

## **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, June 25, 2013

Meeting No. 12-13

**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  
Greg Mutter, Assistant Superintendent Personnel and Human Resources  
Carrol Harvey, Manager Personnel and Human Resources  
Mari-Jean Nachtigall, Senior Executive Assistant

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

Attendance - recorded above.

**ADOPTION OF MINUTES**

12-01-13      MOVED: Trustee Craig McGregor:  
"That the minutes of the regular Board Meeting of June 11, 2013 and the minutes of the Special Board Meeting of June 18, 2013 be adopted."

CARRIED

**HEARING OF DELEGATIONS**

No Delegations registered

**REPORT ON EDUCATION**

**École Bannatyne – Digital Learning**

A report was presented on student engagement and learning as well as enriching Oral French and French literacy programs in the kindergarten classrooms at École Bannatyne through the infusion of technology.

### **EDUCATION COMMITTEE**

Meeting held June 17, 2013 (Appendix A)

Committee Chair – Jennifer Lawson, Trustee

1. Attendance – for information
2. Approval of Agenda – noted
3. Policy Revisions

12-02-13

MOVED: Trustee Jennifer Lawson:

“That the following policies be approved:

- IJNDC Acceptable Student Use of Digital Technologies and Electronic Communication (revised)
- JRA – Pupil File (revised)

and further,

That the following new and revised regulations and exhibits be received as information:

- IJNDC-E-3 iPad School Use Guidelines (new)
- IJNDC-E-4 iPad Home Use Agreement (new)
- IJNDC-E-5 iPad Optional Caution Fee Form (new)
- IJNDBA-R Print and Digital Media Publication Protocol (revised)
- IJNDBA-E-2 Parent Media Release Form for Grade 6-12 Students - Student Acceptable Use Agreement (revised)
- IJNDC-R Acceptable Student Use of Digital Technologies and Electronic Communications (revised)
- JRA-R – Pupil Files (revised)
- JRA-E-3 Pupil Support file Transfer Record (revised)
- JRA-E-4 Pupil File Disposition Record (revised)”

CARRIED

4. Draft Senior Years’ Graduate Survey – October 2013

12-03-13

MOVED: Trustee Jennifer Lawson:

“That the DRAFT Senior Years’ Graduate Survey – October 2013 be received as information;

and further,

That Administration add a final question to the survey allowing the participant to have an opportunity to make any additional comments regarding most valued experiences and areas for improvement based on their experiences in the Division.”

CARRIED

- 12-04-13 5. Information Items  
 MOVED: Trustee Jennifer Lawson:  
 That the following items be received as information:
- Discussion with School Administration on Addressing Drug and Alcohol Issues
  - AFM Survey Results Summary - April 2013
  - Drop-Out Study Report 1989 – 2012
- CARRIED
- Concluded: Report of the Education Committee No. 10-13  
 FILED
- FINANCE/FACILITIES COMMITTEE**  
 Meeting held (No. 09-13 Appendix B)  
 Committee Chair – Scott Johnston, Trustee
1. Attendance – for information
  2. Approval of Agenda – noted
  3. PSFB Correspondence
- 12-05-13 MOVED: Trustee Scott Johnston:  
 “That the correspondence from PSFB on the Science Lab at St. James Collegiate, Science Lab at John Taylor Collegiate and Grooming Room at Brooklands School be received as information.”
- CARRIED
4. St. James Collegiate Track Update
- 12-06-13 MOVED: Trustee Scott Johnston:  
 “That the City of Winnipeg proposed terms and conditions for the St. James Collegiate Track project be approved;  
 and further,  
 That the St. James Collegiate Track be considered at a Special Board meeting on June 18, 2013.”
- CARRIED
- See Motion 11-01-13 (Special Board Meeting) for Board Action
5. Correspondence from Hon. Nancy Allan, Minister of Education
- 12-07-13 MOVED: Trustee Scott Johnston:  
 “That the correspondence from Hon. Nancy Allan, Minister of Education regarding capital commitments for École Assiniboine School, École Bannatyne School and École Robert Browning School related to the 20K3 Class Size initiative be received as information;  
 and further,  
 That in lieu of a letter requesting a meeting with the Hon. Nancy Allan, Minister of Education, as passed at the June 11, 2013 Board Meeting, that correspondence be sent requesting that School Divisions receive approval notification for 20K3 Class Size projects on a more timely basis in order to satisfy summer construction requirements.”
- CARRIED

Concluded: Report of the Finance/Facilities Committee No. 09-13

FILED

**PERSONNEL COMMITTEE**

Meeting held June 18, 2013 (No. 06-13 Appendix C)

