



# ST. JAMES-ASSINIBOIA SCHOOL DIVISION

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

**Tuesday, November 8, 2016**

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

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**Meeting No.: 18-16**

No. 991090

### **PRESENT:**

Craig McGregor	Chair
Cheryl Smukowich	Vice-Chair
Bruce Chegus	Trustee
Ed Hume	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
Mike Wake	Assistant Superintendent, Education (6-12) & Administration
Carrol Harvey	Manager, Human Resources
Kazia Paradis	Senior Executive Assistant
Jennifer Cameron	Information Officer (7:30 PM)

### **REGRETS:**

Craig Johnson	Trustee (arrived at 10:31 pm)
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### **CALL TO ORDER IN CAMERA BOARD MEETING**

The Committee of the Whole in Camera was called to order at 6:30 p.m.

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### **HEARING OF DELEGATIONS**

In-Camera Delegation – see Motion 18-17-16 for Board Action

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

“That the Board waive the rules of procedure in respect to the time limit for the delegation process to allow for a maximum 30 minute presentation.”

**CARRIED**

**RETURN TO REGULAR BOARD MEETING – 7:35 p.m.**

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18-01-16

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**CALL TO ORDER REGULAR BOARD MEETING / ATTENDANCE – 7:35 p.m.**

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Attendance - recorded above.

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**ADOPTION OF MINUTES**

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18-02-16

**MOVED - Trustee Cheryl Smukowich:**

“That the minutes of the Board Meeting of October 25, 2016 be adopted.”

**CARRIED**

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**REPORT ON EDUCATION**

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**École Assiniboine – The Amazing Race**

**Presented by:** Teachers - Carmen Lachance and Lindsey Noel and Principal - Sandra Melo as well as two students Sarah and Ava.

Students participate in “The Amazing Race” as a means of using collaboration, critical thinking, creativity and problem solving within the curricular context. Concepts are developed and assessed through activities which include numeracy, literacy (reading/writing) and physical literacy with the infusion of technology. This is all done within the multiple intelligence approach to learning with Universal Design for Learning.

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**HEARING OF DELEGATIONS**

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**V. Hutter – Community Resident**

Ms. Hutter expressed concern over the potential discontinuation of the Youth Action Centre program. The Board Chair reassured Ms. Hutter and all in attendance that it is not the Board’s intention to discontinue the program.

Ms. Hutter voiced her preference to have the program stay at Hedges Middle School. The Board Chair asked for Administration’s input and it was indicated that the reason for the relocation is the need for that space at Hedges to accommodate the Middle Years Reorganization and programming.

The Secretary-Treasurer/CFO indicated that there were several options to explore including space outside the Division, alternative space within Hedges and alternative space in other Division school buildings.

The Board Chair encouraged Ms. Hutter to contact the Advisory Committee for this program to find out more information and to express any further concerns through them. The Youth Action program operates under a permit and the main contact for the permit is Connie Newman.

- 18-03-16 MOVED - Trustee Sandy Lethbridge:**  
“That the Board receive the delegation presentation as information.”

**CARRIED**

## **COMMITTEE REPORTS**

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### **FINANCE/FACILITIES COMMITTEE**

Meeting held: November 1, 2016

Committee Chair: Craig Johnson

1. Attendance – for information
2. Approval of agenda
3. Financial Statement  
- for the period ended September 30, 2016

- 18-04-16 MOVED - Trustee John Mulligan:**  
“That the Financial Statement for the period ending September 30, 2016 be received as information.”

**CARRIED**

4. **Request for Financial Support**  
- **Royal Canadian Legion Military Service Recognition Book**

- 18-05-16 MOVED - Trustee John Mulligan:**  
“That a Veteran Support Ad in the Military Service Recognition Book in the amount of \$595 be purchased.”

**CARRIED**

5. **MSBA Call for Nominations & Resolutions**  
- **Review and response**

- 18-06-16 MOVED - Trustee John Mulligan:**  
“That the discussion on 2016 MSBA Call for Resolutions be received as information.”

**CARRIED**

6. **Brainstorming**

- 18-07-16 MOVED - Trustee John Mulligan:**  
“That the discussion on play structure safety, field maintenance and accessibility in schools be received as information.”

**CARRIED**

**CONCLUDED: Report of the Finance/Facilities Committee**

**FILED**

## **REPORT OF THE CHIEF SUPERINTENDENT**

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**Brett Lough, Chief Superintendent**

Report No. 18-16

### **FOR ACTION**

1. Behaviour Intervention Team Annual Report – June 2016

- 18-08-16 MOVED - Trustee Jennifer Lawson:**

“That the Behaviour Intervention Team Annual Report June – 2016 be referred to the Education Committee for review.”

**CARRIED**

2. Reading Recovery Report 2015-2016

**18-09-16 MOVED – Trustee Jennifer Lawson:**

“That the Reading Recovery Report 2015-2016 be referred to the Education Committee for review.”

