



ST. JAMES-ASSINIBOIA SCHOOL DIVISION

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

Tuesday, August 30, 2016

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

Meeting No.: 13-16

No. 961598

PRESENT:

Craig McGregor	Chair
Cheryl Smukowich	Vice-Chair
Ed Hume	Trustee
Craig Johnson	Trustee
Sandy Lethbridge	Trustee
John Mulligan	Trustee (6:55 PM)
Peter Woods	Trustee

ALSO IN ATTENDANCE:

Brett Lough	Chief Superintendent
Mike Friesen	Secretary-Treasurer / Chief Financial Officer
Mike Wake	Assistant Superintendent, Education (6-12) and Administration
Carrie Melville	Assistant Secretary-Treasurer
Randy Calvert	Manager, Facilities & Maintenance
Kazia Paradis	Senior Executive Assistant
Jennifer Cameron	Information Officer (7:41 PM)

REGRETS:

Bruce Chegus	Trustee
Jennifer Lawson	Trustee

CALL TO ORDER IN CAMERA BOARD MEETING

The Committee of the Whole in Camera was called to order at 6:48 p.m.

HEARING OF DELEGATIONS

In-Camera Delegation – see Motion 13-14-16 for Board Action

RETURN TO REGULAR BOARD MEETING – 7:41 p.m.

CALL TO ORDER REGULAR BOARD MEETING / ATTENDANCE – 7:41 p.m.

Attendance - recorded above.

ADOPTION OF MINUTES

13-01-16

MOVED - Trustee Craig Johnson:

“That the minutes of the Board Meeting of June 28, 2016 be adopted, as corrected.”

CARRIED

REPORT ON EDUCATION

No Report on Education due to summer break.

HEARING OF DELEGATIONS

Bruce Alexander – St. James Scholarship Foundation

Mr. Alexander distributed brochures related to donations to the St. James Scholarship Foundation. The information was provided for Trustee information.

COMMITTEE REPORTS

No Committee reports due to summer break.

REPORT OF THE CHIEF SUPERINTENDENT

Brett Lough, Chief Superintendent

Report No. 13-16

FOR ACTION

1. 2016 Senior Years Fall Awards

Trustees decided who will be in attendance at the upcoming events.

FOR INFORMATION

1. Board Actions and Referrals
2. School Based Administrators and Coordinators 2016/2017
3. Innovative Grant Reports 2015/2016
4. Annual Report on 2015-2016 Report on Enrolment
5. School Concerts/Plays/Dramas/Musical & Band Events 2016/2017

CONCLUDED: Report of the Chief Superintendent 13-16

FILED

REPORT OF THE SECRETARY-TREASURER / CHIEF FINANCIAL OFFICER

Mike Friesen, Secretary-Treasurer / Chief Financial Officer

Report 13-16

FOR ACTION

1. PSFB Correspondence
 - a) Crestview School – Heating and Unit Ventilator Replacement – Design only
 - b) Collège Sturgeon Heights Collegiate – Welding Shop Addition – 2014/2015 Technical Skill Build – Proceed to Tender
 - c) St. James Collegiate – Roof Replacement Areas E2, F2, B2 – Project Support
 - d) Buchanan School – Roof Replacement Areas G1, H1 – Project Support
 - e) Westwood Collegiate – Grooming Room – Proceed to Tender

2. Financial Statement – Period Ended July 31, 2016

13-02-16 MOVED - Trustee Craig Johnson:

“That item #1 (PSFB Correspondence) and #2 (Financial Statement – July 31, 2016) be referred to the Finance/Facilities Committee.”

CARRIED**FOR INFORMATION**

1. Cheque Registers
 - a) June 23, 2016
 - b) June 29, 2016
 - c) June 30, 2016 (INP Clearing)
2. Permit Report – August 18, 2016
3. Fund Raising Reports:
 - a) Athlone School
 - b) Hedges Middle School
 - c) Sansome School
 - d) Strathmillan School
4. Tender Award Summary – July 1, 2016

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. Letter to Ministers Goertzen and Wishart re: Request for Action from Winnipeg School Division Concerning Health Curriculum
 - b. Survey re: Promising Practices and Models for Indigenous Education
 - c. Canada in a Day - Promotional Package
 - d. 2016 Resolutions from AGM March 18, 2016
 - e. Learning Opportunities 2016-2017
 - f. Report re: 2016 MASS Summer Institute
 - g. MERN Symposium and Book Series – September 30, 2016
 - h. Canadian Education Association Symposium on First Nations Schools – October 6-7, 2016
 - i. Mental Health Services for Children, Youth & Families 2016 Conference
 - j. Pedagogy & Space Conference – November 1 & 3, 2016
 - k. Horatio Alger Association of Canada National Scholarship Application Process
 - l. City of Winnipeg – Population, Housing and Economic Forecast
2. Save the Date - National School Boards Association Annual Conference – March 25-27, 2017 in Denver
3. Honourable Ian Wishart, Minister of Education and Training re: Revised Ministerial Award
4. M.M.D. Clouter, Lieutenant Colonel re: Royal Canadian Air Force Run 2016
5. Letters of Thanks - Student Awards Recipients
6. Letter and Postcards of Thanks – Canada Wide Science Fair Participants

