

## **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 9, 2013

Meeting No. 06-13

**PRESENT:**

Chair:	Bruce Chegus
Vice Chair	Craig McGregor
Trustees:	Ed Hume
	Craig Johnson
	Scott Johnston
	Jennifer Lawson
	Sandy Lethbridge
	Bryan Metcalfe
	Cheryl Smukowich

Ron Weston, Chief Superintendent  
Mike Friesen, Secretary-Treasurer  
Brett Lough, Assistant Superintendent Administration, Planning and Research  
Tanis Pshebniski, Assistant Superintendent Program and Curriculum  
Cindy Labaty, Manager Human Resources  
Mari-Jean Nachtigall, Senior Executive Assistant

**CALL TO ORDER / ATTENDANCE – 7:30 p.m.**

Attendance - recorded above.

**ADOPTION OF MINUTES**

06-01-13

MOVED: Trustee Craig McGregor:  
"That the minutes of the Board Meeting of March 12, 2013 be adopted."

CARRIED

**HEARING OF DELEGATIONS**

No Delegations registered

**REPORT ON EDUCATION**

**Brooklands School – Creative Fusion of Digital Media**

A presentation illustrating curricular outcomes achieved through a creative use of technology and content area subject matter, including examples of writing, reading and science.

**EDUCATION COMMITTEE**

Meeting held March 18, 2013 (No. 07-13 Appendix A)

Committee Chair - Jennifer Lawson, Trustee

1. Attendance – for information
2. Approval of Agenda – noted
3. Information Items

06-02-13

MOVED: Trustee Jennifer Lawson:

“That the following items be received as information:

- Presentation - Response to Intervention (RTI)
- Partnership Report – February 2013
- Division Annual Student Attendance Report”

CARRIED

Concluded: Report of the Education Committee No. 7-13

FILED

**FINANCE/FACILITIES COMMITTEE**

Meeting held April 2, 2013 (No. 05-13 Appendix B)

Committee Chair - Scott Johnston, Trustee

1. Attendance – for information
2. Approval of Agenda – noted
3. PSFB Correspondence

06-03-13

MOVED: Trustee Scott Johnston:

“That the correspondence listed below from the Public Schools Finance Board be received as information:

- a) Science Lab Renovation Project at John Taylor Collegiate
- b) Science Lab Renovation Project at St. James Collegiate
- c) Gym roof, wall and structural upgrade at Lincoln Middle School”

CARRIED

4. Bourkevale Community Centre

06-04-13

MOVED: Trustee Scott Johnston:

“That the correspondence from the Bourkevale Community Centre be received as information; and further,

That a letter of appreciation over the signature of the Chair of the Board be sent to the Bourkevale Community Centre.”

CARRIED

## 5. Discovery Children's Centre

06-05-13 MOVED: Trustee Scott Johnston:  
"That the request from Discovery Children's Centre for sole use of the Britannia open field be declined and that the field be retained for community use."

CARRIED

## 6. Historical Museum Request for Financial Support

06-06-13 MOVED: Trustee Scott Johnston:  
"That a grant of \$1,100 be provided to the Historical Museum Association of St. James-Assiniboia for 2013."

CARRIED

## 7. Macdonald-Headingley Recreation District

06-07-13 MOVED: Trustee Scott Johnston:  
"That the request to extend the agreement to use 81 Alboro Street by the Macdonald-Headingley Recreation District to March 31, 2015 be approved."

CARRIED

## 8. St. James-Assiniboia Band Camp Request – Eric Marshall, Arts Coordinator

06-08-13 MOVED: Trustee Scott Johnston:  
"That the security fees be waived for the St. James-Assiniboia Band Camp 2013 summer permit."

CARRIED

## 9. St. James Collegiate – Preliminary Running Track

06-09-13 MOVED: Trustee Scott Johnston:  
"That the update on the St. James Collegiate running track be received as information."

CARRIED

Concluded: Report of the Finance/Facilities Committee No. 05-13

FILED

**PERSONNEL COMMITTEE**

Meeting held March 19, 2013 (No. 03-13 Appendix C)  
Committee Chair – Cheryl Smukowich, Trustee

1. Attendance – for information
2. Approval of Agenda – noted

## 3. School-Based Administrators 2013-2014

06-10-13 MOVED: Trustee Cheryl Smukowich:  
"That the discussion regarding interviews for school-based administrator positions for the 2013-14 school year be received as information."  
CARRIED

## 4. Regulation IIB-R Class Size Guidelines

06-11-13 MOVED: Trustee Cheryl Smukowich:  
"That amendments to Regulation IIB-R Class Size Guidelines be received as information."  
CARRIED

## 5. Request from Employee

06-12-13 MOVED: Trustee Cheryl Smukowich:  
"That the employee request dated March 8, 2013 (Document #516816) regarding vacation carry-over be approved."  
CARRIED

## 6. Summer Student Rates

06-13-13 MOVED: Trustee Cheryl Smukowich:  
"That the proposed increase to the summer student hourly rates effective May 1, 2013 be approved."  
CARRIED

## 7. Coordinator Assignments 2013-2014

06-14-13 MOVED: Trustee Cheryl Smukowich:  
"That the proposed Coordinator assignments for the 2013-2014 school year be received as information but no action be taken;  
And further  
That the Board review a long term plan for the Coordinators."  
CARRIED

Concluded: Report of the Personnel Committee No. 03-13

FILED

**REPORT OF THE CHIEF SUPERINTENDENT**

Ron Weston, Chief Superintendent  
Report 06-13 (Appendix D)

**FOR ACTION**

## 1. Non-Resident Entrance and Exit Survey Results

06-15-13 MOVED: Trustee Craig Johnson:  
"That the Non-Resident Entrance and Exit Survey Results be referred to the Marketing Committee for review and recommendation."  
CARRIED

## 2. Consultation with Parent Organizations – Administrative Staffing

06-16-13

MOVED: Trustee Cheryl Smukowich:

“That the summary of responses received through the Consultation with Parent Organizations on Administrative Staffing be referred to the Personnel Committee for information.”

