

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE EVERGREEN SCHOOL DIVISION HELD AT GIMLI, TUESDAY, September 3rd, 2024, AT 6:30 P.M. AT THE EVERGREEN SUPPORT CENTRE

MEMBERS PRESENT: Sandra Davies (Chair), Dianna Auer, Jillian Yorga, Amanda Mosher, Gladys Kohler, Colette Banks, Penny Helgason

MEMBERS ABSENT:

ADMINISTRATION: Mr. Hill, Superintendent, Mr. Moore, Secretary - Treasurer

In accordance with the revised procedure by-law, all motions have a recorded vote. The recording occurs by noting on each motion those trustees opposed, abstained or absent. When no trustees are recorded it represents a unanimous vote.

1. INAGURAL MEETING – SELECTING BOARD CHAIR AND VICE CHAIR

1a. CALL TO ORDER

Secretary Treasurer Moore called the meeting to order at 6:30PM

1b. BOARD CHAIR ELECTION:

Secretary Treasurer Moore opened the floor for nominations for the position of Board Chairperson.

- Trustee Davies nominated by Trustee Kohler. Trustee Davies accepted.

Nomination process was closed.

Trustee Davies was declared as Board Chair for the ensuing year.

Board Chair Davies chaired the balance of the meeting.

1c. VICE CHAIR ELECTION

Board Chair Davies opened the floor for nominations for the position of Vice Chair.

- Trustee Yorga was nominated by Trustee Kohler. Trustee Yorga accepted.
- Trustee Auer was nominated by Trustee Banks. Trustee Auer accepted.

Nomination process was closed.

Nominees were given two minutes to speak.

Voting for Vice Chair was completed by Ballot.

Trustee Yorga was selected as Vice Chair for the ensuing year.

1d. MOVED BY: Trustee Kohler
SECONDED BY: Trustee Helgason

Motion that the ballots to elect Vice Chair be destroyed.

CARRIED

2. ADOPTION OF AGENDA:

- 2a. MOVED BY: Trustee Mosher
 SECONDED BY: Trustee Banks

That the agenda be adopted as distributed.

CARRIED

3. MINUTES OF LAST BOARD MEETING:

ADOPTION OF MINUTES:

- 3a. MOVED BY: Trustee Helgason
 SECONDED BY: Trustee Yorga

That the minutes of the regular meeting held on Tuesday, June 4th, 2024, be adopted as distributed.

4. VISITORS AND DELEGATIONS:

Jay Ewert (Evergreen Teachers Association) via teams

5. SUPERINTENDENT'S DEPARTMENT REPORTS:

SUPERINTENDENT:

- 5a. MOVED BY: Trustee Auer
 SECONDED BY: Trustee Mosher

That the Board approve the Superintendent's Department Reports.

CARRIED

- 5b. MOVED BY: Trustee Banks
 SECONDED BY: Trustee Kohler

That Board approve the June, July & August cheque listing for the operating account cheques **31077** to **31223** inclusive which total \$586,213.48 and electronic funds transfer which total \$1,555,833.90 and the electronic funds transfer from payroll account for June, July & August which total \$2,246,911.59.

CARRIED

- 5c. MOVED BY: Trustee Auer
 SECONDED BY: Trustee Mosher

Motion to Accept the minutes from the Board Meeting held March 5, 2024.

CARRIED

Trustee Yorga & Trustee Kohler voted against the motion.

5d. MOVED BY: Trustee Yorga
SECONDED BY: Trustee Kohler

Motion to rescind motion 4c from the March 5, 2024 Meeting. The motion indicated “That the board approves removal of the clause in the Fraserwood Sports Sale agreement, which required the land to be returned to Evergreen School Division.

CARRIED

5e. MOVED BY: Trustee Banks
 SECONDED BY: Trustee Auer

Motion to modify Bank Signors at Access Credit Union for Gimli High School Bank Accounts, to remove Leona Groot and add Jamie Gilbert and Ron Moore. The other named individuals on the account would retain their current status.