Committee Chair – Cheryl Smukowich, Trustee

1. Attendance – for information
2. Approval of Agenda – noted
3. Extended Health Changes from MSBA  
 12-08-13 MOVED: Trustee Cheryl Smukowich  
 “That the Board authorize the signing of the Manitoba Public School Employees Dental and Extended Health Plan Letter of Agreement, the Auxiliary Agreement, and the Collateral Agreement as part of the Collective Agreement between the St. James-Assiniboia School division and the St. James-assiniboia Teachers’ Association to be effective September 2013; and further  
 That correspondence over the signature of the Chair be sent to MSBA expressing concern over the process that was used in approving changes to the Extended Health plan that affects salary grids contained within collective agreements that are approved by local school boards.”  
 CARRIED
4. Dental Plan Deficit Funding Agreement – Non-Teaching/Non-Union Staff  
 12-09-13 MOVED: Trustee Cheryl Smukowich  
 “That the Board authorize the signing of the Dental Plan Deficit Funding Agreement between the Board and the Board of Trustees of the Manitoba Public School Employees Dental Plan and Extended Health Plan to be effective October 1, 2013.”  
 CARRIED
5. Tutor Rates 2013-2014  
 12-10-13 MOVED: Trustee Cheryl Smukowich  
 “That the changes to the hourly rates for casual certified and non-certified tutors, effective July 1, 2013, be approved as recommended.”  
 CARRIED
6. Manitoba Teachers’ Society Request – Release Time for Vice President  
 12-11-13 MOVED: Trustee Cheryl Smukowich  
 “That the request from the General Secretary of The Manitoba Teachers’ Society for release time for Norm Gould to serve as the Provincial Executive Vice-President for the 2013-2014 and 2014—2015 school years be granted.”  
 CARRIED
7. Policy Revisions  
 12-12-13 MOVED: Trustee Craig Johnson:  
 “That the following regulations and exhibits be received as information:

- GDMB-R MANTE Staff Training Program
- GCNA-R Supervision for Growth
- GCNA-E-2 Evaluation Report – New teachers new to the division report No. 2
- GCNA-E-4 Evaluation Report – New experienced teachers
- GCNA-E-6 Evaluation Report - New teachers with one or more years in the division
- GCNB-R Evaluation of Administrators
- GCNB-E Administration Evaluation Report
- GCNC-R Evaluation Framework for Coordinators
- GCNC-E-1 Coordinator Evaluation Competencies Form”

CARRIED

Concluded: Report of the Personnel Committee No. 06-13

FILED

**REPORT OF THE CHIEF SUPERINTENDENT**

Ron Weston, Chief Superintendent  
Report 11-13 (Appendix D)

**FOR ACTION**

1. Chief Superintendent Evaluation Process

12-13-13 MOVED: Trustee Craig McGregor:

“That the Proposed Timeline for the Chief Superintendent Evaluation process be approved as presented:

- Distribution of evaluation forms to the Board of Trustees at the Board meeting of Tues., August 27, 2013
- Preliminary meeting with the Committee Of the Whole and Chief Superintendent to review 2013/14 goals and accomplishments Thurs., September 5, 2013  
5:30 p.m.
- Evaluation survey forms distributed at the August 27<sup>th</sup> Board meeting be returned to the Chair at the Board meeting of Tues., September 10, 2013
- Executive Committee Session of the Whole Board – draft evaluation presented by the Chair Wed., September 18, 2013  
5:30 p.m.
- Evaluation discussed with the Chief Superintendent and Board at the Committee of the Whole Thurs., October 3, 2013  
5:30 p.m.

CARRIED

## 2. Update for Strategic Plan

12-14-13 MOVED: Trustee Craig McGregor:  
 "That the Board discuss the process for updating the Strategic Plan at the August 27, 2013 school board meeting."

CARRIED

## 3. Manitoba Education – Kindergarten to Grade 8 Mathematics Curriculum Framework: 2013 Revisions

12-15-13 MOVED: Trustee Jennifer Lawson:  
 "That the Manitoba Education – Kindergarten to Grade 8 Mathematics Curriculum Framework: 2013 Revisions be referred to the Education Committee for review."

CARRIED

## 4. Manitoba Aboriginal Education Directorate - MEW

12-16-13 MOVED: Trustee Jennifer Lawson:  
 "That the Making Education Work (MEW) Outcomes Report from the Manitoba Aboriginal Education Directorate be referred to the Education Committee for review."

