

## **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 25, 2014

Meeting No. 06-14

### **PRESENT:**

Chair: Craig McGregor  
Vice Chair: Cheryl Smukowich

Trustees: Bruce Chegus  
Ed Hume  
Craig Johnson  
Scott Johnston  
Jennifer Lawson  
Sandy Lethbridge  
Bryan Metcalfe (arr. 7:50 p.m.)

Ron Weston, Chief Superintendent  
Mike Friesen, Assistant Secretary-Treasurer  
Greg Mutter, Assistant Superintendent Personnel and Human Resources  
Brent Lough, Assistant Superintendent Administration, Planning and Research  
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**

06-01-14 MOVED: Trustee Craig Johnson:  
"That the minutes of the Board Meeting of March 11, 2014 be adopted."

CARRIED

### **REPORT ON EDUCATION**

#### **Voyageur School- We Act Program**

Sandra Lazar, Principal, with teachers Susan Atcheson and Terri Grant and students reported on the school's activities using the We Act Program. This program serves to create a generation of active global citizens who care and contribute to their communities both locally and globally.

**HEARING OF DELEGATIONS**

No Delegations registered

**COMMITTEE REPORTS**

**EDUCATION COMMITTEE**

Meeting held March 17, 2014 No. 07-14 (Appendix A)

Committee Chair – Sandra Lethbridge, Trustee

1. Attendance – for information
2. Approval of Agenda – noted
  
3. Annual Re-Affirmation of the Organizational By-law 238-13

06-02-14 MOVED: Trustee Sandy Lethbridge:

“That the Annual Re-Affirmation of the Organizational By-Law be received as information.”

CARRIED

4. Future Presentations:  
For Information
  
5. MSBA Highlights, Trustee Hume  
For Information
  
6. Information Items

06-03-14 MOVED: Trustee Sandy Lethbridge:

“That the following items be received as information:

- o IJOA-E-15 Out of Country Field Trip Procedures Checklist
- o Early Childhood Development Committee
- o Me to We 2013/2014 Mid-Year Partnership Report
- o Canadian Education Association (CEA)

CARRIED

CONCLUDED: Report of the Education Committee No. 07-14

FILED

**PERSONNEL COMMITTEE**

Meeting held March 18, 2014 No. 02-14 (Appendix B)

Committee Chair – Jennifer Lawson, Trustee

1. Attendance – for information
  
2. Approval of Agenda – noted

## 3. Division Time Loss Summary 2012-2013

06-04-14 MOVED: Trustee Jennifer Lawson:  
"That the summary report of Division Time Loss for the 2012-2013 school year be received as information."

CARRIED

**Record of Negative Vote**

Trustee Ed Hume requested that his negative vote be recorded.

## 4. Legal/Arbitration Updates

06-05-14 MOVED: Trustee Jennifer Lawson:  
"That the update regarding legal issues be received as information."

CARRIED

## 5. MANTE Negotiations Update

06-06-14 MOVED: Trustee Jennifer Lawson:  
"That the Update regarding the status of MANTE negotiations be received as information."

CARRIED

## 6. Confidential Personnel Matter

06-07-14 MOVED: Trustee Jennifer Lawson:  
"That the information in document #651903 be referred to the in-camera Committee of the Whole session at the Board meeting of March 25, 2014 for consideration."

CARRIED

## 7. Summer Student Rates 2014

06-08-14 MOVED: Trustee Jennifer Lawson:  
"That the proposed 2% increase to the summer student hourly rates effective May 1, 2014 be approved."

CARRIED

## 8. Policy Revisions

06-09-14 MOVED: Trustee Jennifer Lawson:  
"That revisions to Job Description AP1-23, Director of Information Technology, be approved,  
And further;  
That revisions to Policy GCBBA Excluded Staff Compensation and Benefits be approved as amended."

