



Regular Board Meeting  
Tuesday, October 16, 2018  
Sunrise Education Centre – MPR  
Beausejour, Manitoba

## MINUTES

### PRESENT:

#### BOARD MEMBERS:

Trustee Duma  
Trustee Kiernicki  
Trustee Mazur  
Trustee Nichol  
Trustee Reid  
Trustee Van Damme

### REGRETS:

Trustee Barnard

### ALSO IN ATTENDANCE:

Cathy Tymko, Superintendent  
Scott Carleton, Secretary-Treasurer  
Leanne Peters, Assistant Superintendent of Learning and Instruction  
Lesley Eblie Trudel, Assistant Superintendent of Student Support Services  
Deborah Giesbrecht, Executive Assistant

### 1.0 Call to Order

The meeting was called to order at 7:00 p.m.

### 2.0 Adoption of the Agenda

MOTION #18-19/10-16/0028

Trustee Van Damme

Trustee Kiernicki

BE IT RESOLVED that the Board approve the agenda.

Upon a roll call vote being taken, the vote was: Aye: **6** Nay: **0**.

The motion **Carried. 6 - 0**

### 3.0 Chair's Comments

Welcome.

The meeting is being video taped.

Regrets: Trustee Barnard

### 4.0 Board Delegation and School Division Educational Showcasing

#### 4.1 Board Delegation - Auditors Presentation to the Public

**4.2 Audited Financial Statement for Sunrise School Division to June 30, 2018**

**MOTION #18-19/10-16/0029                      Trustee Van Damee                      Trustee Reid**

BE IT RESOLVED that the Board accept the draft audited financial statement for Sunrise School Division to June 30, 2018 as presented.

Upon a roll call vote being taken, the vote was: Aye: **6** Nay: **0**.  
The motion **Carried. 6 - 0**

**4.3 Audited Financial Statement for the Ada Dyson Huett Scholarship Fund**

**MOTION #18-19/10-16/0030                      Trustee Nichol                      Trustee Kiernicki**

BE IT RESOLVED that the Board accept the draft audited financial statement for the Ada Dyson Huett Scholarship Fund to June 30, 2018 as presented.

Upon a roll call vote being taken, the vote was: Aye: **6** Nay: **0**.  
The motion **Carried. 6 - 0**

**4.4 Audited Financial Statement for Sunrise School Division Scholarship and Donation Fund**

**MOTION #18-19/10-16/0031                      Trustee Van Damme                      Trustee Nichol**

BE IT RESOLVED that the Board accept the draft audited financial statement for Sunrise School Division Scholarship and Donation Fund to June 30, 2018 as presented.

Upon a roll call vote being taken, the vote was: Aye: **6** Nay: **0**.  
The motion **Carried. 6 - 0**

**5.0 Minutes - Adoption/Received for Information**

**5.1 Minutes - October 2, 2018**

**MOTION #18-19/10-16/0032                      Trustee Kiernicki                      Trustee Van Damme**

BE IT RESOLVED that the Board adopt the October 2, 2018 Board meeting minutes.

Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **1**.  
The motion **Carried. 5 - 1**

<b>Trustee Duma</b>	<b>Yes</b>
<b>Trustee Kiernicki</b>	<b>Yes</b>
<b>Trustee Mazur</b>	<b>Yes</b>
<b>Trustee Nichol</b>	<b>No</b>
<b>Trustee Reid</b>	<b>Yes</b>
<b>Trustee Van Damme</b>	<b>Yes</b>

**6.0 Superintendent's Report**

## **6.1 Superintendent's Report - October 16, 2018**

### Recent Happenings

- Chamber of Commerce Meeting
- Election Team Check-In
- Administrator Meetings (new to roles)
- On-going Communication Meetings with Union Presidents
- Music Program Leader – future planning
- MASS Fall Members Session
- Administrator Interviews (ÉESS 0.5 Assistant Principal)
- SELT Learning Plan Team Meeting
- Continuous Improvement Plan Work (to MB Ed by October 31)
- Colony Administrator Meeting
- ÉBEYS PAC Meeting with Transportation

