

**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 26, 2011

Meeting No. 08-11

**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  
Brett Lough, Assistant Superintendent Administration, Planning and Research  
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**

08-01-11 MOVED: Trustee Craig McGregor:  
"That the minutes of the Board Meeting of April 12, 2011 be adopted."

CARRIED

**REPORT ON EDUCATION**

**Westwood Collegiate – Student Voice "Gay/Straight Alliance"**

Presented by: Mike Wake, Principal, and two students

**HEARING OF DELEGATIONS**

There were no delegations registered.

**COMMITTEE REPORTS****EDUCATION COMMITTEE**

Meeting held April 18, 2011 (Appendix A)

Committee Chair: Trustee Jennifer Lawson

1. Call to Order/Attendance – noted
2. Approval of agenda – noted
3. Policy Revisions

08-02-11

MOVED: Trustee Jennifer Lawson:

“That revised policies JQ Student Fees, Fines and Charges and ILA Assessment and Evaluation be approved; and further, That regulations JQ-R Student Fees, Fines and Charges, ILA-R Grading Guidelines and JM-R Awards and Scholarships be received as information; and further That IKE-E Appropriate Practices for Student Advancement: Research and Literature Highlights for Alternatives to Retention be archived; and further That IJOA Field Trips and regulation IJOA-R be received as information.”

CARRIED

4. Information Items

08-03-11

MOVED: Trustee Jennifer Lawson:

“That the following items be received as information:

- Restitution Presentation
- Manitoba Education – Five Key Actions to Improve Student Engagement in the Middle Years
- Manitoba Education – Scientists in the Classroom Grant
- Preparing Students for Success Act – Bill 13
- Advanced Placement Schools Report – 2009-2010
- International Baccalaureate School Reports – 2009/2010.”

CARRIED

CONCLUDED: Minutes of the Education Committee

FILED

**PERSONNEL COMMITTEE**

Meeting held April 19, 2011 (Appendix B)

Committee Chair: Trustee Cheryl Smukowich

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

- 08-04-11      MOVED: Trustee Cheryl Smukowich:  
"That the Senior Administration recommendations for Administrative Pool candidates and school-based administrative appointments be referred to the in camera Committee of the Whole session at the Board meeting of April 26, 2011 for consideration and final approval."  
  
CARRIED
- See 08-21-11 to 08-31-11 for Board actions.
- 08-05-11      4. Policy Revisions  
MOVED: Trustee Cheryl Smukowich:  
"That the revisions to policies GCGC, Job Sharing in Professional Staff Positions, and GCGD, Flexible Teaching Assignments be approved as amended."  
  
CARRIED
- 08-06-11      5. Class Size Summary and Analysis  
MOVED: Trustee Cheryl Smukowich:  
"That the Class Size Summary and Analysis be received as information."  
  
CARRIED
- 08-07-11      6. Letter from St. James-Assiniboia Teachers' Association re:  
Secondment of the Association President  
MOVED: Trustee Cheryl Smukowich:  
"That the request from the St. James-Assiniboia Teachers' Association to extend the notification of the Association President secondment from the last teaching day in April to no later than June 15, 2011 be approved, with the proviso that the Association's President is elected by that date if the current President is not continuing in that position."  
  
CARRIED
- 08-08-11      7. Letter from the St. James-Assiniboia Teachers' Association  
MOVED: Trustee Cheryl Smukowich:  
"That this item be referred to the May 17, 2011 Personnel Committee meeting."  
  
CARRIED
- CONCLUDED: Minutes of the Personnel Committee No. 05-11  
  
FILED

**MARKETING COMMITTEE**

Meeting held April 13, 2011 (Appendix C)  
Committee Chair: Craig Johnson,

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

3. Review of the minutes of the last meeting  
For information
4. Projected Non-Resident Students – 2011-12  
For information
5. Policy KDC – School Sponsored Information Media

08-09-11 MOVED: Trustee Craig Johnson:  
“That Policy KDC (School Sponsored Information Media) be approved;  
And further,  
That Policies KBC (Advertising School Programs) and KBB (Advertising  
Programs, Courses and Registration) be archived.”

- 08-10-11 6. Information Items:  
MOVED: Trustee Craig Johnson:  
“That the following items be received as information:
- Projected Non-Resident Students – 2011-12
  - End of Year Ads
  - Contact
  - School Division Website(s)
  - MSBA – Committee Engagement Module”

CARRIED

CONCLUDED: Minutes of the Marketing Committee No. 02-11

FILED

**REPORT OF THE CHIEF SUPERINTENDENT**

Ron Weston, Chief Superintendent  
Report 08-11 (Appendix D)

**FOR ACTION**

1. Graduate Survey – 2010

08-11-11 MOVED: Trustee Craig Johnson:  
“That the report on the 2010 Graduate Survey be referred to the  
Education Committee for review and that it be made available to  
senior high schools for review and development of appropriate  
action plans.”

