

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, February 11, 2014

Meeting No. 03-14

PRESENT:

Chair: Craig McGregor
Vice Chair Cheryl Smukowich

Trustees: Bruce Chegus (arr.7:40 p.m.)
Ed Hume
Craig Johnson
Scott Johnston
Jennifer Lawson
Sandy Lethbridge
Bryan Metcalfe

Mike Friesen, Assistant Secretary-Treasurer
Greg Mutter, Assistant Superintendent Personnel and Human Resources
Tanis Pshebniski, Assistant Superintendent Program and Curriculum
Cindy Labaty, Manager Human Resources
Mari-Jean Nachtigall, Senior Executive Assistant

Absent with regrets: Ron Weston, Chief Superintendent

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

Attendance - recorded above.

ADOPTION OF MINUTES

03-01-14 MOVED: Trustee Cheryl Smukowich:
“That the minutes of the Board Meeting of January 28, 2014 be adopted.”

CARRIED

REPORT ON EDUCATION

Winnipeg Jets Hockey Academy (WJHA) – Dwayne Green, Executive Director
WJHA and Murray Cobb, Director with Jane Couch, Principal Stevenson School
and Ryan Miller, VP Stevenson

HEARING OF DELEGATIONS

No Delegations registered

COMMITTEE REPORTS**FINANCE/FACILITIES COMMITTEE**

Meeting held February 4, 2014 (Appendix A)

Committee Chair – Scott Johnston, Trustee

1. Attendance – for information
2. Approval of Agenda – noted
- 03-02-14 3. MSBA Membership Fees Proposal
MOVED: Trustee Scott Johnston:
“That the Student Enrolment Projections 2013-2014 be received as information.”
CARRIED
- 03-03-14 4. Financial Statements
MOVED: Trustee Scott Johnston:
“That the financial statements for the period ended November 30, 2013 and December 31, 2013 be received as information.”
CARRIED
- 03-04-14 5. City of Winnipeg Portioned Assessment
MOVED: Trustee Scott Johnston:
“That the City of Winnipeg Portioned Assessment information for December 2013 be received as information.”
CARRIED
- 03-05-14 6. Requests for Financial Support
a) Grant’s Old Mill
MOVED: Trustee Scott Johnston:
“That a grant in the amount of \$750 be approved for Grand’s Old Mill.”
CARRIED
- 03-06-14 b) Winnipeg Youth Orchestra
MOVED: Trustee Scott Johnston:
“That sponsorship of three Division students, in the amount of \$50 each (\$150) be provided to the Winnipeg Youth Orchestra.”
CARRIED
- 03-07-14 7. Public Schools Finance Board Correspondence:
a) Authority to Tender Electric Unit Ventilator Replacement at Heritage School
b) Authority to Tender Kindergarten Room (20K3) at Bannatyne School
c) Authority to Tender Steam Heating System Replacement at Strathmillan School
d) Stair Crawler at John Taylor Collegiate
MOVED: Trustee Scott Johnston:
“That the correspondence from the Public Schools Finance Branch, as listed above in a, b, c and d be received as information”
CARRIED

- 03-08-14 8. Student Enrolment Projections and Appendices – 2013/2014
MOVED: Trustee Scott Johnston:
“That the Student Enrolment Projects and Appendices – 2013/2014 be received as information.”
CARRIED
- 03-09-14 9. Building Capacity Report – December 2013
MOVED: Trustee Scott Johnston:
“That the Building Capacity Report – December 2013 be received as information.”
CARRIED
- 03-10-14 10. St. James Catch Basin
MOVED: Trustee Scott Johnston:
“That the catch basin project at St. James Collegiate be approved on a 50:50 cost share basis with Public Schools Finance Board.”
CARRIED
- 03-11-14 11. Westwood Community Child Care Inc.
MOVED: Trustee Scott Johnston:
“That the kitchen upgrade request submitted by Westwood Community Child Care Inc. be approved subject to final project inspection and approval by Randy Calvert, Manager of Facilities and Maintenance and that there be no cost to the Division.”
CARRIED
- 03-12-14 12. City of Winnipeg Public Works Department – Unauthorized Parking South of Bruce Avenue
MOVED: Trustee Scott Johnston:
“That correspondence be sent to Councillor Scott Fielding indicating that the Division has no objection to parking on the designated site; and further, That the correspondence received from the City of Winnipeg Public Works Department regarding the unauthorized parking south of Bruce Avenue be received as information.”
CARRIED
- 03-13-14 13. Site Appraisal 367 Hampton
MOVED: Trustee Scott Johnston:
“That the 367 Hampton Site Appraisal be received as information.”
CARRIED
- CONCLUDED: Report of the Finance/Facilities Committee No. 2-14
FILED