### In Progress

- Administrator Meetings (those transitioning to new roles in January & select dates for all)
- Elections Team Meetings
- Meetings with Incoming Trustees

### On The Horizon

- Canadian Parents for French Meeting (October 17)
- SMART Meeting (October 18)
- Building Student Success for Indigenous Parents (BSSIP) Gathering (October 18)
- Southeast Interlake Superintendent's Meeting (October 19)
- Liaison Meeting with RCMP (October 22)
- SELT Learning Days (October 25 & 26)
- MASS Indigenous Education Committee Meeting (November 1)
- Sunrise Athletic Council Meetings (November 6)

## **6.2 Superintendent's Report - October 2, 2018**

### Recent Happenings:

- Management Team (SMART) Meeting
- Workplace Safety & Health Oversight Committee Meeting
- MASS Indigenous Education Committee Meeting
- Election Team Check-In
- On-going Communication Meetings with Union Presidents
- Program Leader and Student Support Services Team Meeting
- Manitoba Education Continuous Improvement Planning Session (attended by Assistant Superintendents Trudel and Peters)
- Sunrise Education Leadership Team (SELT) Meeting
- Meetings with Operations Managers
- Clinical Space RFP Meeting
- Finance & Policy Committee Meetings
- Leadership Cohort Planning Session (facilitated by Assistant Superintendents Trudel and Peters) Interlake Eastern Regional Health Authority (IERHA) AGM
- Lac du Bonnet Bridge Closure Planning Meeting

#### In Progress

- Administrator Meetings (new to roles, transitioning in January, all)
- Elections Team Meetings
- Music Program Leader – future planning
- Clinical Space Long Term Lease Planning

#### On The Horizon

- Chamber of Commerce Meeting (October 3)
- Elections Team Check-In (October 3)
- MASS Fall Members Session (October 5)
- Colony Administrator Meeting (October 15)
- Building Student Success for Indigenous Parents (BSSIP) Gathering (October 18)

#### Attachments:

- Simon Breakspear Learning Sprints
- mRLC Numeracy Action Research

### **7.0 Secretary-Treasurer's Report**

#### **7.1 Secretary-Treasurer's Report - October 16, 2018**

##### Meetings and updates:

- Elections Committee and updates
- Attended facilities in Lac Du Bonnet and Powerview
- Began bargaining with 5097 on October 9th
- Participated in project update meeting with Maintenance Manager Derrick Ryback
- Toured old bus garage / used furniture storage
  - need to develop new process for disposal of assets
- Participated in elections training

##### Dugald Daycare Operator RFP

- Met with Leola Paul from Dugald Day Care, she has concerns about funding and staff, but is in agreement we being to negotiate the framework of a lease

##### Finance:

- We received payment of \$4 million on October 12th for special levies

#### **7.2 Secretary-Treasurer's Report - October 2, 2018**

##### Meetings and updates:

- SMART – Managers and Senior Admin
- WPHS
  - Metro Treasurers Meeting
  - Have met with all direct reports, operations, finance and purchasing
  - Attended facilities in Oakbank, Lac Du Bonnet and Powerview
  - SELT – met most administrators
  - Finance and Policy Committee Meetings
  - Work begun on developing framework for the - Beginning bargaining with 5097 on October 9th

Dugald Daycare Operator RFP

- Decision made by board at last meeting to award operations to Dugald Day Care
- Communication made formally to Leola Paul, Executive Director
  - We are awaiting follow up communication to meet and begin to negotiate a lease

Enrollment update:

- 4,635 students as of September 28, 2018 (4,617 as of September 30, 2017)

SEO update:

- Training for election officers will take place on Wednesday the 3rd at the Education Center
- Meetings to take place this week with Springfield, Lac Du Bonnet and Brokenhead to discuss sharing polling stations

