

**ST. JAMES-ASSINIBOIA SCHOOL DIVISION**

Minutes of the Regular Meeting of the St. James-Assiniboia School Division Board  
Held in the Board Room of the  
Aidan Conklin Building, 2574 Portage Avenue  
Tuesday, April 12, 2011

Meeting No. 07-11

**PRESENT:**

Chair: Bruce Chegus  
Vice Chair: Craig McGregor

Trustees: Ed Hume  
Craig Johnson  
Scott Johnston  
Jennifer Lawson  
Sandy Lethbridge  
Bryan Metcalfe  
Cheryl Smukowich

Ron Weston, Chief Superintendent  
Mike Friesen, Secretary-Treasurer  
Greg Mutter, Assistant Superintendent Personnel and Human Resources  
Tanis Pshebniski, Assistant Superintendent Program and Curriculum  
Carrol Harvey, Manager Human Resources  
Mari-Jean Nachtigall, Senior Executive Assistant

**CALL TO ORDER / ATTENDANCE – 7:30 p.m.**

Attendance - recorded above.

**ADOPTION OF MINUTES**

07-01-11

MOVED: Trustee Craig McGregor:  
"That the minutes of the Board Meeting of March 22, 2011 be adopted."

CARRIED

**REPORT ON EDUCATION**

**Sansome School: Sansome Sports Council**

Presented by: Patrick Betz, Principal, Tony Szarkiewicz, teacher, and two students

**HEARING OF DELEGATIONS**

There were no delegations registered.

**COMMITTEE REPORTS****FINANCE/FACILITIES COMMITTEE**

Meeting held April 5, 2011 (Appendix A)

Committee Chair: Trustee Scott Johnston

1. Call to Order/Attendance – noted
  2. Approval of agenda – noted
  3. City of Winnipeg Portioned Assessment
- 07-02-11      MOVED: Trustee Scott Johnston:  
 “That correspondence from the Office of the City Assessor, The City of Winnipeg, dated March 1, 2011, be received as information.”
- CARRIED
4. School Inspection Handbook
- 07-03-11      MOVED: Trustee Scott Johnston:  
 “That the School Inspection Handbook be received as information.”
- CARRIED
5. Financial Statement – period ended February 28, 2011
- 07-04-11      MOVED: Trustee Scott Johnston:  
 “That the Financial Statements and Projections for the period ended February 28, 2011 be received as information.”
- CARRIED
6. Public Schools Finance Board Correspondence:
    - a) John Taylor Collegiate – Boiler Replacement
    - b) Lakewood School – Daycare renovation
    - c) Sansome School – Emergency Access facilities
- 07-05-11      MOVED: Trustee Scott Johnston:  
 “That the correspondence from the Manitoba Public Schools Finance Board received as information.”
- CARRIED
7. Review of Facility-Use, Procedures and Agreements
- 07-06-11      MOVED: Trustee Scott Johnston:  
 “That the correspondence from the Minister of Education and Minister of Healthy Living, Youth and Seniors, on the subject: Review of Facility-Use Policies, Procedures and Agreements be referred to the next Finance/Facilities Meeting pending the compilation of permit user statistics.”
- CARRIED
- CONCLUDED: Minutes of the Education Committee No. 07-10/11
- FILED

**PERSONNEL COMMITTEE**

Meeting held April 4, 2011 (Appendix B)  
Committee Chair: Trustee Cheryl Smukowich

1. Call to Order/Attendance – noted
2. Approval of agenda – noted
3. Administrative Appointments

07-07-11

MOVED: Trustee Cheryl Smukowich:  
“That the Senior Administration recommendations for school based administrative appointments be referred to the in-camera Committee of the Whole session at the Board meeting of April 12, 2011 for consideration and final approval.”

CARRIED

See Motions 07-25-11 to 07-30-11 for Board actions.

CONCLUDED: Minutes of the Personnel Committee No. 04-11

FILED

**COMMITTEE OF THE WHOLE**

Meeting held April 5, 2011 (Appendix C)  
Craig McGregor, Vice Chair of the Board

1. Call to Order/Attendance – noted
2. Approval of agenda – noted
3. Current Enrolment Projections – January 2011  
For information
4. Preliminary Projected Enrolment Summary – March 2011  
For information
5. Memorandum from Senior Administration – Multi-Grade  
Configuration at Ness Middle School

07-08-11

MOVED: Trustee Scott Johnston:  
“That the Board of Trustees approve the proposal for Grades 6-7 Multi-Grade configuration at Ness Middle School for the 2011-2012 school year in an effort to promote quality student learning and manage shifting enrolment;  
And further,  
That a Public Meeting be held to discuss the Grades 6-7 Multi-Grade configuration at Ness Middle School.”

