

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 26, 2012

Meeting No. 11-12

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, Assistant Secretary-Treasurer
Brett Lough, Assistant Superintendent Administration, Planning and Research
Greg Mutter, Assistant Superintendent Personnel and Human Resources
Carrie Melville, Assistant Secretary-Treasurer
Mari-Jean Nachtigall, Senior Executive Assistant

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

Attendance - recorded above.

ADOPTION OF MINUTES

11-01-12 MOVED: Trustee Craig McGregor:
"That the minutes of the Board Meeting of June 12, 2012 be adopted."

CARRIED

REPORT ON EDUCATION

Strathmillan School – Woof Woof Wednesdays

Report on pilot literacy program for students involving interacting with dogs.

HEARING OF DELEGATIONS

There were no delegations scheduled.

COMMITTEE REPORTS

EDUCATION COMMITTEE

Meeting held June 18, 2012 (No. 10-12 Appendix A)

Committee Chair: Jennifer Lawson

1. Call to Order/Attendance – noted
2. Approval of Agenda – noted
3. Assessment Discussion

11-02-12 MOVED: Trustee Jennifer Lawson:
“That the Assessment Discussion be received as information; and further,
That Administration continue to work with divisional staff to profile, across the
division, assessment and evaluation information and initiatives; and further,
That information pertaining to assessment and evaluation research and practices
be shared, as appropriate, with the community.”

CARRIED

4. Policy Revisions

11-03-12 MOVED: Trustee Jennifer Lawson:
“That new policy JKD Suspension of Students and revised policy IJOA Field trips
be approved; and further,
That the revised regulations JGD-R Student Suspension and IJOA-R Field Trips
be received as information.”

CARRIED

5. Information Items

11-04-12 MOVED: Trustee Jennifer Lawson:
“That the following items be received as information:

- Canada-Wide Science Fair Student Presentations with Jason Braun, Science Fair Committee Chair
- Overview of AFM Services for the 2012-2013 School Year
- Newcomer Youth Educational Support Services Coalition”

CARRIED

Concluded: Report of the Education Committee

FILED

PERSONNEL COMMITTEE

Meeting held June 19, 2012 (No. 06-12 Appendix B)

Committee Chair: Cheryl Smukowich, Trustee

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

3. Excluded Group 2 Compensation and Benefits

11-05-12

MOVED: Trustee Cheryl Smukowich:

"That the request for compensation and benefit improvements for Excluded Group 2, Trades and Technical Support Staff, be referred to the In-Camera Committee of the Whole session at the Board meeting of June 26, 2012 for consideration and approval."

CARRIED

4. Coordinator Assignments 2012-2013

11-06-12

MOVED: Trustee Cheryl Smukowich:

"That the Coordinator Assignments for the 2012-2013 School year be approved as listed below:

COORDINATOR	AREA	
Desiree Narvey	Student Services	100%
Potoula Locken	Student Services	100%
Eric Marshall	Arts	100%
Derek Bramadat	Physical Education	100%
Jenness Moffatt	Curriculum	50%
Linda Romeo	Curriculum	100%
Julie Cordova	Assessment and Evaluation	50%
	Instruction	50%
Dianne Soltess	Instruction	50%
	Curriculum	50%
Andy McKiel	Curriculum (IT Focus)	100%
Darren Kuropatwa	Curriculum (IT Focus)	100%
Joan Badger	Curriculum (IT Focus)	100%
Total Coordinator Positions		10.5

CARRIED

5. Request for Leave

11-07-12

MOVED: Trustee Cheryl Smukowich:

"That the request for leave from Employee No. 15262 be approved."

CARRIED

6. 2012 Staff Survey (Draft)

11-08-12 MOVED: Trustee Cheryl Smukowich:
 "That the 2012 Staff Survey be approved."
CARRIED

7. Casual Rates

11-09-12 MOVED: Trustee Cheryl Smukowich:
 "That the changes to the hourly rates for casual maintenance and casual non-teaching staff, effective July 1, 2012 be approved as recommended."
CARRIED

8. Policy Review

11-10-12 MOVED: Trustee Cheryl Smukowich:
 "That the following policy changes be approved:
 • GBG-1 Work Alone Policy
 • GDGB Arrangements for Support Staff Substitutes
 and further,
 That the following regulations and exhibits be received as information:
 • EBB-E3 Serious Incidents or Aggressive Behaviour Report (revised)
 • EBB-R Safe Work Procedures (archived)
 • EBB-R Violence Prevention (new)
 • GDMB-R M.A.N.T.E. Staff Training Program (revised)
CARRIED

9. Job Description AP3-26

11-11-12 MOVED: Trustee Cheryl Smukowich:
 "That the revisions to Job Description AP3-26, Assistant Accounts Payable Clerk, be approved."
CARRIED

Concluded: Report of the Personnel Committee
FILED

REPORT OF THE CHIEF SUPERINTENDENT

Ron Weston, Chief Superintendent
Report 11-12 (Appendix C)

FOR ACTION

11-12-12 1. Privacy and Access Policy
 MOVED: Trustee Cheryl Smukowich:
 "That Policy GBJA – Access and Privacy in St. James-Assiniboia School Division, and exhibits GBJA-E-1 and BC-E-1 be referred to the Personnel Committee for consideration."
CARRIED

