

## **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, December 11, 2012

Meeting No. 19-12

**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

Greg Mutter, Assistant Superintendent Personnel and Human Resources

Tanis Pshebniski, Assistant Superintendent Program and Curriculum

Paul Deacon, Assistant Manager Facilities and Maintenance

Mari-Jean Nachtigall, Senior Executive Assistant

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

Attendance - recorded above.

### **ADOPTION OF MINUTES**

19-01-12

MOVED: Trustee Craig Johnson:

“That the minutes of the Board Meeting of November 27, 2012 be adopted.”

CARRIED

### **HEARING OF DELEGATIONS**

**No Delegations registered**

### **REPORT ON EDUCATION**

#### **Celebrating the Season – Lakewood School Choir**

A select group of students from the Lakewood School Choir presented music of the season

**FINANCE/FACILITIES COMMITTEE**

Meeting held December 4, 2012 (No. 10-12 Appendix A)

Committee Chair: Scott Johnston, Trustee

1. Attendance – for information
2. Approval of Agenda – noted
3. VOIP/WiFi/Network Rewiring Project

19-02-12 MOVED: Trustee Scott Johnston:  
“That Administration proceed with the network rewiring project involving rewiring of local networks in schools to address requirements for VoIP and WiFi; and further,  
That additional funding in the amount of \$210,000 be provided from the Operating Reserve.”

CARRIED

4. Financial Statement – Period Ended October 31, 2012

19-03-12 MOVED: Trustee Scott Johnston:  
“That the Financial Statement for the period ending October 31, 2012 be received as information.”

CARRIED

5. Requests for Financial Support

19-04-12 MOVED: Trustee Scott Johnston:  
“That a grant in the amount of \$750 be awarded to Grant’s Old Mill; and further,  
That a grant in the amount of \$600 be awarded to the Organizing Committee for the Support Staff Dinner.”

CARRIED

6. Royal Canadian Legion – Contribution towards the Military Service Recognition Book

19-05-12 MOVED: Trustee Scott Johnston:  
“That a Veteran Support advertisement in the amount of \$595 be purchased for the Military Service Recognition Book.”

CARRIED

7. City of Winnipeg Portioned Assessment

19-06-12 MOVED: Trustee Scott Johnston:  
“That the City of Winnipeg Portioned Assessment at November 13, 2012 be received as information.”

CARRIED

## 8. Policies – Section D (Fiscal Management)

- 19-07-12 MOVED: Trustee Scott Johnston:  
“That policy exhibits DIA-E1 Chart of Accounts Elementary Schools, DIA-E2 Chart of Accounts Middle Schools and DIA-E3 Chart of Accounts High Schools be received as information; and further,  
That policy DN Sale of Inactive Properties be approved and further;  
That policy exhibits and regulations DIC-E School Activity – Interim Financial Statement, DLA-R Payday Schedules, and DL-R Payroll Procedures be archived.”
- CARRIED

## 9. Draft Division Budget Timeline – 2013/2014

- 19-08-12 MOVED: Trustee Scott Johnston:  
“That the draft Division Budget Timeline – 2013/2014 be approved in principle.”
- CARRIED

## 10. Matrix of Reports – Board Governance Framework – Draft Revision

- 19-09-12 MOVED: Trustee Scott Johnston:  
“That the Matrix of Reports be received as information.”
- CARRIED

## 11. School Resource Officers

- 19-10-12 MOVED: Trustee Scott Johnston:  
“That the update on School Resource Officers be received as information, and further,  
That School Resource Officers be listed as a pending item by the Finance/Facilities Committee.”
- CARRIED

## 12. St. James Collegiate Track Presentation

- 19-11-12 MOVED: Trustee Scott Johnston:  
“That the St. James Collegiate Track Presentation be listed as a pending item by the Finance/Facilities Committee; and further;  
That a chronology of events be prepared.”
- CARRIED

## 13. Energy Consumption Report – 2011/2012

- 19-12-12 MOVED: Trustee Scott Johnston:  
“That the Energy Consumption Report 2011/2012 be received as information.”
- CARRIED

14. Grace Hospital – Site Feasibility Study/Emergency Department and MRI Expansion

19-13-12 MOVED: Trustee Scott Johnston:  
“That the information presented regarding the Grace Hospital expansion be received as information.”

