



ST. JAMES-ASSINIBOIA SCHOOL DIVISION

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

Tuesday, April 12, 2016

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

Meeting No.: 07-16

No. 920507

PRESENT:

Craig McGregor	Chair
Cheryl Smukowich	Vice-Chair
Bruce Chegus	Trustee
Ed Hume	Trustee
Craig Johnson	Trustee
Scott Johnston	Trustee (6:13 PM)
Jennifer Lawson	Trustee
Sandy Lethbridge	Trustee
John Mulligan	Trustee

ALSO IN ATTENDANCE:

Brett Lough	Chief Superintendent
Mike Friesen	Secretary-Treasurer / Chief Financial Officer
Michelle Clarke	Acting Assistant Superintendent, Education & Program
Mike Wake	Acting Assistant Superintendent, Administration
Randy Calvert	Manager, Facilities and Maintenance (7:30 PM -)
Kazia Paradis	Senior Executive Assistant
Jennifer Cameron	Information Officer (7:30 PM -)

CALL TO ORDER IN CAMERA BOARD MEETING

The Committee of the Whole in Camera was called to order at 6:03 p.m.

HEARING OF DELEGATIONS

In Camera Parent Delegation – See Motion 07-37-16 for Board Action.

RETURN TO REGULAR BOARD MEETING – 7:35 P.M.

CALL TO ORDER REGULAR BOARD MEETING / ATTENDANCE

Attendance – recorded above.

ADOPTION OF MINUTES

07-01-16

MOVED - Trustee Craig Johnson:

“That the minutes of the Board Meeting of March 22, 2016 be adopted.”

CARRIED

REPORT ON EDUCATION

École Bannatyne - Data Process to Drive Instruction & Improve Learning

Presented by: R. Boyko, Principal and Teachers L. Tanner, D. Wiebe, K. Schmidt and two Grade 3 students.

The presentation highlighted the Got Data process that has been implemented for grades K-5 with a total of 315 students. The project was designed and implemented based on data driven improved best practice in order to improve student engagement and learning. École Bannatyne has been analyzing data to drive improved instruction to ultimately benefit student learning for the past four years. Last year, the process of analyzing data was improved as staff incorporated the Got Data process. School goals have been developed based on improved data analysis and evidence of growth in student learning.

HEARING OF DELEGATIONS

Danielle Clouter – Community Resident and Parent speaking on behalf of the parent group who had children scheduled to be on trips to Europe.

07-02-16

MOVED - Trustee Craig Johnson

“That the Board receive the delegation presentation as information;

And further,

That this matter be referred to the Finance/Facilities Committee for review.”

CARRIED

COMMITTEE REPORTS

AWARDS AND SCHOLARSHIP COMMITTEE NO. 01-16

Meeting held March 16, 2016

Trustee Representative – Bruce Chegus

1. Attendance – for information
2. Approval of agenda
3. Review of Minutes from Previous Meeting
4. Policy JM Awards and Scholarships

07-03-16 MOVED – Trustee Bruce Chegus:

“That correspondence under signature of the Chief Superintendent be sent to all newly elected MLAs with guidelines for establishing scholarship & awards in the St. James-Assiniboia School Division.”

CARRIED

5. Memo from Scholarship Foundation

07-04-16 MOVED - Trustee Bruce Chegus:

“That Regulation JM-R be revised to remove the per school limit on allowable memorial awards (Appendix A);

And further,

That JM-R Section VI be amended to provide autonomy to the St. James Scholarship for approving awards where funding has been raised by the Foundation.”

CARRIED

6. Emergent Biosolutions

07-05-16 MOVED - Trustee Bruce Chegus:

“That the request from Emergent Biosolutions to create four annual \$400 Business Firm awards at each of Sturgeon Heights Collegiate, Westwood Collegiate, St. James Collegiate and John Taylor Collegiate be approved.”

CARRIED

7. Constance Waters Memorial Award

07-06-16 MOVED - Trustee Bruce Chegus:

“That pending amendments to the Constance Waters Memorial Award be approved in principle pending receipt of written request from the family.”

CARRIED

8. Susan Bohonos Memorial Award

07-07-16 MOVED - Trustee Bruce Chegus:

“That the request to establish the Susan Bohonos Memorial Award as a \$500, annual award at Sturgeon Heights Collegiate combining both character and community attributes be approved.”

