, AB April 24-27, 2016.
- 4) Sherry Bestvater and Cam Kelbert request permission to attend the Deeper Learning 2016 conference in San Diego, CA March 23-25, 2016.
- 5) Steve Rebizant of SRSS requests permission and funding to attend the 2016 National Soccer Coaches Association of America's Annual Convention in Baltimore, MD January 13-17, 2016.
- 6) Jozanna McDonald requests permission and funding to attend the French Immersion Program at l'École Internationale de Français in Trois-Rivières, QC July 4-24, 2016.
- 7) Glenys Robinson requests funding of \$1,000.00 for having attended the Assessment and Teaching Strategies for Early Years: An Introduction to Math Recovery workshops between August and October 2015 (2 three-day workshops).
- 8) Jennifer Stewart of GVS requests permission and funding to attend the National School Food Conference in Montreal, QC November 12-14, 2015.

### **6.6 COPY - National Circle of Learning Conference Report by Laurel Schellenberg**

No action necessary.

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

As of November 19, 2015

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

- 1) Blumenort School requests permission and financial assistance in the amount of \$710.00 for the Grade 7 and 8 students to attend the Level One Band Festival in April 2016.
- 2) Bothwell School requests permission and financial assistance in the amount of \$216.00 for 16 of the Grade 5, 6, 7 and 8 students to attend the Eastman Choral Workshop on October 16, 2015.
- 3) CMS requests permission and financial assistance in the amount of \$1,025.00 for the Grade 8 band students to attend the Optimist Band Festival in Winnipeg February 23-26, 2016 and for the Grade 7 band students to attend the Manitoba Band Association's Level 1 Band Festival April 23-26, 2016.
- 4) LCI requests permission to hold a Grade 8 Outdoor Education Retreat at Camp Arnes from February 2-4, 2016.

- 5) LCI requests permission and financial assistance in the amount of \$1,535 to attend the Choral Festival November 17-20, 2015 at Sturgeon Creek United Church, the Winnipeg Optimist Festival February 23-26, 2015 and Winnipeg Level One Band Festival April 12-15, 2016.
- 6) NCI requests permission for the Varsity Boys' Basketball Team to attend an overnight stay in Neepawa February 19-20, 2016 for the Neepawa Invitational Basketball Tournament.
- 7) NCI requests permission for the Junior Varsity Boys and Girls to attend overnight tournaments in Brandon and Killarney on November 6, 2015.
- 8) NES requests permission to hold an overnight trip for the Grade 4 students to the Manitoba Museum on February 25-26, 2016.
- 9) NCI requests permission to send the Jr Varsity Boys Volleyball to attend an overnight tournament in Brandon, MB November 19-20, 2015.
- 10) Bothwell requests permission and funding of \$103 per student to send Grade 6-8 students (approx. 48 students) to Camp Cedarwood in Lac du Bonnet, MB May 11-13, 2016.
- 11) NCI requests permission to send the Varsity Girls Volleyball to attend an overnight tournament in Russell, MB November 25-28, 2015.

**6.9 COPY - Call for Workshop Proposals - MSBA 2016 Convention**

No action necessary.

**6.10 COPY - Raffle Donations for MSBA 2016 Convention**

No action necessary.

**6.11 UPDATED - SRSS Supervision Proposal**

**ORIGINAL - Motion**

Member (**Sue Doersken**) Moved, Member (**Cyndy Friesen**) Seconded to approve the **ORIGINAL** motion 'To approve the hiring of external security personnel for a three hour period over the daily lunch hour at the Steinbach Regional Secondary School to assist school Administration in maintaining a safe and secure environment. An additional placement of security personnel of up to five hours per day will be hired for evening monitoring between the hours of 5 – 10 p.m'.

Upon a roll call vote being taken, the vote was: Aye: **8** Nay: **0**. The motion **Carried. 8 - 0**

**6.12 COPY - MHSAA Membership Fees**

No action necessary.

**Committee Reports - Finance / Audit**

**7.1 Report of Finance / Audit Committee Meeting, November 24, 2015**

No action necessary.

**7.2 COPY - Revenue Summary - November 2015**

As of November 18, 2015

**7.3 COPY - Location Summary - November 2015**

As of November 18, 2015

**7.4 COPY - Administration Summary - November 2015**

As of November 18, 2015

**7.5 COPY - Transportation Summary - November 2015**

As of November 18, 2015

**7.6 COPY - Maintenance Summary - November 2015**

As of November 18, 2015

**7.7 COPY - Staffing Levels Report - November 2015**

As of November 18, 2015

**7.8 COPY - Identified Variances to Budget - November 2015**

As of November 18, 2015

**7.9 COPY - MasterCard and Expense Claims for R. Dueck & K. Heide - Sept and Oct 2015**

No action necessary.

