



ST. JAMES-ASSINIBOIA SCHOOL DIVISION

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

Tuesday, September 12, 2017, 7:30 p.m.

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

Meeting No.: 13-17

#1102076

PRESENT:

Craig McGregor	Trustee
Cheryl Smukowich	Trustee
Bruce Chegus	Trustee
Ed Hume	Trustee
Craig Johnson	Trustee
Jennifer Lawson	Trustee
Sandy Lethbridge	Trustee
John Mulligan	Trustee (7:21 p.m.)
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
Carrie Melville	Assistant Secretary-Treasurer
Nora Wood	Accounting Manager
Bernice Kitsch	Senior Executive Assistant

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.

13-01-17

MOVED: Trustee Craig Johnson

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

CARRIED

The Chair called the Public Session to order at 7:31 p.m.

WELCOME & INTRODUCTION:

Michael Friesen, Secretary-Treasurer/Chief Financial Officer of the St. James-Assiniboia School Division, presided as Chair at the Annual Meeting of the St. James-Assiniboia School Division Board in accordance with Section 29(2) of the Public Schools Act.

VOTING PROCEDURES

The Chair requested Board direction on the voting procedures to be used.

13-02-17 MOVED: Trustee Cheryl Smukowich

“That the Board vote by secret ballot;
That the ballots be destroyed after each vote;
That Tanis Pshebniski, Carrie Melville, Nora Wood act as scrutineers;
That only the outcome and not the count of each vote be announced;
That, in the event of a tie vote, The Chair will initial one ballot of the set; and further,
That the School Board will determine by lot which ballot will be received by each trustee; And further,
That the ballots will be counted and in the case of another tie vote the initialed ballot will be the deciding vote; And further,
That the Secretary-Treasurer/CFO remain in the Chair until all elections are completed.”

CARRIED

The Chair called for nominations for Board positions according to the order on the agenda.

ELECTION OF CHAIR AND VICE CHAIR

CHAIR OF THE BOARD

Nominated: Trustee Craig McGregor

13-03-17 MOVED: Trustee Craig Johnson

“That nominations cease.”

CARRIED

Since no further nominations were received, the Chair declared Trustee Craig McGregor Chair of the Board for the period September 12, 2017 to the Annual meeting of the Board in November 2018.

VICE CHAIR OF THE BOARD

Nominated: Trustee Cheryl Smukowich

13-04-17 MOVED: Trustee Craig Johnson

“That nominations cease.”

CARRIED

Since no further nominations were received, the Chair declared Trustee Cheryl Smukowich Vice-Chair of the Board for the period September 12, 2017 to the Annual meeting of the Board in November 2018.

ELECTION OF CHAIRS OF STANDING COMMITTEES

CHAIR, EDUCATION COMMITTEE

Nominated: Trustee Jennifer Lawson

13-05-17 **MOVED: Trustee Craig McGregor**
"That nominations cease."

CARRIED

Since no further nominations were received, the Chair declared Trustee Jennifer Lawson Chair of the Education Committee for the period September 12, 2017 to the Annual meeting of the Board in November 2018.

CHAIR, FINANCE/FACILITIES COMMITTEE

Nominated: Trustee Craig Johnson

13-06-17 **MOVED: Trustee Craig McGregor**
"That nominations cease."

CARRIED

Since no further nominations were received, the Chair declared Trustee Craig Johnson Chair of the Finance/Facilities Committee for the period September 12, 2017 to the Annual meeting of the Board in November 2018.

CHAIR, PERSONNEL COMMITTEE

Nominated: Trustee Sandy Lethbridge
Trustee Ed Hume

13-07-17 **MOVED: Trustee Craig Johnson**
"That nominations cease."

CARRIED

Following a vote taken by secret ballot, the Chair declared Trustee Sandy Lethbridge Chair of the Personnel Committee for the period September 12, 2017 to the Annual meeting of the Board in November 2018.