Staff Resignation of Executive Assistant - Deb Giesbrecht - Separate memorandum attached

Clinician Space - Purchasing to put together framework of RFP to return to board for review and approval

Attachment

- Update on Deb Giesbrecht resignation

**8.0 Board Business**

**8.1 Cheque Register - Finance Committee Meeting - September 27, 2018**

**MOTION #18-19/10-16/0033**

**Trustee Nichol**

**Trustee Reid**

BE IT RESOLVED that the Board receive the June 2018 cheque register with total amount of cheques issued \$5,741,638.35 reviewed on September 27, 2018 by the Finance Committee for information as submitted.

Upon a roll call vote being taken, the vote was: Aye: **6** Nay: **0**.

The motion **Carried. 6 - 0**

**8.2 Accounts Receivable Write-Offs**

**MOTION #18-19/10-16/0034**

**Trustee Nichole**

**Trustee Kiernicki**

BE IT RESOLVED that the Board approves to write off the accounts receivables totaling \$7,810.

Upon a roll call vote being taken, the vote was: Aye: **6** Nay: **0**.

The motion **Carried. 6 - 0**

**8.3 Debenture Borrowing By-Law #360-18 - 1st Reading**

**MOTION #18-19/10-16/0035**

**Trustee Van Damme**

**Trustee Nichol**

BE IT RESOLVED that the Board approve the 1st reading of Borrowing By-Law #360-18 for two million nine hundred eighty thousand and five hundred dollars as outlined.

Upon a roll call vote being taken, the vote was: Aye: **6** Nay: **0**.  
The motion **Carried. 6 - 0**

**8.4 Field Trip - Lac du Bonnet Travel Club - Italy - March 26 - April 4, 2020**

**MOTION #18-19/10-16/0036                      Trustee Van Damme                      Trustee Reid**

BE IT RESOLVED that the Board approve in principle the Lac du Bonnet field trip request to Europe March 26 to April 4, 2020 subject to the Superintendent's final approval.

Upon a roll call vote being taken, the vote was: Aye: **6** Nay: **0**.  
The motion **Carried. 6 - 0**

**8.5 Field Trip - SCI Music Program - Chicago - May 12 - May 17, 2019**

**MOTION #18-19/10-16/0037                      Trustee Duma                      Trustee Van Damme**

BE IT RESOLVED that the Board approve in principle the Springfield Collegiate Institute Music Program field trip request to Chicago May 12-17, 2019 subject to the Superintendent's final approval.

Upon a roll call vote being taken, the vote was: Aye: **6** Nay: **0**.  
The motion **Carried. 6 - 0**

**8.6 Field Trip -Ecole Edward Schreyer School - Cedarwood Camp Trip - June 12-14, 2019**

**MOTION #18-19/10-16/0038                      Trustee Van Damme                      Trustee Duma**

BE IT RESOLVED that the Board approve in principle École Edward Schreyer School field trip request to Camp Cedarwood June 12-14, 2019 subject to the Superintendent's final approval.

Upon a roll call vote being taken, the vote was: Aye: **6** Nay: **0**.  
The motion **Carried. 6 - 0**

**8.7 Field Trip Request - Ecole Edward Schreyer School - Asessippi Ski Resort - January 23-25, 2019**

**MOTION #18-19/10-16/0039                      Trustee Duma                      Trustee Van Damme**

BE IT RESOLVED that the Board approve in principle, École Edward Schreyer School field trip school to Asessippi Ski Resort January 23-25, 2019 subject to the Superintendent's final approval.

Upon a roll call vote being taken, the vote was: Aye: **6** Nay: **0**.  
The motion **Carried. 6 - 0**

**8.8 Executive Assistant Resignation**

Information received.