**7.10 COPY - City of Steinbach Waste Disposal Fee Increase**

Information only.

**7.11 COPY - Wpg Free Press Article - Big raise key to keeping drivers: WSD of November 5, 2015**

Information only.

**7.12 COPY - Reclassify Receptionist to Clerical Secretary**

Information only.

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

**8.1 Report of Governance Committee Meeting, November 24, 2015**

No action necessary.

**8.2 COPY - Governance Policy Review Schedule**

Policy review schedule for November 2015.

**8.3 UPDATED – Policy EA Student Services**

**ORIGINAL - Motion**

Member (**Ruby Wiens**) Moved, Member (**Sarah Dyck**) Seconded to approve the **ORIGINAL** motion 'To give second, third and final reading of EA Student Services Policy'.

Upon a roll call vote being taken, the vote was: Aye: **8** Nay: **0**. The motion **Carried. 8 - 0**

**8.4 UPDATED – Policy EAA Use of Dogs in Schools**

**ORIGINAL - Motion**

Member (**Ruby Wiens**) Moved, Member (**Brad Unger**) Seconded to approve the **ORIGINAL** motion 'To give second, third and final reading of EAA Use of Dogs in Schools Policy'.

Upon a roll call vote being taken, the vote was: Aye: **8** Nay: **0**. The motion **Carried. 8 - 0**

**8.5 COPY - Trustees' Indemnities and Expense Allowances**

No action necessary.

**Committee Reports - Operations****9.1 Report of Operations Committee Meeting, November 24, 2015**

No action necessary.

**9.2 COPY - Transportation Report of November 2015****9.3 COPY - Blumenort Church Rental****9.4 COPY - Maintenance Report of November 2015****9.5 COPY - SRSS Outstanding HVAC Issues Report, November 2015****9.6 COPY - Tender Opening Process****Committee Reports****10.1 Workplace Safety and Health Committee Report of November 9, 2015**

No action necessary.

**Financial Update****11.1 Cheque Register, Deposit Register, Payroll & Other Transfers****ORIGINAL - Motion**

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

Nov. 04/15	#28388	Totalling	4,456.77
Nov. 10/15	#28389 to #28438	Totalling	140,448.94
Nov. 10/15	#8023726 to #8023852	Totalling	138,680.54
Nov. 17/15	#28439 to #28491	Totalling	161,089.75
Nov. 17/15	#8023853 to #8023934	Totalling	64,612.31
Nov. 24/15	#28492 to #28547	Totalling	61,022.28
Nov. 24/15	#8023935 to #8024031	Totalling	107,124.10
Nov./15	#1909 to #1914	Totalling	1,469.09
	Payroll & Other Transfers	Totalling	3,329,285.40'

Upon a roll call vote being taken, the vote was: Aye: **8** Nay: **0**. The motion **Carried. 8 - 0**

**Correspondence****12.1 Minister of Education and Advanced Learning Letter - November 10, 2015****General Information****13.1 Student Enrollment by School & Grade as of November 26, 2015****13.2 Minister of Education and Advanced Learning - Skills Strategy Equipment Enhancement Funding Approval 2015/16****13.3 Carillon article - Diverse needs create divisional challenge - November 5, 2015**

**13.4 Carillon article - Niverville council calls for French immersion feedback - November 5, 2015**

**13.5 MATE Thank you letter - Paul Reimer, November 6, 2015**

**13.6 Carillon article - Protection of French key in DSFM plan - November 8, 2015**

**MSBA Information**

**14.1 Provincial Executive Meeting Overview of November 2, 2015**

**14.2 MSBA Collective Bargaining Update - Electronic Mail of November 6, 2015**

**14.3 MSBA Salary Bulletin - Electronic Mail of November 6, 2015**

**14.4 MSBA School Board Member Profile Survey - Electronic Mail of November 12, 2015**

**14.5 MSBA Webinar Invitation - Effective & Efficient Governance: Learning & Achievement for All - Electronic Mail of November 12, 2015**

**14.6 MSBA E2G Promo Sheet - Electronic Mail of November 18, 2015**

**14.7 MSBA 2016 Recognition and Award Program - Electronic Mail of November 25, 2015**

**Conference Reports**

**15.1 Trustee Conference Report - ACTE Conference**

A report from trustees Cyndy Friesen, Shannon Friesen and Ruby Wiens was provided on the ACTE Conference attended in New Orleans.

**Calendar Review & Discussion**

**16.1 See Google Calendar.**

No action necessary.

**Adjournment**

Adjourned at 9:35 p.m.



Ron Falk, Chair of the Board