



## ST. JAMES-ASSINIBOIA SCHOOL DIVISION

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

Tuesday, February 27, 2018, 7:30 p.m.

*Held in the Board Room of the Aidan Conklin Building  
2574 Portage Avenue, Winnipeg*

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No. 1180498

Meeting No. 04-18

#### **PRESENT:**

Craig McGregor	Chair
Cheryl Smukowich	Vice-Chair
Bruce Chegus	Trustee
Ed Hume	Trustee
Craig Johnson	Trustee
Jennifer Lawson	Trustee
Sandy Lethbridge	Trustee
John Mulligan	Trustee
Peter Woods	Trustee

#### **ALSO IN ATTENDANCE:**

Brett Lough	Chief Superintendent
Mike Friesen	Secretary-Treasurer / Chief Financial Officer
Tanis Pshebniski	Assistant Superintendent, Education (K-8) & Student Services
Paul Deacon	Assistant Manager, Facilities and Maintenance (7:30 p.m.)
Bernice Kitsch	Senior Executive Assistant
Jennifer Cameron	Information Officer (7:30 p.m.)

#### **CALL TO ORDER / RECESS TO COMMITTEE OF THE WHOLE IN-CAMERA**

The Chair called the meeting to order at 7:00 p.m. Attendance – recorded above.

**04-01-18**     **MOVED: Trustee Craig Johnson**  
"That the Board recess to Committee of the Whole In-Camera."

**CARRIED**

#### **RETURN TO REGULAR BOARD MEETING – 7:34 p.m.**

#### **ADOPTION OF MINUTES – PREVIOUS MEETING**

**04-02-18**     **MOVED: Trustee Craig Johnson:**  
"That the minutes of the Board Meeting of February 13, 2018 be adopted."

**CARRIED**

## **REPORT ON EDUCATION**

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### **UDL – Student Expression in Math at John Taylor**

**Presented by:** Kari Bergmuller and Scott Hardman

**Including:** Stacy Kent, Acting Principal

Ms Bergmuller and Mr. S. Hardman demonstrated how mathematics at John Taylor Collegiate incorporates the second principle of Universal Design. Multiple means of action and expression, choices for expressing what the students know, and providing models, feedback, and support for different levels of proficiency. They illustrated how thinking classrooms work in regards to the vertical non-permanent surfaces, and provided a couple of student videos depicting their graphic stories. Future plans are in the works surrounding Indigenous perspectives in Grade 9.

## **HEARING OF DELEGATIONS**

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No Delegations registered.

## **COMMITTEE REPORTS**

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### **PERSONNEL COMMITTEE 02-18**

Meeting held February 20, 2018

Committee Chair: Sandy Lethbridge

1. Attendance – for information
2. Approval of Agenda
3. Process Related to Personnel Issues

**04-03-18**

**MOVED: Trustee Sandy Lethbridge**

“That the above discussion be received as information.”

**CARRIED**

4. Regulation Revisions: IIB-R Class Size Guidelines and GCK-R Staff Allocation Guidelines

**04-04-18**

**MOVED: Trustee Sandy Lethbridge**

“That revisions to IIB-R Class Size Guidelines and GCK-R Staff Allocation Guidelines be received as information;  
and further,

That IIB-R Class Size Guidelines be referred to the Education Committee for further discussion.”

**CARRIED**

5. Email Blackout Trial Initiative

**04-05-18**

**MOVED: Trustee Sandy Lethbridge**

“That the Email Blackout Initiative be received as information.”

**CARRIED**

- 04-06-18 6. Employee Leave Request  
**MOVED: Trustee Sandy Lethbridge**  
"That the leave be approved as requested."  
**CARRIED**
- 04-07-18 7. MSBA Confidential Survey Reports  
**MOVED: Trustee Sandy Lethbridge**  
"That the MSBA Confidential Survey Reports as referred from the Board meeting held February 13, 2018 be received as information."  
**CARRIED**
- 04-08-18 8. Vested Sick Leave  
**MOVED: Trustee Sandy Lethbridge**  
"That revisions to Policy GCBBA Excluded Staff Compensation and Benefits policy be approved.  
And further;  
That the Division communicate this policy change to current staff with this benefit."  
**CARRIED**
- 04-09-18 9. Liaison Committee with Excluded Staff  
**MOVED: Trustee Sandy Lethbridge**  
"That Senior Administration will engage the Board in the formation of a Liaison Committee to develop terms of reference for this committee."  
**CARRIED**
- 04-10-18 10. CPI Update  
**MOVED: Trustee Sandy Lethbridge**  
"That the CPI Update as referred from the Board meeting held February 13, 2018 be received as information."  
**CARRIED**
- 04-11-18 11. Personnel Report to the Board  
**MOVED: Trustee Sandy Lethbridge**  
"That the Personnel Report to the Board be received as information."  
**CARRIED**

CONCLUDED: Report of the Personnel Committee

**FILED**

**EDUCATION COMMITTEE 5 ~ 17-18**

Meeting held February 20, 2018

Committee Chair: Jennifer Lawson

- 04-12-18 1. Attendance – for information  
2. Approval of Agenda  
3. Agenda Items 3-9  
**MOVED: Trustee Jennifer Lawson**

“That the following items be received as information:

- InformNet Update
- Reading Recovery Report 2016-2017
- Advanced Placement Schools Report 2016/2017
- International Baccalaureate Schools Report 2016/2017
- Partnership Report – January 2018
- Student Suspension Report 2016-2017
- Division Annual Student Attendance Report 2016-2017.”

