



ST. JAMES-ASSINIBOIA SCHOOL DIVISION

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

Tuesday, September 22, 2015

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

850211

Meeting No.: 16-15

PRESENT:

Craig McGregor	Chair
Cheryl Smukowich	Vice-Chair
Bruce Chegus	Trustee
Ed Hume	Trustee
Craig Johnson	Trustee
Scott Johnston	Trustee
Jennifer Lawson	Trustee
Sandy Lethbridge	Trustee
John Mulligan	Trustee

ALSO IN ATTENDANCE:

Brett Lough	Acting Chief Superintendent
Mike Friesen	Secretary-Treasurer / Chief Financial Officer
Michelle Clarke	Acting Assistant Superintendent, Education & Program
Mike Wake	Acting Assistant Superintendent, Administration
Carrie Melville	Assistant Secretary-Treasurer
Kazia Paradis	Senior Executive Assistant
Jennifer Cameron	Information Officer

CALL TO ORDER / ATTENDANCE

The Board Meeting was called to order at 7:30 p.m. Attendance – recorded above.

ADOPTION OF MINUTES

16-01-15 MOVED - Trustee Craig Johnson:

"That the minutes of the Board Meeting of September 8, 2015 be adopted."

CARRIED

REPORT ON EDUCATION

Collège Sturgeon Heights Collegiate - Culinary Arts

Presented by: Teachers Mr. Stephan Joachim & Carl Klassen and two students Cody C. and Lauren S.

The presentation highlighted the Culinary Arts program offered at Collège Sturgeon Heights Collegiate. This program prepares students to become self-directed learners and increase their employability skills and enter post-secondary education to pursue this career even further. The program also offers the students the ability to learn invaluable lessons such as teamwork, quick thinking and problem solving.

HEARING OF DELEGATIONS

No delegations registered.

COMMITTEE REPORTS

PERSONNEL COMMITTEE – 06-15

Meeting held September 15, 2015 (Appendix A)

Committee Chair: Sandy Lethbridge

1. Attendance – for information
2. Approval of agenda
3. Confidential Personnel Matter

16-02-15 MOVED - Trustee Sandy Lethbridge:
“That the correspondence provided be received as information.”

CARRIED

4. Confidential Employee Status Update

16-03-15 MOVED - Trustee Sandy Lethbridge:
“That the confidential update be referred to the in-camera Committee of the Whole session at the Board meeting of September 22, 2015 for approval.”

CARRIED

5. Confidential CUPE Negotiations Update

16-04-15 MOVED - Trustee Sandy Lethbridge:
“That the information provided be received as information;
and further,
That the Board extend their appreciation for the good work of the Bargaining Committee.”

CARRIED

6. Preliminary Opening Enrolments

16-05-15 MOVED - Trustee Sandy Lethbridge:

“That the data shared be received as information.”

CARRIED

7. Policy Revisions

16-06-15 MOVED - Trustee Sandy Lethbridge:“That revisions to the policy GCBBA Excluded Staff Compensation and Benefits be approved;
and further,

That revisions to the following exhibits be received as information:

- GCNA-E-2 Teacher Evaluation Report 2
- GCNA-E-4 Experienced Teachers New to Division
- GCNA-E-6 Teachers with One or More Years in Division.”

CARRIED

8. Job Descriptions

16-07-15 MOVED - Trustee Sandy Lethbridge:“That job description AP1-51, Director, InForM Net, be approved;
and further,

That the following job descriptions be revised as presented:

- AP1-15 Director, International Student and Continuing Education Programs
- AP1-19 Assistant Director, International Student Program
- AP1-43 Special Projects Coordinator, International Student Program.”

CARRIED

9. Policy GCF Hiring of Professional Staff and School-Based Administrators

16-08-15 MOVED - Trustee Sandy Lethbridge:

“That information continue to be provided to the Board when hiring Coordinators, but as information, rather than as a request for Board approval. The template to be used for providing this information will consist of the name and resume of the successful candidate only and will include a brief summary containing Administration’s rationale for the selection.”

CARRIED

10. MSBA Confidential Collective Bargaining Updates

16-09-15 MOVED - Trustee Sandy Lethbridge:

“That the correspondence shared be received as information.”

CARRIED

11. MSBA Salary Bulletins

16-10-15 MOVED - Trustee Sandy Lethbridge:

“That the correspondence shared be received as information.”

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

RETIREMENT PLAN COMMITTEE – 01-15/16

Meeting held September 17, 2015 (Appendix B)

Committee Chair: Bruce Chegus

Trustee Bruce Chegus reviewed the Report of the Retirement Plan Committee for Trustees' information.

CONCLUDED: Report of the Retirement Plan Committee 01/15-16**FILED****REPORT OF THE ACTING CHIEF SUPERINTENDENT**

Brett Lough, Acting Chief Superintended

Report 15-15

FOR ACTION

1. InForm Net Report 2014-15

16-11-15**MOVED - Trustee Jennifer Lawson:**

"That the InForm Net Report for 2014-15 be referred to the Education Committee for review."

CARRIED

2. Invitation – SJATA Meet and Greet Reception

16-12-15**MOVED - Trustee Cheryl Smukowich:**

"That the discussion re: Date for SJATA Meet and Greet Reception be referred to Committee of the Whole In-Camera at this evening's meeting."

