



ST. JAMES-ASSINIBOIA SCHOOL DIVISION

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

Tuesday, June 13, 2017

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

Meeting No.: 10-17

No. 1074565

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
Carrie Melville	Assistant Secretary-Treasurer
Tanis Pshebniski	Assistant Superintendent, Education (K-8) and Student Services
Mike Wake	Assistant Superintendent, Education (6-12) and Administration
Bernice Kitsch	Senior Executive Assistant
Jen 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.

10-01-17 MOVED - Trustee Jennifer Lawson
"That the Board recess to Committee of the Whole In-Camera."

CARRIED

RETURN TO REGULAR BOARD MEETING – 7:36 p.m.

ADOPTION OF MINUTES

10-02-17 MOVED - Trustee Craig Johnson:
"That the minutes of the Board Meeting of May 23, 2017 be adopted."

CARRIED

Presentation – The Historical Museum Association of St. James-Assiniboia

A grant in the amount of \$1,100 was awarded to The Historical Museum Association of St. James-Assiniboia representative Barry Hillman, Education Coordinator.

HEARING OF DELEGATIONS

1. Community Resident, Mr. K. Ryback posed the following questions:
 - School enrolment projections and the growth of Headingley and questioning whether our school division would require an additional school in the future. Mr. Brett Lough, Chief Superintendent responded.
 - Have we considered relocating the divisional office located at 2574 Portage Avenue to Allard school site. Mr. Mike Friesen, Secretary-Treasurer/ CFO responded.
 - Advised that he has contacted all government officials and asked if the Division has been contact as well.

It was noted that the Division has had several discussions with government officials on the Allard site.

Feb. 5/15 - Council/School Board Liaison

June 22/16 - Meeting with MLA's

Aug. 22/17 - Meeting with Minister of Education

Mar. 3/17 - Meeting with MLA's

Mar. 27/17 - Meeting with Minister of Education

2. President of Kirkfield Westwood Community Centre, Inc., Mr. T. Wolowiec provided a proposal for the integration of the Allard School site into its community campus.

COMMITTEE REPORTS

GOVERNANCE COMMITTEE No. 03-17

Meeting held: May 30, 2017

Committee Chair: Bruce Chegus

1. Attendance – for information
2. Approval of Agenda
3. Organizational By-Law Review – 273-16
 - Appendix A

10-03-17 MOVED - Trustee Bruce Chegus:

“That administration prepare amendments to the Organizational By-Law (Appendix A) for Board consideration.”

CARRIED**CONCLUDED: Report of the Governance Committee****FILED**

MARKETING COMMITTEE No. 03-17

Meeting held: June 5, 2017

Committee Chair: Ed Hume

1. Attendance – for information
2. Approval of Agenda
3. Private School Gains and Losses – 10 Year History

10-04-17 MOVED - Trustee Ed Hume:

“That the additional information on Private schools for the 2016-17 Exit/Entrance Survey be received for information.”

CARRIED

4. SJASD Promotional Items

10-05-17 MOVED - Trustee Ed Hume:

“That the SJASD Promotional Video be referred to the next Marketing Committee Meeting.”

CARRIED

5. Brain Storming Session

10-06-17 MOVED - Trustee Ed Hume:

“That the brain storming ideas be referred to the next Marketing Committee Meeting for consideration.”

CARRIED**CONCLUDED: Report of the Marketing Committee****FILED****FINANCE/FACILITIES COMMITTEE No. 08-17**

Meeting held: June 5, 2017

Committee Chair: Craig Johnson

1. Attendance – for information
2. Approval of the agenda
3. PSFB Correspondence
 - a) Crestview School – Heating System Replacement Project Support

10-07-17 MOVED - Trustee Craig Johnson:

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

CARRIED

4. City of Winnipeg Executive Council Minutes
 - 2017 Mill Rates for the Education Support Levy and Special Levy

10-08-17 MOVED - Trustee Craig Johnson:

“That the City of Winnipeg 2017 Mill Rates for the Education Support Levy and the Special Levy be received as information.”