2. Policy EHB Records Management and Retention

- 11-13-12 MOVED: Trustee Craig Johnson:
"That the Board approve revised Policy EHB – Records Management and Retention."
CARRIED
- 11-14-12 3. Division Annual Student Attendance Report
MOVED: Trustee Jennifer Lawson:
"That the 2010/2011 Division Annual Student Attendance report be shared with the Education Committee for review."
CARRIED
- 11-15-12 4. ME – Kindergarten to Grade 3 (20K3) Class Size Initiative Update
MOVED: Trustee Cheryl Smukowich:
"That the Manitoba Education – Kindergarten to Grade 3 (20K3) Class Size Initiative Update be referred to the Personnel Committee for review."
CARRIED
- 11-16-12 5. Extended Field Trip Proposal – Collège Sturgeon Heights Collegiate
MOVED: Trustee Craig McGregor:
"That the Board approve the extended field trip proposal from Collège Sturgeon Heights Collegiate for the Grade 9 students to travel to Washington, D.C. to participate in the Asper Foundation Human Rights and Holocaust Studies Program in April/May 2013; with the understanding that the Superintendent will 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."
CARRIED
- 11-17-12 6. Extended Field Trip Proposal – St. James Collegiate
MOVED: Trustee Sandy Lethbridge:
"That the Board approve the extended field trip proposal from St. James Collegiate for the Grade 9 students to travel to Washington, D.C. to participate in the Asper Foundation Human Rights and Holocaust Studies Program in April/May 2013; with the understanding that the Superintendent will 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."
CARRIED
- 11-18-12 7. Free the Children Partnership Agreement
MOVED: Trustee Craig McGregor:
"That the Board approve the Free the Children Partnership Agreement between the St. James-Assiniboia School Division and Free The Children for a three year period at level 3 participation."
CARRIED

FOR INFORMATION

1. Board Actions and Referrals
2. Intensive Newcomer Support (INS) Project Report
3. Middle and Senior Years Safe School Committee Activities
4. Innovative Grants Approved for 2012/13
5. EDI On The Go...
6. Good News – Letter of Thanks to True North Foundation and Buchanan School principal and staff
7. Manitoba Conservation – Water Safety for Students

11-19-12

MOVED: Trustee Ed Hume:

“That the Middle and Senior Years Safe School Committee Activities be referred to the Education Committee for consideration.”

CARRIED

CONCLUDED: Report of the Superintendent No. 11-12

FILED

REPORT OF THE SECRETARY-TREASURER

Mike Friesen, Secretary-Treasurer
Report 11-12 (Appendix D)

INFORMATION

1. Cheque Registers – June 11, June 12 (US Bank), June 19, 2012
2. Permit Report – June 21, 2012
3. Fund Raising Report – John Taylor Collegiate, Lakewood School, Strathmillan School

CONCLUDED: Report of the Secretary-Treasurer No. 11-12

FILED

CORRESPONDENCE**For Information**

1. Manitoba School Boards Association (MSBA):
 - a) E-news June 20, 2012

INFORMATION CORRESPONDENCE

FILED

UNFINISHED BUSINESS/BUSINESS ARISING FROM THE MEETING

1. **First Reading - By-Law 230-12**

11-20-12

MOVED: Trustee Craig McGregor:

“That First Reading of By-Law 230-12, a By-Law to amend the Organizational By-Law, be given.”

CARRIED

2. First Reading - By-Law 231-12

11-21-12 MOVED: Trustee Craig McGregor:

“That First reading of By-Law 231-12, a By-Law to amend the Trustee Indemnity By-Law, be given.”

CARRIED

QUESTIONS FROM THE PUBLIC

There were no questions from the public.

NEW BUSINESS

1. Notice of Motion – By-Law 232-12 – Religious Instruction at École Robert Browning – 2012-13 School Year

11-22-12 Trustee Craig McGregor gave notice:

That First Reading of By-Law 232-12 – to allow for Religious Instruction at École Robert Browning shall be given at the August 28, 2012 school board meeting.

2. Notice of Motion – By-Law 233-12 – Religious Instruction at Linwood School – 2012-13 School Year

11-23-12 Trustee Craig McGregor gave notice:

That First Reading of By-Law 232-12 – to allow for Religious Instruction at Linwood School shall be given at the August 28, 2012 school board meeting.

RECESS TO COMMITTEE OF THE WHOLE IN CAMERA – 8:36 p.m.

11-24-12 MOVED: Trustee Craig McGregor:

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

CARRIED

REPORT OF COMMITTEE OF THE WHOLE IN CAMERA – 9:07 p.m.

11-25-12 MOVED: Trustee Cheryl Smukowich:

“That Group #2 Excluded Trades and Technical Support Staff wage increase and benefit adjustments as discussed in Committee of the Whole in camera be approved effective July 1, 2012.”

CARRIED

École Golden Gate Middle School

11-26-12

MOVED: Trustee Scott Johnston:

“That the Board approve the request from École Golden Gate Middle School to levy an annual flat rate fee in lieu of fundraising activities.”

CARRIED

ADJOURNMENT

On motion of Trustee Scott Johnston, the regular board meeting adjourned at 9:09 p.m.

Bruce Chegus
Chair of the Board

Ron Weston
Chief Superintendent