CARRIED

**REPORT OF THE CHIEF SUPERINTENDENT**

Ron Weston, Chief Superintendent  
Report 07-11 (Appendix D)

**FOR ACTION**

- |          |  |         |
|----------|--|---------|
| 07-09-11 | <p>1. Henan TV Station Production of Manitoba Education Videos<br/>MOVED: Trustee Craig McGregor:<br/>"That the board facilitate the request from Manitoba Education department to participate in an information and promotional film from China's Henan TV."</p>  | CARRIED |
| 07-10-11 | <p>2. Manitoba Education – Five Key Actions to Improve Student Engagement in the Middle Years – Poster<br/>MOVED: Trustee Jennifer Lawson:<br/>"That the Manitoba Education – Five Key Actions to Improve Student Engagement in the Middle Years – Poster be referred to the Education Committee for information."</p>   | CARRIED |
| 07-11-11 | <p>3. Manitoba Education – Scientists in the Classroom Grant<br/>MOVED: Trustee Jennifer Lawson:<br/>"That the Scientists in the Classroom Grant from Manitoba Education be referred to the Education Committee for information."</p>  | CARRIED |
| 07-12-11 | <p>4. Advanced Placement Schools Report 2009-2010<br/>MOVED: Trustee Jennifer Lawson:<br/>"That the St. James-Assiniboia Advanced Placement Schools Report – 2009/2010 be referred to the Education committee for review."</p>   | CARRIED |
| 07-13-11 | <p>5. International Baccalaureate Schools Report – 2009-2010<br/>MOVED: Trustee Jennifer Lawson:<br/>"That the St. James-Assiniboia International Baccalaureate Schools Report – 2009-2010 be referred to the Education Committee for review."</p>   | CARRIED |
| 07-14-11 | <p>6. Extended Field Trip Proposal – Westwood Collegiate<br/>MOVED: Trustee Jennifer Lawson:<br/>"That the Board approve the extended field trip proposal from Westwood Collegiate for the Grade 10-12 Art students to travel to New York, NY on March 23 to March 29, 2012 spring break; with the understanding that the Superintendent monitor the trip with due diligence and that the trip be subject to cancellation following a negative travel advisory from Foreign Affairs and International Trade Canada or other applicable government agencies."</p> | CARRIED |

- 07-15-11 7. Divisional Choirs Spring Concert  
MOVED: Trustee Jennifer Lawson:  
"That Trustee Sandy Lethbridge represent the Board at the Divisional Choirs Spring concert on Thursday, May 12, 2011."

CARRIED

**FOR INFORMATION**

1. Board Actions and Referrals
2. MTS Early Notification of retirement and Resignation Gratuities
3. Consultation with Parent Organizations – Administrative Staffing
4. MSBA – 2011 Student Citizenship Award
5. Student Vote Program
6. Photo Identification Badges
7. Social Media – Challenges & Opportunities for Education
8. Addictions Foundation of Manitoba (AFM) Publication
9. Update – Fibre Installation project – April 2011

CONCLUDED: Report of the Superintendent No. 07-11

FILED

**REPORT OF THE SECRETARY-TREASURER**

Mike Friesen, Secretary-Treasurer  
Report 07-11 (Appendix E)

**FOR ACTION**

1. Rural Municipality of Headingley

- 07-16-11 MOVED: Trustee Scott Johnston:  
"That the request to extend the lease agreement to allow Macdonald-Headingley Recreation District to use 81 Alboro Street for the period April 1, 2011 to March 31, 2012 be referred to the Finance/Facilities Committee."

CARRIED

2. The Royal Canadian Legion

- 07-17-11 MOVED: Trustee Scott Johnston:  
"That the request from the Royal Canadian Legion for support by purchasing an advertisement in their "Military Service Recognition Book" be referred to the Finance/Facilities Committee."

CARRIED

**INFORMATION**

1. Cheque Registers – March 21, 28 and 30, 2011
2. Fund Raising Report – Lincoln Middle School

CONCLUDED: Report of the Secretary-Treasurer No. 07-11

FILED

## CORRESPONDENCE

### For Action

- 07-17-11 1. Norm Gould, President, St. James-Assiniboia Teachers' Association, re: secondment of the Association President  
 MOVED: Trustee Cheryl Smukowich:  
 "That the correspondence from St. James-Assiniboia Teachers' Association re: secondment of the Association President be referred to the Personnel Committee for consideration."  
 CARRIED
- 07-18-11 2. Norm Gould, President, St. James-Assiniboia Teachers' Association, re: request for a Liaison Committee meeting with the Board  
 MOVED: Trustee Cheryl Smukowich:  
 "That the correspondence from St. James-Assiniboia Teachers' Association requesting a Liaison Committee meeting be referred to the Personnel Committee for consideration."  
 CARRIED
- 07-19-11 3. Dianne Snider, Principal, Linwood School, re: request for funding in support of Linwood School's celebration of their 100 Year Anniversary, October 2013  
 MOVED: Trustee Scott Johnston:  
 "That the request from Linwood School for funding in support of Linwood's 100 Year anniversary be referred to the Finance/Facilities Committee for consideration."  
 CARRIED