CARRIED

5. Hedges Parking Lot Expansion

10-09-17 MOVED - Trustee Craig Johnson:

“That the Hedges Bus Loop and Parking Expansion be awarded to Glenat Enterprises in the amount of \$279,014.05 plus gst.

And further;

That the total costs of the project estimated at \$315,000 be funded from the Operating Reserve.”

CARRIED

6. Bright Beginnings Educare
- Shed Request

10-10-17 MOVED - Trustee Craig Johnson:

“That the update on the Bright Beginnings request for temporary use of the Library at Phoenix School be received as information.

And further;

That the request from Bright Beginnings Educare to have a shed on the property at Phoenix School be declined at this time.”

CARRIED

7. Jameswood/Golden Gate Partnership

10-11-17 MOVED - Trustee Craig Johnson:

“That the update on the additional supplies cost of \$2000 associated with the Jameswood/Golden Gate Manufacturing Program Partnership in 2018-19 and 2019-20 be received as information.”

CARRIED

8. SJASD Promotional items

10-12-17 MOVED - Trustee Craig Johnson:

“That the purchase of School Division promotional items be received as information.”

CARRIED

9. Brainstorming

10-13-17 MOVED - Trustee Craig Johnson:

“That Administration follow up on costs associated with bike tune up stations for the review of the Finance/Facilities Committee.”

CARRIED

CONCLUDED: Report of the Finance/Facilities Committee

FILED

REPORT OF THE CHIEF SUPERINTENDENT

Brett Lough, Chief Superintendent
Report No. 10-17

FOR ACTION

1. Chief Superintendent & Secretary-Treasurer/CFO Evaluation Process

10-14-17 MOVED - Trustee Cheryl Smukowich:

“That the Board approve the proposed timeline as presented.”

CARRIED

2. Extended Field Trip - John Taylor - March 22 - 31, 2018

10-15-17 MOVED - Trustee Cheryl Smukowich:

“That the Board approve the extended field trip proposal from John Taylor Collegiate for Grade 10-12 students to travel to Ecuador on March 22, 2018 to March 31, 2018; 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

3. Staff Survey June 2017

10-16-17 MOVED - Trustee Jennifer Lawson:

“That this survey be shared with the Finance/Facilities, Personnel and Education Committees for consideration. It is also recommended that the survey be shared with all schools to share with staff as part of their annual planning processes.”

CARRIED**FOR INFORMATION**

1. Board Actions and Referrals
2. Innovative Grants Approved for 2017/2018
3. Annual Report 2016 - The St. James Scholarship Foundation
4. Administrator Appointments & Coordinator Assignments 2017/18
5. Student/Trustee Forum Feedback

10-17-17 MOVED: Trustee Jennifer Lawson:

“That the Student/Trustee Forum Feedback be referred to the Education Committee for review.”

CARRIED

6. Good News - Students of the Canada Wide Science Fair

10-18-17 MOVED: Trustee Craig Johnson:

“That the Board send a letter, over the signature of the Board Chair, congratulating the participants who were successful in the Students of the Canada Wide Science Fair.”

CARRIED

7. Good News - Global Citizenship Award for Educators for 2017
8. Good News - Recycle Everywhere Free Throw Challenge Winner
9. Good News - Winnipeg's First “Fair Trade” School - St. James Collegiate
10. Good News - Westwood Collegiate Music Students

AMENDMENT:**10-19-17 MOVED: Trustee Ed Hume**

That the following be added to the main question:

“Global Citizenship Award for Educators 2017, Recycle Everywhere Free Throw Challenge Winner, Winnipeg's First “Fair Trade” School – St. James Collegiate, and Westwood Collegiate Music Students.”

CARRIED**MAIN MOTION AS AMENDED:****10-18-17 MOVED: Trustee Cheryl Smukowich**

“That the Board send a letter, over the signature of the Board Chair, congratulating the participants who were successful in the: Students of the Canada Wide Science Fair, Global Citizenship Award for Educators 2017, Recycle Everywhere Free Throw Challenge Winner, Winnipeg's First “Fair Trade” School – St. James Collegiate, and Westwood Collegiate Music Students.”

