



ST. JAMES-ASSINIBOIA SCHOOL DIVISION

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

Tuesday, March 13, 2018, 7:30 p.m.

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

No. 1185712

Meeting No. 05-18

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
Make Wake	Assistant Superintendent, Education (6-12) & Administration
Tanis Pshebniski	Assistant Superintendent, Education (K-8) & Student Services
Carrol Harvey	Manager, Human Resources (6:15 – 6:50 p.m.)
Randy Calvert	Manager, Facilities and Maintenance (7:30 p.m.)
Carrie Melville	Assistant Secretary-Treasurer (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 6:15 p.m. Attendance – recorded above.

05-01-18

MOVED: Trustee Craig Johnson

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

CARRIED

RETURN TO REGULAR BOARD MEETING – 7:30 p.m.

ADOPTION OF MINUTES – PREVIOUS MEETING

05-02-18

MOVED: Trustee Craig Johnson:

"That the minutes of the Board Meeting of February 27, 2018 be adopted."

CARRIED

REPORT ON EDUCATION

Phoenix School – Meeting the Needs of the Students

Presented by: Miranda Turabian, Julie MacLean, Celia Mikkelsen, Avery Petsnik, Marge Lauder, and Linda Daniels, Principal

Phoenix School presented how they meet the diverse needs of their students. Each presented on how they implemented those students with diverse needs into their math and reading subjects, and provided examples of how they incorporate outdoor classroom setting. Ms MacLean advised their working relationship with the St. Amant Centre which has assisted those children in the school with autism, and how beneficial this has been. Other programs Ready Set Kindergarten and Ready Set Move have presented to be successful in supporting children.

HEARING OF DELEGATIONS

Ms Tracey Drexler – Community Resident

Ms Drexler expressed concerns regarding the number of current superintendents in our division in relation to our number of schools. Concerns were also addressed in regards to greater resources required to support students with disabilities.

05-03-18

MOVED: Trustee Sandy Lethbridge

“That the Board receive the delegation presentation as information.”

CARRIED

COMMITTEE REPORTS

FINANCE/FACILITIES COMMITTEE 05-18

Meeting held March 6, 2018

Committee Chair: Craig Johnson

1. Attendance – for information
2. Approval of Agenda
3. City of Winnipeg – Portioned Assessment
 - a) Portioned Assessment as at February 9, 2018
 - b) Portioned Assessments Under Appeal as at February 9, 2018
 - c) Portioned Assessment as a March 2, 2018

05-04-18

MOVED: Trustee Craig Johnson

“That the City of Winnipeg Portioned Assessments and Portioned Assessments Under Appeal as at February 9, 2018 and Portioned Assessments as at March 2, 2018 be received as information.”

CARRIED

4. Draft Budget 2018/2019
 - a) Survey Results

- b) Draft Budget Motion
- c) News Release

05-05-18

MOVED: Trustee Craig Johnson

"That the 2018/2019 Draft Budget be approved with a Total Operating Revenue Budget of \$109,795,670 and a Total Operating Expenditure Budget of \$108,772,302 for the twelve-month period July 1, 2018 to June 30, 2019.

And further;

That the Special Requirement for the 2018/2019 Budget be \$65,510,729.

And further;

That the Special Levy for 2018 be \$61,836,866.

And further;

That the final budget of the St. James-Assiniboia School Division as noted above in the categories as required under the FRAME reporting system be forwarded to the Public School Finance Branch.

And further;

That a News Release be prepared for release. (Appendix 2)."

CARRIED

5. Discovery Children's Centre

- a) Leasehold Improvement Request – Windows and Patio Door in Room #6

05-06-18

MOVED: Trustee Craig Johnson

"That the request from Discovery Children's Centre to replace windows and install a new patio door in room #6 at the Britannia Building be approved.

And further;

That the final project is subject to the inspection and satisfaction of the Manager, Facilities & Maintenance.

And further;

That there is no cost to the School Division.

And further;

That the request from Discovery Children's Centre to install a bike cage, dirt digging area and sand digging area be approved.

- b) Leasehold Improvement Request – Adventure Playground

05-07-18

MOVED: Trustee Craig Johnson

"That the request from Discovery Children's Centre to create a dirt pile and install a shed be declined.

And further;

That the final project is subject to the inspection and satisfaction of the Assistant Manager, Facilities & Maintenance.