CARRIED

2. St. James Regional Heritage Fair – May 5, 2011  
Bruce Chegus, Chair of the Board will attend.

3. Graduation and Celebration of Learning 2011  
For information

**FOR INFORMATION**

1. Board Actions and Referrals
2. Manitoba Education – Provincial Report Card Field Test
3. Report on Music Festival Activities 2011 – Music Educators and students commended on their participation.
4. Consultation with Parent Organizations – Administrative Staffing
5. Brooklands Young Technology Engineer Challenge
6. Reading Recovery Invitation
7. Sturgeon Football Hall of Fame Dinner – May 9, 2011
8. John Taylor Collegiate Mural unveiling – May 9, 2011
9. Congratulations to Colleen Einarson – Winner of the Manitoba School Library Association Distinguished Service Award 2010/11

CONCLUDED: Report of the Superintendent No. 08-11

FILED

**REPORT OF THE SECRETARY-TREASURER**

Mike Friesen, Secretary-Treasurer  
Report 08-11 (Appendix E)

**FOR ACTION**

1. Financial Statement

08-12-11 MOVED: Trustee Scott Johnston:  
“That the March 31, 2011 monthly financial statement be referred to the Finance/Facilities Committee.”

CARRIED

2. The Historical Museum of St. James-Assiniboia

08-13-11 MOVED: Trustee Scott Johnston:  
“That the request from the Historical Museum of St. James-Assiniboia and letter of appreciation for grant support of 2011 School Programs be referred to the Finance/Facilities Committee.”

CARRIED

08-14-11 3. 2011-2012 Public Schools Capital Support Program  
MOVED: Trustee Scott Johnston:  
“That the 2011-2012 Public Schools Capital Support Program be referred to the Finance/Facilities Committee for consideration.

CARRIED

**INFORMATION**

1. Cheque Registers – March 31 and April 15, 2011

2. Permit Report – April 21, 2011
3. Fund Raising Report – Heritage School
4. Tender Award Summary

CONCLUDED: Report of the Secretary-Treasurer No. 08-11

FILED

## CORRESPONDENCE

### For Action

- |          |   |         |
|----------|---|---------|
| 08-15-11 | <p>1. Norm Gould, President, St. James-Assiniboia Teachers' Association, notice of intent re: collective agreement<br/>         MOVED: Trustee Cheryl Smukowich:<br/>         "That correspondence from the St. James-Assiniboia Teachers' Association, providing notice of intent re: collective agreement be referred to the Personnel Committee for consideration."</p>  | CARRIED |
| 08-16-11 | <p>2. Executive Director Manitoba School Boards Association (MSBA), re: Safe Schools Manitoba consultation exercise and invitation to participate in survey<br/>         MOVED: Trustee Craig Johnson:<br/>         "That the administration respond on behalf of the school division to the MSBA Safe Schools Manitoba consultation exercise."</p>   | CARRIED |
| 08-17-11 | <p>3. Manitoba Child Care Association (MCCA) "Planning for the Future – Nursery and Full Day Kindergarten in Public Schools":<br/>         a) MSBA Executive Director's covering memo<br/>         MOVED: Trustee Jennifer Lawson:<br/>         "That MSBA Executive Director's memorandum re: MCCA Briefing note "Planning for the Future – Nursery and Full Day Kindergarten in Public Schools be referred to the Education Committee."</p> | CARRIED |
| 08-18-11 | <p>b) MCCA briefing note document<br/>         MOVED: Trustee Jennifer Lawson:<br/>         "That the MCCA Briefing note document "Planning for the Future – Nursery and Full Day Kindergarten in Public Schools be referred to the Education Committee."</p>   | CARRIED |
| 08-19-11 | <p>MOVED: Trustee Scott Johnston:<br/>         "That action correspondence 3(a) and 3(b) be referred to the Finance/Facilities Committee for consideration."</p>  | CARRIED |

**For Information**

1. Manitoba School Boards Association (MSBA):
  - a) Education for Sustainable Development Newsletter March 2011
  - b) MSBA clippings 04/07 – 04/18, 2011
  - c) Twitter highlights April 4-13, 2011
  - d) MSBA Record of Proceedings – 47<sup>th</sup> Annual Convention March 17-19, 2011
  - e) e-bulletin April 20, 2011
  - f) Education in Diversity “Unleashing the Power and Potential of Newcomer Youth in Manitoba May 26-27, 2011, detailed conference outline
  - g) Executive Director, copy of letter of congratulations to Gerald Farthing, Deputy Minister of Education, on his appointment as Chair of the United Nations Economic Commission for Europe Steering Committee on Education for Sustainable Development
2. E. Myskiw, Chairperson and B. O’Leary, Superintendent, Seven Oaks School Division, providing a copy of the publication “Celebrating Strengths: Aboriginal Students and Their Stories of Success in Schools” (in Board Circ File)
3. President, Alpha Delta Kappa (Beta) Sorority, extending congratulations on the excellence of Division school choirs and teachers participating at the Manitoba Music Festival
4. Hon. Nancy Allan, Minister of Education, re: National Day of Remembrance and Action on Mass Atrocities, April 23, 2011
5. Canadian School Boards Association document “Federal Election Resource Guide for School Boards” and covering memo from MSBA Executive Director

**INFORMATION CORRESPONDENCE**

FILED

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

There were no items of unfinished business or business arising from the meeting.