**CARRIED**

CONCLUDED: Report of the Education Committee

**FILED**

**FINANCE/FACILITIES COMMITTEE 03-18**

Meeting held February 21, 2018

Committee Chair: Craig Johnson

1. Attendance – for information
2. Approval of Agenda
3. Budget 2018/2019 - Trustee Working Papers

**04-13-18**

**MOVED: Trustee Craig Johnson**

“That the 2018/2019 Budget Working Papers be received as information.

And further;

That the Secretary-Treasurer/CFO prepare the Draft Budget presentation based on Draft 1 for the Public Parent Budget Meeting to be held on March 1, 2018 at 7:00 p.m.”

**CARRIED**

CONCLUDED: Report of the Finance/Facilities Committee

**FILED**

**FINANCE/FACILITIES COMMITTEE 04-18**

Meeting held February 26, 2018

Committee Chair: Craig Johnson

1. Attendance – for information
2. Approval of Agenda
3. Budget 2018/2019

**04-14-18**

**MOVED: Trustee Craig Johnson**

“That the presentation for the 2018/2019 Parent Public Budget Meeting be approved.”

**CARRIED**

CONCLUDED: Report of the Finance/Facilities Committee

**FILED**

**MARKETING COMMITTEE 01-18**

Meeting held February 13, 2018

Committee Chair: John Mulligan

1. Attendance – for information
2. Approval of Agenda
3. Contact – Digital Copies, Divisional Calendar – Digital Copies, and Trustee Informational Video – Contract with Changemakers

**04-15-18 MOVED: Trustee John Mulligan**

“That a Committee of the Whole meeting be scheduled to review the Contact – Digital Copies, Divisional Calendar – Digital Copies and Trustee Informational Video – Contract with Changemakers.”

**CARRIED**

4. Non Resident Update 2017-18

**04-16-18 MOVED: Trustee John Mulligan**

“That the Non-Resident Report 2017-18 be received as information.”

**CARRIED**

5. Exit Survey Results/Questions

**04-17-18 MOVED: Trustee John Mulligan**

“That the Exit Survey Results be received as information.”

**CARRIED**

6. Policy KB

The policy was provided as information for governance purposes.

CONCLUDED: Report of the Marketing Committee

**FILED****REPORT OF THE CHIEF SUPERINTENDENT**

Brett Lough, Chief Superintendent

Report 04-18

**FOR ACTION**

There was no action items.

**FOR INFORMATION**

1. Board Actions and Referrals
2. Physical Education Upcoming Events
3. New Employee Portal in Atrium
4. Westwood Collegiate Grade 11-12 Concert Band Award

**04-18-18 MOVED: Trustee Cheryl Smukowich**

“That the Board send a letter, over the signature of the Board Chair, congratulating Westwood Collegiate Grade 11-12 Concert Band for being named the top Band program at the recent Optimist Festival.”

**CARRIED**

CONCLUDED: Report of the Superintendent No. 04-18

**FILED**

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**REPORT OF THE SECRETARY-TREASURER/ CFO**

Mike Friesen, Secretary-Treasurer  
Report 04-18

**FOR ACTION**

1. PSFB Correspondence
  - a) Approved use of Undesignated Capital Reserve to a maximum of \$115,094 for the parking lot reconfiguration and expansion at Phoenix School.
  - b) École Assiniboine School – Stand Alone Child Care – Family Choices Building Fund - Project Support
  - c) Collège Sturgeon Heights Collegiate – Welding Shop Addition 2014/15 Skill Build Shops Fund – Project Support
  - d) Phoenix School – Two Modular Classroom Units and Link Repairs – Additional Project Support
2. City of Winnipeg Portioned Assessment
  - a) Portioned Assessment as at February 9, 2018
  - b) Portioned Assessment under appeal as at February 9, 2018

04-19-18

**MOVED: Trustee Craig Johnson**

“That items #1 and #2 be referred to the Finance/Facilities Committee.”

**CARRIED**

3. By-Law 284-18 - Debenture  
Trustee Cheryl Smukowich provided notice that Debenture By-Law 284-18 shall be given first reading at the Board Meeting of March 13, 2018.

**FOR INFORMATION**

1. Cheque Registers:
  - a) February 8, 2018 (INP Payroll Clearing)
  - b) February 9, 2018
  - c) February 15, 2018
2. Permit Report – February 22, 2018
3. Fund Raising Reports – John Taylor Collegiate (3 reports)

CONCLUDED: Report of the Secretary-Treasurer/CFO

**FILED**

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**CORRESPONDENCE**

**Action Correspondence**

There was no action items.

**Information Correspondence**

1. Manitoba School Boards Association (MSBA)
  - a. Kehler, Executive Assistant, 2018 Convention Resolutions package
  - b. H. Demetriooff, Director Education & Communications re Student Citizenship Awards – SJASD results
  - c. E-Bulletin – February 14, 2018
  - d. D. Thomas, Risk Manager re Radon Gas Testing
  - e. Canadian School Boards Association (CSBA) re National Conference

**CONCLUDED:** Information Correspondence

**FILED**

**UNFINISHED BUSINESS**

There was no unfinished business.

**AGENDA-BASED QUESTIONS FROM THE PUBLIC**

There were no questions from the public.

**TRUSTEE PD SUMMARIES**

There were no Trustee PD Summaries.

**NEW BUSINESS**

There were no new business items.

**RECONVENE TO COMMITTEE OF THE WHOLE IN-CAMERA – 8:44 p.m.**

**04-20-18**

**MOVED: Trustee Craig Johnson**

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

**CARRIED**

**REPORT OF COMMITTEE OF THE WHOLE IN CAMERA – 10:05 p.m.**

There was no report of the Committee of the Whole In Camera.

**ADJOURNMENT**

On motion of Trustee Craig Johnson, the regular board meeting adjourned at 10:06 p.m.

Craig McGregor  
Chair of the Board

Brett Lough  
Chief Superintendent