



## **ST. JAMES-ASSINIBOIA SCHOOL DIVISION**

### **MISSION STATEMENT**

*In fulfilling our purpose and journeying towards our vision, St. James-Assiniboia School Division will provide diverse and comprehensive programming in a safe and caring environment to prepare all students to be responsible citizens in a democratic society.*

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## **AGENDA**

### **Regular Meeting of the St. James-Assiniboia School Division Board**

Board Room, Aidan Conklin Building, 2574 Portage Avenue

**May 8, 2018**

**7:30 p.m.**

**Meeting No. 08-18**

Organizational By-Law 280-17 govern meeting procedures of the St. James-Assiniboia School Division Board in accordance with the Public Schools Act, Sec. 33: "each school board shall pass by-laws establishing rules of procedure for the guidance of the school board in the conduct of its meetings."

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### **CALL TO ORDER/ATTENDANCE**

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### **RECESS TO COMMITTEE OF THE WHOLE IN-CAMERA**

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**THE ST. JAMES-ASSINIBOIA SCHOOL DIVISION ACKNOWLEDGES THAT WE ARE ON TREATY ONE LAND, THE TRADITIONAL TERRITORY OF THE ANISHINAABE, ININIW, AND DAKOTA, AND THE HOMELAND OF THE MÉTIS NATION.**

### **ADOPTION OF MINUTES**

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Board Meeting of April 24, 2018

### **REPORT ON EDUCATION**

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Occupational Therapy and Physiotherapy in Schools – Educational Support Services

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## HEARING OF DELEGATIONS

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Mr. Gus Watanabe - Community Resident

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## COMMITTEE REPORTS

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Education Committee

RM of Headingley/School Board Liaison Meeting

Finance/Facilities Committee

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## REPORT OF THE CHIEF SUPERINTENDENT

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## REPORT OF THE SECRETARY-TREASURER/CHIEF FINANCIAL OFFICER

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## CORRESPONDENCE

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### Action Correspondence

There is no action correspondence.

### Information Correspondence

1. Manitoba School Boards Association (MSBA)
  - a. E-Bulletin - April 25, 2018
  - b. Mark Dickof Memorial Scholarship Award Reminder
  - c. MSBA Official Response to the Report of the 2016 Pan-Canadian Assessment Program (PCAP) April 30, 2018
  - d. The Facts on PCAP (The Pan-Canadian Assessment Program)
  - e. Emamawi Partners (MSBA-MTS-MASS) Interorganizational Field Trip
  - f. MTS Rally for Public Education Poster
  - g. Sunrise School Division Superintendent Announcement
  - h. "I Have To Be Me" Event Poster
  - i. "I Have To Be Me" Event Description and Agenda
  - j. "I Have To Be Me" Event Registration Form

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## UNFINISHED BUSINESS/BUSINESS ARISING FROM THE MEETING

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- Nil

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## AGENDA-BASED QUESTIONS FROM THE PUBLIC

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(This time is allocated to hearing questions from the public regarding items on this agenda.)

**TRUSTEE PD SUMMARIES**

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Trustee Ed Hume - NSBA 2018 Conference Report - April 6-9, 2018

**NEW BUSINESS**

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1. Trustee Ed Hume - re Alamo Academies Industrial Skills Program for High School Students

**RECESS TO COMMITTEE OF THE WHOLE IN CAMERA**

**REPORT OF THE COMMITTEE OF THE WHOLE**

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**ADJOURNMENT**

**ST. JAMES-ASSINIBOIA SCHOOL DIVISION**

**REPORT OF THE EDUCATION COMMITTEE NO. 6 ~ 17-18**

LL#1205854

**May 8, 2018**

**Meeting Held: Monday, April 23, 2018 Board Room, 5:30 p.m.**

**Present:** Jennifer Lawson, Chair  
Ed Hume, Trustee  
Sandy Lethbridge, Trustee  
Cheryl Smukowich, Trustee

Craig McGregor, Board Chair  
Bruce Chegus, Trustee  
Peter Woods, Trustee

Brett Lough, Chief Superintendent  
Tanis Pshebniski, Assistant Superintendent, Education (K-8) and Student Services

Regrets: NIL

**DISCUSSION AND RECOMMENDATIONS**

**1. Call to Order / Attendance**

Trustee Jennifer Lawson called the meeting to order at 5:30 p.m..

