



## ST. JAMES-ASSINIBOIA SCHOOL DIVISION

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

**Tuesday, October 25, 2016**

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

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**Meeting No.: 17-16**

No. 978181

#### **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
Tanis Pshebniski	Assistant Superintendent, Education (K-8) & Student Services
Carrol Harvey	Manager, Human Resources
Kazia Paradis	Senior Executive Assistant
Jennifer Cameron	Information Officer (7:30 PM)

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

The Chair called the meeting to order at 7:00 pm. Attendance – recorded above.

#### **17-01-16 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 7:30 PM.

#### **ADOPTION OF MINUTES**

#### **17-02-16 MOVED - Trustee Craig Johnson**

"That the minutes of the Board Meeting of October 11, 2016 be adopted."

**CARRIED**

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**REPORT ON EDUCATION**

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**Educational Support Services – Violence Threat Risk Assessment****Presented by:**

Candace Borger, Administrator ESS

Jordana Buckwold, Principal - Ness

Rex Ferguson-Baird, Principal - Brooklands

On behalf of the VTRA Committee (Training Team)

This presentation highlighted the role of the Violence Threat Risk Assessment (VRTA) process. The VTRA multi-disciplinary teams continue to conduct threat/risk assessments and develop appropriate intervention plans for students.

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**HEARING OF DELEGATIONS**

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No delegations registered.

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**COMMITTEE REPORTS**

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**EDUCATION COMMITTEE**

Meeting held: October 17, 2016

Committee Chair: Jennifer Lawson

1. Attendance – for information
2. Approval of agenda
3. Out of Country Field Trip – Collège Sturgeon Heights to Paris, France

**17-03-16 MOVED - Trustee Jennifer Lawson:**

“That consideration for approval be delayed pending further information from administration regarding international travel for schools.”

**CARRIED****INFORMATION ITEMS: AGENDA ITEMS 3,4,5 and 7**

- a) SJASD Provincial Assessment Data Presentation
- b) Teen Mental Health
- c) Continuing Education Program / International Program Reports
- d) Budget Requests

**17-04-16 MOVED - Trustee Jennifer Lawson:**

“That the following items be received as information:

- SJASD Provincial Assessment Data Presentation
- Teen Mental Health
- Continuing Education Program / International Program Reports
- Budget Requests.”

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

**PERSONNEL COMMITTEE**

Meeting held: October 18, 2016

Committee Chair: Sandy Lethbridge

1. Attendance – for information
2. Approval of agenda
3. Policy Revision

**17-05-16 MOVED - Trustee Sandy Lethbridge:**

“That revisions to policy GCBBA Excluded Staff – Compensation and Benefits be approved.”

**CARRIED**

4. Personnel Report to the Board – October 13, 2016

**17-06-16 MOVED - Trustee Sandy Lethbridge:**

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

**CARRIED**

5. MANTE Negotiations Update

**17-07-16 MOVED - Trustee Sandy Lethbridge:**

“That the MANTE Negotiations Update be received as information.”

**CARRIED****CONCLUDED: Report of the Personnel Committee****FILED****REPORT OF THE CHIEF SUPERINTENDENT****Brett Lough, Chief Superintendent**

Report No. 17-16

**FOR ACTION**

1. Collège Sturgeon Heights Collegiate Therapy Dog Program Proposal

**17-08-16 MOVED - Trustee Cheryl Smukowich:**

“That the Board of Trustees waive Division Policy *ECACB – Dogs Prohibited on School Property* at Collège Sturgeon Heights for the implementation of the School Therapy Dog Program for the first semester.”

**CARRIED**

2. Family Access Program Year End Report – 2015/2016

**17-09-16 MOVED – Trustee Jennifer Lawson:**

“That the Family Access Program Year End Report for 2015/2016 be referred to the Education Committee for review.”

**CARRIED**

3. English as an Additional Language (EAL) Report – 2015/2016

**17-10-16 MOVED – Trustee Jennifer Lawson:**

“That the English as an Additional Language (EAL) Report for 2015/2016 be referred to the Education Committee for review.”

**CARRIED**

#### 4. Divisional Candlelight Choral Concert

The Board Chair will bring greetings at the Divisional Candlelight Choral Concert on Monday, November 28, 2016.

#### **FOR INFORMATION**

1. Board Actions and Referrals
2. Planning for Christmas Holiday Celebrations and Events in Schools
3. Mark Your Calendar – Safe School Community Forum
4. Congratulations!

#### **17-11-16 MOVED - Trustee Cheryl Smukowich:**

“That the Board send a letter, over signature of the Board Chair, congratulating P. Locken on her appointment as President of the Student Services Administrators’ Association of Manitoba.”