**QUESTIONS FROM THE PUBLIC**

There were no questions from the public.

**NEW BUSINESS****Notice of First Reading – By-Law 221-10**

- 08-20-11 Trustee Craig McGregor gave notice:  
 “That first reading of By-Law 220-11, a by-law to allow for provision of religious instruction at École Robert Browning, shall be given at the May 10, 2011 regular school board meeting.”

**Trustee P.D. Spring Workshop – Saturday, May 14, 2011**

The agenda was reviewed for trustees’ information

**RECESS TO COMMITTEE OF THE WHOLE IN CAMERA – 8:45 p.m.**

- 08-21-11 MOVED: Trustee Craig McGregor:  
 “That the Board recess to Committee of the Whole in Camera.”

CARRIED

**REPORT OF COMMITTEE OF THE WHOLE IN CAMERA – 9:35p.m.****Administrative Pool**

- 08-22-11 MOVED: Trustee Cheryl Smukowich:  
 “That the recommended Administrative Pool Candidates be appointed to the St. James-Assiniboia School Division Administrative Pool as listed:

| <b>Name</b>     | <b>Present School</b>   | <b>Present Position</b>           |
|-----------------|-------------------------|-----------------------------------|
| Lori Edwards    | P. S. D. C.             | Coordinator                       |
| Julie Cordova   | P. S. D. C. & St. James | Coordinator & Teacher             |
| George Valentim | Westwood                | Teacher & I.B. school coordinator |
| Sherri Steuart  | Strathmillan School     | Teacher                           |
| Cheri Banks     | Heritage School         | Teacher & Designate               |
| Sherry Ansloos  | Sturgeon Heights        | Counsellor                        |
| Ryan Miller     | Brooklands School       | Counsellor                        |
| Kyle Lizotte    | Crestview               | Teacher & Designate”              |

CARRIED

**Administrative Staffing Appointments**

- 08-23-11 MOVED: Trustee Cheryl Smukowich:  
 “That Scott Thomson be appointed as Term Supervising Principal at Golden Gate Middle School effective September 6, 2011 until June 29, 2012.”

CARRIED

- 08-24-11      MOVED: Trustee Cheryl Smukowich:  
"That Tammy Baydock be transferred from a Teaching Vice-Principal position at Buchanan School to the Supervising Vice-Principal term position at École Golden Gate Middle School effective September 6, 2011 until June 29, 2012."  
CARRIED
- 08-25-11      MOVED: Trustee Cheryl Smukowich:  
"That Lori Edwards, currently Coordinator of Curriculum, be appointed to Supervising Vice Principal (100%) at Collège Sturgeon Heights Collegiate for a term position effective September 6, 2011 until June 29, 2012."  
CARRIED
- 08-26-11      MOVED: Trustee Cheryl Smukowich:  
"That Cheri Banks, currently in the Administrative Pool, be appointed to Teaching (50%) Vice Principal (50%) at Buchanan School for a term position effective September 6, 2011 until June 29, 2012."  
CARRIED
- 08-27-11      MOVED: Trustee Cheryl Smukowich:  
"That Leah Jones, currently in the Administrative Pool, be appointed to Teaching (50%) Vice Principal (50%) at Hedges Middle School effective September 6, 2011."  
CARRIED
- 08-28-11      MOVED: Trustee Cheryl Smukowich:  
"That Ryan Miller, currently in the Administrative Pool, be appointed to Teaching (50%) Vice Principal (50%) at Stevenson School effective September 6, 2011. "  
CARRIED
- 08-29-11      MOVED: Trustee Cheryl Smukowich:  
"That Samantha Amaral, currently in the Administrative Pool, be appointed to Teaching (50%) Vice Principal (50%) at Crestview School for an intern term position effective September 6, 2011 until June 29, 2012."  
CARRIED
- 08-30-11      MOVED: Trustee Cheryl Smukowich:  
"That Roné Boyko, currently on a intern term position as a Teaching (50%) Vice Principal (50%) at Assiniboine School be reappointed to this intern term position effective September 6, 2011 until June 29, 2012."  
CARRIED
- 08-31-11      MOVED: Trustee Cheryl Smukowich:  
"That Jim Tomes, be appointed as term Supervising Vice Principal at Collège Sturgeon Heights Collegiate effective May 2, 2011 until June 30, 2011."  
CARRIED

**ADJOURNMENT**

On motion of Trustee Craig McGregor, the regular board meeting adjourned at 9:45 p.m.

---

Bruce Chegus  
Chair of the Board

---

Ron Weston  
Chief Superintendent