



ST. JAMES-ASSINIBOIA SCHOOL DIVISION

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

Tuesday, March 8, 2016

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

Meeting No.: 05-16

No. 902289

PRESENT:

Craig McGregor	Chair
Cheryl Smukowich	Vice-Chair
Bruce Chegus	Trustee
Ed Hume	Trustee
Craig Johnson	Trustee
Scott Johnston	Trustee
Jennifer Lawson	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
Carrol Harvey	Manager, Human Resources
Jen Cameron	Information Officer
Kazia Paradis	Senior Executive Assistant

REGRETS:

Sandy Lethbridge	Trustee
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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.

05-01-16

MOVED - Trustee Craig Johnson:

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

CARRIED

The Board rose from Committee of the Whole In-Camera at 7:18 PM.
The Chair called the Public Session to order at 7:30 PM.

ADOPTION OF MINUTES

05-02-16

MOVED - Trustee Ed Hume:

“That the minutes of the Board Meeting of February 23, 2016 be adopted.”

CARRIED

REPORT ON EDUCATION

École Robert Browning – Data to Drive Change

**Presented by: Teachers - Jill Boychuk, Jon Sorokowski, Alex Eyjolfson
Principal - Manuel Gomes, and Vice-Principal - Linda Romeo**

The presentation highlighted the “Data to Drive Change” program and shared a sample of the data collected and how it is being used to motivate and promote changes in the school. Analysis of the data helps to “customize” student learning, motivate change where necessary and increase overall learning. Sharing the data with staff keeps them staff informed and assists with plans going forward related to individual student learning. The program will continue to collect data to see where modification, adaptation and changes need to be made.

HEARING OF DELEGATIONS

No delegations registered.

COMMITTEE REPORTS

EDUCATION COMMITTEE NO. 06-16

Meeting held February 16, 2016

Committee Chair: Jennifer Lawson

1. Attendance – for information
2. Approval of agenda
3. InForm Net Virtual Collegiate MOU

05-03-16

MOVED - Trustee Jennifer Lawson:

“That the InForm Net Virtual Collegiate MOU be further explored by Senior Administration and further information be brought back to the Committee of the Whole in Camera at a March 2016 Board Meeting.”

CARRIED

4. Policies Revised

05-04-16

MOVED - Trustee Jennifer Lawson:

“That the following policies, regulations and exhibits:

- 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
- IJNDC-E-3 Middle Years iPad School Use Guidelines
- JIHA-E-1 Parent/Guardian and Student Consent for Use of Locker - Middle and Senior Years
- JIHA-E-2 Parent/Guardian and Student Consent for Use of Locker - Early Years Students
- 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

be reviewed by legal counsel and all revisions be presented at the next Education meeting.”

CARRIED

INFORMATION ITEMS: AGENDA ITEMS 5 - 12

05-05-16

MOVED - Trustee Jennifer Lawson:

“That the following items be received as information:

- Student Enrolment Projections – 2015/2016
- Manitoba Education – Supporting Inclusive Schools: Addressing the Needs of Students with Learning Disabilities
- Manitoba Healthy Child Manitoba – Grade Five (G5) Mental Health Survey 2015/2016
- Heritage Fair Follow-up
- Attached revised Christmas Memo
- Suicide Protocol Draft
- IBM Parent Survey Results Dec 2015
- Middle Years Reorganization Update”

CARRIED

CONCLUDED: Report of the Education Committee

FILED

FINANCE/FACILITIES COMMITTEE – 04-16

Meeting held March 1, 2016

Committee Chair: Craig Johnson

1. Attendance – for information
2. Approval of agenda
3. Office 365 Rollout
 - Email Migration Plan

05-06-16 MOVED - Trustee Craig Johnson:

“That the presentation on the Office 365 Rollout and email migration plan be received as information.”

CARRIED

4. Assiniboine Children’s Centre
 - Memo and revised expansion site plan

05-07-16 MOVED – Trustee Craig Johnson:

“That the revised Assiniboine Children’s Centre expansion site plan be approved. And further;
That Assiniboine Children’s Centre be required to remove the infant/toddler play structure from the location near the bus loop.”

CARRIED

5. 2016/2017 Draft Budget Consultation
 - a) Summary of feedback responses
 - b) Summary of online survey responses

05-08-16 MOVED – Trustee Craig Johnson:

“That the summary of Feedback Responses for the 2016/2017 Draft Budget Consultation be received as information.”

CARRIED

6. Draft Budget 2016/2017
 - a) Final Draft Budget 2016/2017
 - b) Draft Budget 2016/2017 Recommendation
 - c) Draft News Release

05-09-16 MOVED – Trustee Craig Johnson:

“That the 2016/2017 Draft Budget be approved with a Total Operating Revenue Budget of \$107,055,257 and a Total Operating Expenditure Budget of \$105,912,508 for the twelve month period July 1, 2016 to June 30, 2017. And further;
That the Special Levy Requirement for 2016/2017 be \$60,643,061. And further;
That the Special Levy for 2016 be \$55,873,469. And further;
That the final budget of the St. James-Assiniboia School Division as noted above and in the categories as required under FRAME reporting system be forwarded to the Public Schools Finance Branch. And further;
That a News Release be prepared for release on Wednesday March 9, 2016 (Appendix 3).”

