



## ST. JAMES-ASSINIBOIA SCHOOL DIVISION

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

**Tuesday, May 24, 2016**

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

---

**Meeting No.: 10-16**

No. 935919

#### **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

#### **ALSO IN ATTENDANCE:**

Brett Lough	Chief Superintendent
Mike Friesen	Secretary-Treasurer / Chief Financial Officer
Michelle Clarke	Acting Assistant Superintendent, Education & Program
Carrie Melville	Assistant Secretary-Treasurer
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.

#### **10-01-16 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 7:29 PM.  
The Chair called the Public Session to order at 7:33 PM.

#### **ADOPTION OF MINUTES**

#### **10-02-16 MOVED - Trustee Craig Johnson:**

“That the minutes of the Board Meeting of April 26, 2016 be adopted.”

**CARRIED**

## REPORT ON EDUCATION

---

### The Outdoor Challenge (Literacy & Numeracy) – Brooklands School

**Presented by:** Rex Ferguson-Baird, Principal and Shannon Siemens, Teacher

This presentation featured the highlights of the Outdoor Challenge program in which students and teachers participated in a 2 week outdoor learning experience – rain or shine. The presentation highlighted the benefits of being outdoors and learning outside; with parental consent all classes were held outside for the 2 week period.

This results of the program showed student engagement at a heightened level. The students developed an increased appreciation for nature and an extended knowledge of the community. They are able to explore various habitats and participate in inquiry based learning. It is “land-based” education that naturally develops critical thinking and problem solving skills. The program will go forward this year with the Outdoor Challenge lasting 3 weeks.

## HEARING OF DELEGATIONS

---

Ms. Keely Richmond spoke about her concerns related to securing childcare, keeping siblings together within the school system and policy change recommendations, as follows:

- 1) A policy to secure a placement for younger siblings.
- 2) A policy to see child care centers considered part of the catchment.
- 3) A policy to formally recognize a partnership with childcare centers in the division.

Ms. Richmond also spoke to the online petition she started in relation to this. Trustees were able to ask questions for clarification.

10-03-16

### **MOVED - Trustee Cheryl Smukowich:**

“That the Board receive the delegation presentation as information;  
and further,  
That this matter be referred to the Education Committee for review.”

**CARRIED**

## COMMITTEE REPORTS

---

### **EDUCATION COMMITTEE NO. 09-16**

Meeting held May 16, 2016

Committee Chair: Jennifer Lawson

1. Attendance – for information
2. Approval of agenda
3. International Travel and Europe Field Trip Update Motion 08-03-16

10-04-16

### **MOVED - Trustee Jennifer Lawson:**

“That International Travel be allowed for the 2016-2017 school year; and further,  
That further conversation on safety and equity related considerations to International Travel and further out of country travel be revisited in the fall.”

**CARRIED**

4. Policy Revisions
- IJOA-E-3 Informed Consent International Trips
  - IJOA-E-15 Out of Country Field Trip Procedures Checklist
  - IJOA-E-5A Out of Country Field Trip Proposal

**10-05-16 MOVED - Trustee Jennifer Lawson:**

“That the Chief Superintendent Statement added to exhibits IJOA-E-3, 15 and 15 A be changed to read: “In addition, it is understood 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, other applicable government agencies or other emergent situations.”

And further,

That once revised the exhibits:

- IJOA-E-3 Informed Consent International Trips
- IJOA-E-15 Out of Country Field Trip Procedures Checklist
- IJOA-E-5A Out of Country Field Trip Proposal be received as information.”

**CARRIED**

5. Indigenous Education

**10-06-16 MOVED - Trustee Jennifer Lawson:**

“That the Indigenous Education preliminary work be further developed into a refined policy for the June 20, 2016 Education Committee meeting.”

**CARRIED**

6. Treaty One

**10-07-16 MOVED - Trustee Jennifer Lawson:**

“That the Treaty One acknowledgment be created and plans for display at each of our 26 schools be implemented.”

**CARRIED**

7. Middle Years Reorganization Update

**10-08-16 MOVED - Trustee Jennifer Lawson:**

“That the option of utilizing a portion of the Middle Years contingency funds to support families requiring transportation assistance be referred to the June 7, 2016 Finance and Facilities Committee.”

**CARRIED**

**INFORMATION ITEMS – AGENDA ITEMS 3, 4, 5, 8 and 12**

**10-09-16 MOVED - Trustee Jennifer Lawson:**

“That the following items be received as information:

- Parent Email re: Kindergarten Registration
- PD – Numeracy Data and Numeracy Coach Update
- Educational Support Services 2016-2017 Family of Schools information
- Students in Summer Work Experience.”

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

Meeting held May 17, 2016

Committee Chair: Sandy Lethbridge

1. Attendance – for information
2. Approval of agenda
3. **Policy Revisions**
  - GBEE/EBBAE (new coding EBB-E-5/GBG-E-2)

**10-10-16 MOVED - Trustee Sandy Lethbridge:**

“That the coding change from GBEE/EBBAE to EBB-E-5/GBG-E-2 Hearing Conservation and Noise Control be received as information.”

**CARRIED**

4. MSBA Confidential Collective Bargaining Updates

**10-11-16 MOVED - Trustee Sandy Lethbridge:**

“That the correspondence shared be received as information.”

**CARRIED**

5. MSBA Salary Bulletins

**10-12-16 MOVED - Trustee Sandy Lethbridge:**

“That the correspondence shared be received as information.”

**CARRIED**

6. Interview Process (New Business item from Trustee Ed Hume)

**10-13-16 MOVED - Trustee Sandy Lethbridge:**

“That the new business item submitted by Trustee Hume be received as information.”

