

## **ST. JAMES-ASSINIBOIA SCHOOL DIVISION**

Minutes of the Regular Meeting of the St. James-Assiniboia School Division Board  
Held in the Board Room of the  
Aidan Conklin Building, 2574 Portage Avenue  
Tuesday, April 28, 2015

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### **Meeting No. 08-15**

#### **PRESENT:**

Chair:	Craig McGregor
Vice Chair	Cheryl Smukowich

Trustees:	Bruce Chegus
	Ed Hume
	Craig Johnson
	Scott Johnston
	Jennifer Lawson
	Sandy Lethbridge

Ron Weston, Chief Superintendent  
Tanis Pshebniski, Assistant Superintendent, Education & Program  
Carrie Melville, Assistant Secretary-Treasurer  
Cindy Labaty, Manager, Human Resources  
Kazia Paradis, Senior Executive Assistant

Regrets: John Mulligan, Trustee  
Mike Friesen, Secretary-Treasurer

### **CALL TO ORDER / ATTENDANCE**

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

### **ADOPTION OF MINUTES**

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**08-01-15      MOVED: Trustee Craig Johnson:**

“That the minutes of the Board Meeting of April 14, 2015 be adopted.”

**CARRIED**

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**REPORT ON EDUCATION**

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**Lakewood School – Balancing Play and Technology for Healthy Active Living**

Presented by: Jeff Spiers, Phys-Ed Teacher, Nadia Cantafio, Teacher and Lisa White, Principal as well as four students.

A presentation featured the theme of Balancing Play with Technology. It was noted that technology is an inevitable component of life for most children and so it is important for all involved, teachers, parents and students to determine what a healthy balance might look like and what a reasonable approach is to creating this balance at school but also at home. Students were involved in a “screen time” survey to help them see how much time is being spent on their devices vs. actual play time. Having the students involved helped keep the results interactive and allowed them to draw their own conclusions about what a healthy balance should look like and make changes accordingly.

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**HEARING OF DELEGATIONS**

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No delegations registered.

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**COMMITTEE REPORTS**

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**AWARDS AND SCHOLARSHIP ADVISORY COMMITTEE 01-15**

Meeting held April 20, 2015 (Appendix A)

Trustee Representative – Bruce Chegus

1. Attendance – for information
2. Approval of Agenda – noted
3. Review of Minutes from Previous Meeting
4. Policy JM Awards and Scholarships – for information
5. Memo from Scholarship Foundation

**08-02-15** **MOVED: Trustee Bruce Chegus:**

“That the revisions to Regulation JM-R be approved as discussed.”

CARRIED

**08-03-15** **MOVED: Trustee Bruce Chegus:**

6. Councillor’s Award – Scott Gillingham  
“That the request from Councillor Scott Gillingham to create three annual \$250 Councillor Awards to a graduating student planning to attend post-secondary school, who has shown the most improvement throughout the school year and a reward for effort at each of Sturgeon Heights Collegiate, Jameswood Alternative School and St. James Collegiate be approved.”

CARRIED

- 08-04-15 7. Aboriginal Bursaries Search Tool  
**MOVED: Trustee Bruce Chegus:**  
“That the Aboriginal Bursaries Search Tool information be received as information.”  
CARRIED
- 08-05-15 8. Dr. D. Young Humanitarian Award  
**MOVED: Trustee Bruce Chegus:**  
“That the request from Tom Dercola to establish a \$60, five-year annual undergraduate, Dr. D. Young Humanitarian Award, to a student demonstrating strong citizenship and community involvement with a strong scholastic standing at St. James Collegiate be approved.”  
CARRIED
- 08-06-15 9. Harry Pauls English Award of Excellence  
**MOVED: Trustee Bruce Chegus:**  
“That the request from Tom Dercola to create two annual, \$125 Harry Pauls English Award of Excellence prizes to each of two Grade 12 students with the highest average in English at St. James Collegiate be approved.”  
CARRIED
- 08-07-15 10. McLeod Family Community Award  
**MOVED: Trustee Bruce Chegus:**  
“That the request from Tom Dercola to establish a two-year \$100 annual McLeod Family Community Award in each of 2015 and 2016 to a graduate who has demonstrated outstanding community involvement at St. James Collegiate be approved.”  
CARRIED
- 08-08-15 11. Peacekeeper / MLA Awards  
**MOVED: Trustee Bruce Chegus:**  
“That the 2015 Peacekeeper/MLA Awards be approved in principle based on previously established criteria.”
- 08-09-15 **AMENDMENT**  
**MOVED: Trustee Ed Hume:**  
“That the following be added to the main question:  
“and further,  
That The Board prepares a letter, over signature of the Board Chair, to remaining MLA’s to gauge interest and to inquire if they offer Awards.”  
CARRIED