CARRIED

5f. MOVED BY: Trustee Kohler
SECONDED BY: Trustee Helgason

Motion to modify Bank Signors at CIBC for Dr George Johnson Middle School Bank Account, to remove Jamie Gilbert and add Nicole Young and Ron Moore. The other named individual(s) on the account would retain their current status.

CARRIED

5g. MOVED BY: Trustee Yorga
 SECONDED BY: Trustee Helgason

Motion to modify Bank Signors at Access Credit Union for Arborg Collegiate Institute Bank Account, to remove Krista Borgfjord and add Brad Harding, Raya Charrier, Terri Barkman and Ron Moore. There should be no other named individual(s) on the account.

CARRIED

5h. MOVED BY: Trustee Auer
 SECONDED BY: Trustee Yorga

Motion to modify Bank Signors at Access Credit Union for Sigurbjorg Stefansson Early School Bank Account, to add Ron Moore. The other named individual(s) on the account would retain their current status.

CARRIED

5i. MOVED BY: Trustee Kohler
SECONDED BY: Trustee Mosher

Motion to modify Bank Signors at Access Credit Union for Riverton Collegiate Institute Bank Account, to add Ron Moore. The other named individual(s) on the account would retain their current status.

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CARRIED

5j. MOVED BY: Trustee Banks
 SECONDED BY: Trustee Auer

Motion to modify Bank Signors at Access Credit Union for Riverton Early Middle School Bank Account, to add Ron Moore. The other named individual(s) on the account would retain their current status.

CARRIED

5k. MOVED BY: Trustee Yorga
 SECONDED BY: Trustee Mosher

Motion to modify Bank Signors at Access Credit Union for Arborg Early Middle School Bank Account, to add Ron Moore. The other named individual(s) on the account would retain their current status.

CARRIED

51. MOVED BY: Trustee Banks
SECONDED BY: Trustee Yorga

Motion to modify Bank Signors at Access Credit Union for Winnipeg Beach School Bank Account, to add Ron Moore. The other named individual(s) on the account would retain their current status.

CARRIED

5m. MOVED BY: Trustee Auer
 SECONDED BY: Trustee Kohler

Motion to select MNP as the Auditor for the next three years starting in 2023-24 school year based on the rates and terms indicated in their response to the RFI request.

CARRIED

5n. MOVED BY: Trustee Helgason
SECONDED BY: Trustee Auer

Motion to direct Senior Admin to explore and weigh alternatives through consultation with donors and school administration for the donation made to Gimli High School.

CARRIED

6. COMMITTEE REPORTS:

COMMITTEE of the WHOLE BOARD (In-Camera) RECOMMENDATION:

6a. MOVED BY: Trustee Yorga
SECONDED BY: Trustee Helgason

That the Board approve leave request by Employee #12958

CARRIED

POLICY COMMITTEE RECOMMENDATION:

6b. MOVED BY: Trustee Kohler
 SECONDED BY: Trustee Banks

That the Board approve the 2nd and 3rd reading of Meeting Procedures By-Law 6/24.

7. CORRESPONDENCE AND INFORMATION PACKAGE:

7a. MOVED BY: Trustee Helgason
SECONDED BY: Trustee Yorga

That the Correspondence & Information Package be received.


CARRIED

8. ADJOURNMENT:

8. MOVED BY: Trustee Mosher

That the meeting be adjourned at 8:08 p.m.

CARRIED


Chairperson


Secretary-Treasurer

Superintendent Report to the Board

September 3, 2024

5.1 Superintendent Report

- **June Employee Recognition Event**

We held our 2nd annual Divisional Recognition Event at the Lakeview – it was attended by approximately 115 staff. Received very positive feedback once again about the event. Thanks to Trustees Kohler and Davies for leading the preparation for the event, as well as the presidents of our employee groups: Angela Aspen, CUPE 3164, and Jay Ewert, ETA.

- **July Interview with Anna Stokke for Chalk & Talk Podcast**

I agreed to participate in a podcast interview on Dr. Stokke's podcast. We discussed a variety of education topics ranging from instructional practices, trying to improve math learning, student behaviour and the big picture aims of schooling.