CHAIR, GOVERNANCE COMMITTEE

Nominated: Trustee Bruce Chegus

13-08-17 **MOVED: Trustee Craig McGregor**
"That nominations cease."

CARRIED

Since no further nominations were received, the Chair declared Trustee Bruce Chegus Chair of the Governance Committee for the period September 12, 2017 to the Annual meeting of the Board in November 2018.

CHAIR, MARKETING COMMITTEE

Nominated: Trustee John Mulligan
Trustee Ed Hume (Respectfully Declined)

13-09-17 **MOVED: Trustee Cheryl Smukowich**
“That nominations cease.”

CARRIED

Since no further nominations were received, the Chair declared Trustee John Mulligan Chair of the Marketing Committee for the period September 12, 2017 to the Annual meeting of the Board in November 2018.

ELECTION OF COMMITTEE MEMBERSHIPS

MEMBERSHIP, EDUCATION COMMITTEE (3)

Nominated: Trustee Ed Hume
Trustee Sandy Lethbridge
Trustee Cheryl Smukowich
Trustee Bruce Chegus (Respectfully Declined)

13-10-17 **MOVED: Trustee Craig McGregor**
“That nominations cease.”

CARRIED

Since no further nominations were received, the Chair declared Trustees Ed Hume, Sandy Lethbridge and Cheryl Smukowich members of the Education Committee for the period September 12, 2017 to the Annual meeting of the Board in November 2018.

MEMBERSHIP, FINANCE/FACILITIES COMMITTEE (3)

Nominated: Trustee Bruce Chegus
Trustee John Mulligan
Trustee Peter Woods

13-11-17 **MOVED: Trustee Jennifer Lawson**
“That nominations cease.”

CARRIED

Since no further nominations were received, the Chair declared Trustees Bruce Chegus, John Mulligan and Peter Woods members of the Finance/Facilities Committee for the period September 12, 2017 to the Annual meeting of the Board in November 2018.

MEMBERSHIP, PERSONNEL COMMITTEE (3)

Nominated: Trustee Jennifer Lawson
Trustee John Mulligan
Trustee Cheryl Smukowich

13-12-17 **MOVED: Trustee Jennifer Lawson**
"That nominations cease."

CARRIED

Since no further nominations were received, the Chair declared Trustees Jennifer Lawson, John Mulligan and Cheryl Smukowich members of the Personnel Committee for the period September 12, 2017 to the Annual meeting of the Board in November 2018.

MEMBERSHIP, GOVERNANCE COMMITTEE (2)

Nominated: Trustee Ed Hume
Trustee Peter Woods

13-13-17 **MOVED: Trustee Cheryl Smukowich**
"That nominations cease."

CARRIED

Since no further nominations were received, the Chair declared Trustees Ed Hume and Peter Woods members of the Governance Committee for the period September 12, 2017 to the Annual meeting of the Board in November 2018.

MEMBERSHIP, MARKETING COMMITTEE (2)

Nominated: Trustee Sandy Lethbridge
Trustee Jennifer Lawson

13-14-17 **MOVED: Trustee Cheryl Smukowich**
"That nominations cease."

CARRIED

Since no further nominations were received, the Chair declared Trustees Sandy Lethbridge and Jennifer Lawson members of the Marketing Committee for the period September 12, 2017 to the Annual meeting of the Board in November 2018.

MEMBERSHIP, RETIREMENT PLAN COMMITTEE (2)

Nominated: Trustee John Mulligan
Trustee Bruce Chegus

13-15-17 **MOVED: Trustee Craig McGregor**
"That nominations cease."

CARRIED

Since no further nominations were received, the Chair declared Trustees John Mulligan and Bruce Chegus members of the Retirement Plan Committee for the period September 12, 2017 to the Annual meeting of the Board in November 2018.

MEMBERSHIP, SCHOOL BOARD/COUNCIL LIAISON (2)

Nominated: Trustee Craig Johnson
Trustee Cheryl Smukowich

13-16-17 **MOVED: Trustee Craig McGregor**
"That nominations cease."