**MAIN MOTION AS AMENDED:****08-08-15      MOVED: Trustee Bruce Chegus:**

“That the 2015 Peacekeeper/MLA Awards be approved in principle based on previously established criteria;  
and further,

That The Board prepares a letter, over signature of the Board Chair to remaining MLA’s to gauge interest and to inquire if they offer Awards.”

CARRIED

**08-10-15      12.      Westview Dance Club  
MOVED: Trustee Bruce Chegus:**

“That the 2015 Westview Dance Club Award be approved in principle based on previously established criteria.”

CARRIED

**08-11-15      13.      Cambrian Credit Union Learning for Life Award – Annual Award  
MOVED: Trustee Bruce Chegus:**

“That the request from Cambrian Credit Union to donate a \$1,000 scholarship to be awarded to a high school student at Sturgeon Heights Collegiate who has met the established criteria, be approved.”

CARRIED

**08-12-15      14.      Tyrell Family Memorial Award  
MOVED: Trustee Bruce Chegus:**

“That the request to donate a bike, up to the amount of \$500.00, as The Tyrell Family Memorial Award be approved;  
and further

That administration of The Tyrell Family Memorial Award be handled by The St. James Scholarship Foundation for 2015 and future years.”

CARRIED

**08-13-15      15.      Lee Valley Tools: Woodworking Award  
MOVED: Trustee Bruce Chegus:**

“That the letter received from Lee Valley tools be received as information.”

CARRIED

**08-14-15      16.      Business Arising  
MOVED: Trustee Bruce Chegus:**

“That the Board Self Evaluation regulation AG-R (attached as appendix A), with revisions as discussed, be approved.”

CARRIED

CONCLUDED: Report of the Awards and Scholarship Advisory Committee No. 01-15

FILED

**GOVERNANCE COMMITTEE 01-15**

Meeting held April 20, 2015 (Appendix B)

Committee Chair: Bruce Chegus

1. Attendance – for information
2. Approval of Agenda – noted
3. Organizational By-Law 239-13 Review
4. Board Self Evaluation

**08-15-15 MOVED: Trustee Bruce Chegus:**

“That the Board Self Evaluation regulation AG-R (attached as appendix A), with revisions as discussed, be approved.”

CARRIED 7-1

**Record of Negative Vote:** Trustee Ed Hume

Trustee Ed Hume requested that the record indicate his negative vote on motion 08-15-15.

CONCLUDED: Report of the Governance Committee No. 01-15

FILED

**PERSONNEL COMMITTEE 03-15**

Meeting held April 21, 2015 (Appendix C)

Committee Chair: Sandy Lethbridge

1. Attendance – for information
2. Approval of Agenda – noted
3. Field Trip Request

**08-16-15 MOVED: Trustee Sandy Lethbridge:**

“That administration follow up with the school administration to gather further information related to the request (field trip / interpreter request).”

CARRIED

4. Policy Revision – GCC Professional Staff Leaves and Absences

**08-17-15 MOVED: Trustee Sandy Lethbridge:**

“That GCC Professional Staff Leaves and Absences be revised as presented.”

CARRIED

5. InForM Net

**08-18-15 MOVED: Trustee Sandy Lethbridge:**

“That the announcement of a new director for InForM Net be received as information.”

