

# MINUTES

THE REGULAR BOARD MEETING OF THE  
TURTLE MOUNTAIN SCHOOL DIVISION BOARD OF TRUSTEES  
WAS HELD ON JUNE 14, 2023 AT 5:00 P.M.  
AT THE DIVISION BOARD OFFICE  
KILLARNEY, MANITOBA

MEMBERS PRESENT: Karen Wear Robert MacTavish Garth Nichol  
Deanna Morgan Nanette Glover Rodney Hintz

MEMBERS PRESENT  
VIA ELECTRONIC  
MEDIUM

MEMBERS ABSENT

ADMINISTRATION: Lisa Blixhavn, Assistant Superintendent  
Kathy Siatecki, Secretary-Treasurer  
Grant Wiesner, Superintendent

ADMINISTRATION  
PRESENT VIA  
ELECTRONIC  
MEDIUM

ADMINISTRATION  
REGRETS

Division Staff

1:00 Mr. Nichol called the meeting to order. He welcomed everyone.

1:01 ACKNOWLEDGMENT OF TREATY LAND:

“The Turtle Mountain School Division operates on the traditional lands of the Anishinaabe and Dakota peoples, and on the homeland of the Metis nation. The Turtle Mountain School Division respects the Treaties that were made on this territory.”

1:02 ADOPTION OF THE AGENDA:

MacTavish Glover

That the agenda be adopted as amended.

CARRIED

**1:03 DELEGATIONS AND PETITIONS**

**1:04 ADOPTION OF THE MINUTES:**

Hintz                      Wear

That the minutes of the May 10, 2023 Regular Board Meeting be approved as attached.

CARRIED

MacTavish              Wear

That the minutes of the May 24, 2023, Education Specific Meeting be approved as attached.

CARRIED

**1:05 BUSINESS ARISING FROM THE MINUTES**

- i) E2G Governance Model – May 10, 2023 (attachment)

**Refer to Board Chair**

**1:06 COMMITTEE OF THE WHOLE Report**

Mrs. Wear, Chair of the Committee, presented her report on the following:

- i) Operations Report
- ii) Transportation Report
- iii) Policy Review
- iv) 2022-2023 Clinician Caseload Boissevain
- v) 2022-2023 Clinician Caseload Killarney
- vi) Student Engagement Plan

Wear                      Hintz

CARRIED

**1:07 COMMITTEE OF THE WHOLE AGENDA:**

Wear                      Morgan

That we move into the Committee of the Whole

CARRIED

Glover            Nichol

That we move out of the Committee of the Whole

CARRIED

**1:08    CORRESPONDENCE:**

**FOR ACTION:**

- a) MSBA, e-mail, June 7, 2023 re: MSBA 3-year Strategic Plan feedback is due back to MSBA by September 29, 2023 ([attachment](#))

**Refer to the August, 2023 Board Meeting**

**FOR INFORMATION:**

**(Refer to file.)**

- a) MSBA, e-mail, June 7, 2023 re: Labour Relations: Hanover School Division ([attachment](#))
- b) MSBA, e-mail, June 7, 2023 re: Labour Relations: Non-Teaching Collective Bargaining Update ([attachment](#))
- c) MSBA, e-mail, May 31, 2023 re: E-News ([attachment](#))
- d) MSBA, e-mail, May 31, 2023 re: Accessibility News ([attachment](#))
- e) MSBA, e-mail, May 30, 2023 re: Labour Relations: Pembina Trails School Division ([attachment](#))
- f) MSBA, e-mail, May 17, 2023 re: Labour Relations: Seine River School Division ([attachment](#))
- g) MSBA, e-mail, May 17, 2023 re: Correspondence – Minister Squires Response ([attachment](#))
- h) MSBA, e-mail, May 17, 2023 re: E-News ([attachment](#))
- i) MSBA, e-mail, May 17, 2023 re: Correspondence – Wildfire Safety ([attachment](#))

- j) MSBA, e-mail, May 16, 2023 re: Labour Relations: CPI and Unemployment April, 2023 (attachment)
- k) MSBA, e-mail, May 3, 2023 re: E-News (attachment)
- l) MSBA, e-mail, April 26, 2023 re: Bill 35 The Education Administration Amendment Act (attachment)
- m) MSBA, e-mail, April 26, 2023 re: Resolutions (attachment)
- n) MSBA, e-mail, April 20, 2023 re: E-News (attachment)
- o) MSBA, e-mail, April 20, 2023 re: MSBA AGM Record of Proceedings (attachment)
- p) MSBA, e-mail, April 18, 2023 re: Labour Relations: CPI and Unemployment March, 2023 (attachment)
- q) MSBA, e-mail, June 7, 2023 re: Executive Highlights (attachment)