CARRIED

Since no further nominations were received, the Chair declared Trustees Craig Johnson and Cheryl Smukowich members of the School Board/Council Liaison Committee for the period September 12, 2017 to the Annual meeting of the Board in November 2018.

MEMBERSHIP, BOARD/ASSOCIATION LIAISON (2)

Nominated: Trustee Jennifer Lawson
Trustee Cheryl Smukowich

13-17-17 **MOVED: Trustee Craig Johnson**
"That nominations cease."

CARRIED

Since no further nominations were received, the Chair declared Trustees Jennifer Lawson and Cheryl Smukowich members of the Board/Association Liaison Committee for the period September 12, 2017 to the Annual meeting of the Board in November 2018.

MEMBERSHIP, AWARDS AND SCHOLARSHIPS COMMITTEE & SCHOLARSHIP FOUNDATION

Nominated: Trustee Sandy Lethbridge

13-18-17 **MOVED: Trustee John Mulligan**
"That nominations cease."

CARRIED

Since no further nominations were received, the Chair declared Trustee Sandy Lethbridge the member of the Awards and Scholarships Committee & Scholarship Foundation for the period September 12, 2017 to the Annual meeting of the Board in November 2018.

STUDENT COUNCIL LIAISON

Nominated: Trustee John Mulligan

Trustee Ed Hume (Respectfully Declined)

13-19-17 **MOVED: Trustee Craig Johnson**
"That nominations cease."

CARRIED

Since no further nominations were received, the Chair declared Trustee John Mulligan Student Council Liaison representative for the period September 12, 2017 to the Annual meeting of the Board in November 2018.

ASSINIBOIA CHAMBER OF COMMERCE

Nominated: Trustee Peter Woods

13-20-17 **MOVED: Trustee Jennifer Lawson**
"That nominations cease."

CARRIED

Since no further nominations were received, the Chair declared Trustee Peter Woods Assiniboia Chamber of Commerce representative for the period September 12, 2017 to the Annual meeting of the Board in November 2018.

DIVISION EARLY CHILDHOOD EDUCATION COMMITTEE

Nominated: Trustee Jennifer Lawson

13-21-17 **MOVED: Trustee John Mulligan**
"That nominations cease."

CARRIED

Since no further nominations were received, the Chair declared Trustee Jennifer Lawson Board representative on the Division Early Childhood Education Committee for the period September 12, 2017 to the Annual meeting of the Board in November 2018.

NEW CHAIR PRESIDES

Trustee Craig McGregor assumed the Chair at 7:52 p.m.

Trustee McGregor thanked the members of the SJASD Board for this privilege to continue in my leadership role. I appreciate their confidence in me to lead their collective efforts to do what is in the best interests of kids and move our Division forward with continuing excellence. I congratulate and thank each one of you for your relentless dedication and valuable leadership at the Board table. The sum of our strengths makes this a strong and effective Board for dealing with the issues and challenges which we will face in this coming school year. I wish everyone the very best.

DIVISION SIGNING OFFICERS

13-22-17

MOVED: Trustee Cheryl Smukowich

"That the signing officers for the St. James-Assiniboia School Division be as follows:

Craig McGregor, Chair of the Board
Cheryl Smukowich, Vice Chair of the Board
Brett Lough, Chief Superintendent
Michael Friesen, Secretary-Treasurer/Chief Financial Officer
Carrie Melville, Assistant Secretary-Treasurer
Nora Wood, Accounting Manager."

CARRIED

AFFIRMATION OF ORGANIZATIONAL BY-LAW

13-23-17

MOVED: Trustee Cheryl Smukowich

"That the Board affirm and adopt By-Law 273-16 and subsequent amending by-Law 277-17, to regulate the proceedings of the Board of Trustees of the St. James-Assiniboia School Division for the period September 12, 2017 to the Annual meeting of the Board in November 2018."

