

## **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, May 28, 2013

Meeting No. 09-13

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

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

Attendance - recorded above.

### **ADOPTION OF MINUTES**

09-01-13      MOVED: Trustee Craig McGregor:  
"That the minutes of the Board Meeting of May 14, 2013 be adopted."

CARRIED

### **HEARING OF DELEGATIONS**

No Delegations registered

### **REPORT ON EDUCATION**

#### **Lakewood School – Numeracy at Lakewood Elementary School**

A presentation from Lakewood School's Principal and teaching staff regarding the school's analysis of math data and profiles and how Lakewood school addresses the needs of their students in math. The presentation illustrated the programming,

training and delivery models and methods used by all math teachers to engage grades 1-5 students and involve parents in their child's learning.

### **EDUCATION COMMITTEE**

Meeting held May 13, 2013 (No. 09-13 Appendix A)

Committee Chair – Jennifer Lawson, Trustee

1. Call to Order/Attendance – noted
2. Approval of Agenda – noted
3. Presentations
  - a) English as an Additional Language (EAL)/Intensive Newcomer Support (INS) Programming
  - b) Staff Survey March 2013

- 09-02-13 MOVED: Trustee Jennifer Lawson:  
“That the following items be received as information:  
a) English as an Additional Language (EAL)/Intensive Newcomer Support (INS) Programming  
b) Staff Survey March 2013”

CARRIED

- 09-03-13 3. Policy Revisions  
MOVED: Trustee Jennifer Lawson:  
“That the following policies be approved:  
IKAB – Student Report Cards to Parents (effective September 3, 2013)  
IGBG – Out-of-School Instruction”

CARRIED

- 09-04-13 4. Review of Organizational by-Law  
MOVED: Trustee Jennifer Lawson:  
“That the review of the Organizational By-Law be approved as presented.”

CARRIED

Concluded: Report of the Education Committee No. 7-13

FILED

### **FINANCE/FACILITIES COMMITTEE**

Meeting held May 21, 2013 (No. 07-13 Appendix A)

Committee Chair – Scott Johnston, Trustee

1. Attendance – for information
2. Approval of Agenda – noted
3. Student Resource Officer (SRO) Program  
For information.

## 4. St. James Collegiate Update

09-05-13 MOVED: Trustee Scott Johnston:  
"That the correspondence from Bob Adkins, Solicitor, Thompson Dorfman  
Sweatman LLP on the St. James Collegiate Track be received as information."  
CARRIED

## 5. Allard Lease

09-06-13 MOVED: Trustee Scott Johnston:  
"That the Allard Lease amending agreement be approved in principle; and further,  
That the Allard lease amending agreement be forwarded to the Public Schools  
Finance Board for approval."  
CARRIED

## 6. Office of the Auditor General Manitoba

09-07-13 MOVED: Trustee Scott Johnston:  
"That the Senior Management Expense Policy Audit Report from the Office of the  
Auditor General of Manitoba be received as information; and further,  
That the revisions to Policy DJAB Division Credit Cards and School  
Credit/Purchase Cards be approved."  
CARRIED

## 7. Request for Waiver of Permit Fees

09-08-13 MOVED: Trustee Scott Johnston:  
"That the request from the Manitoba Schools for the Deaf to waive permit fees be  
approved."  
CARRIED

09-09-13 MOVED: Trustee Scott Johnston:  
"That the request from the Alpha Delta Kappa Sorority to waive permit fees be  
declined."  
CARRIED

## 8. Request for Financial Support

09-10-13 MOVED: Trustee Scott Johnston:  
"That a grant of \$400 be provided to the St. James-Assiniboia Teachers' Association to  
support the costs for the annual golf tournament."  
CARRIED

## 9. PSFB Correspondence

09-11-13 MOVED: Trustee Scott Johnston:  
"That the correspondence from the Public Schools Finance Board re: the  
grooming room at John Taylor Collegiate be received as information."  
CARRIED

Concluded: Report of the Finance/Facilities Committee No. 7-13

FILED

**PERSONNEL COMMITTEE**

Meeting held May 21, 2013 (No. 05-13 Appendix C)  
Committee Chair – Cheryl Smukowich, Trustee

1. Attendance – for information
2. Approval of Agenda – noted
- 09-12-13 3. St. James-Assiniboia Teachers' Association – Association President  
MOVED: Trustee Cheryl Smukowich:  
"That the request for secondment of the Association President of the St. James-Assiniboia Teachers' Association be approved for the 2013-2014 school year."  
CARRIED
- 09-13-13 4. Staff Survey  
MOVED: Trustee Cheryl Smukowich:  
"That the St. James-Assiniboia School Division Staff Survey from the 2012-2013 school year be received as information."  
CARRIED
- 09-14-13 5. Review of Organizational By-Law  
MOVED: Trustee Cheryl Smukowich:  
"That the review of the Organizational By-law be received as information."  
CARRIED
- 09-15-13 6. MANTE Negotiations Workshop  
MOVED: Trustee Cheryl Smukowich:  
"That the update provided to the committee regarding MANTE negotiations be received as information."  
CARRIED