And further;

That there is no cost to the School Division

And further;

That Discovery Children's Centre correct the deficiencies in the current Adventure Playground to the satisfaction of the Assistant Manager, Facilities & Maintenance by September 30, 2018."

CARRIED

6. St. James Scholarship Foundation Report

05-08-18

MOVED: Trustee Craig Johnson

"That the St. James Scholarship Foundation Meeting Minutes of January 18, 2018 be received as information."

CARRIED

7. PSFB Correspondence
- a) John Taylor – Unit Ventilator Replacement – Tender Authorization
 - b) Phoenix School – Two Modular Classroom Units and Link Repairs – Additional Supports
 - c) Approved use of Undesignated Capital Reserve to a maximum of \$115,095 for parking lot reconfiguration and expansion at Phoenix School
 - d) École Assiniboine School – Stand Alone Child Care – Family Choice Building Fund – Project Support
 - e) Collège Sturgeon Heights Collegiate – Welding Shop Addition 2014/15 Skill Build Shops Fund – Project Support
 - f) Phoenix School – Two Modular Classroom Units and Link Repairs – Additional Project Support

05-09-18 MOVED: Trustee Craig Johnson

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

CARRIED

8. Brainstorming

CONCLUDED: Report of the Finance/Facilities Committee

FILED

REPORT OF THE CHIEF SUPERINTENDENT

Brett Lough, Chief Superintendent
Report 05-18

FOR ACTION

1. Annual Re-Affirmation of the Organizational By-Law

05-10-18 MOVED: Trustee Jennifer Lawson

"That the Annual Re-Affirmation of the Organizational By-Law be referred to the Board's standing committees; Finance/Facilities, Education, and Personnel for review."

CARRIED

2. 52nd Annual Divisional Science Fair - April 4, 2018
The Board Chair, Craig McGregor will bring greetings at the Divisional Science Fair on April 4, 2018.

05-11-18 3. Headingley Municipal Library Request for Fees Waived Memorandum
MOVED: Trustee Cheryl Smukowich

"That the Board waive permit fees for the Headingley Municipal Library for the implementation of a 25th anniversary celebration, which will be held on May 26, 2018, on Phoenix School grounds."

CARRIED

FOR INFORMATION

1. Board Actions and Referrals
2. Physical Education Upcoming Events
3. Invitation - High School Musical Jr - March 21 - 22, 2018

CONCLUDED: Report of the Superintendent No. 05-18

FILED

REPORT OF THE SECRETARY-TREASURER/ CFO

Mike Friesen, Secretary-Treasurer
Report 05-18

FOR ACTION

1. By-Law 285-18 – Borrowing
Trustee Cheryl Smukowich provided notice that regarding Borrowing By-Law 285-18, a By-Law to borrow monies to meet current expenses, be given first reading at the Board Meeting of April 10, 2018.
2. Financial Statement – January 2018
3. PSFB Correspondence
 - a) Lakewood School – Roof Replacement – Additional Support
 - b) St. James Collegiate – Roof Replacement Areas E2, F2, B2 – Additional Support

05-12-18

MOVED: Trustee Craig Johnson

“That items #2 and #3 be referred to the Finance/Facilities Committee.”

CARRIED

FOR INFORMATION

1. Cheque Registers:
 - a) February 21, 2018 (INP Payroll Clearing)
 - b) February 22, 2018
 - c) February 23, 2018
 - d) February 27, 2018 (INP Payroll Clearing)
 - e) February 28, 2018
2. Permit Report – March 8, 2018

CONCLUDED: Report of the Secretary-Treasurer/CFO

FILED

CORRESPONDENCE

Action Correspondence

1. St. James Anglican Church Invite – June 24, 2018
It was discussed that Trustee Bruce Chegus will attend.

05-13-18

2. City of Winnipeg Letter re St. James Bus Loop

MOVED: Trustee Craig Johnson

“That the letter from the City of Winnipeg regarding the St. James Bus Loop dated February 13, 2018 be referred to the Finance/Facilities Committee for review.”

CARRIED

05-14-18

3. Mr. D. Ramey re Discovery Children’s Centre Recommendation

MOVED: Trustee Craig Johnson

“That the correspondence from Mr. D. Ramey regarding Discovery Children’s Centre recommendations dated March 12, 2018 be referred to the Finance/Facilities Committee for review.”