- **Department of Education in Newfoundland re: system change and professional development considerations when implementing structured literacy**

I agreed to meet (online) with a dept task force to share my experience and reflections to inform some of the efforts being undertaken in NFLD re: implementing structured literacy across all schools.

- **Administrative Procedure Manual Updates**

Significant effort was made to update over 30 procedures in our Administration Manual to reflect current practice and to accommodate new policy directives from the Provincial Government, such as the Safe & Caring Schools directives re: Presence & Engagement (attendance) and Use of Suspension. I have approximately 10-15 currently in the process of revision.

- **National Institute for Direct Instruction – July 2024**

In July, 14 of our teachers gave a week of their time to attend this institute together in Eugene, Oregon. The feedback from participants was overwhelming and positive. Thoughtful investments such as this in teacher learning will help to continue building a strong culture focused on successful teaching and learning in Evergreen. I want to thank all teachers who participated, along with our Learning Coordinator, Jessica Worden who organized this as a team event.

Sample feedback from those who attended:

- *"I don't know that words can express how valuable of an experience it was for me."*
- *"This experience has ignited in me a newfound excitement for teaching and learning that I cannot wait to implement at ____."*
- *"I am excited to bring back the knowledge and skills I gained and share them with my colleagues."*
- *"I have not attended a professional development conference that I have enjoyed so much in many years."*
- *"I feel I could write a novel of all the changes I want to make"*
- *"I have so many things swirling around in my head - including a vast repertoire of ready-to-use strategies that I know will enhance what our teachers are already doing are really take them to that next level in a practical and meaningful way."*
- *"I am really looking forward to the amazing things we can do with this knowledge to benefit our students."*

- **MASS Summer Institute**

I attended the MASS summer institute in August.

Focus included:

- **Artificial Intelligence**
- **Strategic Planning**

- **Assistant Principals / Leadership Development Cohort**

The following staff have been appointed to the role of Assistant Principal for the coming school year:

- Rebekah Taylor, SSES
- Krystal Isfeld, SSES
- Justin Charrier, DGJMS
- Kelly Croy, DGJMS
- Sarah Boaz, RCI
- Haley Fisher, REMS
- Megan Strachan, REMS
- Chad Heminger, GHS
- Katherine Zahariuk, WBS
- Rachelle Burak, AEMS

The following staff will also participate, along with Assistant Principals, in the Leadership Development Program:

- Jessica Vandersteen, VP at AEMS
- Raya Charrier, VP at ACI
- Jenna Konschuk, Tier 1 Resource Teacher
- Lisa Pidwinski, GHS
- Isaya Woytowich, Itinerant Teacher
- Della Magnusson, VP at GHS and Literacy/Numeracy Consultant
- Jessica Worden, Learning Co-ordinator

Our “largest ever” LD Cohort will meet 6 evenings over the course of the school year to learn together.

- **Evergreen Summer Institute**

We hosted our annual event at GHS and included approximately 75 teachers.

Thanks to all the teachers who attended, the many teacher-presenters (many of whom were part of our NIFDI team), and to our Literacy/Numeracy Consultant, Della Magnusson and Learning Coordinator Jess Worden for their leadership.

Topics included:

- *The Writing Revolution*

This course introduces teachers to an explicit set of sequenced strategies for teaching writing that can be integrated into any content.

- *H.S. Grade 10 Science Common Exam*

Participants worked on the Grade 10 Common Exam for implementation this upcoming school year.

- *Anna Stokke – Cognitive Science in Math Instruction*

Dr. Anna Stokke is a mathematics professor at the University of Winnipeg. She is an advocate for strong math education for Canadian children. She has given over 200 media interviews on math education and has written numerous editorials for both local and national newspapers. Previously,

she co-founded an advocacy group WISE Math. She is President and co-founder of the non-profit organization, Archimedes Math Schools.

- *Tier 3 Literacy Interventions*

This session covered the essential components of a decoding intervention, provide practical strategies for tailoring interventions to individual needs, and address common challenges educators face when implementing these interventions.

- *Indigenous Education*

Participants joined Grandmother Dianne Cross and Indigenous Education Consultant Kelly Milne at Spirit Park in the Village of Dunnottar for an afternoon of teachings.