Attendance recorded above

**2. Approval of Agenda**

Agenda approved as circulated.

**3. Annual Organizational By-Law Review Motion 05-10-18**

The Committee reviewed the Organizational By-Law as presented and made the following suggestion:

- That each meeting agenda begin with a Treaty One statement.

**The Education Committee Recommends:**

**That the Organizational By-Law be revised to include a Treaty One statement at the beginning of each meeting agenda;**

**and further,**

**That the Annual Organizational By-Law Review be received as information.**

**INFORMATION ITEMS: AGENDA ITEMS 3, 4, and 6-8**

**a) Webinar - John Hattie - 10 Mindframes for Visible Learning - (60 minutes)**

Some ideas from the webinar:

- John Hattie spoke to the evidence of what works best in improving student learning and the impact of the teaching.
- *We want students to know what to do when they don't know what to do.* (Hattie)

- It is important for students to be passionate about their learning.
- Assessment informs teachers about their impact and their next steps.
- Efficacy = I cause learning
- Success criteria is critical
- Focus on what works best to maximize student achievement.

The Committee discussed the concepts presented in the webinar. Committee members found it to be an informative professional learning opportunity.

**b) Policy Revisions:**

- **IIB-R Class Size Guidelines Motion 04-04-18**

The Committee reviewed the regulations for Class Size Guidelines.

**c) Sturgeon Vocational**

The topic of vocational programming at Sturgeon Heights was discussed.

**d) InformNet – Challenge of Academic Dishonesty**

Administration presented information regarding how InformNet (Online High School) deals with the challenge of academic dishonesty. This information promotes building integrity into all aspects of online courses. This information is shared with students who are registered and their parents.

**e) Advanced Placement Report Follow-up**

Advanced Placement courses at John Taylor and St. James Collegiates are offered to all students who are interested in taking advanced coursework. This promotes an inclusive and non-competitive opportunity for students.

**The Education Committee Recommends:**

**That the following items be received as information:**

- **John Hattie webinar - 10 Mindframes for Visible Learning**
- **IIB-R Class Size Guidelines regulation**
- **InformNet – Challenge of Academic Dishonesty discussion**
- **Sturgeon Vocational item**
- **Advanced Placement Report Follow-up**

The meeting adjourned at 7:10 p.m.

**Next meeting: May 14, 2018**

Report presented by Jennifer Lawson, Chair, Education Committee

Minutes recorded by Tanis Pshebniski, Assistant Superintendent, Education (K-8) and Student Services

**ST. JAMES-ASSINIBOIA SCHOOL DIVISION**

**RM OF HEADINGLEY / SCHOOL BOARD LIAISON MEETING**

**Meeting Held:** Thursday, April 26, 2018  
5353 Portage Avenue, 5:00 p.m.

**In Attendance:** Craig McGregor, Board Chair  
Cheryl Smukowich, Vice Chair

Bruce Chegus, Trustee  
Ed Hume, Trustee  
Jennifer Lawson, Trustee  
Sandy Lethbridge, Trustee  
John Mulligan, Trustee  
Peter Woods, Trustee

John Mauseth, Mayor  
Jim Robson, Deputy Mayor  
Paul Brant, Councillor  
Yolande Franzmann, Councillor  
John Van Massenhoven, Councillor  
Chris Fulsher, CAO

Brett Lough, Chief Superintendent  
Mike Friesen, Secretary-Treasurer / CFO  
Mike Wake, Assistant Superintendent, Education (6-12) & Administration  
Randy Calvert, Manager, Facilities & Maintenance  
Carrie Melville, Assistant Secretary-Treasurer

**Regrets:** Craig Johnson, Trustee

**DISCUSSION AND RECOMMENDATIONS**

**1. Call to Order/Attendance**

As per above.

