



ST. JAMES-ASSINIBOIA SCHOOL DIVISION

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

Tuesday, May 22, 2018, 7:30 p.m.

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

No. 1207199

Meeting No. 09-18

PRESENT:

Craig McGregor	Chair
Cheryl Smukowich	Vice-Chair
Bruce Chegus	Trustee
Craig Johnson	Trustee (6:40 p.m.)
Ed Hume	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
Mike Wake	Asst. Superintendent, Education (6-12) and Administration
Tanis Pshebniski	Asst. Superintendent, Education (K-8) and Student Services
Carrol Harvey	Manager, Human Resources
Cindy Labaty	Manager, Human Resources
Gillian Muir	Executive Assistant
Elizabeth Rothery	Executive Secretary
Jennifer Cameron	Information Officer (7:34 p.m.)

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

The Chair called the meeting to order at 5:46 p.m. Attendance – recorded above.

09-01-18 MOVED: Trustee Sandy Lethbridge
"That the Board recess to Committee of the Whole In-Camera."

CARRIED

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

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 – PREVIOUS MEETING

- 09-02-18** **MOVED: Trustee Sandy Lethbridge**
"That the minutes of the Board Meeting of May 8, 2018 be adopted."

CARRIED

REPORT ON EDUCATION

Meeting Diverse Needs at École Bannatyne

Presented by: Roné Boyko, Principal, Jennifer Rothwell, Vice Principal, Pam McLachlan, Grade 1 Teacher and two Grade 1 Students.

The Principal, Vice Principal and Grade 1 Teacher from École Bannatyne asked the Board to participate in a visible thinking exercise to show how they use visual thinking routines in the classroom. Mme McLachlan and two of her Grade 1 students showed two videos of visible thinking routines she practices with her students in the classroom and how students benefit from this type of learning. Making thinking visible engages students in deeper learning in all curricular areas such as literacy, numeracy and the 6 C's, critical and creating thinking, collaboration, character, communication and citizenship.

HEARING OF DELEGATIONS

There were no delegations.

COMMITTEE REPORTS

EDUCATION COMMITTEE 7 ~ 17-18

Meeting held May 14, 2018

Committee Chair: Jennifer Lawson

1. Attendance – for information
2. Approval of Agenda
3. Student Services Funding Model Update – Presentation by Potoula Locken, Administrator, Student Services and Sherry Ansloos, Coordinator, Student Services

- 09-03-18** **MOVED: Trustee Jennifer Lawson**
"That the Student Services Funding Model Update presentation be received as information."

CARRIED

- 09-04-18** **MOVED: Trustee Jennifer Lawson**
"That policy JLCD - Administering Medicines to Students be approved;
And further,
That the following regulation and exhibits be received as information:
- JLCD-R - Administering Medicines to Students Prescribed and Over-The-Counter
 - JLCD-E-1 – Authorization and Administrations of Prescribed Medication

- JLCD-E-2 - Administration of Prescribed or Over-The Counter Medication Record
- JLCD-E-4 – Hand Washing.”

CARRIED

5. Agenda Items 5 and 6

09-05-18 **MOVED: Trustee Jennifer Lawson**

“That the following remaining agenda items will be deferred to the June, 2018 Education Committee Meeting

- Trustee PD Summary - NSBA Conference April 2018 Report Motion 08-17-18
- Alamo Academies Industrial Skills Vocational Program Motion 08-18-18”

CARRIED

CONCLUDED: Report of the Education Committee

FILED**PERSONNEL COMMITTEE 05-18**

Meeting held May 15, 2018

Committee Chair: Sandy Lethbridge

1. Attendance – for information
2. Approval of Agenda
3. Online Early Years Registration Analysis

09-06-18 **MOVED: Trustee Sandy Lethbridge**

“That administration provide further analysis of current waiting list information including the number of out-of-catchment students by school and the number of current siblings on waiting lists, including what number on the list they are. The Committee will reconvene for further discussion on this matter early in the new school year.”

CARRIED

4. Social Work Proposal

09-07-18 **MOVED: Trustee Sandy Lethbridge**

“That Administration’s recommendation to increase Social Work staffing by 25% be approved.”

CARRIED

5. Job Description Revision

09-08-18 **MOVED: Trustee Sandy Lethbridge**

“That revisions to job description AP3-12 Middle Years, Head Administrative Assistant be approved.”

CARRIED

6. Confidential Employee Request

09-09-18 **MOVED: Trustee Sandy Lethbridge**

“That the request be approved”

CARRIED

7. Personnel Report to the Board

09-10-18 **MOVED: Trustee Sandy Lethbridge**

“That the Personnel Report to the Board be received as information.”

