
SCHOOL DISTRICT OF MYSTERY LAKE



**MINUTES OF THE
REGULAR MEETING OF THE BOARD OF TRUSTEES**

Tuesday, September 23, 2008

7:00 p.m.

Trustees

Cheryl Davies
David Gallant
Kelly Hause
Mamie Hendren
Guido Oliveira
Rob Pellizzaro
L. Valerie Wilson

Senior Administration Team

Hugh Fraser – Superintendent/CEO
Bruce Waldie – Assistant Superintendent
Christelle Waldie – Assistant Superintendent
Arnie Assoignon – Secretary-Treasurer
Keith Derksen – Facilities Manager
Cheryl Mulrooney – Executive Assistant

**Administration Office
408 Thompson Drive North, Thompson, MB
R8N 0C5**

Present:

Chairperson Davies
Trustee Gallant
Trustee Hause
Trustee Hendren
Trustee Wilson
Superintendent/CEO Fraser
Assistant Superintendent B. Waldie
Assistant Superintendent C. Waldie
Secretary-Treasurer Assoignon
Executive Assistant Mulrooney

Regrets:

Trustee Oliveira
Vice-Chairperson Pellizzaro

1. CALL TO ORDER

The regular meeting of the Board of Trustees was called to order by Chairperson Davies at 7:02 p.m.

2. ADDITIONS TO AGENDA

- a) MAST Regional Meeting – (Item b under Correspondence)
- b) Date of next Committee of the Whole meeting – #14

3. APPROVAL OF AGENDA

Motion # 165/08

Moved by Trustee Hendren, Seconded by Trustee Hause

That the agenda for September 23, 2008, with the additions be approved.

Carried

4. APPROVAL OF MINUTES

Motion # 166/08

Moved by Trustee Gallant, seconded by Trustee Hendren

That the minutes of the Organizational Meeting minutes as amended and the Regular Board meeting minutes of September 09, 2008, be adopted as circulated.

Carried

5. DELEGATIONS AND PRESENTATIONS

6. BUSINESS FROM PREVIOUS BOARD MEETING

7. SUPERINTENDENT/CEO REPORT

a) Enrollment Update

Superintendent Fraser reported that the overall enrollment, as of September 23, 2008, is down by 201 students compared to September 30, 2007, Educational Information System (EIS) count. The Burntwood catchment area is seeing the biggest decline in enrollment due to one-hundred and twenty units that were vacated to undergo construction in the Grey Wolf Bay area.

Enrolment Figures as of September 23, 2008

School	Sept 30/07	Sept 19/08	+/-
Burntwood	404	300	-104
Deerwood	247	264	+17
Juniper	342	327	-15
Riverside	444	422	-22
Wapanohk	414	386	-29
Westwood	406	399	-7
R.D. Parker	1081	1039	-42
Total Enrollment	3338	3137	-201

SUPERINTENDENT/CEO REPORT (continued)

- a) Letter from City - Bus Shelter at Burntwood School

The City of Thompson requested permission to install a bus shelter on Burntwood School property. The proposed location is near the corner of Arctic Drive and Wekusko, on Arctic Drive. The area proposed would allow for an electrical connection in order to heat the shelter.

Superintendent Fraser stated that the City has already been in contact with the District's Facilities Manger, Keith Derksen, on this issue.

Motion # 167/08

Moved by Trustee Wilson, seconded by Trustee Hendren

That the City of Thompson be given authorization to install a bus shelter on Burntwood School property.

Carried

Trustee Wilson commented that the bus shelter is safer if it is further back from the street.

8. SECRETARY-TREASURER'S REPORT

- a) Bad debt account - \$4,235.00

Secretary-Treasurer Assoignon pointed out that there is an outstanding amount of \$4,235.00 in account receivable tuition fees from the 2005/2006 school year that is deemed uncollectable.

Motion # 168/08

Moved by Trustee Gallant, seconded by Trustee Hause

That the outstanding accounts receivable tuition fees of \$4,235.00 be written off.

Carried

9. BUSINESS FROM COMMITTEE OF THE WHOLE #1165

The Committee of the Whole was held on September 16, 2008. There was no business arising from this meeting.

10. CORRESPONDENCE

INFORMATION

- a) MAST
 - i. CSBA Election Info Picks
 - ii. Parent Forum Poster
 - iii. Election 2008 Survey
 - iv. Schools Poster Opening Doors Forum
 - v. Ripple Effect
 - vi. University of Manitoba Homecoming

- b) MAST Fall Regional Meeting

Chairperson Davies announced that the MAST Fall Regional Meeting – Region #4 will be held in Thompson on October 18, 2008, and that the number of trustees and administrators from our board who will be attending the meeting needs to be communicated to MAST by October 6.

11. COMMITTEE REPORTS

- a) Finance Committee – September 16, 2008

A Finance Committee meeting was held on September 16, 2008. In attendance were the Committee Chairperson Cheryl Davies, Committee Member David Gallant, and Secretary-Treasurer Assoignon. The following items had risen from that meeting:

- 1. There is currently a surplus of \$313,114.00 in our benefits package as of May 31, 2008. This package covers short-term disability, extended health, vision care, prescription drugs and dental.

Workplace Solutions, who act as our consultants, have provided three options pertaining to this surplus;

- I. Take the surplus out and pay the actual premium each month.
- II. Keep one month's premium on deposit and take surplus out and implement reduced rates
- III. Keep surplus on deposit and reduce rates by 43%

Motion # 169/08

Moved by Trustee Gallant, seconded by Trustee Hause

That whereas the District benefit account has a surplus of \$313,114.00 as of May 31, 2008, the District keeps one month's premium on deposit and take the remaining surplus out and implement the reduced rates.

Carried

COMMITTEE REPORTS

Finance Committee – September 16, 2008 (continued)

2. Expense Approval

Future agendas will include, for approval, the gross amounts from payroll. The payroll will be segregated into teaching and non-teaching amounts.

3. Discussion and review of provincial funding and the budget as prepared under the Frame guidelines. The methods to be used in the preparation of the 2009/2010 budget were also discussed but not finalized.

4. The CIMS software was reviewed as to the benefits and short falls.

b) Property Committee – September 16, 2008

A Property Committee meeting was held on September 16, 2008. In attendance were Committee Chairperson Kelly Hause, Committee Member Guido Oliveira, and Facilities Manager, Keith Derksen. Mr. Derksen reported on the summer maintenance and projects that were completed over the summer. (Please see attached list)

12. TRUSTEE COMMENTS/QUESTIONS

Trustee Wilson requested that the condition of the Letkemann Theatre be put on the next Property Committee agenda.

13. PUBLIC FORUM

Members of the public are invited to seek clarification about items on the agenda.

Questions: a) When is the MAST Regional meeting?

The MAST Regional meeting will be held in Thompson on October 18.

b) How many trustees attend the Annual General meeting in March?

Chairperson Davies commented that the District likes to send as many trustees that are available to attend. Resolutions are presented and debated at this event.

14. DATE FOR COMMITTEE OF THE WHOLE

The date for the next Committee of the Whole has been set for October 7, 2008.

15. ADJOURNMENT

Motion #170/08

Moved by Trustee Hause, seconded by Trustee Hendren

That the meeting be adjourned at 7:30 p.m.

Carried

Chairperson

Secretary-Treasurer