CARRIED

15. International Student Program – Tuition Fee Increase for 2013-2014

19-14-12 MOVED: Trustee Scott Johnston:  
“That the International Student fee be increased to \$11,000 in 2013-2014; and further  
That the International Student fee be increased in 2014-2015 to be equivalent to the fee paid by students from out of Province.”

CARRIED

16. Capital Partnership Projects

19-15-12 MOVED: Trustee Scott Johnston:  
“That the Capital Partnership Projects item be referred to Administration to follow up with Scott Fielding, City Councillor for St. James – Brooklands; and further, That Administration present recommendations for capital partnership projects to the Committee at a future date.”

CARRIED

17. Public Schools Finance Board Correspondence

19-16-12 MOVED: Trustee Scott Johnston:  
“That the correspondence from the Public Schools Finance Board re: Robert Browning Boiler Replacement Design Only and Heritage Electric Unit Ventilator Replacement Design Only be received as information.”

CARRIED

18. Community Use of Schools - Permit Policy

19-17-12 MOVED: Trustee Scott Johnston:  
“That policies DFBA/KFB Community Use of Schools and DFBD Child Care Programs be approved; and further,  
That the following regulations and exhibits be received as information:

- DFBA-R/KFB-R Community Use of Schools
- DFBA-R/KFB-R School Use
- DFBA-R-2/KFB-R-2 Permit Conditions
- DFBA-R-3/KFB-R-3 Permit Holder Liability Insurance Fee Schedule
- DFBA-R-E-1/KFB-R-E-1 Community Use of Schools Permit Application – School Year

- DFBA-R-E-2/KFB-R-E-2 Community Use of Schools Permit Application – School Breaks and Summer Holidays
- DFBA-R-E-3/KFB-R-E-3 Letter to Permit Holder
- DFBD-R Child Care Programs Lease Rates “

CARRIED

## 19. Comparison of Purchase Bus Seats – Metro School Divisions

19-18-12

MOVED: Trustee Scott Johnston:

“That the comparison of purchased Bus seats be received as information.”

CARRIED

## 20. E-Mail Correspondence re: Possible Speed Limit Increase - Moray Street

19-19-12

MOVED: Trustee Scott Johnston:

“That Administration send correspondence to the Highway Traffic Board opposing the proposed speed limit increase; and further,  
That the correspondence be copied to Hon. Jim Rondeau, MLA Assiniboia, Sharon Blady, MLA Kirkfield Park, and Deanne Crothers, MLA St. James.”

CARRIED

Concluded: Report of the Finance/Facilities Committee

FILED

**MARKETING COMMITTEE**

Meeting held December 10, 2012 (No. 03-12 Appendix “B”)

Committee Chair: Craig Johnson, Trustee

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

## 19-20-12 3. Governance Matrix of Reports

MOVED: Trustee Craig Johnson

“That the Annual Non-Resident Student Update report be included in the Governance Matrix of Reports.”

CARRIED

CONCLUDED: Report of the Marketing Committee 03-12

FILED

**REPORT OF THE CHIEF SUPERINTENDENT**

Ron Weston, Chief Superintendent

Report 19-12 (Appendix C)

**FOR ACTION**

## 19-21-12 1. InForm Net Report 2011/2012

MOVED: Trustee Jennifer Lawson:

“That the InForm Net Report 2011/2012 be referred to the Finance/Facilities Committee and Education Committee for review.

CARRIED

2. Extended Field Trip Proposal – Westwood Collegiate

19-22-12

MOVED: Trustee Jennifer Lawson:

“That the that the Board approve the extended field trip proposal from Westwood Collegiate for the Grade 10-12 Art students to travel to Chicago, Illinois to participate in a series of workshops from March 27 – April 2, 2014; with the understanding that the Superintendent will monitor the trip with due diligence and that the trip be subject to cancellation following a negative travel advisory from Foreign Affairs and International Trade Canada or other applicable government agencies.”