**CARRIED**

7. Personnel Report to the Board

**10-14-16 MOVED - Trustee Craig Johnson:**

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

**CARRIED****CONCLUDED: Report of the Personnel Committee****FILED****BOARD SPRING PLANNING SESSION**

Meeting held May 7, 2016

Trustee Smukowich shared that the Strategic Plan was discussed at the meeting and it was decided that Admin will go back to the schools one more time and bring further feedback to the Board before the end of the school year. No formal minutes were taken.

**CONCLUDED: Report of the Board Spring Planning Session****FILED**

---

**REPORT OF THE CHIEF SUPERINTENDENT**

---

**Brett Lough, Chief Superintendent**

Report No. 10-16

**FOR ACTION**

1. Chief Superintendent Evaluation Process

The Trustee's discussed adding, as an agenda item on the next Personnel meeting on June 21, 2016, the review of the Chief Superintendent Evaluation Tool.

**10-15-16 MOVED - Trustee Craig Johnson:**

"That the Board approve the proposed timeline (Chief Superintendent Evaluation) as presented."

**CARRIED**

2. Boundary Adjustment – Voyageur & Heritage Catchments

**10-16-16 MOVED - Trustee Craig Johnson:**

"That the Boundary Adjustment – Voyageur & Heritage Catchments memo be referred to the Finance/Facilities Committee for review."

**CARRIED**

3. Update – Bus Loop at Ness Middle School

4. Mission to Mexico 2017

**10-17-16 MOVED - Trustee Craig Johnson:**

"That the Bus Loop at Ness Middle School and Mission to Mexico 2017 Proposal be referred to the in-camera portion of this evening's meeting."

**FOR INFORMATION**

1. Board Actions and Referrals
2. Innovative Grants Approved for 2016/2017
3. Provincial Concours d'art oratoire 2016
4. Report on Music Festival Activities 2016

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

---

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

---

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

Report 10-16

**FOR ACTION**

1. By-Law 268-16 Debenture

**10-18-16 MOVED - Trustee Cheryl Smukowich:**

"That notice regarding Debenture By-Law 266-16 be given first reading at the June 14, 2016 Board Meeting."

**CARRIED**

2. PSFB Correspondence

**10-19-16 MOVED - Trustee Craig Johnson:**

“That item #2 (PSFB Correspondence - Golden Gate and St. James Collegiate) be referred to the Finance/Facilities Committee.”

**CARRIED****FOR INFORMATION**

1. Cheque Registers
  - a) May 3, 2016 (INP Payroll Clearing)
  - b) May 4, 2016
  - c) May 12, 2016
2. Permit Report – May 18, 2016
3. Fund Raising Reports – John Taylor Collegiate

**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. E-bulletin – May 11, 2016
  - b. E2G Webinar Invitation – May 26, 2016
  - c. K. Cameron, President, MSBA re: Private Members' Bill C-241
2. B. Alexander, President, St. James Scholarship Foundation re: Recognition of Division Employees
3. Manitoba High Schools Athletic Association Update – May 24, 2016

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

---

- Second Reading, By-Law 267-16 – Religious Instruction at Strathmillan School

**10-20-16 MOVED – Trustee Cheryl Smukowich:**

“That the Board give second reading to By-Law 267-16, a By-Law to allow for religious instruction at Strathmillan School for the 2016-17 school year.”

**CARRIED**

- Third/Final Reading, By-Law 267-16 – Religious Instruction at Strathmillan School

**10-21-16 MOVED – Trustee Cheryl Smukowich:**

“That the Board give third/final reading to By-Law 267-16, a By-Law to allow for religious instruction at Strathmillan School for the 2016-17 school year.”

**CARRIED**

- Trustee Presentation/Photo List – Annual Division Retirement / Silver Circle Dinner

This was provided for Trustees’ information and review.

---

**QUESTIONS FROM THE PUBLIC**

L. Wall asked a question pertaining to the upcoming by-election. She expressed concerns related to the scrutiny of candidates running for School Trustee. Board Chair Craig McGregor responded noting that the Board has no input in the process and that it is the City Clerk that runs the by-election. Any further questions should be directed to the City Clerk’s department.

---

**NEW BUSINESS**

No items for New Business this evening.

---

**RECONVENE TO COMMITTEE OF THE WHOLE IN CAMERA – 9:19 PM****10-22-16 MOVED: Trustee Craig Johnson:**

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

**CARRIED**

---

**REPORT OF COMMITTEE OF THE WHOLE IN CAMERA – 10:42 PM****10-23-16 MOVED - Trustee Craig Johnson:**

“That the request from Bright Beginnings Educare, to share their before and after school leased space at Phoenix School with the Phoenix Nursery School until June 24, 2016, be approved, as discussed in Committee of the Whole in-Camera.”

**CARRIED****10-24-16 MOVED - Trustee Sandy Lethbridge:**

“That the Board approve the MB Education and Advanced Learning request for secondment of Employee (document #935230) to Deaf/Hard

of Hearing Services at the Department of Education for the 2017/2018 school year, as discussed in Committee of the Whole in-Camera.”

**CARRIED**

**10-25-16 MOVED - Trustee Cheryl Smukowich:**

"That the MSBA Confidential Collective Bargaining Updates dated May 13th and May 19, 2016 be referred to the Personnel Committee."

**CARRIED**

**10-26-16 MOVED - Trustee Cheryl Smukowich:**

"That the MSBA Salary Bulletins (Sunrise, Mountain View, Swan Valley) be referred to the Personnel Committee."

**CARRIED**

### **ADJOURNMENT**

On motion of Trustee Craig Johnson, the regular board meeting adjourned at 10:45 PM.

Craig McGregor  
Chair of the Board

Brett Lough  
Chief Superintendent