

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 13, 2011

Meeting No. 20-11

PRESENT:

Chair: Bruce Chegus
Vice Chair: Craig McGregor

Trustees: Ed Hume
Craig Johnson
Jennifer Lawson
Sandy Lethbridge
Bryan Metcalfe
Cheryl Smukowich

Ron Weston, Chief Superintendent
Mike Friesen, Secretary-Treasurer
Brett Lough, Assistant Superintendent Administration, Planning and Research
Greg Mutter, Assistant Superintendent Personnel and Human Resources
Mari-Jean Nachtigall, Senior Executive Assistant

Absent with Regrets: Scott Johnston, Trustee

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

Attendance - recorded above.

ADOPTION OF MINUTES

20-01-11 MOVED: Trustee Craig McGregor:
"That the minutes of the Board Meeting of November 22, 2011 be adopted."

CARRIED

REPORT ON EDUCATION

Celebrating the Season and Making Cultural Connections

Presented by: Tara Johnson, Bruce Middle School with Student Instrumental Group

HEARING OF DELEGATIONS

There were no delegations registered.

COMMITTEE REPORTS

EDUCATION COMMITTEE

Meeting held November 21, 2011 (No. 03-12 Appendix A)

Committee Chair: Jennifer Lawson, Trustee

Report presented by Sandy Lethbridge, Trustee

1. Call to Order/Attendance – noted
2. Approval of Agenda – noted
3. Policy KLB Public Complaints about the Curriculum of Instructional Materials

20-02-11 MOVED: Trustee Sandy Lethbridge:
“That Policy KLB Public Complaints about the Curriculum or Instructional Materials be archived.”

CARRIED

4. Information Items
- 20-03-11 MOVED: Trustee Sandy Lethbridge:
“That the following items be received as information:
- Physical Education/Healthy Living Presentation
 - InForM Net Report – 2010/2011
 - MSBA Call for Resolutions: 2012 Convention

CARRIED

Concluded: Report of the Education Committee 03-12

FILED

PERSONNEL COMMITTEE

Meeting held December 6, 2011 (No. 11-11 Appendix B)

Committee Chair: Cheryl Smukowich, Trustee

1. Call to Order/Attendance – noted
2. Approval of Agenda – noted

20-04-11 3. Business and Finance Staffing
MOVED: Trustee Cheryl Smukowich:
“That Scenario 2 for the reorganization of Business and Finance staffing be approved effective July 1, 2012; and further,
That the revisions to Job Description AP1-8 Assistant Secretary-Treasurer be approved; and further,
That the new Accounting Manager job description be approved.”

CARRIED

20-05-11 4. Administrative Appointment
MOVED: Trustee Cheryl Smukowich:
“That the Senior Administration recommendation for a school based administrative appointment be referred to the in-camera Committee of the Whole

session at the Board meeting of December 13, 2011 for consideration and final approval.”

CARRIED

- 20-06-11 5. Manager of Facilities and Maintenance Appointment
MOVED: Trustee Cheryl Smukowich
“That the Senior Administration recommendation for the Manager of Facilities and Maintenance appointment be referred to the in-camera Committee of the Whole session at the Board meeting of December 13, 2011 for consideration and final approval.”

CARRIED

- 20-07-11 6 CUPE Local 744 re: Notice of Intent to Bargain
MOVED: Trustee Cheryl Smukowich
“That the letter from CUPE Local 744 regarding its desire to commence bargaining with a view to revise the collective agreement between the St. James-Assiniboia School Division and CUPE Local 744 be received as information.”

CARRIED

- 20-08-11 7. Class Size Summary
MOVED: Trustee Cheryl Smukowich
“That the Class Size Summary be received as information.”

CARRIED

- 20-09-11 8. Policy Revisions
MOVED: Trustee Cheryl Smukowich:
“That the revised policies GBJC Criminal Record and Child Abuse Checks for Employment Purposes and IJOC Criminal Record and Child Abuse Checks for Volunteers be approved;
And further,
That revisions to IJOC-E Annual Form related to Criminal Record and Child Abuse Checks be received as information.”