- *Road to Success*

One of the features of a successful implementation of instruction is a common, clear set of routines, procedures, and expectations for student behaviours.

- *Prevention and Management of Non-Compliant and Disruptive Behavior in the Classroom*

Non-compliance and defiance are two of the most pervasive and troublesome problem behaviors facing educators today. In this workshop, in-depth information and training will be provided for understanding how effective instructional planning and delivery in coordination with thoughtful classroom arrangements can be used both as prevention and as a framework for effective management of non-compliant and disruptive behaviours.

- *K-6 Small Group Literacy Interventions*

Learn how to analyze and interpret literacy assessment data to identify students' strengths and areas for improvement. Discover best practices for grouping students based on their instructional needs, ensuring targeted and efficient interventions.

- *Teach Like a Champion*

Effective teachers continually strive to master new strategies for heightening student engagement and increasing student success. In this session, based on the popular book by Doug Lemov, teachers learn specific, engaging, and actionable classroom teaching strategies that can be implemented immediately.

- **Opening Principal Mtg**

Principals met on Thursday to discuss start-up, review critical administrative procedures, and review educational plan priorities as well as inquiry questions for professional growth for the coming school year. Secretary-Treasurer Ron Moore and Transportation Supervisor Mark Patrick joined us in the afternoon to review relevant administrative procedures.

- **Education Plan**

We've completed our first year of the Education Plan and are compiling baseline data which will help us to measure progress in our priority areas of Student Achievement, Well-Being, Indigenous Education and Instructional Leadership. Preliminary reading data is showing significant gains in early reading. More information will be shared in October and November as per the Provincial Government's Continuous Improvement cycle.

- **Alternative Learning**

In keeping with the Department's "3 Key Strategies" re: Safe & Caring Schools, we will have a part-time teacher from GHS staffing assigned to alternative / remote / offsite learning. This will include available space at the TEC centre, as well as the potential for remote check-in to provide support to students who struggle to be present and engaged.

Secretary Treasurer Report
Sep 3rd, 2024

Cheques

Please find the June, July & August cheque register and related transfers attached for your information.

Recommendation: That Board approve the June, July & August cheque listing for the operating account cheques **31077** to **31223** inclusive which total \$586,213.48 and electronic funds transfer which total \$1,555,833.90 and the electronic funds transfer from payroll account for June, July & August which total \$2,246,911.59.

Accounts Receivable

As of Aug 31, 2024, ESD had accounts receivable outstanding of \$46,718.58. These have been analyzed and are deemed collectible.

Fraserwood Land Transfer Update

After changes in Council at RM of Armstrong and uncertainty of future intent, and to assist the Fraserwood sports club per their request, I suggest that the Board make a motion to activate the clause that allows the Evergreen School Division to regain ownership of the land in Fraserwood. We would retain ownership until options are determined and evaluated in the fall of 2024.

Result of this decision creates the following motions:

Motion to Accept the minutes from the Board Meeting held March 5th.

Note: March 5th Meeting Minutes were not previously approved due to a question about whether Trustee attendance was accurate. After review of Secretary Treasurer Moore meeting notes, it was confirmed that Motion 5A was made and approved during the meeting, and the attendance question is resolved. When the Trustees returned back to the regular board meeting from in-camera meeting, the meeting was adjourned with no further motions made.

Motion to rescind motion 4c from the March 5th Meeting. The motion indicated "That the board approves removal of the clause in the Fraserwood Sports Sale agreement, which required the land to be returned to Evergreen School Division".