CARRIED

11. Administrative Council Minutes – May 25, 2017
- B. Professional Development - Walkthroughs

10-20-17 MOVED: Trustee Ed Hume

“That the Administrative Council Minutes from May 25, 2017, under Professional Development Walkthroughs be referred to Education Committee to review.

CARRIED

CONCLUDED: Report of the Chief Superintendent

FILED

REPORT OF THE SECRETARY-TREASURER / CHIEF FINANCIAL OFFICER

Mike Friesen, Secretary-Treasurer / Chief Financial Officer

Report 10-17

FOR ACTION

1. Borrowing By-Law 278-17

Trustee Cheryl Smukowich provided notice that Borrowing By-Law 278-17, a By-Law to borrow monies to meet current expenses, shall be given first reading at the Board Meeting of June 27, 2017.”

2. 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

10-21-17 MOVED - Trustee Craig Johnson:

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

CARRIED

FOR INFORMATION

1. Cheque Registers
 - a) May 16, 2017 (INP Payroll Clearing)
 - b) May 17, 2017
 - c) May 18, 2017 (US Bank)
 - d) May 25, 2017
 - e) May 30, 2017 (INP Payroll Clearing)
 - f) May 31, 2017
 - g) June 1, 2017
2. Permit Report – June 8, 2017
3. Fundraising Reports - Collège Sturgeon Heights Collegiate

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

FILED

CORRESPONDENCE

Action Correspondence

1. J. Rentz, Resident of Bourkevale area, re Request for support from the board regarding speed bumps in the back lanes surrounding St. James Collegiate and George Waters Middle School.

10-22-17 MOVED: Trustee Cheryl Smukowich:

“That the Board send a letter, over the signature of the Board Chair, offering a letter of support from the St. James-Assiniboia School Division in regards to the installation of speed bumps in the back lanes surrounding St. James Collegiate and George Waters Middle School.”

CARRIED

2. L. Burla, Executive Director, St. James-Assiniboia Montessori Association Inc., re Proposal outline to use the Allard site for operation of local licensed early learning programs.

10-23-17 MOVED: Trustee Craig Johnson:

“That the correspondence from the St. James-Assiniboia Montessori Association Inc. be referred to the Finance/Facilities Committee for review.”

CARRIED**INFORMATION CORRESPONDENCE**

1. Manitoba School Boards Association (MSBA)
 - a. F. Martens, President of CSBA, President’s Bulletin – May 2017 Update
 - b. C. Smukowich/Kathleen McMillan, Region 5 Directors, Convention 2018 Feedback Request
 - c. G. Coupland, Director, Labour Relations, Bill 28: Update on Status

10-24-17 MOVED: Trustee Cheryl Smukowich:

“That the Board send a letter, over the signature of the Board Chair, with our support on moving forward with the MSBA remaining involved with the Community Safety Protocol initiative.”

CARRIED

- d. J. Watt, Executive Director, Community Safety Protocol

2. Manitoba Education & Training – Reading Apprenticeship© - Grade 5 to 12
3. Manitoba Education & Training – English Language Arts Curriculum – Sustained, Deeper Learning Cycle

CONCLUDED: Information Correspondence**FILED****UNFINISHED BUSINESS/BUSINESS ARISING FROM THE MEETING**

- First Reading – By-Law 276-17, Religious Instruction at Strathmillan School

10-25-17 MOVED: Trustee Cheryl Smukowich:

“That the Board give first reading to By-Law 276-17, a By-Law to allow for religious instruction at Strathmillan School for the 2017-18 school year.”

CARRIED**QUESTIONS FROM THE PUBLIC**

- L. Burla, Executive Director and E. Desjardine, Board of Directors President of the St. James-Assiniboia Montessori Association Inc., expressed interest and outlined their proposal in regards to using the space within the Allard site. Ms Burla also requested that they along with other daycare directors would be interested in further discussions on the use of Allard for childcare.

