

**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, March 24, 2015

---

**Meeting No. 06-15**

**PRESENT:**

Chair: Craig McGregor  
Vice Chair Cheryl Smukowich

Trustees: Bruce Chegus  
Ed Hume  
Craig Johnson  
Scott Johnston  
Jennifer Lawson  
Sandy Lethbridge  
John Mulligan

Ron Weston, Chief Superintendent  
Mike Friesen, Secretary-Treasurer  
Tanis Pshebniski, Assistant Superintendent, Education and Program  
Paul Deacon, Assistant Manager, Facilities and Maintenance  
Kazia Paradis, Senior Executive Assistant

**CALL TO ORDER IN CAMERA BOARD MEETING – FIRST SESSION**

---

The Committee of the Whole in Camera was called to order at 7:10 p.m.

**CALL TO ORDER REGULAR BOARD MEETING / ATTENDANCE**

---

The Regular Board Meeting was called to order at 7:30 p.m. Attendance - recorded above.

**ADOPTION OF MINUTES**

---

**06-01-15      MOVED: Trustee Craig Johnson:**

“That the minutes of the Board Meeting of March 10, 2015 be adopted.”

CARRIED

## REPORT ON EDUCATION

---

### Collège Sturgeon Heights Collegiate – Electrical / Electronics / Robotics and Related Wiring Technologies

Presented by: Gary Yakimoski, Teacher and Students – Jake McComb and Noah Gunderson

A report was presented on the Electrical / Electronics / Robotics and Related Wiring Technologies program at Collège Sturgeon Heights Collegiate. Students gain essential skills specific to the electrical trade and demonstrate their talent at Skills Canada, Manitoba Robot Games, Divisional and Canada Wide Science Fairs as well as the ability to continue into Apprenticeship programs after graduation. Students in grade 9 through 12 are enrolled in the program with an average of 180 students per school year.

## COMMITTEE REPORTS

---

### EDUCATION COMMITTEE

Meeting held March 16, 2015 (Appendix A)

Committee Chair – Jennifer Lawson, Trustee

1. Attendance – for information
2. Approval of Agenda – noted
3. Community Survey 2014 Motion 05-13-15

**06-02-15** **MOVED: Trustee Jennifer Lawson:**

“That the Community Survey 2014 be referred to administration for redesign with more focused opportunities, and further;  
That the discussion regarding the redesign take place at a future strategic planning session.”

CARRIED

4. Collège Sturgeon Heights Collegiate Chocolate Fundraiser Motion 05-16-15

**06-03-15** **MOVED: Trustee Jennifer Lawson:**

“That the Nutrition Policy CGE be referred to the Education Committee pending further information from Administration.”

CARRIED

5. Handheld Electronic Device use in Schools Motion 05-17-15

**06-04-15** **MOVED: Trustee Jennifer Lawson:**

“That Administration provide follow-up information to the Education Committee on the use of digital devices during non-instructional school time.”

CARRIED

- 06-05-15** 6. IBM April Focus Group Motion 05-18-15  
**MOVED: Trustee Jennifer Lawson:**
- “That the IBM Parent Focus Group questions be revised as per Committee recommendations.”
- CARRIED
- 06-06-15** 7. Information Items  
**MOVED: Trustee Jennifer Lawson:**
- “That the following items be received as information:
- Organizational By-Law
  - Grades 9-12 Dance, Drama, Music and Visual Arts Curricula Update”
- CARRIED
- CONCLUDED: Report of the Education Committee No. 06-15
- FILED
- PERSONNEL COMMITTEE**  
Meeting held March 17, 2015 (Appendix B)  
Committee Chair – Sandy Lethbridge, Trustee
1. Attendance – for information  
2. Approval of Agenda – noted
- 06-07-15** 3. Clarification on Agenda Information  
**MOVED: Trustee Sandy Lethbridge:**
- “That all Personnel Committee agenda items in the future have, at a minimum, a short description attached of the matter to be discussed.”
- CARRIED
- 06-08-15** 4. Confidential Personnel Matter  
**MOVED: Trustee Sandy Lethbridge:**
- “That the employee’s request for accommodation be approved.”
- CARRIED
- 06-09-15** 5. Job Descriptions  
**MOVED: Trustee Sandy Lethbridge:**
- “That job description AP2-26, Occupational Therapist, be approved; and further,  
That job description AP2-12, Physiotherapist, be revised as presented.”
- CARRIED