Summer of 2024 Projects

For information: Quick recap of the projects staff worked on during the summer:

Maintenance Tasks	Status
Asbestos Abatement	- all schools are done, except for one area at RCI, which is being evaluated
A/C Installation	- all schools had additional AC installed
ACI and AEMS Basketball courts	- new asphalt installed at ACI courts and expanded for basketball and pickle ball, and new installation of pad at AEMS for basketball and other sports
WBS Outdoor Classroom	- New installation of outdoor classroom
Arborg Daycare Fence	- Move existing fence to new location to expand playground area for Daycare
ACI Boiler	- Province has delayed this project again, so we are moving forward with installation of new parts and will request reimbursement when the Province when the project is started
Minor renovations in several buildings	- Modifications to offices, GHS Gym, Arborg bus garage, REMS Music room, WBS Sinks

Transportation Tasks	Status
Bus Cameras	- reviewed camera operation in each bus and repaired / installed cameras so that each bus has six cameras
Bus Purchase	- Spring Bus Delivery has been delayed - hope to receive in Sept
Parade Participation	- Transportation was able to participate in eight events this summer, where the mini bus, full bus or both were involved

Board Office Tasks	Status
Expanded Atrieve to include Invoice Entry	- moved PDF Warrants to Atrieve
Supported Mystery Lake SD	- expanding to decodable readers allowed us to send older books to Thompson school (which had a fire this summer)
Non Union Compensation Review	- Worked with MSBA to start Job position / Description review - will complete later this fall
MTS Agreement	- started the update to Atrieve and related processes with new contract details and started determining retro pay
School Cash	- reviewed and defined new approach for 2024-25 school year
School Cash Online	- reviewed software to allow parents to pay fees online - rollout later this fall
Laptop Renewal	- new laptops were rolled out
Intranet / Staff portal	- staff portal was created and rolled out division wide

GHS Donation

GHS received a donation and initially the donation was for the replacement of the Road Sign with an Electronic Sign, however the current location of the sign post requires a variance to be filed and notices sent to neighbouring homes, deliberation and decision via municipal council.

Seeking direction from the board re: proceeding with variance, or direct Senior Admin to explore and weigh alternatives through consultation with donors and school administration.

Change in Bank Signors

With the change in staff at various schools, I am asking for approval of the following motions that will change signors for school bank accounts.

Motion to Change Bank Signor at GHS

Motion to modify Bank Signors at Access Credit Union for Gimli High School Bank Accounts, to remove Leona Groot and add Jamie Gilbert and Ron Moore. The other named individuals on the account would retain their current status.

Motion to Change Bank Signor at DJGMS

Motion to modify Bank Signors at CIBC for Dr George Johnson Middle School Bank Account, to remove Jamie Gilbert and add Nicole Young and Ron Moore. The other named individual(s) on the account would retain their current status.

Motion to Change Bank Signor at ACI

Motion to modify Bank Signors at Access Credit Union for Arborg Collegiate Institute Bank Account, to remove Krista Borgfjord and add Brad Harding, Raya Charrier, Terri Barkman and Ron Moore. There should be no other named individual(s) on the account.

Motion to Change Bank Signor at SSES

Motion to modify Bank Signors at Access Credit Union for Sigurbjorg Stefansson Early School Bank Account, to add Ron Moore. The other named individual(s) on the account would retain their current status.

Motion to Change Bank Signor at RCI

Motion to modify Bank Signors at Access Credit Union for Riverton Collegiate Institute Bank Account, to add Ron Moore. The other named individual(s) on the account would retain their current status.

Motion to Change Bank Signor at REMS

Motion to modify Bank Signors at Access Credit Union for Riverton Early Middle School Bank Account, to add Ron Moore. The other named individual(s) on the account would retain their current status.

Motion to Change Bank Signor at AEMS

Motion to modify Bank Signors at Access Credit Union for Arborg Early Middle School Bank Account, to add Ron Moore. The other named individual(s) on the account would retain their current status.

Motion to Change Bank Signor at WBS

Motion to modify Bank Signors at Access Credit Union for Winnipeg Beach School Bank Account, to add Ron Moore. The other named individual(s) on the account would retain their current status.

2024-2026 Auditor Selection

Review of Auditors for next three years starting in 2023-24 school year included MNP and BDO. An RFI was created and sent to the organizations and a review of their proposals resulted in the selection of MNP.

Recommended motion is:

Motion to select MNP as the Auditor for the next three years starting in 2023-24 school year based on the rates and terms indicated in their response to the RFI request.

Meetings / Correspondence

- MASBO Secretary Treasurer Meetings
- MSBA Compensation Review Team
- Current and Future Auditors