- K. Gartner and J. Lark, Community Residents, expressed concern in the lack of advertising that was provided in regards to the Allard site.
- M. Magee, Community Resident, indicated that she is not in favor of selling the Allard site. She expressed the lack of daycare available to residents and would like the Board to further look into this option. She also was concerned with the lack of advertising in regards to the Allard site. Ms Magee also asked why the previous tenants didn't fix the building, Mr. Mike Friesen, Secretary-Treasurer/CFO responded.
- J. Bailey, resident of St. James, asked that the Board further assess and have another meeting prior to making any decisions in regards to the Allard site. She also asked for the appraised land value of the Allard site. The assessed value can be obtained from the City of Winnipeg.
- K. Ryback, Community Resident presented some options for the Board to explore on the use of Allard and asked questions on assessment, the size of the property being considered for disposition, insurance, and the sale of the former Bedson and Alexander Ross sites. Mr. Mike Friesen, Secretary-Treasurer/CFO responded.

Mr. Ryback also indicated that at Sansome school that the newer bike cage is located near the drain spout, which is draining into the cage as well as the public sidewalk and is icy when it gets cold. Senior Administration will look into this.

- S. Desrosiers and M. Royowski raised concerns about the cap on student enrolment and Kindergarten program. Mr. Lough, Chief Superintendent advised that these concerns would be brought to the Senior Administration attention, and that they will be in contact with both parents.
- J. Bailey, Community Resident, expressed concern with funding for her child. Mr. Lough, Chief Superintendent advised that her concerns would be brought to the Senior Administration attention, and that she will be contacted.

RECESS TO COMMITTEE OF THE WHOLE IN-CAMERA – 10:30 p.m.

10-26-17 MOVED: Trustee Craig Johnson

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

CARRIED

10-27-17 MOVED: Trustee Craig Johnson

"That the Board return to the regular board meeting."

CARRIED

NEW BUSINESS

- 130 Allard school building

10-28-17 MOVED: Trustee Craig Johnson:

“That the 130 Allard school building be referred to Finance/Facilities Committee for review and further discussion, and taking into account the information provided by the delegations and questions from the public.”

CARRIED

- Student Council Liaison Report

Trustee John Mulligan provided an update for Trustee’s information.

- 2017-2018 Parent /Trustee Forum

10-29-17 MOVED: Trustee Cheryl Smukowich

“That the Senior Administration Team provide a proposal at the board meeting on August 29, 2017 re: 2017-2018 Parent/Trustee Forum.”

CARRIED

- Kindergarten Class Formation Results for 2017/18 school year

10-30-17 MOVED: Trustee John Mulligan

“That administration lead a discussion with respect to kindergarten class formation results for the 2017/18 school year at the Education Committee in September 2017.”

CARRIED

- Measuring Engagement Across all grades

10-31-17 MOVED: Trustee John Mulligan

“That administration lead a discussion at the Education Committee meeting on measuring engagement across all grades, with emphasis on grades 6/12 where budget considerations are leading to hard choices on non-core programming.”

CARRIED

- Notice of Motion, Amending By-Law 277-17

10-32-17 MOVED: Trustee Cheryl Smukowich

“Notice be given that First reading of By-Law 277-17, a By-Law to amend Organizational By-Law 273-16 will be given at the June 27, 2017 Board meeting.”

CARRIED

RECONVENE TO COMMITTEE OF THE WHOLE IN CAMERA – 10:50 p.m.

10-33-17 MOVED: Trustee Craig Johnson

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

CARRIED**10-34-17 MOVED: Trustee John Mulligan**

“That the Board return to the regular board meeting.”

REPORT OF COMMITTEE OF THE WHOLE IN CAMERA – 11:05 p.m.

1. Administrative Staffing – 2017/2018

10-35-17 MOVED: Trustee Sandy Lethbridge

"That Ms. Jennifer Rothwell be appointed Vice-Principal at École Bannatyne effective September 5, 2017 until June 29, 2018, as discussed in the Committee of the Whole in Camera."

CARRIED

2. CPI Update – May 25, 2017

10-36-17 MOVED - Trustee Sandy Lethbridge

"That the CPI Update of May 25, 2017 be referred to the Personnel Committee for review."

CARRIED

ADJOURNMENT

On motion of Trustee John Mulligan, the regular board meeting adjourned at 11:09 p.m.

Craig McGregor
Chair of the Board

Brett Lough
Chief Superintendent