CARRIED

9. James McLeod Memorial Award

07-08-16 MOVED - Trustee Bruce Chegus:

“That the request to create an annual, \$100 James McLeod Memorial Award to an outstanding Grade 8 band student who demonstrates commitment and dedication to band and a love of music at Lincoln Middle School be approved.”

CARRIED

10. Madison Claven-Enns Memorial Award

07-09-16 MOVED - Trustee Bruce Chegus:

“That the request to establish a \$100 annual Madison Claven-Enns Memorial Award to a graduate who has demonstrated a positive attitude toward learning and has overcome some challenge (physical, emotional, life event) to successfully graduate be approved.”

CARRIED

11. Westview Dance Club

07-10-16 MOVED - Trustee Bruce Chegus:

“That the 2016 Westview Dance Club Award be approved in principle based on previously established criteria.”

CARRIED

12. Horatio Alger Association

07-11-16 MOVED - Trustee Bruce Chegus:

“That correspondence received from the Horatio Alger Association be received as information.”

CARRIED

13. Review of Current Awards for Utility & Meaning

14. Business Arising

CONCLUDED: Report of the Awards and Scholarship Advisory Committee No. 01-16

FILED**EDUCATION COMMITTEE NO. 07-16**

Meeting held April 4, 2016

Committee Chair: Jennifer Lawson

1. Attendance – for information

2. Approval of agenda

3. Policy Revisions

07-12-16 MOVED - Trustee Jennifer Lawson:

“That the following policies be approved:

- GBEF - Employee Use of Technology and Electronic Communication
- IJNDC - Acceptable Student Use of Digital Technologies and Electronic Communication
- Employee Use of Social Media
- Student Use of Social Media;

And Further,

That the following exhibits be archived:

- IJNDC-E-3 Middle Years iPad School Use Guidelines
- JIHA-E-2 Parent/Guardian and Student Consent for Use of Locker - Early Years Students

And Further,

That the following regulations and exhibits be received as information:

- GBEF-R Employee Use of Technology and Electronic Communication
- IJNDC-R Acceptable Student Use of Digital Technologies and Electronic Communication
- IJNDC-E-1/IJNDBA-E-1 Parent Media Release Form Student Acceptable Use Agreement
- IJNDC-E-2/IJNDBA-E-2 Parent Media Release Form for Grade 6-12 Students - Student Acceptable Use Agreement
- JIHA-E-1 Parent/Guardian and Student Consent for Use of Locker - Middle and Senior Years.”

CARRIED

4. PEI Assessment Information

07-13-16 MOVED – Trustee Jennifer Lawson:

“That further information be provided on the PEI Assessment at an upcoming Education Committee Meeting.”

CARRIED**INFORMATION ITEMS – AGENDA ITEMS 4-9 AND 11-14****07-14-16 MOVED - Trustee Jennifer Lawson:**

“That the following items be received as information:

- Advanced Placement Schools Report – 2014/2015
- International Baccalaureate Schools Report 2014/2015
- English as an Additional Language Report 14-15
- Family Access Report 14-15
- Manitoba Education – Tell Them From Me Survey
- Annual Re-Affirmation of the Organizational By-Law
- Literacy and Numeracy School Goals
- Middle Years Reorganization Update
- New Business – April 14 Early Childhood Development (EDI) Session Agenda
- Meeting Date Change April 18-25, 2016.”

CARRIED**CONCLUDED: Report of the Education Committee****FILED****FINANCE/FACILITIES COMMITTEE NO. 05-16**

Meeting held April 5, 2016

Committee Chair: Craig Johnson

1. Attendance – for information
2. Approval of agenda
3. PSFB Correspondence
 - a) Linwood School – Steam Heating System Replacement Project Support
 - b) École Assiniboine Kindergarten Classroom Renovation – Smaller Classes Initiative Additional Project Support

- c) Crestview School Kindergarten Classroom Renovation –
Smaller Classes Initiative Additional Project Support
- d) Approval to expend \$860,000 from Capital Reserve

07-15-16 MOVED - Trustee Craig Johnson:

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

CARRIED

- 4. Request for Financial Support
 - a) The Historical Museum Association of St. James-Assiniboia
 - b) Annual Support Staff Dinner – 2015/2016

07-16-16 MOVED – Trustee Craig Johnson:

“That a grant in the amount of \$1,100 be provided to the Historical Museum Association of St. James-Assiniboia for 2016.

And further;

That financial support in the amount of \$900 be provided for the 2015/2016 Annual Support Staff Dinner.”