CARRIED

- 08-19-15 6. MSBA Advocacy Discussion Document  
**MOVED: Trustee Sandy Lethbridge:**

"That feedback by individual trustees on the MSBA discussion document be forwarded to Committee Chair Lethbridge for compilation."

CARRIED

- 08-20-15 7. MSBA Confidential Collective Bargaining Updates  
**MOVED: Trustee Sandy Lethbridge:**

"That the correspondence shared re: MSBA Bargaining Agreement dated April 14, 2015 be received as information."

CARRIED

- 08-21-15 8. MSBA Arbitration Update  
**MOVED: Trustee Sandy Lethbridge:**

"That the MSBA Arbitration update provided be received as information."

CARRIED

CONCLUDED: Report of the Personnel Committee 03-15

FILED

## **REPORT OF THE CHIEF SUPERINTENDENT**

Ron Weston, Chief Superintendent  
Report 08-15 (Appendix D)

### **FOR ACTION**

- 08-22-15 1. Staff Survey Questions (Draft)  
**MOVED: Trustee Ed Hume:**

"That the Staff Survey Questions (Draft) be referred to the Personnel Committee for review."

CARRIED

- 08-23-15 2. Consultation with Parent Organizations – Administrative Staffing  
**MOVED: Trustee Sandy Lethbridge:**

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

CARRIED

3. Proposal to establish a St. James-Assiniboia School Division Facebook Page

**08-24-15** **MOVED: Trustee Craig Johnson:**

"That the proposal for creating a St. James-Assiniboia School Division Facebook page be referred to the Marketing Committee for review."

CARRIED

4. Divisional Choirs Spring Concert – May 14, 2015

**08-25-15** **MOVED: Trustee Cheryl Smukowich:**

"That Trustee Sandy Lethbridge bring greetings at the Divisional Choirs Spring Concert on Thursday, May 14, 2015."

CARRIED

5. Summer Board Meeting

**08-26-15** **MOVED: Trustee Craig Johnson:**

"That the Board schedule the summer Board Meeting on Tuesday, August 25, 2015."

CARRIED

#### **FOR INFORMATION**

1. Board Actions and Referrals
2. Graduations and Celebration of Learning 2015
3. Middle Years iPad Initiative Parent Feedback Evening
4. Collège Sturgeon Heights Collegiate Drama "Ella" on May 5-8, 2015
5. Sansome School 50th Anniversary Tea – May 13, 2015
6. Roots of Empathy Celebration Invitation – May 25, 2015
7. Ness Middle School 50th Anniversary – June 4, 2015
8. Universal Design for Learning (UDL), PD for October 2015

CONCLUDED: Report of the Superintendent No. 08-15

FILED

## **REPORT OF THE SECRETARY-TREASURER**

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Mike Friesen, Secretary-Treasurer  
Report 08-15 (Appendix E)

### **FOR ACTION**

#### **1. PSFB Correspondence**

- a) Providing project support for the child care renovation at Lakewood School.
- b) Providing project support for the child care window replacement at Lakewood School.
- c) Providing authorization to proceed with the steam heating system replacement at Golden Gate Middle School.

#### **2. Financial Statement - period ended March 31, 2015**

**08-27-15      MOVED: Trustee Scott Johnston:**

“That item #1 and #2 above be referred to the Finance/Facilities Committee.”

CARRIED

### **FOR INFORMATION**

1. Cheque Registers
  - a) April 16, 2015
  - b) April 20, 2015 (INP Payroll Clearing)
  - c) April 23, 2015
2. Permit Report - April 24, 2015
3. Fund Raising Report from Collège Sturgeon Heights Collegiate.

CONCLUDED: Report of the Secretary-Treasurer No. 08-15

FILED

## **CORRESPONDENCE**

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### **Action Correspondence**

**08-28-15      1. C. Duhamel, Executive Director, MSBA – Memo  
                         MOVED: Trustee Scott Johnston:**

“That a response be sent to MSBA indicating that the Board recommends a one (1) year minimum notice period be given should it become necessary to reduce child care space in schools or to relocate a centre from one school to the next.”