CARRIED

## 3. St. James Regional Heritage Fair – May 9, 2013

Bruce Chegus, Chair of the Board will attend and bring greetings at the annual event at John Taylor Collegiate.

## 4. Divisional Choirs Spring Concert – May 15, 2013

Bruce Chegus, Chair of the Board will attend and bring greetings on behalf of the Board at the Divisional Spring concert held at Westwood Community Church.

5. Crestview School 50<sup>th</sup> Anniversary

Bruce Chegus, Chair of the Board will attend and bring greetings at the Crestview School 50<sup>th</sup> Anniversary event on May 30, 2013.

**FOR INFORMATION**

## 1. Board Actions and Referrals – for information

## 2. Concours d’art oratoire 2013

## 3. Welcome to Kindergarten March issue recognizing Partnership Excellence award winner Deidre Sagert

4. “Going into Overtime” article in *IN FLIGHT*, the official magazine of the Winnipeg Jets Hockey Club featuring the Jets hockey academy afterschool program at Brooklands School

## 5. Congratulations to Avonlea Armstrong, Choral Music Director of the Senior Divisional Choir, Collège Sturgeon Heights and École Golden Gate on being awarded the prestigious Michael J. Proudfoot Award of Choral Excellence

06-17-13

MOVED: Trustee Ed Hume:

“That letters of congratulations over the signature of the Chair of the Board be sent to staff members Deidre Sagert and Avonlea Armstrong for their outstanding achievements.”

CARRIED

CONCLUDED: Report of the Chief Superintendent No. 06-13

FILED

**REPORT OF THE SECRETARY-TREASURER**

Mike Friesen, Secretary-Treasurer

Report 06-13 (Appendix E)

**ACTION**

## 1. Borrowing By-Law 238-13 – Notice of First Reading

06-18-13 Vice Chair of the Board Craig McGregor gave notice:  
That By-Law 238-13, a By-Law to borrow monies to meet current expenses, shall be given first reading at the Board meeting of April 23, 2013

2. 2013 Mill Rates for the Education Support Levy and Special Levy
3. Education Tax on Commercial Property
4. Linwood School Parent Council
5. Financial Statement – Period ended February 28, 2013

06-19-13 Trustee Scott Johnston:  
“That the following items be referred to the Finance/Facilities Committee for consideration:

- 2013 Mill Rates for the Education Support Levy and Special Levy
- Education Tax on Commercial Property
- Linwood School Parent Council
- Financial Statement – Period ended February 28, 2013

CARRIED

**INFORMATION**

1. Cheque Registers  
– March 11, March 19, March 20 (US Bank), March 26, March 29, 2013
2. Permit Report – April 14, 2013
3. Appreciation Correspondence – Email correspondence from a parent in appreciation for the Board’s school bus safety initiatives
4. Tender Award Summary

CONCLUDED: Report of the Secretary-Treasurer No. 06-13

FILED

**CORRESPONDENCE**

**For Action – Nil**

**For Information**

1. Manitoba School Boards Association (MSBA):
  - a. e-News March 27, 2013
  - b. Education Modules for Trustee Professional Development
  - c. MSBA “Take 5” – MSBA YouTube Channel
  - d. Education Week in Manitoba, April 15-19, 2013
2. Hon. Nancy Allan, Minister of Education re: Tell Them From Me interactive online survey on issues including school safety and bullying
3. Manitoba Education Research Network Spring Forum, April 12, 2013
4. Brian Pallister, Leader of the Official Opposition, Province of Manitoba re: request for input on priority issues for the province

5. Edward Ploszay, Chair, Seven Oaks School Division, letter to Hon. Nancy Allan, Minister of Education re: support for the Safe and Inclusive Schools initiative (Bill 18)
6. Canadian Association for Young Children – Manitoba 2013 Spring Conference, “Celebrating Nature” Friday, April 12, 2013
7. Letter from resident re: additional suggestions and follow up from public meeting on traffic issues at Ferry Road and Portage Avenue
8. Letter of Thanks from Co-Chairs of the Winnipeg CAPSLE Conference “Law and Education: En-CAPSLE-ating Human Rights”

#### **INFORMATION CORRESPONDENCE**

FILED

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

There were no items of Unfinished Business/Business Arising

#### **QUESTIONS FROM THE PUBLIC**

There were no questions from the public.

#### **NEW BUSINESS**

1. Date for Governance Committee Meeting

The next Governance Committee Meeting will be held Wednesday, May 1, 2013 at 5:30 p.m.

2. Kirkfield Park Constituency Dinner to Honour Peter Carney, May 31, 2013 at Heritage Victoria Community Centre

Bruce Chegus, Chair of the Board will attend.

3. Former Staff Member – Condolences

Trustee Scott Johnston requested the minutes reflect expressions of sympathy to the family of Joe Grabys, a long time teacher in St. James schools, in acknowledgement of his passing.

#### **RECESS TO COMMITTEE OF THE WHOLE IN CAMERA – 8:35 p.m.**

#### **RETURN TO REGULAR BOARD MEETING – PUBLIC SESSION – 8:55 p.m.**

There were no actions arising from Committee of the Whole in Camera.

**ADJOURNMENT**

On motion of Trustee Craig McGregor, the regular board meeting adjourned at 9:00 p.m.

Bruce Chegus  
Chair of the Board

Ron Weston  
Chief Superintendent