**1:08 ADMINISTRATIVE REPORTS:**

- a) Superintendent:

Mr. Grant Wiesner provided a written report on the following topics:

- i) Strategic Planning Day
- ii) Killarney School Numbers
- iii) 2023-2024 Calendar
- iv) Mental Health Support for Non-Teaching Staff
- v) Staffing Updates
- vi) MASS Summer Institute
- vii) Admin Retreat
- viii) FIPPA Request and Response
- ix) Education Specific Meetings
- x) June Dates
- xi) Letter – BCI Diversity Club
- xii) August Dates
- xiii) E2G
- xiv) Meeting with Province June 26, 2023

Morgan            Wear

That the report be received.

CARRIED

- Item i) Refer to Further Business
- Item ii) Refer to Further Business
- Item ix) Refer to Further Business
- Item x) Refer to Further Business
- Item xi) Refer to Further Business
- Item xiii) Refer to Further Business
- Item ix) Refer to Further Business

b) Assistant Superintendents:

- i) MASS Leadership Development
- ii) SSAAM
- iii) Mamahtawisiwin
- iv) Mental Health First Aid
- v) Admin Retreat
- vi) Kindergarten Screening
- vii) SSP Writing Day
- viii) Early Childhood Committee Meeting
- ix) Personnel
- x) Additional Funding
- xi) NVCi
- xii) Committees
- xiii) Other Meetings attended

MacTavish      Wear

That the report be received.

CARRIED

Item ix)                      Refer to In-Camera

c) Secretary-Treasurer

- i) Accounts
- ii) Projected Financials January, 2023
- iii) Lakeside Christian School Shared Services – Transportation
- iv) Lakeside Christian School Shared Services – Clinician
- v) Other Fleet Vehicle Requirements

MacTavish      Wear

That the report be received.

CARRIED

**1:10 STANDING COMMITTEE REPORTS:**

**1:11 SPECIAL COMMITTEE REPORTS:**

**1:12 INFORMATION:**

- a) Trustee Concerns, Workshops, Conferences
- b) MSBA/Government Items
- c) Employee Group Report

**1:13 FURTHER BUSINESS:**

**1:09 ADMINISTRATIVE REPORTS:**

- a) Superintendent

- a) **Strategic Planning Day**

Please find attached Roy Seidler's proposal for TMSD's Strategic Planning Day, scheduled for Saturday, October 21, 2023. The cost for his services are:

- One day facilitation (includes pre-planning consultation, preparation of meeting materials).....\$2,500  
(Plus GST)
  - Travel time (a round trip 6 hours).....\$300  
(Plus GST)
  - Supplies, materials.....\$300
  - One night accommodation Friday October 27.....\$125
  - One day per diem.....\$50
  - Mileage Giroux to Killarney round trip 554 KM @ .55.....\$304
- (Total of \$3,719)

Roy's goals for the day are that at the end of the sessions, the Board and Administration will:

- Develop/reinforce a common understanding of roles and responsibilities;
- Continue the move along the continuum ultimately to become a strong and cohesive divisional leadership team;
- Affirm a common set of beliefs and values regarding importance of public education.
- Have reviewed the previous TMSD Strategic Plan (2020-2024) and set priorities for the next strategic plan.

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The Board of Trustees reviewed this agenda item and concur and accept the Strategic Plan agenda, date, and remuneration thereof.

**Refer to Superintendent**

b) **Killarney School Numbers**

Current projections have Killarney School with 534 (517 FTE) students to start the fall. As of this report, in the last month, Killarney School had 14 new students register for the fall and has given tours to seven families in the last four weeks (who have not yet registered). It is anticipated that student enrolment will increase throughout the summer. During budgeting, it was decided not to adjust the Administrative Assistant (1.75) allocation and Vice Principal (0.75) supervision time. Due to increased student population, particularly with EBD students and students with exceptionalities, I am proposing that the Administrative Assistant allocation and Vice Principal supervision time go up to 2.0 and 1.0 FTE, as per J.1.

E. ADMINISTRATIVE ASSISTANT STAFF ALLOCATION

1. For K-Senior IV schools, Administration Assistant help will be allowed as follows:

| Number of Students | Allocation | Number of Students | Allocation |
|--------------------|------------|--------------------|------------|
| 101 – 300          | 1          | 501 – 700          | 2.0        |
| 301 – 400          | 1.5        | 701 – 1000         | 2.5        |
| 401 – 500          | 1.75       |                    |            |

F. PRINCIPAL/VICE PRINCIPAL SUPERVISION TIME

A ratio of 1 F.T.E. administrator for every 250 F.T.E. students will be used as a guideline to determine the administration allocation for Boissevain and Killarney Schools. This will be prorated according to the above ratio of 250:1.