CARRIED

3, The Learning Partnership – Welcome to Kindergarten Awards for Partnership Excellence

For Information – Trustee representative to confirm attendance with Assistant Superintendent Tanis Pshebniski

**FOR INFORMATION**

1. Board Actions and Referrals

CONCLUDED: Report of the Superintendent No. 19-12

FILED

**REPORT OF THE SECRETARY-TREASURER**

Mike Friesen, Secretary-Treasurer  
Report 18-12 (Appendix G)

**ACTION**

1. Stevenson-Britannia Adult Literacy Program Inc.

19-23-12

MOVED: Trustee Scott Johnston:

“That Stevenson-Britannia Adult Literacy Program Inc. Financial Statements as at June 30, 2012 and Internal Control Report for the Year Ended June 30, 2012 be referred to the Finance/Facilities Committee for consideration.”

CARRIED

**INFORMATION**

1. Cheque Registers – November 28 and December 5, 2012
2. Permit Report – Report dated November 22, 2012
3. Update re: Secretary-Treasurer Department Personnel Matter

CONCLUDED: Report of the Secretary-Treasurer No. 19-12

FILED

**CORRESPONDENCE**

1. Manitoba School Boards Association (MSBA):
  - a) November 28, 2012 e-bulletin
  - b) Raffle Donations for 2013 Convention
2. Director of Labour Relations, MSBA, re: Personal Use of Computers
3. Executive Director, MSBA, re: School Board codes of conduct
4. MERN Winter Forum, January 25, 2013 "Re-Visioning Education", a videoconference Event
5. Paul Birston, Manager of Architectural Services, responding to the Board's letter re: access concerns and elevator project at St. James Collegiate
6. Parent of students attending Bruce Middle School, letter of appreciation regarding Bruce Middle School staff
7. Edward Ploszay, Chair of the Board, Seven Oaks School Division, endorsing the candidacy of Evelyn Myskiw for Region 5 Director of MSBA

**INFORMATION CORRESPONDENCE**

FILED

**UNFINISHED BUSINESS/BUSINESS ARISING FROM THE MEETING****Second Reading – Debenture By-Law 237-12**

- 19-24-12 MOVED: Trustee Craig McGregor:  
"That By-Law 237-12, a debenture by-law for the purpose of projects at Lakewood School Roof Replacement, Voyageur School Electric Unit Ventilator Replacement, Golden Gate Middle School Roof Replacement and Collège Sturgeon Heights Collegiate Roof Replacement be given second reading."

CARRIED

**Third/Final Reading – Debenture By-Law 237-12**

- 19-25-12 MOVED: Trustee Craig McGregor:  
"That By-Law 237-12, a debenture by-law for the purpose of projects at Lakewood School Roof Replacement, Voyageur School Electric Unit Ventilator Replacement, Golden Gate Middle School Roof Replacement and Collège Sturgeon Heights Collegiate Roof Replacement be given third/final reading."

CARRIED

## **QUESTIONS FROM THE PUBLIC**

There were no questions from the public.

## **NEW BUSINESS:**

- Community Meeting to be held January 29, 2013 re: Portage and Ferry Road Traffic/Pedestrian Safety and St. James Track Project
- Committee of the Whole meeting re: Policy GCF to be held January 15, 2013

## **RECESS TO COMMITTEE OF THE WHOLE IN CAMERA – 8:50 p.m.**

19-26-12      MOVED: Trustee Craig McGregor:  
"That the Board recess to Committee of the Whole in Camera."

CARRIED

## **RETURN TO REGULAR BOARD MEETING – PUBLIC SESSION – 8:35 p.m.**

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

## **ADJOURNMENT**

On motion of Trustee Jennifer Lawson, the regular board meeting adjourned at 8:45 p.m.

Bruce Chegus  
Chair of the Board

Ron Weston  
Chief Superintendent