CARRIED

3. Student Leadership Initiative

16-13-15**MOVED - Trustee Bruce Chegus:**

"That this Student Leadership proposal be referred to the Governance Committee for review."

CARRIED

4. Divisional Choir Fall Concert

The Trustees' discussed this matter and decided that Trustee Craig McGregor will attend and that Trustee Sandy Lethbridge will also attend and bring greetings at the Divisional Choir Fall Concert on Thursday, October 29, 2015.

FOR INFORMATION

1. Board Actions and Referrals
2. Sink Hole at Ness Avenue
3. Educational Conferences 2015-16
4. Athlone School 50th Anniversary – Thursday, September 24th
5. St. James-Assiniboia School Division Youth Forum

CONCLUDED: Report of the Acting Chief Superintendent**FILED**

REPORT OF THE SECRETARY-TREASURER / CHIEF FINANCIAL OFFICER

Mike Friesen, Secretary-Treasurer / Chief Financial Officer

Report 15-15

FOR ACTION

1. By-Law 263-15 – Board Member Compensation and Expenses (Trustee Indemnity)

16-14-15 MOVED - Trustee Cheryl Smukowich:

“That a Trustee provide notice that By-Law 263-15 shall be given first reading at the October 13, 2015 Board Meeting.”

CARRIED

2. Bright Beginnings Educare Inc.

3. Lakewood Children’s Centre Inc.

16-15-15 MOVED - Trustee Craig Johnson:

“That Item #2 and #3 be referred to Finance/Facilities Committee.”

CARRIED

4. Yam Fest Permit Request (St. James Biz)

16-16-15 MOVED - Trustee Craig Johnson:

“That item #4 be referred to Committee of the Whole In-Camera.”

CARRIED**FOR INFORMATION**

1. Cheque Registers
 - a) September 8, 2015 (INP Payroll Clearing)
 - b) September 9, 2015
 - c) September 15, 2015
2. Permit Report – September 17, 2015

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

FILED

CORRESPONDENCE

Action Correspondence

1. Email from Concerned Parent – Board Chair Craig McGregor

16-17-15 MOVED – Trustee Craig Johnson:

“That the email from the concern parent re: French Milieu School Re-organization be referred to the Education Committee for review.”

FILED

Information Correspondence

1. Manitoba School Boards Association
 - a) H. Demetriooff, Director, MSBA re: CSBA Congress 2016, Pending Launch of Website & Hotel Booking
 - b) Save the Date – Manitoba Safe & Caring Schools Conference – Feb. 8, 2016 (Winnipeg)
 - c) Webinar Series 2015 Invitation – Progress in Action – Change Management
 - d) D. Thomas, Risk Manager, MSBA re: Back to School 2015 Checklist
 - e) Student Vote Flyer – English and French
 - f) E-Bulletin – September 9, 2015
2. Louis Riel School Division – Press Release
3. River East Transcona School Division – Press Release
4. Seven Oaks School Division – Press Release
5. Manitoba High Schools Athletic Association (MHSAA) Update – September 22, 2015

CONCLUDED: Information Correspondence

FILED**UNFINISHED BUSINESS/BUSINESS ARISING FROM THE MEETING***No unfinished business items.***QUESTIONS FROM THE PUBLIC***There were no questions from the public.***NEW BUSINESS****• New School Speed Zones – Trustee Ed Hume****16-18-15 MOVED - Trustee Ed Hume:**

“That the option and availability of MPI speed reader signs for school zones be referred to Administration for review.”

CARRIED**• MSBA Executive Information – Trustee Cheryl Smukowich**

It was discussed and decided that Social Media would be the option of choice for the upcoming MSBA October 31st regional meeting PD session.

RECESS TO COMMITTEE OF THE WHOLE IN CAMERA – 9:03 P.M.

16-19-15 MOVED: Trustee Craig Johnson:

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

CARRIED

REPORT OF COMMITTEE OF THE WHOLE IN CAMERA – 9:53 P.M.

16-20-15 MOVED: Trustee Sandy Lethbridge:

“That the Board approve the Manitoba Education and Advanced Learning request for secondment of Ms. Cindy Neil to the Deaf/Hard of Hearing Services at Department of Education for the 2015/16 and 2016/17 school years as discussed in Committee of the Whole In-Camera.”

CARRIED

16-21-15 MOVED: Trustee Sandy Lethbridge:

“That the MSBA Confidential Collective Bargaining Update dated September 18, 2015 be referred to the Personnel Committee.”

CARRIED

16-22-15 MOVED: Trustee Sandy Lethbridge:

“That the MSBA Confidential Salary Bulletins be referred to the Personnel Committee.”

CARRIED

16-23-15 MOVED: Trustee Sandy Lethbridge:

“That the employee’s pay (document # 848539) be withheld effective September 8, 2015, until further notice, as discussed in Committee of the Whole In-Camera.”

CARRIED

16-24-15 MOVED: Trustee Cheryl Smukowich:

“That the St. James Village Biz permit request to use the front lawn of St. James Collegiate / George Waters Middle School for Yam Fest on September 26, 2015 be approved as discussed in Committee of the Whole In-Camera.”

CARRIED

ADJOURNMENT

On motion of Trustee Craig Johnson, the regular board meeting adjourned at 10:15 P.M.

Craig McGregor
Chair of the Board

Brett Lough
Acting Chief Superintendent