Concluded: Report of the Personnel Committee No. 05-13

FILED

**REPORT OF THE CHIEF SUPERINTENDENT**

Ron Weston, Chief Superintendent  
Report 09-13 (Appendix D)

**FOR ACTION**

1. Summer Board Meeting
- 09-16-13 MOVED: Trustee Craig McGregor:  
"That the Board schedule the summer Board Meeting on Tuesday, August 27, 2013."  
CARRIED

**2. Reports on Education for 2013/2014**

09-17-13

MOVED: Trustee Jennifer Lawson:

"That the Reports on Education for the 2013/2014 school year board meetings focus on Education for Sustainable Development (ESD)."

CARRIED

**FOR INFORMATION**

1. Board Actions and Referrals – for information
2. Middle Years Learning in a Digital World – May 29<sup>th</sup>
3. MTS Early Notification of Retirement and Resignation Gratuities
4. Report on Music Festival Activities 2013
5. CTV's Morning Live – Tots and Teens at Buchanan School
6. Westwood Collegiate DanceScape 2013
7. Stand Out – 3<sup>rd</sup> Annual Manitoba GSA Conference

CONCLUDED: Report of the Chief Superintendent No. 09-13

FILED

**REPORT OF THE SECRETARY-TREASURER**

Mike Friesen, Secretary-Treasurer  
Report 09-13 (Appendix E)

**FOR ACTION**

1. PSFB Correspondence – Robert Browning School Boiler Replacement and St. James Collegiate Elevator, Grooming Room and Ramp
2. Brooklands Community Project Lighting upgrade request
3. Crestview Children's Centre Renovation
4. 20K3 Building Renovations

09-18-13

Trustee Scott Johnston:

"That the following items be referred to the Finance/Facilities Committee for consideration:

- PSFB Correspondence – Robert Browning School Boiler Replacement and St. James Collegiate Elevator, Grooming Room and Ramp
- Brooklands Community Project Lighting upgrade request
- Crestview Children's Centre Renovation
- 20K3 Building Renovations"

CARRIED

**INFORMATION**

1. Cheque Registers:  
May 14, 2013 and May 22, 2013
2. Permit Report – May 23, 2013

CONCLUDED: Report of the Secretary-Treasurer No. 09-13

FILED

## **CORRESPONDENCE**

### **For Action - Nil**

### **For Information**

1. Manitoba School Boards Association (MSBA):
  - a) e-News May 22, 2013
2. Association of Canadian Deans of Education Accord *Early Learning and Early Childhood Education*
3. Manitoba Education Research Network (MERN):
  - a) notice of Awards 2013 Luncheon, June 14, 2013
  - b) Invitation to MERN Treaties and Reconciliation Education Seminar

## **INFORMATION CORRESPONDENCE**

FILED

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

### **First Reading – Trustee Indemnity By-Law 240-13**

- 09-19-13 MOVED: Trustee Craig McGregor:  
“That By-Law 240-13, a By-Law providing for the compensation of members of the Board of Trustees of the Division as additional indemnities, be given first reading.

CARRIED

### **Board Self-Evaluation Follow up**

For information – for consideration at June 11, 2013 Board meeting.

## **QUESTIONS FROM THE PUBLIC**

There were no questions from the public.

## **NEW BUSINESS**

### **1. Notice of Motion First Reading – Organizational By-Law 239-13**

- 09-20-13 Trustee Craig McGregor gave notice:

That First Reading of the Organizational By-Law 239-13 shall be given at the June 11, 2013 School Board Meeting.

**2. Trustee Presentations at Retirement/Silver Circle Dinner**

For Trustees' information.

**RECESS TO COMMITTEE OF THE WHOLE IN CAMERA – 8:40 p.m.**

09-21-13

MOVED: Trustee Craig McGregor:  
"That the Board recess to Committee of the Whole In Camera."

CARRIED

**RETURN TO REGULAR BOARD MEETING – PUBLIC SESSION – 9:15 p.m.**

**1. Correspondence re: Division Travel Agent Services**

09-22-13

MOVED: Trustee Scott Johnston:  
"That correspondence be sent over the signature of the Chair of the Board as discussed in Committee of the Whole in Camera."

CARRIED

**ADJOURNMENT**

On motion of Trustee Craig McGregor, the regular board meeting adjourned at 9:15 p.m.

Bruce Chegus  
Chair of the Board

Ron Weston  
Chief Superintendent