**CARRIED**

3. Indigenous Education Aboriginal Academic Achievement (AAA)  
Grant Year-End Report for 2015-2016

**18-10-16 MOVED – Trustee Jennifer Lawson:**

“That the Indigenous Education Aboriginal Academic Achievement (AAA) Grant Year-End Report for 2015-2016 be referred to the Education Committee for review.”

**CARRIED**

4. InformNet Year End Report 2015-2016

**18-11-16 MOVED – Trustee Jennifer Lawson:**

“That the InformNet Year End Report for 2015-2016 be referred to the Education Committee for review.”

**CARRIED**

5. Extended Field Trip Proposal – Collège Sturgeon Heights  
Collegiate

**18-12-16 MOVED – Trustee Cheryl Smukowich:**

“That the Board approve the extended field trip proposal from Collège Sturgeon Heights Collegiate for the Grade 9-12 female students to travel to Romeoville, Illinois on January 12-17, 2017; with the understanding 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 or other applicable government agencies or other emergent situations. The St. James-Assiniboia School Division will not incur any reimbursement costs as a result of any cancellation. This is above and beyond any consultation protocols with the Division-tendered tour companies/agencies.”

**CARRIED**

**FOR INFORMATION**

1. Board Actions and Referrals

**CONCLUDED: Report of the Chief Superintendent**

**FILED**

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

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

Report 18-16

1. Financial Statement – October 31, 2016

2. St. James-Assiniboia Teachers' Association – Curling Bonspiel

- 18-13-16 MOVED – Trustee John Mulligan:**  
“That item #1 and #2 be referred to the Finance/Facilities Committee.”

**CARRIED**

**FOR INFORMATION**

1. Cheque Registers
  - a) October 18, 2016 – INP Payroll Clearing
  - b) October 20, 2016
  - c) October 27, 2016
2. Permit Report – November 3, 2016

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

**FILED**

**CORRESPONDENCE**

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**Action Correspondence**

1. N. Kruse, Manitoba Association of Parent Councils re: Parent Forum, Mental Health and Your Child – November 19, 2016

2 Complimentary seats for this half day event are being held for our Board  
If you want to register, please do so with Kazia Paradis.

**CARRIED**

2. MSBA Call for Nominations - 2017 Conference

- 18-14-16 MOVED: Trustee Jennifer Lawson:**  
“That the Board nominate Trustee Cheryl Smukowich for the position of Director, Region 5 of the Manitoba School Boards Association 2017-2018 Executive.”

**CARRIED**

**Information Correspondence**

1. Manitoba School Boards Association (MSBA)
  - a. MSBA Conference 2017 - Recognition and Award Programs, Information and Forms
  - b. D. Thomas, Risk Manager re: Dryer Fire Prevention
  - c. K. Cameron, President re: Respect in Schools Training Program (reminder – previously sent)
  - d. W. Bloomfield, Chair, Seine River School Division re: MASS Summer Institute Report (previously sent)
  - e. E-Bulletin – November 2, 2016
  - f. CSBA 2017 Congress & National Trustee Gathering on Aboriginal Education – July 5-8, 2017

**CONCLUDED: Information Correspondence**

**FILED**

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

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There were no unfinished business items or business arising from the meeting.

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**QUESTIONS FROM THE PUBLIC**

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There were no questions from the public this evening.

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**NEW BUSINESS**

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1. Student Council Liaison Report – Trustee John Mulligan

This was provided for Trustees' information.

2. Library Support / Staff Allocation – Trustee Bruce Chegus

**18-15-16 MOVED: Trustee Bruce Chegus:**

"That Administration conduct a review of current library technician support and provide a report to the Education and Personnel Committees in order to assess if the current staff allocation is adequate to address current needs at the elementary school level going forward."

**CARRIED**

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**RECONVENE TO COMMITTEE OF THE WHOLE IN CAMERA – 9:36 PM**

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

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

**CARRIED**

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**REPORT OF COMMITTEE OF THE WHOLE IN CAMERA – 11:00 PM**

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

"That the Board deny the grievance as discussed in Committee of the Whole In Camera; and further, that the decision of the Board from the October 25, 2016 meeting stands."

**CARRIED**

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

"That Administration send an invitation to arrange a meeting for the Trustees with the Council (Mayor and Councillors) of the RM of Headingley."

**CARRIED**

**18-19-16 MOVED - Trustee Sandy Lethbridge:**

"That the MSBA Collective Bargaining Update dated October 28, 2016 be referred to the Personnel Committee."

**CARRIED**

**18-20-16 MOVED – Trustee Sandy Lethbridge:**

"That the MSBA Confidential Salary Bulletins for Turtle Mountain, Lord Selkirk, River East Transcona and Pembina Trails be referred to the Personnel Committee."

**CARRIED**

**18-21-16 MOVED – Trustee Sandy Lethbridge:**

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

**CARRIED**

**18-22-16 MOVED – Trustee Sandy Lethbridge:**

"That upon review of the Middle Years Reorganization Survey results the timeline and process will continue as planned."

**CARRIED**

**ADJOURNMENT**

On motion of Trustee John Mulligan, the regular board meeting adjourned at 11:02 PM.

Craig McGregor  
Chair of the Board

Brett Lough  
Chief Superintendent