**CONCLUDED: Report of the Chief Superintendent**

**FILED**

#### **REPORT OF THE SECRETARY-TREASURER / CHIEF FINANCIAL OFFICER**

**Mike Friesen, Secretary-Treasurer / Chief Financial Officer**

Report 17-16

1. Financial Statement – September 30, 2016
2. The Royal Canadian - Legion Letter of Request

#### **17-12-16 MOVED – Trustee Craig Johnson:**

“That item #1 and #2 be referred to the Finance/Facilities Committee.”

**CARRIED**

#### **FOR INFORMATION**

1. Cheque Register
  - a) October 13, 2016
2. Tender Award Summary – October 7, 2016
3. Permit Report – October 20, 2016

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

**FILED**

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**CORRESPONDENCE**

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**Action Correspondence**

1. MSBA Call for Nominations & Resolutions, MSBA Provincial Executive Elections to be held at March 2017 Annual Convention

17-13-16

**MOVED – Trustee Cheryl Smukowich:**

"That the MSBA Call for Nominations and Resolutions be referred to the 3 Standing Committees of the Board (Education, Finance/Facilities, Personnel) for review and response."

**CARRIED****Information Correspondence**

1. Manitoba School Boards Association (MSBA)
  - a. K. Cameron, President, MSBA re: Renewal of Committee Volunteer List & Attachments
  - b. 2017 NSBA Conference Registration Brochure – March 24-27, 2017 – Denver, CO
  - c. 2017 Provincial Budget Presentation
  - d. E-Bulletin – October 12, 2016
  - e. Manitoba Moose Patrol Appreciation – December 3, 2016
  - f. MusiCounts Band Aid Program

**CONCLUDED: Information Correspondence****FILED**

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**UNFINISHED BUSINESS/BUSINESS ARISING FROM THE MEETING**

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- Second Reading – Consolidated Organizational By-Law 273-16

17-14-16

**MOVED – Trustee Cheryl Smukowich:**

"That the Board give second reading to By-Law 273-16, a Consolidated By-law of Organizational By-law 239-13 and amending by-law 269-16."

**CARRIED**

- Third/Final Reading – Consolidated Organizational By-Law 273-16

17-15-16

**MOVED – Trustee Cheryl Smukowich:**

"That the Board give third/final reading to By-Law 273-16, a Consolidated By-law of Organizational By-law 239-13 and amending by-law 269-16."

**CARRIED**

- Second Reading - By-Law 274-16 - Religious Instruction at Linwood School

17-16-16

**MOVED – Trustee Cheryl Smukowich:**

"That the Board give second reading to By-Law 274-16, a By-Law to allow for religious instruction at Linwood School for the 2016-17 school year."

**CARRIED**

- Third/Final Reading - By-Law 274-16 - Religious Instruction at Linwood School

**17-17-16 MOVED – Trustee Cheryl Smukowich:**

"That the Board give third/final reading to By-Law 274-16, a By-Law to allow for religious instruction at Linwood School for the 2016-17 school year."

**CARRIED**

- Second Reading - Debenture By-Law 272-16

**17-18-16 MOVED – Trustee Cheryl Smukowich:**

"That the Board give second reading to by-law 272-16, a debenture by-law for various projects in the amount of \$904,800."

**CARRIED**

- Third/Final Reading - Debenture By-Law 272-16

**17-19-16 MOVED – Trustee Cheryl Smukowich:**

"That the Board give third/final reading to by-law 272-16, a debenture by-law for various projects in the amount of \$904,800."

**CARRIED****QUESTIONS FROM THE PUBLIC**

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There were no questions from the public this evening.

**NEW BUSINESS**

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There was no new business items this evening.

**RECONVENE TO COMMITTEE OF THE WHOLE IN CAMERA – 8:37 PM**

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**17-20-16 MOVED: Trustee Craig Johnson:**

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

**CARRIED****REPORT OF COMMITTEE OF THE WHOLE IN CAMERA – 9:00 PM**

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**17-21-16 MOVED - Trustee Sandy Lethbridge:**

"That the Board approve the current suspension without pay and termination of the employment contract effective December 31, 2016 of employee as stated in document no. 978159."

**CARRIED****17-22-16 MOVED – Trustee Sandy Lethbridge:**

"That the MSBA Confidential Salary Bulletins For Prairie Rose School Division (CUPE Unit A/B) be referred to the Personnel Committee."

**CARRIED**

**17-23-16 MOVED – Trustee Sandy Lethbridge:**

"That the MSBA CPI Update for August 2016 be referred to the Personnel Committee."

**CARRIED**

**17-24-16 MOVED - Trustee Sandy Lethbridge:**

"That the MSBA Collective Bargaining Update dated October 14, 2016 be referred to the Personnel Committee."

**CARRIED**

**ADJOURNMENT**

On motion of Trustee Craig Johnson, the regular board meeting adjourned at 9:02 PM.

Craig McGregor  
Chair of the Board

Brett Lough  
Chief Superintendent