CARRIED

BOARD MEETING DATES

13-24-17

MOVED: Trustee Cheryl Smukowich

"That the St. James-Assiniboia School Division Board hold its meetings on the second and fourth Tuesdays of each month in the Board Room of the Aidan Conklin Building, 2574 Portage Avenue at 7:30 p.m. in accordance with the Board Organizational By-Law 273-16 and subsequent amending by-Law 277-17."

CARRIED

BOARD AGENDA

13-25-17 MOVED: Trustee Craig Johnson

“That the agenda of the Board Meeting of September 12, 2017 be adopted as amended, to include a new business item.”

CARRIED

ADOPTION OF MINUTES – PREVIOUS MEETING

13-26-17 MOVED: Trustee Craig Johnson

“That the minutes of the Board Meeting of August 29, 2017 be adopted.”

CARRIED

HEARING OF DELEGATIONS

No Delegations Registered

COMMITTEE REPORTS

FINANCE/FACILITIES COMMITTEE – 09-17

Meeting held September 5, 2017

Committee Chair: Craig Johnson

1. Attendance – for information
2. Approval of agenda
3. PSFB Correspondence
 - a) Westwood Collegiate – Exterior Wall Replacement – Project Support
 - b) Buchanan School – Roof Replacement Areas G1, H1 – Additional Support
 - c) Westwood Collegiate – Grooming Room – Project Support
 - d) Phoenix School – Two Modular Classrooms and Link Repairs – Project Support
 - e) Lakewood School – Grooming Room – Project Authorization

13-27-17 MOVED: Trustee Craig Johnson

“That the PSFB correspondence listed above be received as information.”

CARRIED

4. 2016 Staff Survey
 - a) Finance/Facilities Graphs

13-28-17 MOVED: Trustee Craig Johnson

“That the results of the 2016 Staff Survey be received as information.”

CARRIED

5. 130 Allard

13-29-17 MOVED: Trustee Craig Johnson

“That the update on the revised assessment for 130 Allard be received as information.

And further;

That the 130 Allard site be maintained pending updates on the 2018 Federal Government grants and potential City of Winnipeg Community Centre development plans.”

CARRIED

6. St. James-Assiniboia Montessori School Inc.
- Correspondence from L. Burla, Executive Director, regarding Proposal for Allard School Site

13-30-17 MOVED: Trustee Craig Johnson

“That the St. James-Assiniboia Montessori School proposal be referred to Administration.”

CARRIED

7. MSBA Call for Nomination and Resolution

13-31-17 MOVED: Trustee Craig Johnson

“That the MSBA Call for Nomination and Resolution be received as information.”

CARRIED

8. Bus Safety Issue

13-32-17 MOVED: Trustee Craig Johnson

“That the 2016/17 Transportation Incident Report and 2017/18 busing initiatives be received as information.”

CARRIED

9. St. James Scholarship Foundation – Annual Report 2016

13-33-17 MOVED: Trustee Craig Johnson

“That the St. James Scholarship Foundation – Annual Report 2016 be received as information.”

CARRIED

10. Update re Summer Capital Projects – 2017/2018

13-34-17 MOVED: Trustee Craig Johnson

“That the update on summer capital projects be received as information.”

CARRIED

11. Bike Tune Up Stations

13-35-17 MOVED: Trustee Craig Johnson

“That the information on bike tune up stations be received as information.”

CARRIED

12. Brainstorming

13-36-17 MOVED: Trustee Craig Johnson

“That the discussions on the recent decision by the Toronto School Board to ban various websites and outdoor learning spaces be received as information.”

CARRIED

CONCLUDED: Report of the Finance/Facilities Committee

FILED

REPORT OF THE CHIEF SUPERINTENDENT

Brett Lough, Chief Superintendent
Report 13-17

FOR ACTION

1. Family Access Program Year End Report - 2016/2017

13-37-17 MOVED: Trustee Jennifer Lawson

“That the Family Access Program Year End Report for 2016/2017 be referred to the Education Committee for review.”