CARRIED

**FOR INFORMATION**

1. Board Actions and Referrals – for information
2. Department Head, Program Implementation Assistant (PIA) and
3. Teacher Designate Appointment
4. Manitoba School Improvement Program (MSIP) 2012-13 Final Report and Partnership Renewal for 2013-2014
5. Welcome to Kindergarten Information for Parents
6. Manitoba Healthy Living Seniors and Consumer Affairs – Active and Healthy Kids Canada Report Card/Becoming a Healthy School *in motion*
7. Manitoba Education – Celebrating Sustainability Month unconference
8. Manitoba Education Updates re: High School Social Studies Curriculum Renewal, Release of Technical-Vocational Education Overview, Release of Grade 9 to 12 Carpentry Curriculum Framework

12-17-13 MOVED: Trustee Ed Hume:  
 "That item 3, MSIP Final Report and Partnership Renewal, and item 5 Manitoba Healthy Living Active and Healthy Kids Canada Report Card/Becoming a Healthy School *in motion* be referred to the Education Committee for review."

CARRIED

CONCLUDED: Report of the Chief Superintendent No. 11-13

FILED

**REPORT OF THE SECRETARY-TREASURER**

Mike Friesen, Secretary-Treasurer  
Report 11-13 (Appendix E)

**FOR ACTION**

1. Public Schools Finance Board Correspondence

12-18-13

MOVED: Trustee Scott Johnston:

“That the following item be referred to the Finance/Facilities Committee for consideration:

- a) PSFB authorization to proceed with the boiler replacement at Robert Browning School”

CARRIED

**INFORMATION**

1. Cheque Registers:  
June 11, 2013, June 14 (US Bank), June 17, 2013
2. Permit Report – June 20, 2013
3. Fund Raising Reports – Ness Middle School

CONCLUDED: Report of the Secretary-Treasurer No. 11-13

FILED

**CORRESPONDENCE**

**For Action - Nil**

**For Information**

1. Manitoba School Boards Association (MSBA):
  - a) Joe Trubyk, Labour Relations Consultant, re: Dental/Extended Health Trust Committee - Information update
  - b) MSBA e-bulletin June 19, 2013
2. Mark Sefton, Chair, Brandon School Division, copy of letter in response to MSBA correspondence re: the extended health benefits plan
3. Sam Berg, Chair, Garden Valley School Division, copy of correspondence to the MSBA President re: the extended health benefits plan
4. Loreley Fehr, Chair, Pine Creek School Division, copy of correspondence sent to MSBA President re: the extended health benefits plan

5. Garry Draper, Chair, Fort La Bosse School Division, copy of correspondence sent to MSBA President re: re: the extended health benefits plan
6. Garth Nichol, Chair, Turtle Mountain School Division, copy of correspondence sent to MSBA President re: re: the extended health benefits plan
7. Manitoba News Release "Major Investment in Smaller Class Sizes" June 19, 2013

**INFORMATION CORRESPONDENCE**

FILED

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

**Second Reading – Organizational By-Law 239-13**

- 12-19-13 MOVED: Trustee Craig McGregor:  
"That By-Law 239-13, a By-Law to regulate the proceedings of the Board of Trustees of the St. James-Assiniboia School Division and the Committees thereof, be given second reading."

CARRIED

**Third/Final Reading – Organizational By-Law 239-13**

- 12-20-13 MOVED: Trustee Craig McGregor:  
"That By-Law 239-13, a By-Law to regulate the proceedings of the Board of Trustees of the St. James-Assiniboia School Division and the Committees thereof, be given third/final reading."

CARRIED

**First Reading - By-Law 241-13 Religious Instruction Strathmillan School**

- 12-21-13 MOVED: Trustee Craig McGregor:  
"That By-Law 241-13, a by-law to allow for religious instruction at Strathmillan School, be given first reading."

CARRIED

**QUESTIONS FROM THE PUBLIC**

There were no questions from the public.

**NEW BUSINESS**

**MANTE Negotiations**

- 12-22-13 MOVED: Trustee Cheryl Smukowich:  
"That the proposed dates for MANTE negotiations be approved as presented."

CARRIED

**RECESS TO COMMITTEE OF THE WHOLE IN CAMERA – 9:00 p.m.**

12-23-13 MOVED: Trustee Craig McGregor:

“That the Board recess to Committee of the Whole In Camera.”

CARRIED

**RETURN TO REGULAR BOARD MEETING – PUBLIC SESSION – 9:40 p.m.**

There were no actions arising from Committee of the Whole in Camera.

**ADJOURNMENT**

On motion of Trustee Craig McGregor, the regular board meeting adjourned at 9:40 p.m.

Bruce Chegus  
Chair of the Board

Ron Weston  
Chief Superintendent