CARRIED

7. PSFB Correspondence

- Collège Sturgeon Heights Collegiate – Welding Shop Addition

05-10-16 MOVED – Trustee Craig Johnson:

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

CARRIED

8. Financial Statement

- for the period ended January 31, 2016

05-11-16 MOVED – Trustee Craig Johnson:

“That the Financial Statements for the period ending January 31, 2016 be received as information.”

CARRIED

9. Bright Beginnings

- request for extension of lease of the music room for 2016/2017 school year

05-12-16 MOVED – Trustee Craig Johnson:

“That the request from Bright Beginnings Educare for temporary use of the music room at Phoenix School be approved for the 2016/2017 school year. And further;

That Administration prepare a Letter of Understanding for Bright Beginnings Educare specifying the terms and conditions for the temporary use of the music room at Phoenix School.”

CARRIED

10. Brooklands Garden Project

- a) Summary and Concept
- b) Funding Confirmation Manitoba Eco-Network
- c) Depave Paradise Delivery Agreement 2015 Manitoba Eco-Net
- d) Brooklands Day Care Commitment
- e) George Waters Middle School Interest Letter

05-13-16 MOVED – Trustee Craig Johnson:

“That the Brooklands School request to construct a community garden be approved. And further;

That the construction plans and materials be subject to the final review and approval of the Manager of Facilities and Maintenance. And further;

That the project be in accordance with the Divisions Sustainable Development Practices Regulation, ADF-R, and adhere to Signage Policy, FFC. And further;

That ongoing maintenance and operation of the project be the responsibility of Brooklands School and community. And further;
That there be no cost to the School Division.”

CARRIED

CONCLUDED: Report of the Finance/Facilities Committee

FILED

REPORT OF THE CHIEF SUPERINTENDENT

Brett Lough, Chief Superintendent

Report No. 05-16

FOR ACTION

1. Annual Re-Affirmation of the Organizational By-Law

05-14-16**MOVED - Trustee Cheryl Smukowich:**

“That the Organizational By-Law be referred to the Board’s three standing committees for review.”

CARRIED

2. The 50th Divisional Science Fair – April 6, 2016
Trustee Scott Johnston will bring greetings and Board Chair Craig McGregor will also be in attendance.

CARRIED

3. Proposed Trustee/Admin Workshop – Saturday, May 7, 2016

05-15-16**MOVED - Trustee Cheryl Smukowich:**

“That the Board approve the proposed Trustee/Admin Workshop for Saturday, May 7, 2016 from 9:00 a.m. to 12:00 p.m.”

CARRIED**FOR INFORMATION**

1. Board Actions and Referrals
2. Report on Career Development 2016
3. Mental Health Presentation – Lakewood School
4. Good News – Divisional Concours d’art oratoire
5. Thank you – Literacy Links

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

REPORT OF THE SECRETARY-TREASURER / CHIEF FINANCIAL OFFICER

Mike Friesen, Secretary-Treasurer / Chief Financial Officer

Report 05-16

FOR ACTION

1. PSFB Correspondence
 - a) Steam Heating System Replacement Project Support at Linwood School
 - b) École Assiniboine Kindergarten Classroom Renovation – Smaller Classes Initiative Additional Project Support
 - c) Crestview School Kindergarten Classroom Renovation – Smaller Classes Initiative Additional Project Support

05-16-16**MOVED - Trustee Craig Johnson:**

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

CARRIED

FOR INFORMATION

1. Cheque Registers
 - a) February 19, 2016
 - b) February 24, 2016 (INP Payroll Clearing)
 - c) February 24, 2016 (US Bank)
 - d) February 25, 2016
2. Permit Report – March 2, 2016
3. Fundraising Report – Lincoln Middle School

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. MSBA Annual Convention
 - i. Convention Checklist
 - ii. MSBA re: Raffle Donations for 2016 Convention Reminder
 - b. E-Bulletin – March 2, 2016
 - c. Frontier School Division - Career Opportunity
2. Manitoba High School Athletic Association (MHSAA) Update Number 11 – February 29, 2016
3. Frontier School Division - 50 Year Anniversary Promotional Video
4. Winnipeg Youth Orchestra – April 11, 2016

CONCLUDED: Information Correspondence

FILED

UNFINISHED BUSINESS/BUSINESS ARISING FROM THE MEETING

There were no unfinished business/business arising from the meeting.

QUESTIONS FROM THE PUBLIC

P. Fernie asked a question related to motion no. 05-13-16 - Brooklands Garden Project.

NEW BUSINESS

- Conference Report – Manitoba Safe & Caring Schools – Trustee Ed Hume

Trustee Ed Hume provided a summary to Trustees' of some of the highlights of the Manitoba Safe & Caring Schools Conference.

REPORT OF COMMITTEE OF THE WHOLE IN CAMERA – 8:43 PM

05-17-16 MOVED: Trustee Cheryl Smukowich:

"That the MSBA Confidential Collective Bargaining Updates dated February 26, 2016 and March 4, 2016 be referred to the Personnel Committee."

CARRIED

05-18-16 MOVED: Trustee Cheryl Smukowich:

"That the MSBA Salary Bulletins (item # a-c) be referred to the Personnel Committee."

CARRIED

ADJOURNMENT

On motion of Trustee Craig Johnson, the regular board meeting adjourned at 8:45 PM.

Craig McGregor
Chair of the Board

Brett Lough
Chief Superintendent