CARRIED

- 5. Annual Reaffirmation of the Organizational By-Law

07-17-16 MOVED - Trustee Craig Johnson:

“That the Annual Re-Affirmation of the Organizational By-Law be received as information.”

CARRIED

- 6. Financial Statement – for the period ended February 29, 2016

07-18-16 MOVED - Trustee Craig Johnson:

“That the Financial Statement for the period ending February 29, 2016 be received as information.”

CARRIED

- 7. Assiniboia Youth Community Resource Centre

07-19-16 MOVED - Trustee Craig Johnson:

“That the update on the Assiniboia Youth Community Resource Centre be received as information.”

CARRIED

- 8. Policies and Regulations
 - a) Policy DFBB/KFC Community Use of School Grounds
 - b) Regulation DFBB-R/KFC-R Permit Conditions for the Use of School Grounds
 - c) Regulation DFBB-R-2/KFC-R-2 Athletic Field Closure Guidelines

07-20-16 MOVED - Trustee Craig Johnson:

“That the revisions to Policy DFBB/KFC Community Use of School Grounds (Appendix A) be approved.

And further;

That Regulation DFBB-R/KFC-R Permit Conditions for the Use of School Grounds (Appendix B) and Regulation DFBB-R-2/KFC-R-2 Athletic Field Closure Guidelines (Appendix C) be received as information.”

CARRIED

CONCLUDED: Report of the Finance/Facilities Committee

FILED

REPORT OF THE CHIEF SUPERINTENDENT

Brett Lough, Chief Superintendent

Report No. 07-16

FOR ACTION

1. Manitoba Task Force on Educational Outcomes of Children in Care

07-21-16 MOVED - Trustee Jennifer Lawson:

“That the Manitoba Task Force on Educational Outcomes of Children in Care be referred to the Education Committee for review.”

CARRIED

2. Reading Recovery Report 2014-2015

07-22-16 MOVED - Trustee Jennifer Lawson:

“That the Reading Recovery Report 2014-2015 be referred to the Education Committee for review.”

CARRIED

3. Consultation with Parent Organizations – Administrative Staffing

07-23-16 MOVED - Trustee Sandy Lethbridge:

“That the Consultation with Parent Organization – Administrative Staffing be referred to the Personnel Committee as information.”

CARRIED

4. Graduation and Celebration of Learning 2016

The Trustees will discuss and determine attendance after tonight’s meeting.

FOR INFORMATION

1. Board Actions and Referrals

2. MSBA 2016 Student Citizenship Award Nominee

07-24-16 MOVED - Trustee Cheryl Smukowich:

“That the Board send a letter, over signature of the Board Chair, offering congratulations to the Nominee for the MSBA 2016 Student Citizenship Award.”

CARRIED

3. Invitation – SJASD Art Exhibition – April 26 – April 27, 2016

4. Invitation – Project Recycled Runway – April 29, 2016

5. Invitation – The Wizard of Oz – May 3 to May 7, 2016

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

REPORT OF THE SECRETARY-TREASURER / CHIEF FINANCIAL OFFICER

Mike Friesen, Secretary-Treasurer / Chief Financial Officer

Report 07-16

FOR ACTION

1. City of Winnipeg 2016 Mill Rates for the Education Support Levy and Special Levy

07-25-16 MOVED - Trustee Craig Johnson:

“That item #1 (City of Winnipeg 2016 Mill Rates for the Education Support Levy and Special Levy) be referred to the Finance/Facilities Committee.”

CARRIED**FOR INFORMATION**

1. Cheque Registers
 - a) March 16, 2016
 - b) March 22, 2016 (INP Payroll Clearing)
 - c) March 24, 2016
 - d) March 30, 2016 (INP Payroll Clearing)
 - e) March 31, 2016
2. Permit Report – April 7, 2016

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

CORRESPONDENCE

Action Correspondence

1. M. Wasyliw, Board Chair, Winnipeg School Division re: Indigenous Teacher Education Coalition

07-26-16 MOVED - Trustee Jennifer Lawson:

“That the correspondence from M. Wasyliw, Board Chair, Winnipeg School Division re: Indigenous Teacher Education Coalition be referred to the Education Committee for review.”

CARRIED

2. C. Crowe, Chairperson, Kairos Canada re: Endorsement Request (Winds of Change Campaign)

07-27-16 MOVED - Trustee Jennifer Lawson:

“That the correspondence from C. Crowe, Chairperson, Kairos Canada re: Endorsement Request (Winds of Change Campaign) be referred to the Education Committee for review.”