**9.0 Professional Development**

**9.1 CSBA Report - Trustee Duma deferred to November 20, 2018**

**10.0 Financial Monitoring Report**

**10.1 Financial Monitoring Report**

**MOTION #18-19/10-16/0040**

**Trustee Reid**

**Trustee Nichol**

BE IT RESOLVED that the Board adopt the Financial Monitoring report for the 12 months ended June 30, 2018 reviewed by the Finance Committee on September 27, 2018.

Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **1**.  
The motion **Carried. 5 - 1**

Trustee Duma	No
Trustee Kiernicki	Yes
Trustee Mazur	Yes
Trustee Nichol	Yes
Trustee Reid	Yes
Trustee Van Damme	Yes

**11.0 Board Correspondence**

**11.1 Chairperson Correspondence - Sent/Received**

Trustee Bernat resignation.  
Trustee Champagne resignation

**11.2 MSBA Correspondence**

Action: Inform Executive Assistant Giesbrecht know if you want to attend MSBA trustee orientation/workshop.

**12.0 Nice to Know Information Items**

**12.1 Nice To Know - Trustee Elections - October 24, 2018**

**A) Upcoming Meetings:**

**12.2 Inaugural Board Meeting - November 6, 2018 – 7:00 p.m.**

**12.3 Board Meeting - November 20, 2018 – 7:00 p.m.**

**13.0 Press Releases – N/A**

**14.0 Questions from the Public on Agenda Items**

Questions were received from the public and responded to regarding:

- Exit Interviews
- Budget and Union Contracts
- Accounts Receivable Write-Offs

Question received from the public regarding October 2, 2018 agenda topic.

- Chairperson unable to speak to the question from the public inquiry because questions are to address the present meeting agenda topic(s).

A 5-minute break at 7:45 p.m.

**15.0 Move into Incamera**

Moved into Incamera meeting at 7:55 p.m.

**16.0 Move into Regular**

Returned to Regular Board meeting at 9:10 p.m.

**17.0 Items from Incamera**

**17.1 Items from Incamera - Assistant Principal - Ecole Edward Schreyer School**

**MOTION #18-19/10-16/0041**

**Trustee Nichol**

**Trustee Kiernicki**

BE IT RESOLVED that the Board offer the position of the École Edward Schreyer School Assistant Principal as recommended by the hiring committee.

Upon a roll call vote being taken, the vote was: Aye: **6** Nay: **0**.

The motion **Carried. 6 - 0**

**17.2 Items from Incamera - Executive Assistant Giesbrecht's Resignation**

**MOTION #18-19/10-16/0042**

**Trustee Nichol**

**Trustee Kiernicki**

BE IT RESOLVED that the Board receive Executive Assistant Giesbrecht's resignation.

Upon a roll call vote being taken, the vote was: Aye: **6** Nay: **0**.

The motion **Carried. 6 - 0**

**17.3 Items from Incamera - Executive Assistant**

**MOTION #18-19/10-16/0043**

**Trustee Van Damme**

**Trustee Kiernicki**

BE IT RESOLVED that the Board offer the position of the Executive Assistant as recommended by the hiring committee.

Upon a roll call vote being taken, the vote was: Aye: **6** Nay: **0**.

The motion **Carried. 6 - 0**



**17.4 Items from Incamera - Clinician Space RFP 10-18**

**MOTION #18-19/10-16/0044**

**Trustee Van Damme**

**Trustee Nichol**

BE IT RESOLVED that the Board publicly post the RFP 10-18 for Clinician Space by November 12, 2018.

Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **2**.

The motion **Carried. 4 - 2**

<b>Trustee Duma</b>	<b>No</b>
<b>Trustee Kiernicki</b>	<b>Yes</b>
<b>Trustee Mazur</b>	<b>Yes</b>
<b>Trustee Nichol</b>	<b>Yes</b>
<b>Trustee Reid</b>	<b>No</b>
<b>Trustee Van Damme</b>	<b>Yes</b>

**18.0 Adjournment**

The meeting adjourned at 9:15 p.m.

“Original signed by”

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Chairperson

“Original signed by”

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Secretary-Treasurer