**2. Approval of Agenda**

The agenda was approved as circulated.

### **3. Infrastructure – Phoenix School**

The Committee was advised that discussions with the Province to advance the construction of a new gym through a cost sharing arrangement did not gain any traction. At this time, the Province will not commit to the project. Discussion focused on a design for a 5400 s.f. gym expansion and different opportunities to fund such a project. The RM of Headingley advised that they may be in a good position to seek funding from the Federal Government as part of three party funding model, if the gym could be used as a community recreational facility when not used by the School.

### **4. Community Use of Phoenix School Gym**

The Committee was advised that the gym at Phoenix School currently has some availability for permit use between the hours of 6:00 – 8:00 p.m.. Challenges for issuing the permits at Phoenix School include: the size of the gym and ceiling height precludes it from certain activities and the physical size of the school building only requires a cleaner until 9:00 p.m., resulting in less permit time available.

### **5. Bus Transportation for students in after-school program**

SJASD provided background on the Public Schools Act requirements for busing as well as the School Divisions Purchased Bus Seat Policy. The School Division is unable to provide service outside of the Act and Policy due to the Division-wide equity issue it would present.

### **6. Plans to Accommodate Community Growth**

The Committee was advised that projections indicate enrolment of 150 students at Phoenix School by 2022. The functional capacity of the school, while maintaining a library and music room, is 200 students. Currently the school is at 66% functional capacity.

#### **Next Steps:**

- SJASD and RM of Headingley Administration will further discuss Federal funding opportunities, as well as possible cost sharing arrangements for a new gymnasium at Phoenix School.
- SJASD Administration to follow up with Macdonald/Headingley Recreation District to discuss permits for the Phoenix School gym.

The meeting adjourned at 6:30 p.m.

Minutes recorded by Carrie Melville, Assistant Secretary-Treasurer

## **ST. JAMES-ASSINIBOIA SCHOOL DIVISION**

### **REPORT OF THE FINANCE/FACILITIES COMMITTEE No. 07-18**

Meeting Held: Tuesday, May 1, 2018, Aidan Conklin Building, 5:30 p.m.

Present: Craig Johnson, Chair  
 Bruce Chegus, Trustee (arrived 5:50 pm)  
 John Mulligan, Trustee  
 Peter Woods, Trustee

Craig McGregor, Board Chair

Present: Brett Lough, Chief Superintendent  
 Mike Wake, Assistant Superintendent, Education (6-12) and Administration  
 Randy Calvert, Manager, Facilities & Maintenance  
 Carrie Melville, Assistant Secretary-Treasurer  
 Paul Deacon, Assistant Manager, Facilities & Maintenance  
 Nora Wood, Manager, Accounting

Regrets: Michael Friesen, Secretary-Treasurer/Chief Financial Officer

### **DISCUSSION AND RECOMMENDATIONS**

#### **1. Attendance**

As per above.

#### **2. Approval of the Agenda**

The agenda was approved as circulated with the following addition:

Item #12: Cannabis Act

#### **3. Discovery Children's Centre Presentation**

The Committee received a presentation made by representatives of the Discovery Children's Centre. The group was seeking to review their Centre's purpose and recent physical site requests with an opportunity to receive clarification for Board motion rationale.

The Committee discussed a need for Administration to review the current decision criteria applied when considering shed requests.

**The Finance/Facilities Committee recommends:**

**That the presentation made by Discovery Children's Centre be received as information.**

**And further;**



**That a request for construction of a berm on the south side of the property be approved in principle, subject to a requirement for a City of Winnipeg construction permit, the final inspection of the Manager of Facilities and Maintenance and that there be no cost to the Division.**

**And further;**

**That the request for the construction of a shed be declined.**

**And further;**

**That Division Administration continues to work in close collaboration with Discovery Children's Centre when considering future site and facility development requests in order to ensure that the CSA safety standards, maintenance and community use requirements of the Division are adequately balanced with stakeholder interests.**

**4. Discovery Children's Centre – Request to Build Deck**

Plans and request to construct a deck submitted by Discovery Children's Centre were reviewed by Committee.