CARRIED

CONCLUDED: Report of the Personnel Committee

FILED**RETIREMENT PLAN COMMITTEE No. 04-17/18**

Meeting held May 17, 2018

Committee Chair: John Mulligan

Trustee John Mulligan reviewed the Report of the Retirement Plan Committee for Trustees' information.

CONCLUDED: Report of the Retirement Plan Committee

FILED**REPORT OF THE CHIEF SUPERINTENDENT**

Brett Lough, Chief Superintendent

Report 09-18

FOR ACTION

- 09-11-18** 1. Extended Field Trip Proposal - Collège Sturgeon Heights Collegiate
MOVED: Trustee Sandy Lethbridge
"That the Board approve the extended field trip proposal from Collège Sturgeon Heights Collegiate for Grade 11 and 12 students to travel to Paris, France on Spring Break of March 2020; with the understanding that the Chief Superintendent monitors each out of country trip with due diligence and that these trips are subject to cancellation following a negative travel advisory from Foreign Affairs and International Trade or other applicable government agencies or other emergent situations. The St. James-Assiniboia School Division will not incur any reimbursement costs as a result of any cancellation. This is above and beyond any consultation protocols with the Division-tendered tour companies/agencies."

CARRIED**FOR INFORMATION**

- 09-12-18** 1. Board Actions and Referrals
2. Provincial Concours d'art oratoire 2018
MOVED: Trustee Cheryl Smukowich
"That the Board send a letter, over the signature of the Board Chair, congratulating the successful participants in the Provincial Concours d'art oratoire 2018."

CARRIED

3. Peaceful Village Grand Opening
• Tuesday, October 2, 2018
4. Trustee/Admin Dinner 2018
• Wednesday, October 10, 2018

CONCLUDED: Report of the Superintendent No. 09-18

FILED

REPORT OF THE SECRETARY-TREASURER/ CFO

Mike Friesen, Secretary-Treasurer
Report 09-18

FOR ACTION

1. By-Law 286-18 – Designation of Senior Election Official for October General Municipal Election

Trustee Cheryl Smukowich provided notice that By-Law 286-18 shall be given first reading at the Board Meeting of June 12, 2018 designating Mr. Marc Lemoine Senior Election Official for the St. James-Assiniboia School Division for the purpose of conducting the election of school trustees.

CARRIED

2. PSFB Correspondence
 - École Assiniboine – Modular Classroom Assessment

09-13-18

MOVED: Trustee Craig Johnson

“That item #2 be referred to the Finance/Facilities Committee.”

CARRIED

FOR INFORMATION

1. 2018 School Division Election
 - a) Letter from the City of Winnipeg
 - b) 2018 School Trustee Candidate's Guide
2. Cheque Registers:
 - a) May 1, 2018 (INP Clearing)
 - b) May 3, 2018
 - c) May 10, 2018
3. Permit Report – May 17, 2018
4. Fundraising Report – Collège Sturgeon Heights Collegiate

CONCLUDED: Report of the Secretary-Treasurer/CFO

FILED

CORRESPONDENCE**Action Correspondence**

There was no action correspondence.

Information Correspondence

1. Manitoba Schools Boards Association (MSBA)
 - a. E-Bulletin – May 9, 2018
 - b. MSBA Convention Presentation on Instructional Walkthroughs
 - c. MSBA Datebook Memo and Draft Directory
 - d. Minister Wishart's response to Seven Oaks SD Letter re: Bus-Mounted Cameras

- e. Evergreen School Division Secretary-Treasurer Job Posting
2. Speak Up Winnipeg & The Sounding Documents

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 is no Trustee PD Summaries

NEW BUSINESS

1. Amendment to the Second Outcome on the Strategic Plan 2016-2021 at the Next Yearly Review.

09-14-18

MOVED: Trustee Ed Hume

"I move that at our next yearly review of the Strategic Plan 2016-2021 we consider the following amendment to our second outcome from "Each learner benefits from strong learning partnerships to "Each learner benefits from the building of strong relationships between all stakeholders." and the 3rd bullet to change from "Nurture positive relationships with families and the local and global community" to "Building stronger relationships between all stakeholders (senior administration, staff, trustees, parents, students, community members, the public, and the media)" and further that this motion be referred to the education, personnel and finance committees for discussion.

DEFEATED

RECONVENE TO COMMITTEE OF THE WHOLE IN-CAMERA – 9:00 p.m.

09-15-18

MOVED: Trustee Cheryl Smukowich

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

CARRIED

REPORT OF COMMITTEE OF THE WHOLE IN CAMERA – 9:31 p.m.

09-16-18

1. Confidential Personnel Matter

MOVED: Trustee Sandy Lethbridge

"That the Board terminate the employment contract effective June 30, 2018"

CARRIED

ADJOURNMENT

On motion of Trustee Craig Johnson, the regular board meeting adjourned at 9:32 p.m.

Craig McGregor
Chair of the Board

Brett Lough
Chief Superintendent