- 
- 06-10-15      6.      Administrative Staffing  
**MOVED: Trustee Sandy Lethbridge:**
- “That Trustees Lethbridge and Hume be appointed to the selection committee for the Assiniboine administrative vacancy with interviews to occur during the day on April 13, 2015.”
- CARRIED
- 06-11-15      7.      Field Trip Request  
**MOVED: Trustee Sandy Lethbridge:**
- “That Administration seek further information with respect to this request and that this item be deferred to the next regularly scheduled meeting.”
- CARRIED
- 06-12-15      8.      CUPE Notice of Intent to Bargain  
**MOVED: Trustee Sandy Lethbridge:**
- “That the correspondence shared be received as information.”
- CARRIED
- 06-13-15      9.      MSBA Confidential Collective Bargaining Updates  
**MOVED: Trustee Sandy Lethbridge:**
- “That the correspondence shared be received as information.”
- CARRIED
- 06-14-15      10.     MSBA Convention 2015 – Resolutions Package  
**MOVED: Trustee Sandy Lethbridge:**
- “That the correspondence shared be received as information.”
- CARRIED
- 06-15-15      11.     Community Survey  
**MOVED: Trustee Sandy Lethbridge:**
- “That the 2014 Community Survey results shared be received as information.”
- CARRIED
- 06-16-15      12.     Annual Re-Affirmation of the Organizational By-Law  
**MOVED: Trustee Sandy Lethbridge:**
- “That the annual Organizational By-Law be reaffirmed.”
- CARRIED

- 06-17-15 13. Employee Status Update  
**MOVED: Trustee Sandy Lethbridge:**

“That the update shared be received as information.”

CARRIED

CONCLUDED: Report of the Personnel Committee No. 02-15

FILED

## **REPORT OF THE CHIEF SUPERINTENDENT**

---

Ron Weston, Chief Superintendent  
Report 06-15 (Appendix C)

### **FOR ACTION**

- 06-18-15 1. Manitoba Education – Task Force on Special Needs Funding  
**MOVED: Trustee Jennifer Lawson:**

“That the Manitoba Education Task Force on Special Needs funding be referred to the Education Committee for review.”

CARRIED

- 06-19-15 2. Disabilities Issues Office – Public Sector Compliance with The Accessibility for Manitobans Act (AMA)  
**MOVED: Trustee Scott Johnston:**

“That the Disabilities Issues Office – Public Sector Compliance with The Accessibility for Manitobans Act (AMA) be referred to the Finance/Facilities Committee for review.”

CARRIED

### **FOR INFORMATION**

- 06-20-15 1. Board Actions and Referrals  
2. Update – Divisional Concours d’art oratoire  
3. Manitoba’s Celebration of Excellence in Teaching – Minister’s Award  
**MOVED: Trustee Craig Johnson:**

“That the Board prepares a letter, over signature of the Board Chair, offering congratulations to Teacher at Stevenson-Britannia for being selected as the recipient of the Manitoba’s Celebration of Excellence in Teaching – 2014/15 Minister’s Awards.”

CARRIED

4. Thank you George Waters Middle School
5. International Piano and Strings Competition 2015

**06-21-15** **MOVED: Trustee Ed Hume:**

“That the Board prepares a letter, over signature of the Board Chair, offering congratulations to Student from Collège Sturgeon Heights Collegiate who won first place in his age group at the International Piano and Strings Competition.”