The Board of Trustees reviewed this agenda item and concur with Policy J-1 staffing outline.

**Refer to Superintendent**

i) **Education Specific Meeting Dates**

Upon further reflection and discussion with Small School Principals, could Education-Specific Meetings occur at the end of April (as done previously). The end of May meeting conflicts with TMSD' Administrator Retreat.

The Board of Trustees reviewed this agenda item and concur with the recommendations to leave the Spring Education Specific Meeting in April.

**To be received as information**

j) **June Dates**

Here is a list of important dates in schools this June.

- June 9: TMACE Graduation (4-6 pm)
- June 14: Middle Years' Zone Track Meet (Killarney School)
- June 15: Wellwood Colony School Field Day (1 pm)
- June 15: TMSD Staff Recognition Evening (6 pm)
- June 23: Mayfair Colony School Field Day (1 pm)
- June 23: Can-Am Colony School Graduation (1:30 pm)
- June 23: Minto Elementary School Awards Night and Grade 8 Graduation (6 pm)
- June 26: Consultation with MEECL (Funding Model) (12-1:30 pm)
- June 26: Holmfield Colony School Graduation (1:30 pm)
- June 27: Killarney Collegiate Institute Graduation (3:15 pm)
- June 28: Boissevain Collegiate Institute Graduation (2 pm)
- June 29: DBO Staff BBQ (11:30 am)

As well, would trustees be available to bring greetings from the board at the Killarney and Boissevain Graduation ceremonies?

The Board of Trustees reviewed this agenda item and Mr. MacTavish will bring greetings from the Board at the Killarney Grad. Mrs. Wear will bring greetings from the Board at the Boissevain Grad.

**No further action is required**

k) **Letter from BCI Diversity Club**

On June 2, 2023, the BCI Diversity Club sent a letter to TMSD (Supervisor of Transportation and Maintenance and myself) requesting that a current staff bathroom be converted to a family washroom (including diaper changing table) and a light be added outside the Bronco room, so that it is on when the room is being used.

The Board of Trustees reviewed this agenda item and Mr. Shiels will look to see if this is feasible and how soon it can be done

**Refer to Superintendent**

n) **June 26 Meeting with Province**

TMSD's Board of Trustees is scheduled to have a virtual meeting with Manitoba Education and Early Childhood Learning from 12:00 to 1:30 pm via ZOOM. Questions that MEECL would like TMSD's Board of Trustees to discuss are:

1. In your opinion, what are the positive features of the new model? Why?
2. What additional factors need to be considered? What is missing?
3. What are your suggestions to improve the model for all students throughout the province?
4. What factors should be considered in designing the transition plan from the existing to the new model?



5. In what ways does the new model achieve its goal to improve equity across the K-12 system? What is needed to enhance equity across the province?

[Google Docs Link](#)

The Board of Trustees reviewed this agenda item and will meet at 10:00 a.m. prior to the meeting to discuss strategy and upcoming presentation from the province.

**Refer to Superintendent**

- a) Motions that have served notice:
- b) Tabled Motions
- c) Regular Motions
- i) Motion No. 23-9      Hintz                  Morgan

That the Shared Services Agreement between TMSD and Lakeside Christian School July 1, 2023 – June 30, 2024 for Transportation Services be approved as attached.

CARRIED

- d) Motions that must serve notice

**2:01 ANNOUNCEMENTS:**

**2:02 IN-CAMERA SESSION:**

Wear                  MacTavish

That we move into In-Camera

CARRIED

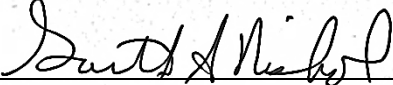
- i) Personnel – G. Wiesner
- ii) MASS Update (Code of Conduct) – G. Wiesner
- iii) MTS Bargaining – G. Wiesner
- iv) Personnel – L. Blixhavn
- v) Personnel – L. Blixhavn
- vi) Personnel – L. Blixhavn


MacTavish     Hintz

That we move out of In-Camera

CARRIED

**2:03**    **Morgan** to adjourn at 7:30 p.m..

  
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GARTH NICHOL  
Board Chairperson

  
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KATHY SIATECKI  
Secretary-Treasurer