**The Finance/Facilities Committee recommends:**

**That the Discovery Children's Centre's request to construct a deck be approved subject to the Centre obtaining a City of Winnipeg construction permit, the final inspection of the Manager of Facilities and Maintenance and that there be no cost to the Division.**

**5. Bright Beginnings Educare Inc. Request to use Phoenix School Music Room in 2018/19**

The request from Bright Beginnings Educare for use of the Phoenix School music room for the 2018/19 school year was reviewed by Committee.

**The Finance/Facilities Committee recommends:**

**That the request for Bright Beginnings Educare for the temporary use of the Phoenix School music room be approved for the 2018/19 school year.**

**And further;**

**That Administration prepare a letter of understanding describing the terms and conditions of this temporary agreement.**

**6. Manitobans for Education in Arabic Permit Request**

A permit request from Manitobans for Education in Arabic, seeking permission to use 5 rooms in Jameswood School for the delivery of cultural and education programs, was reviewed by Committee.

**The Finance/Facilities Committee recommends:**

**That the Manitobans for Education in Arabic permit request for the delivery of language and cultural programs be approved in principle.**

**7. Keys to Buildings**

**a) ECAA-R (Keys to Buildings – Draft)**

**b) ECAA-E-1 (Keys to Buildings Exhibit – Draft)**

Paul Deacon reviewed draft regulations that provide guidelines regarding card keys and controlled access to Division buildings with Committee.

**The Finance/Facilities Committee recommends:**

**That ECAA-R Keys to Buildings and ECAA-E-1 Keys to Buildings Exhibit be received as information.**

**8. Financial Statements**

**a) February 2018**

**b) March 2018**

The Committee reviewed the Financial Statements for the periods ending February 28, 2018 and March 31, 2018.

**The Finance/Facilities Committee recommends:**

**That the Financial Statement for the period ending February and March 2018 be received as information.**

**9. Donation Request – The Historical Museum Association**

**The Finance/Facilities Committee recommends:**

The Committee reviewed a request for financial assistance from the Historical Museum Association of St. James-Assiniboia. Following the request, the Committee took a moment to recognize and thank Nora Wood for her years of service and contribution to the Finance/Facilities Committee.

**The Finance/Facilities Committee recommends:**

**That a grant in the amount of \$1,100 be awarded to the Historical Museum Association of St. James-Assiniboia.**

**And further;**

**That a representative from the Historical Museum Association of St. James Assiniboia be requested to attend a Board Meeting for the presentation of the grant.**

#### **10. City of Winnipeg – 2018 School Board Elections**

Correspondence from the City of Winnipeg regarding the October 24, 2018 General Civic Election was reviewed by Committee. The total estimated cost to the Division is expected to be \$90,644.13.

**The Finance/Facilities Committee recommends:**

**That correspondence from the City of Winnipeg regarding the 2018 General Civic Elections be received as information.**

#### **11. PSFB Correspondence**

**- John Taylor Collegiate Unit Ventilator Replacement Project Support**

The Committee reviewed correspondence from the Public Schools Finance Board.

**The Finance/Facilities Committee recommends:**

**That the PSFB correspondence listed above be received as information.**

#### **12. Cannabis Act**

The Committee discussed the potential need for creation of workplace policy(s) to address the incoming Cannabis Act.

**The Finance/Facilities Committee recommends:**

**That the Cannabis Act be received as information.**

Adjournment: 7:45 p.m.

Next Meeting: Finance/Facilities Meeting  
Tuesday, June 5, 2018, 5:30 p.m.

Report submitted by Craig Johnson, Chair, Finance/Facilities Committee  
Minutes recorded by Nora Wood, Accounting Manager