CARRIED

CONCLUDED: Report of the Superintendent No. 06-15

FILED

### **REPORT OF THE SECRETARY-TREASURER**

---

Mike Friesen, Secretary-Treasurer  
Report 06-15 (Appendix D)

#### **FOR ACTION**

**06-22-15** 1. Borrowing By-Law 256-15  
**MOVED: Trustee Cheryl Smukowich:**

“That Notice regarding Borrowing By-Law 256-15, a By-Law to borrow monies to meet current expenses be given first reading at the Board Meeting of April 14, 2015.”

CARRIED

**06-23-15** 2. PSFB Correspondence re: authorization to tender the Steam Heating System Replacement at Golden Gate Middle School.  
3. Financial statement for the period ending February 28, 2015  
**MOVED: Trustee Scott Johnston:**

“That item #2 and #3 be referred to the Finance/Facilities Committee.”

CARRIED

#### **FOR INFORMATION**

1. Cheque Registers
  - a) March 10, 2015 10, 2015 (INP Payroll Clearing)
  - b) March 11, 2015
  - c) March 17, 2015
2. Permit Report – March 19, 2015
3. Fund Raising Report - Collège Sturgeon Heights Collegiate

CONCLUDED: Report of the Secretary-Treasurer No. 06-15

FILED

## CORRESPONDENCE

---

### Action Correspondence

1. Email from Arctic Youth Ambassador re: Potential Partnership with Global Vision  
**06-24-15** **MOVED: Trustee Scott Johnston:**

“That the Email from Arctic Youth Ambassador re: Potential Partnership with Global Vision be referred to the Finance/Facilities Committee for review.”

CARRIED

2. G. Coupland, Director, Labour Relations, MSBA, letter re: Protecting Canadians from Online Crime Act  
**06-25-15** **MOVED: Trustee Jennifer Lawson:**

“That the letter from G. Coupland, Director, Labour Relations, MSBA, re: Protecting Canadians from Online Crime Act be referred to the Education Committee for review.”

CARRIED

3. Email from Parent re: Efforts Worth Acknowledgment  
**06-26-15** **MOVED: Trustee Craig Johnson:**  
 “That the Board prepares a letter, over signature of the Board Chair, to the Principal of Strathmillan Elementary School in recognition of the positive feedback received from the Parent.”

CARRIED

### Information Correspondence

1. Manitoba School Boards Association:
  - a) Evergreen School Division – Announcement of Appointment of Superintendent and CEO
  - b) Employment Opportunity - Brandon School Division– Asst. Superintendent of Schools
  - c) ALL Aboard Winter 2015 Newsletter
  - d) E-Bulletin – March 11, 2015
  - e) MERN Spring 2015 Forum – Call for Presentations
2. Honourable P. Bjornson, Minister of Education and Advanced Learning re: Student Achievement Support Unit
3. Louis Riel School Division – Budget Media Release
4. Pembina Trails School Division – Budget Media Release
5. Westwood Collegiate – Invitation to “For the Love of the Arts” – April 13, 2015

CONCLUDED – Information Correspondence

FILED

---

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

---

There were no items of Unfinished Business/Business Arising.

---

**QUESTIONS FROM THE PUBLIC**

---

There were no questions from the public.

---

**NEW BUSINESS**

---

There were no New Business items.

---

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

---

**06-27-15    MOVED: Trustee Craig Johnson:**

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

CARRIED

---

**REPORT OF COMMITTEE OF THE WHOLE IN CAMERA – TIME 9:52 p.m.**

---

**06-28-15    MOVED: Trustee Craig Johnson:**

“That the position of Assistant Superintendent, Education and Program be advertised internally, with the closing date of April 7, 2015; and the appointment to be effective August 1, 2015;

And further;

That the Selection Committee consist of the entire Board and the Chief Superintendent.”

CARRIED

---

**ADJOURNMENT**

---

On motion of Trustee Craig Johnson, the regular board meeting adjourned at 9:55 p.m.

Craig McGregor  
Chair of the Board

Ron Weston  
Chief Superintendent