CARRIED

9. Annual Reaffirmation of Organizational by-Law 239-13
- 06-10-14 MOVED: Trustee Jennifer Lawson:  
"That the current Organizational By-Law 239-13 be received as information."  
CARRIED
10. Letter of Agreement – MTS Collective Agreement re: Dental/Health Plan
- 06-11-14 MOVED: Trustee Jennifer Lawson:  
"That the Division signing officers be authorized to sign the Letter of Agreement as part of the collective agreement between the St. James-Assiniboia School Division and the St. James-Assiniboia Teachers' Association regarding the changes to Dental Insurance, Article 10.04(b), effective September 1, 2014."  
CARRIED
11. Request – St. James-Assiniboia Teachers' Association
- 06-12-14 MOVED: Trustee Jennifer Lawson:  
"That the Division signing officers be authorized to sign the Letter of Agreement as part of the collective agreement between the St. James-Assiniboia School Division and the St. James-Assiniboia Teachers' Association regarding changes to Article 5.04(c) and Article 5.04(g) Local Association President's Secondment effective September 1, 2014."  
CARRIED
12. 20K3 Update
- 06-13-14 MOVED: Trustee Jennifer Lawson:  
"That the letter dated February 7, 2014 from Manitoba Education and Advanced Learning regarding the 20K3 class size initiative funding for 2014-2015 be received as information; and further,  
That the letter from Manitoba Education and Advanced Learning be referred to the Finance/Facilities Committee for discussion regarding the underfunding of the 20K3 initiative."  
CARRIED
13. MTS Bargaining
- 06-14-14 MOVED: Trustee Jennifer Lawson:  
"That the administration pursue the possibility of commencing negotiations with the St. James-Assiniboia Teachers' Association prior to the end of June and advise the Board at a later date."  
CARRIED
14. Administrative Appointment Recommendation
- 06-15-14 MOVED: Trustee Jennifer Lawson:  
"That the Senior Administration recommendation for a school-based administrative appointment be referred to the in-camera Committee of the Whole session at the Board meeting of March 25, 2014 for consideration and final approval."  
CARRIED

CONCLUDED: Report of the Personnel Committee No. 02-14

FILED

**RETIREMENT PLAN COMMITTEE**

Meeting held March 13, 2014 No. 02-14 (Appendix C)  
Committee Chair – Bruce Chegus, Trustee

Trustee Chegus reviewed the minutes of the Retirement Plan Committee for Trustees' information.

06-16-14

MOVED: Trustee Bruce Chegus:  
"That the Report of the Retirement Plan Committee be received as information."

CARRIED

**REPORT OF THE CHIEF SUPERINTENDENT**

Ron Weston, Chief Superintendent  
Report 06-14 (Appendix C)

**FOR ACTION**

1. St. James Regional Heritage Fair – May 8, 2014

Craig McGregor, Board Chair, will represent the Board at the Heritage Fair.

2. Graduation and Celebrations of Learning 2014

For Information

3. Consultation with Parent Organizations – Administrative Staffing

06-17-14

MOVED: Trustee Jennifer Lawson:  
"That the Consultation with Parent Organization – Administrative Staffing be referred to the Personnel Committee as information."

CARRIED

4. Project SEARCH

06-18-14

MOVED: Trustee Sandy Lethbridge:  
"That Project Search be referred to the Education Committee for information."

CARRIED

**FOR INFORMATION**

1. Board Actions and Referrals
2. Concours d'art oratoire 2014
3. Manitoba Association of School Superintendents (MASS)
  - a. Essential Learning – Position Statement
  - b. School Mathematics Education: What is the Point?

4. P.O.P. Goes the Arts!
5. Day of Pink Celebration – Lincoln Middle School

CONCLUDED: Report of the Superintendent No. 06-14

FILED

### REPORT OF THE SECRETARY-TREASURER

Mike Friesen, Secretary-Treasurer  
Report 06-14 (Appendix D)

### FOR ACTION

#### 1. Borrowing By-law 248-14

06-19-14 Trustee Cheryl Smukowich gave notice:  
“That Notice regarding Borrowing By-Law 2448-14, a By-Law to borrow monies to meet current expenses be given first reading at the Board Meeting of April 8, 2014.”

2. Request for Financial Support
3. PSFB Correspondence re: Project Support Letter dated March 12, 2014 re: École Bannatyne Smaller Class Size Initiative Renovations
4. Financial Statement – February 28, 2014

06-20-14 MOVED: Trustee Scott Johnston:  
“That items 2, 3 & 4 (above) be referred to the Finance/Facilities Committee.”