CARRIED



2. Canadian Safe School Network re: Nomination for TD Award

This correspondence was disseminated to schools for their information.

3. J. Waskul, MHSAA re: Grant Information

This correspondence will be added to the agenda for the next Administrative Council meeting for distribution to Parent Councils.

### **Information Correspondence**

1. Manitoba School Boards Association:
  - a) Letter to Honourable P. Bjornson, Minister of Education and Advanced Learning re: Current Legislation
  - b) Letter to Honourable P. Bjornson, Minister of Education and Advanced Learning re: AGM 2015 Resolutions
  - c) MSBA Invitation – Bodies in Motion, Brains in Motion Sponsored Event
  - d) E-Bulletin – April 15, 2015
  - e) MERN Spring 2015 Forum Program & Online Registration
  - f) MERN Highlights – April 2015
  - g) J. Esau, MSBA – Memo re: Directory Datebook Review
2. The Learning Partnership – Invitation to Awards Presentation – April 29, 2015  
  
Trustee Lawson will attend and bring greetings on behalf of the Board of Trustees.

CONCLUDED – Information Correspondence

FILED

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

#### **Second Reading, Borrowing By-Law 256-15**

**08-29-15      MOVED: Trustee Cheryl Smukowich:**

“That the Board give second reading of Borrowing By-Law 256-15, a By-Law to allow for the borrowing of monies to meet current expenses for July 1, 2015 to June 30, 2016.”

CARRIED

### **Third/Final Reading, Borrowing By-Law 256-15**

#### **08-30-15     MOVED: Trustee Cheryl Smukowich:**

“That the Board give third/final reading of Borrowing By-Law 256-15, a By-Law to allow for the borrowing of monies to meet current expenses for July 1, 2015 to June 30, 2016.”

CARRIED

### **QUESTIONS FROM THE PUBLIC**

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There were no questions from the public.

### **NEW BUSINESS**

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#### **Notice of Motion, By-Law 258-15 – Religious Instruction at École Robert Browning**

#### **08-31-15     MOVED: Trustee Cheryl Smukowich:**

“That notice is hereby given that By-Law 258-15, a By-Law to allow for religious instruction at École Robert Browning shall be given first reading at the May 12, 2015 Board Meeting.”

### **RECESS TO COMMITTEE OF THE WHOLE IN CAMERA – 9:17 PM**

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#### **08-32-15     MOVED: Trustee Craig Johnson:**

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

CARRIED

### **REPORT OF COMMITTEE OF THE WHOLE IN CAMERA – 10:50 PM**

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#### **08-33-15     MOVED: Trustee Cheryl Smukowich:**

“That the Board appoint Mr. Brett Lough as Acting Chief Superintendent of the St. James-Assiniboia School Division effective August 1, 2015 until such time as a permanent Chief Superintendent is appointed;  
and further;  
That compensation be based on Group 1, Step 1 of the Administrative Salary Grid;  
and further  
That the position of Assistant Superintendent, Administration be posted immediately for a one year term.”

CARRIED

- 08-34-15      MOVED: Trustee Craig Johnson:**  
“That the Board Planning Workshop Agenda be approved as amended, as discussed in Committee of the Whole In-Camera.”  
CARRIED
- 08-35-15      MOVED: Trustee Cheryl Smukowich:**  
“That the Chief Superintendent be allowed to purchase his computer and cell phone as per policy DJDA.”  
CARRIED
- 08-36-15      MOVED: Trustee Cheryl Smukowich:**  
“That the MSBA Confidential Collective Bargaining Updates dated April 17th and April 23rd, 2015 be referred to the Personnel Committee.”  
CARRIED
- 08-37-15      MOVED: Trustee Sandy Lethbridge:**  
“That the Board acknowledge the notice of retirement from Pat Elsworth, Information Officer, with regret; and extend congratulations on her retirement and appreciation for her years of service with the Division.”  
CARRIED

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## **ADJOURNMENT**

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On motion of Trustee Craig Johnson, the regular board meeting adjourned at 9:52 p.m.

Craig McGregor  
Chair of the Board

Ron Weston  
Chief Superintendent