MARKETING COMMITTEE

Meeting held February 3, 2014 (Appendix B)
Committee Chair – Craig Johnson, Trustee

1. Attendance – for information
 2. Approval of Agenda – noted
 3. Non-Resident Update for 2013-14
- 03-14-14 MOVED: Trustee Craig Johnson:
“That the updated Non-Resident Update for 2013-14 be received as information.”
CARRIED
4. Exit/Entrance Survey Results
- 03-15-14 MOVED: Trustee Craig Johnson:
“That the Exit/Entrance Survey Results be received as information.”
CARRIED
5. Draft Policy and Regulation – Naming of Facilities
- 03-16-14 MOVED: Trustee Craig Johnson:
“That the draft policy FF – Naming of Facilities be approved in principle; and further,
That the draft regulation FF-R Naming of Facilities be received as information; and further,
That FF - Naming of Facilities draft policy and FF-R – Naming of Facilities draft regulation be referred to the Finance/Facilities Committee for further review.”
CARRIED
6. Social Media Conference
For information
 7. Marketing Initiatives Brainstorming
For information
 8. Scholarships
For information
- CONCLUDED: Report of the Marketing Committee No. 1-14
FILED

REPORT OF THE CHIEF SUPERINTENDENT

Presented by: Tanis Pshebniski, Assistant Superintendent of Program and Curriculum

Report 03-14 (Appendix C)

FOR ACTION

1. Manitoba Education – Tell them From Me Survey
- 03-17-14 MOVED: Trustee Sandy Lethbridge:
“That the Manitoba Education Tell Them From Me survey results be referred to the Education Committee for review.”

CARRIED

2. Student Suspension Report 2012-2013

03-18-14 MOVED: Trustee Sandy Lethbridge:
 "That the Student Suspension Report 2012-2013 be referred to the Education Committee for information."

CARRIED

3. Extended Field trip Proposal – Collège Sturgeon Heights Collegiate

03-19-14 MOVED: Trustee Cheryl Smukowich:
 "That the Board approve the extended field trip proposal from Collège Sturgeon Heights Collegiate for the Grade 11 and 12 students to participate in a musical experience in Holguin, Cuba on February 14 to 21, 2015; 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

4. Extended Field Trip Proposal – Westwood Collegiate

03-20-14 MOVED: Trustee Cheryl Smukowich:
 "That the Board approve the extended field trip proposal from Westwood Collegiate for the Grade 10 to 12 students to explore evolution and biodiversity in Ecuador on March 22 to April 1, 2015; 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

5. Extended Field Trip Proposal – Collège Sturgeon Heights Collegiate

03-21-14 MOVED: Trustee Craig Johnson:
 "That the Board approve the extended field trip proposal from Collège Sturgeon Heights Collegiate for the Grade 9-12 students to travel to England, Wales and Ireland, with EF Educational Tours during Spring Break 2015; 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

FOR INFORMATION

1. Board Actions and Referrals
2. Educational Leadership Course January 27 – March 10, 2014
3. Anniversary Celebrations – May 21, 2014
4. French Second Language Revitalization Program Grant Applications 2014-2015
5. Mental Health Promotion Initiative

CONCLUDED: Report of the Superintendent No. 03-14

FILED

REPORT OF THE SECRETARY-TREASURER

Mike Friesen, Secretary-Treasurer
Report 03-14 (Appendix D)

FOR ACTION

1. By-Law 256-14 Debenture – Notice

03-22-14 Trustee Cheryl Smukowich gave notice:
“That Debenture By-Law 246-14 shall be given first reading at the February 25, 2014 Board Meeting.”