CARRIED

2. Behaviour Intervention Team Annual Report - June 2017

13-38-17 MOVED: Trustee Jennifer Lawson

“That the Behaviour Intervention Team Annual Report June 2017 be referred to the Education Committee for review.”

CARRIED

3. Administration/Trustee Retreat Agenda
Provided as information.

FOR INFORMATION

1. Board Actions and Referrals
2. Transportation of Students in St. James-Assiniboia School Division
3. Educational Conferences 2017/2018
4. Annual Report on 2016-2017 Enrolment

CONCLUDED: Report of the Chief Superintendent

FILED

REPORT OF THE SECRETARY-TREASURER / CHIEF FINANCIAL OFFICER

Mike Friesen, Secretary-Treasurer / Chief Financial Officer

Report 13-17

FOR ACTION

No items for action

FOR INFORMATION

1. Cheque Registers
 - a) August 23, 2017
 - b) August 25, 2017
 - c) September 1, 2017
2. Permit Report – September 7, 2017
3. 2017/2017 Audit

CONCLUDED: Report of the Secretary-Treasurer / Chief Financial Officer

FILED

CORRESPONDENCE**Action Correspondence**

No items for action

Information Correspondence

1. Manitoba School Boards Association (MSBA)
 - a) H. Demetriooff, Director of Communication Service re 2017-18 Learning
2. Correspondence re Westwood Collegiate Musical
3. Press Release – Louis Riel School Division re Chair & Vice-Chair 2017-2018
4. Press Release – River East Transcona S.D. re Chair & Vice Chair 2017-2018
5. Minister of Education & Training re Enrolment Cap Policy for International Students in Manitoba K-12 Schools

CONCLUDED: Information Correspondence

FILED

UNFINISHED BUSINESS/BUSINESS ARISING FROM THE MEETING

- First Reading - By-Law 279-17 - Religious Instruction at École Bannatyne

13-39-17 MOVED: Trustee Cheryl Smukowich

"That the Board give First Reading to By-Law 279-17, a By-Law to allow for religious instruction at École Bannatyne for the 2017-2018 school year."

CARRIED

- First Reading - By-Law 280-17- Consolidated Organizational By-Law

13-40-17 MOVED: Trustee Cheryl Smukowich

"That the Board give First Reading to By-Law 280-17, a By-Law, a Consolidated By-Law of Organizational By-Law 273-16 and amending By-Law 277-17."

CARRIED

AGENDA-BASED QUESTIONS FROM THE PUBLIC

There were no questions from the public.

TRUSTEE PD SUMMARIES

13-41-17 MOVED: Trustee Ed Hume

"That the NSBA Denver Conference Report and Media Training Workshop be referred to the Education Committee for review."

CARRIED

NEW BUSINESS

MSBA Call for Nominations & Resolutions

MOVED: Trustee Craig Johnson

13-42-17 "That Manitoba School Board Association (MSBA) seek to lobby the City of Winnipeg and other municipal jurisdictions to adopt low cost warning lights for signs at school zones."

CARRIED

RECESS TO COMMITTEE OF THE WHOLE IN CAMERA – 8:37 P.M.

13-43-17 MOVED: Trustee Craig Johnson

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

CARRIED

REPORT OF COMMITTEE OF THE WHOLE IN CAMERA – 8:51 P.M.

Personnel

13-44-17 MOVED: Trustee Sandy Lethbridge

"That the Board receive the formal notice of retirement from the Assistant Superintendent, Education (K-8) and Student Services, Tanis Pshebniski, effective December 31, 2017, as discussed in Committee of the Whole.

CARRIED

CPI Update – August 30, 2017

13-45-17 MOVED: Trustee Sandy Lethbridge

"That the CPI Update of August 30, 2017 be referred to the Personnel Committee for review."

CARRIED

ADJOURNMENT

On motion of Trustee Craig Johnson, the regular board meeting adjourned at 8:54 P.M.

Craig McGregor
Chair of the Board

Brett Lough
Chief Superintendent