CONCLUDED: Information Correspondence

FILED

UNFINISHED BUSINESS/BUSINESS ARISING FROM THE MEETING

1. Second Reading, Amending By-Law 269-16

13-03-16

MOVED – Trustee Cheryl Smukowich:

“That the Board give second reading to Amending By-Law 269-16, a by-law to amend Organizational By-Law 239-13.”

CARRIED

2. Third/Final Reading, Amending By-Law 269-16

13-04-16

MOVED – Trustee Cheryl Smukowich:

“That the Board give third/final reading to Amending By-Law 269-16, a by-law to amend Organizational By-Law 239-13.”

CARRIED

QUESTIONS FROM THE PUBLIC

There were no questions from the public.

NEW BUSINESS

1. Secretary-Treasurer/CFO Evaluation Policy

It was discussed that the first Secretary-Treasurer/CFO evaluation will be conducted in the fall of 2017.

13-05-16 MOVED – Trustee Cheryl Smukowich

"That the Board approve Policy CBB/ AFA - Evaluation of the Secretary-Treasurer/CFO and CBB-E / AFA-E - Evaluation Instrument."

CARRIED

2. Trustee Nomination Forms – Annual Meeting September 13, 2016

Trustees to fill in and submit the nomination forms to the Secretary-Treasurer/CFO by Friday, September 2, 2016.

3. Notice of Motion – By-Law 270-16 - Religious Instruction at École Robert Browning

13-06-16 Trustee Cheryl Smukowich gave notice:

"That notice is hereby given that By-Law 270-16, a By-Law to allow for religious instruction at École Robert Browning for the 2016-17 school year, shall be given first reading at the September 13, 2016 Board Meeting."

4. Notice of Motion – By-Law 271-16 - Religious Instruction at École Bannatyne

13-07-16 Trustee Cheryl Smukowich gave notice:

"That notice is hereby given that By-Law 271-16, a By-Law to allow for religious instruction at École Bannatyne for the 2016-17 school year, shall be given first reading at the September 13, 2016 Board Meeting."

5. Board Photo – Proposed date

It was discussed that the new Board photo should be scheduled for September 27, 2016 prior to the Board meeting at 6:00 pm.

RECONVENE TO COMMITTEE OF THE WHOLE IN CAMERA – 8:40 PM

13-08-16 MOVED: Trustee Craig Johnson:

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

CARRIED

REPORT OF COMMITTEE OF THE WHOLE IN CAMERA – 10:25 PM

- 13-09-16 MOVED - Trustee Sandy Lethbridge:**
"That the Board approve revisions to Policy AF-E/CBI-E Chief Superintendent Evaluation Form, as presented."
CARRIED
- 13-10-16 MOVED – Trustee Craig Johnson:**
"That the St. James Village Business Improvement Zone permit request to use the front lawn at St. James Collegiate / George Waters Middle School for Yam Fest on September 10, 2016 be approved; And further,

That Administration be authorized to approve the use of the front lawn at St. James Collegiate / George Waters Middle School for Yam Fest, if available, in the future."
CARRIED
- 13-11-16 MOVED – Trustee Craig Johnson:**
"That the St. James Village Business Improvement Zone permit request to use the gymnasium at St. James Collegiate for a Farmer's Market during Yam Fest be declined."
CARRIED
- 13-12-16 MOVED - Trustee Sandy Lethbridge:**
"That the MSBA CPI Updates for June and July 2016 be referred to the Personnel Committee."
CARRIED
- 13-13-16 MOVED - Trustee Sandy Lethbridge:**
"That the MSBA Confidential Salary Bulletins (Western, Park West and Hanover) be referred to the Personnel Committee."
CARRIED
- 13-14-16 MOVED – Trustee Craig Johnson:**
"That the Board receive the in-camera delegation presentation as information; And further,
That this matter be referred to the Finance/Facilities Committee as a pending item."
CARRIED

ADJOURNMENT

On motion of Trustee Craig Johnson, the regular board meeting adjourned at 10:29 PM.

Craig McGregor
Chair of the Board

Brett Lough
Chief Superintendent