CARRIED

3. G. Coupland, Director of Labour Relations, MSBA re:
Amendments to Legislation

07-28-16 MOVED - Trustee Sandy Lethbridge:

“That the correspondence from G. Coupland, Director of Labour Relations, MSBA re: Amendments to Legislation be referred to the Personnel Committee for review.”

CARRIED

4. G. Coupland, Director of Labour Relations, MSBA re:
Amendments to Employments Standards Code (Domestic
Violence Leave)

07-29-16 MOVED - Trustee Sandy Lethbridge:

“That the correspondence from G. Coupland, Director of Labour Relations, MSBA re: Amendments to Employments Standards Code (Domestic Violence Leave) be referred to the Personnel Committee for review.”

CARRIED

Information Correspondence

1. Manitoba School Boards Association (MSBA)
 - a. MSBA AGM 2016 – Record of Proceedings
 - b. CSBA Congress 2016 Registration
 - c. K. Cameron, President re: Respect in Schools Program
 - d. D. Thomas, Risk Manager re: School Bus Usage in Manitoba
 - e. E-Bulletin – March 23, 2016
 - f. E-Bulletin – April 6, 2016
 - g. 2016 Provincial Election Advocacy Update
2. Frontier School Division – Appointment of Area 2 Superintendent-Designate
3. Ka Ni Kanichihk – 15th Annual Keeping the Fires Burning Event – June 16, 2016
4. Manitoba High Schools Athletic Association Update – Number 12 (April 8, 2016)

CONCLUDED: Information Correspondence

FILED

UNFINISHED BUSINESS/BUSINESS ARISING FROM THE MEETING

- First Reading – By-Law 266-16

07-30-16 MOVED – Trustee Cheryl Smukowich:

“That the Board give first reading to By-Law 266-16, a By-Law to allow for the borrowing of monies to meet current expenses for July 1, 2016 to June 30, 2017.”

CARRIED

QUESTIONS FROM THE PUBLIC

There were no questions from the public this evening.

NEW BUSINESS

- Recognition of St. James Horticultural Society

07-31-16 MOVED – Trustee Scott Johnston:

“That the Board send a letter, over signature of the Board Chair, in recognition of the St. James Horticultural Society's long-standing contribution to the community of St. James-Assiniboia.”

CARRIED

RECONVENE TO COMMITTEE OF THE WHOLE IN CAMERA – 9:29 PM

07-32-16 MOVED: Trustee Craig Johnson:

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

CARRIED

REPORT OF COMMITTEE OF THE WHOLE IN CAMERA – 11:17 PM

07-33-16 MOVED - Trustee Sandy Lethbridge:

“That Ms. Heather Palmer be appointed as Principal at Strathmillan School effective September 6, 2016.”

CARRIED

07-34-16 MOVED - Trustee Sandy Lethbridge:

“That Employee (document # 917336) be granted a one year leave without pay for the 2016-17 school year as requested; And further,

That Employee (document # 922718) be denied an extension to current secondment leave with Manitoba Education and Advanced Learning; And further,

That Mike Wake, Acting Assistant Superintendent, Administration be appointed as the Assistant Superintendent (exact title pending approval), effective July 1, 2016, (details as discussed in Committee of the Whole In-Camera); And further,

That the current principals at Westwood Collegiate (Kevin Dueck), St. James Collegiate (Lorelei Steffler) as well as the Lincoln Middle School Principal position be made permanent appointments, effective September 6, 2016, as discussed in Committee of the Whole In-Camera.”

CARRIED

07-35-16 MOVED - Trustee Sandy Lethbridge:

"That the MSBA Confidential Collective Bargaining Update dated April 1, 2016 be referred to the Personnel Committee."

CARRIED

07-36-16 MOVED - Trustee Sandy Lethbridge:

"That the MSBA Salary Bulletin for Seven Oaks School Division be referred to the Personnel Committee."

CARRIED

07-37-16 MOVED - Trustee Cheryl Smukowich:

"That the Board receive the in-camera delegation presentation as information; And further,
That this matter be referred to Senior Administration for further review and recommendation."

CARRIED

ADJOURNMENT

On motion of Trustee Craig Johnson, the regular board meeting adjourned at 11:22 PM.

Craig McGregor
Chair of the Board

Brett Lough
Chief Superintendent