CARRIED

Information Correspondence

1. Manitoba School Boards Association (MSBA)

- a. J. Watt, Executive Director re 2018 Federal Budget: Two Highlights for the Future
- b. J. Watt, Executive Director re 2018 Federal Passage of Bill C-210 “An Act to amend The National Anthem Act”
- c. MSBA Swim Safe Manual
- d. Job Posting – Southwest Horizon S.D. re Director of Student Services
- e. E-Bulletin – March 7, 2018
- f. D. Thomas, Risk Manager re Water Alarms in Schools
- g. D. Thomas, Risk Manager re School Roofs h. MERLIN Update – February 2018
- h. MERLIN Update – February 2018

CONCLUDED: Information Correspondence

FILED

UNFINISHED BUSINESS

05-15-18

1. First Reading – Debenture By-Law 284-17

MOVED: Trustee Cheryl Smukowich

“That the Board give first reading to By-Law 284-17, a debenture by-law for projects totaling \$1,012,100.”

CARRIED

AGENDA-BASED QUESTIONS FROM THE PUBLIC

Gus Watanabe – Community Resident

Mr. Watanabe asked some questions related to the budget.

Why reduce staff when enrolment is rising? It was advised that we are not reducing staff, staffing may vary at each school depending on enrolment.

Is there data or statistics on our current IB and AP programming in regards to the cost? It was advised that there is no current data.

Is there data on the Technology that our division is spending? There is a limit on the budget, and is considered a value to our student learning.

Is there restrictions on our technology licences? We are currently with MERLIN and this is to our benefit.

The board advised Mr. Watanabe that if he had any further questions that were not related to the agenda, he was welcome to contact the Trustees outside of the board meeting, or send a letter to the Board Chair or Chief Superintendent.

TRUSTEE PD SUMMARIES

There were no Trustee PD Summaries.

NEW BUSINESS

1. Trustee Ed Hume – re Cellphone/laptop/internet use at the board and committee meetings

05-16-18 **MOVED: Trustee Ed Hume**

“That use of cellphones/laptops and surfing the Internet during public and committee meetings be banned unless they are integrated into the meeting agenda.”

DEFEATED

2. Trustee Ed Hume – re An Opening Prayer/Pledge/Silent Moment of Reflection

05-17-18 **MOVED: Trustee Bruce Chegus**

“That Opening Prayer/Pledge/Silent Moment of Reflection be referred to the Governance Committee for review.”

CARRIED

3. Trustee John Mulligan – re Analysis for using Electronic Waiting Lists re Registration

05-18-18 **MOVED: Trustee John Mulligan**

“That Senior Administration provide the Personnel Committee with an analysis of

using the electronic waiting list for elementary school out of catchment registration to implement a sibling priority policy.”

CARRIED

- 05-19-18** 4. Trustee John Mulligan – re Analysis of the Amortized Costs of Renovating Allard
MOVED: Trustee John Mulligan

“That Senior Administration provide the Finance and Facilities Committee an analysis of the amortized costs of renovating the Allard School building to modern standards so that those costs can be compared to potential revenue.”

CARRIED

RECONVENE TO COMMITTEE OF THE WHOLE IN-CAMERA – 9:39 p.m.

- 05-20-18** **MOVED: Trustee Peter Woods**

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

CARRIED

REPORT OF COMMITTEE OF THE WHOLE IN CAMERA – 9:54 p.m.

- 05-21-18** 1. In-Camera Delegation
MOVED: Trustee Sandy Lethbridge

“That the Board deny the grievance as discussed in Committee of the Whole in Camera.”

CARRIED

- 05-22-18** 2. Senior Administrative Staffing
MOVED: Trustee Sandy Lethbridge

“That Doreen Cost be appointed Assistant Superintendent, Education (K-8) and Student Services effective July 1, 2018.

And Further;

That Mike Wake’s request to remain as Assistant Superintendent, Education (6-12) and Administration be approved, as discussed in Committee of the Whole in Camera.”

CARRIED

- 05-23-18** 3. Secondment Request from Manitoba Education
MOVED: Trustee Sandy Lethbridge

“That the Board approve the Secondment request from Manitoba Education as discussed in Committee of the Whole in Camera.”

CARRIED

- 05-24-18** 4. CPI Update – February 28, 2018
MOVED: Trustee Sandy Lethbridge

“That the CPI Update dated February 28, 2018 be referred to the Personnel Committee for review.”

CARRIED

ADJOURNMENT

On motion of Trustee Craig Johnson, the regular board meeting adjourned at 9:59 p.m.

Craig McGregor
Chair of the Board

Brett Lough
Chief Superintendent