CARRIED

### FOR INFORMATION

1. Cheque Registers:
  - a) March 7, 2014 (US Bank)
  - b) March 11, 2014 (INP Payroll Clearing)
  - c) March 11, 2014
  - d) March 17, 2014 (INP Payroll Clearing)
  - e) March 18, 2014
  - f) March 5, 2014
2. Permit Report – March 20, 2014

CONCLUDED: Report of the Secretary-Treasurer No. 05-14

FILED

### CORRESPONDENCE

#### For Action

1. Ray Desautels, President, St. James-Assiniboia Teachers' Association, re: notice of intention to renew or amend the current collective agreement

06-21-14

MOVED: Trustee Jennifer Lawson:

"That the correspondence from Ray Desautels, President, St. James-Assiniboia Teachers' Association, re: notice of intention to renew or amend the current collective agreement be referred to the Personnel Committee."

CARRIED

**For Information**

1. Manitoba School Boards Association (MSBA):
  - a. Letter to Brandon School Division from Floyd Martens, MSBA President, re: composition of ad hoc committee to explore the services and funding structure
  - b. E-Bulletin March 19, 2014
  - c. 2014 National Aboriginal Trustees Gathering - July 2-3, Niagara Falls, Ontario
2. School Programs Division, Manitoba Education and Advanced Learning, regarding new My Child in School website  
<http://www.edu.mb.ca/k12/mychild/index.html>
3. MERN Winter Newsletter "Connecting Research to Community" re: coming events
4. Interlake School Division Board of Trustees announcement re: the appointment of Wayne Davies to the position of Assistant Superintendent
5. 2014 Summit Children and Youth Mental Health Program Outline, April 3-4, 2014, Toronto, Ontario
6. Edwin Guenther, Board Chair, Garden Valley School Division, letter to MSBA re: Pension Plan for Non-Teaching Employees of Public Schools Boards in Manitoba
7. Jim Murray, Vice Chair Brandon School Division, complimentary letter re: staff and students from Collège Sturgeon Heights Collegiate and St. James Collegiate and their field trip to the International Beauty Show in New York City March 9-11, 2014
8. Letter of appreciation from a parent, complimenting a Division teacher

06-22-14

MOVED: Trustee Cheryl Smukowich:

"That the Board send letters over the signature of the Board Chair to congratulate the staff members mentioned in correspondence items 7 and 8 (above)."

CARRIED

**UNFINISHED BUSINESS**

**Second Reading By-Law 247-14**

06-23-14      MOVED: Trustee Cheryl Smukowich:  
"That the Board give second reading of Debenture By-Law 247-14, a By-Law to allow for the borrowing of the sum of \$33,100.00 and issuing debentures for the purpose of projects at Lincoln Middle School."

CARRIED

**Third/Final Reading By-Law 246-14**

06-24-14      MOVED: Trustee Cheryl Smukowich:  
"That the Board give third/final reading of Debenture By-Law 247-14, a By-Law to allow for the borrowing of the sum of \$33,100.00 and issuing debentures for the purpose of projects at Lincoln Middle School."

CARRIED

**QUESTIONS FROM THE PUBLIC**

There were no questions from the public.

**NEW BUSINESS**

**Congratulations – Trustee Cheryl Smukowich**

06-25-14      MOVED: Trustee Scott Johnston:  
"That the Board extend congratulations to Trustee Cheryl Smukowich on her election to the Executive of the Manitoba School Boards Association as Director Region 5."

CARRIED

**RECESS TO COMMITTEE OF THE WHOLE IN CAMERA – 8:20 p.m.**

06-26-14      MOVED: Trustee Craig Johnson:  
"That the Board recess to Committee of the Whole in Camera."

CARRIED

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

**Administrative Staffing Appointment**

06-27-14      MOVED: Trustee Jennifer Lawson:  
"That Mr. Manuel Gomes be appointed as the Teaching Vice Principal to École Robert Browning effective September 2, 2014."

CARRIED

**Personnel Matter**

06-28-14 MOVED: Trustee Jennifer Lawson:

“That the employee discussed in Committee of the Whole in camera (Document #651903) be dismissed, effective immediately.”

CARRIED

**ADJOURNMENT**

On motion of Trustee Cheryl Smukowich, the regular Board meeting adjourned at 9:15 p.m.

Craig McGregor  
Chair of the Board

Ron Weston  
Chief Superintendent