2. Security Fees for Summer Band Camp
3. Public Schools Finance Board Correspondence
 - a) Electric Unit Ventilator Replacement at Heritage School authorization
 - b) Project support for Stair Crawler at Lincoln Middle School

03-23-14 MOVED: Trustee Scott Johnston:
“That items 2 and 3 above be referred to the Finance/Facilities Committee.”

CARRIED

FOR INFORMATION

1. Cheque Registers:
 - a. January 27, 2014 (INP Payroll Clearing)
 - b. January 28, 2014
 - c. January 30, 2014 (US Bank)
 - d. February 3, 2014 (INP Payroll Clearing)
 - e. February 3, 2014
 - f. February 4, 2014 (US Bank)
2. Permit Report – February 6, 2014
3. Audit Dates – PricewaterhouseCoopers LLP

CONCLUDED: Report of the Secretary-Treasurer No. 03-14

FILED

CORRESPONDENCE**For Action**

1. Carolyn Duhamel, Executive Director, MSBA, re: distribution of Board Ballots for 2014 Annual Convention elections

03-24-14 MOVED: Trustee Craig Johnson:
“That the Board designate Trustee Cheryl Smukowich to receive the Board ballots at the MSBA Annual Convention March 13-15, 2014.”

CARRIED

For Information

1. Manitoba School Boards Association
 - a. E-bulletin January 29, 2014
 - b. MSBA President's Report – 2013-2014 Year in Review (from 2014 January Regional Meetings on request)
 - c. Letter to Dr. David Mandzuk, Dean, Faculty of Education re: U. of M. After-Degree B.Ed program
 - d. Regulation 92/2003 "Appropriate Disciplinary Consequences in Schools"

Information Correspondence

FILED

UNFINISHED BUSINESS

Recess to Committee of the Whole in Public – 8:55 p.m.

Metro Winnipeg Community Safety Protocol

03-25-14

MOVED: Trustee Cheryl Smukowich:

"That the Board recess to Committee in the Whole – In Public Session" in order to review the Metro Winnipeg Community Safety Protocol *A Collaborative Response to Students Engaging in High Risk Threat Making Behaviours ."*

CARRIED

The Committee of the Whole discussed the Protocol developed by the Metro Winnipeg Superintendents Threat Assessment Committee. This protocol is designed to ensure that there is a shared responsibility with appropriate community partners so that communication regarding students/student information is shared with school personnel that may activate a risk/threat assessment process.

03-26-14

MOVED: Trustee Craig Johnson:

"That the Board endorse the recommendations outlined in the Metro Winnipeg Community Safety Protocol and that a letter be sent to the Manitoba School Boards Association over the signature of the Chair of the Board indicating the Board's endorsement."

CARRIED

Return to the Regular Meeting – 9:00 p.m.

03-27-14

MOVED: Trustee Cheryl Smukowich:

"That the Committee of the Whole in Public return to the Regular Board meeting."

CARRIED

QUESTIONS FROM THE PUBLIC

There were no questions from the public.

NEW BUSINESS

There were no items of New Business.

RECESS TO COMMITTEE OF THE WHOLE IN CAMERA – 9:05 p.m.

03-28-14

MOVED: Trustee Craig Johnson:

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

CARRIED

REPORT OF COMMITTEE OF THE WHOLE IN CAMERA – 9:05p.m.

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

ADJOURNMENT

On motion of Trustee Cheryl Smukowich, the regular board meeting adjourned at 9:05 p.m.

Craig McGregor
Chair of the Board

Ron Weston
Chief Superintendent