### For Information

1. Manitoba School Boards Association (MSBA):
  - a. Executive Director, memorandum re: Provincial funding models and loss of school board taxing authority
  - b. E-bulletin for March 23 and April 6, 2011
  - c. Executive Highlights, March 16, 2011
  - d. CSBA Congress, July 7-10, 2011, Ottawa, Ontario – conference day by day
  - e. Newspaper clippings for March 19 to April 4, 2011
  - f. MERN Video/TelePresence Spring Forum detailed program, April 15, 2011 "Reaching Out to All Learners"
  - g. Reminder re: Leadership for Student Learning presentation – April 28-29, 2011 with Dr. Mary Delagardelle

- h. Digital Engagement & Transparency, handout from MSBA Convention workshop presentation
- i. Education Diversity – Unleashing the Power and Potential of Newcomer Youth in Manitoba Conference, May 26-27, 2011, University of Manitoba

**INFORMATION CORRESPONDENCE**

FILED

**UNFINISHED BUSINESS/BUSINESS ARISING FROM THE MEETING**

Item 7 – Finance/Facilities Committee Report re: Leases/Permit

07-20-11

MOVED: Trustee Scott Johnston:  
“That the review of facilities use procedures and lease agreements be referred to Committee of the Whole in camera for consideration.”

CARRIED

Second Reading – By-Law 220-10

07-21-11

MOVED: Trustee Craig McGregor:  
“That The Board give second reading to By-Law 220-10, a by-law to allow for the borrowing of monies to meet current expenses for the year July 1, 2011 to June 30, 2012.”

CARRIED

Third/Final Reading – By-Law 220-10

07-22-11

MOVED: Trustee Craig McGregor:  
“That The Board give third/final reading to By-Law 220-10, a by-law to allow for the borrowing of monies to meet current expenses for the year July 1, 2011 to June 30, 2012.”

CARRIED

Field Trip Policy IJOA

07-23-11

MOVED: Trustee Sandy Lethbridge:  
“That the policy for extended field trips be referred to the Education Committee for review and consideration.”

CARRIED

**QUESTIONS FROM THE PUBLIC**

There were no questions from the public.

**NEW BUSINESS**

There were no items of new business.

**RECESS TO COMMITTEE OF THE WHOLE IN CAMERA – 8:40 p.m.**

07-24-11      MOVED: Trustee Craig McGregor:  
"That the Board recess to Committee of the Whole in Camera."  
CARRIED

**REPORT OF COMMITTEE OF THE WHOLE IN CAMERA – 9:10 p.m.**

07-25-11      MOVED: Trustee Cheryl Smukowich:  
"That Mr. Jonathan Baker be appointed as Supervising Principal  
at Athlone School effective September 6, 2011."  
CARRIED

07-26-11      MOVED: Trustee Cheryl Smukowich:  
"That Ms Heather Palmer be transferred from a Teaching Vice  
Principal position at Westwood Collegiate to the Supervising Vice  
Principal position at Strathmillan School effective September 6,  
2011."  
CARRIED

07-27-11      MOVED: Trustee Cheryl Smukowich:  
"That Mr. Jason Braun be transferred from a half-time  
Coordinator position at the Professional Development Centre to  
the Teaching Vice-Principal position at Westwood Collegiate  
effective September 6, 2011."  
CARRIED

07-28-11      MOVED: Trustee Cheryl Smukowich:  
"That Ms Kelsey McDonald be appointed as Supervising  
Principal at Linwood School effective September 6, 2011."  
CARRIED

07-29-11      MOVED: Trustee Cheryl Smukowich:  
"That Ms Jane Couch be appointed as Supervising Principal at  
Stevenson School effective September 6, 2011."  
CARRIED

07-30-11      MOVED: Trustee Cheryl Smukowich:  
"That Mr. Dwayne Green be appointed as Supervising Vice  
Principal at John Taylor Collegiate effective September 6, 2011."  
CARRIED

07-31-11      MOVED: Trustee Ed Hume:  
"That the correspondence re: Bill 13 Submission be referred to the  
Education Committee for consideration."  
CARRIED

**ADJOURNMENT**

On motion of Trustee Craig McGregor, the regular board meeting adjourned at 9:15 p.m.

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Bruce Chegus  
Chair of the Board

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Ron Weston  
Chief Superintendent