CARRIED

CONCLUDED: Report of the Personnel Committee No. 11-11

FILED

REPORT OF THE CHIEF SUPERINTENDENT

Ron Weston, Chief Superintendent
Report 20-11 (Appendix C)

FOR ACTION

- 20-10-11 1. Extended Field Trip Request – Senior Divisional Choir
MOVED: Trustee Craig McGregor:
“That the Board approve the extended field trip proposal from St. James-Assiniboia School Division Senior Divisional Choir to travel to Sioux Falls and Rapid City, South Dakota, on April 11 to April 15, 2012; 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

- 20-11-11 2. Extended Field Trip Proposal – Collège Sturgeon Heights Collegiate
MOVED: Trustee Craig Johnson:

“That the Board approve the extended field trip proposal from Collège Sturgeon Heights Collegiate for grade 11 and 12 students to experience the music culture in Havana Cuba on February 17 to 24, 2013; 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

FOR INFORMATION

1. Board Actions and Referrals
2. Educational Leadership Course Book
3. Manitoba Education – Attendance Reporting Process
4. Minister of Education – Eco-Globe Program
5. In the Spirit of Humanity Book and DVD
6. PD Opportunity – Early Years Conference 2012

CONCLUDED: Report of the Superintendent No. 20-11

FILED

REPORT OF THE SECRETARY-TREASURER

Mike Friesen, Secretary-Treasurer
Report 20-11 (Appendix D)

ACTION

- 20-12-11 1. Grant's Old Mill
MOVED: Trustee Craig Johnston:
“That the request for financial support from the Secretary of the St. James-Assiniboia Pioneer Association be referred to the Finance/Facilities Committee for consideration.”

CARRIED

- 20-13-11 2. Appointment of Division Auditor for 2011/2012
MOVED: Trustee Craig Johnston:
“That Pricewaterhousecoopers LLP be appointed to conduct the audit of the Division's 2011/2012 financial records.”

CARRIED

- 20-14-11 3. Rural Municipality of Headingley
MOVED: Trustee Craig Johnston:
“That the correspondence regarding the lease agreement for 81 Alboro Street be referred to the Finance/Facilities Committee for consideration.”

CARRIED

INFORMATION

1. Cheque Registers – November 18, November 29, December 5 and December 6, 2011
2. Permit Report – December 8, 2011

CONCLUDED: Report of the Secretary-Treasurer No. 20-11

FILED

CORRESPONDENCE

For Action

1. Robert Rivard, President, MSBA, re: Call for Nominations – 2012 Presidents' Council Award
For trustees' information
2. Associate Director, MSBA, requesting charity raffle donations for 2012 Convention

20-15-11 MOVED: Trustee Cheryl Smukowich:

"That the request for charity raffle donations be referred to the administration for appropriate action."

CARRIED

3. Letters from community residents re: decorations and winter/Christmas school concerts

20-16-11 MOVED: Trustee Jennifer Lawson:

"That correspondence be sent in response to the community residents' concerns over the signature of the Chair of the Board, with revisions as discussed."

CARRIED

For Information

1. Manitoba School Boards Association (MSBA):
 - a) E-News, November 23, 2011
 - b) Twitter highlights, October November 10 – 23, 2011
 - c) News clippings November 10 to 29, 2011
 - d) News Release Winnipeg School Division – Election of New Trustee
 - e) Aboriginal Chamber of Commerce – Networking with Leaders events, January 25th and February 22nd, 2012
 - f) Treaty Relations Commission of Manitoba Learning Lunch with Ovide Mercredi, December 15, 2011
2. Brian O'Leary, Seven Oaks School Division, copy of letter to His Worship Mayor Sam Katz, re: support for the Mayor's plan to reintroduce School Speed Zones
3. Dianne Zuk, Chair of the Board, Pembina Trails School Division

4. Evelyn Myskiw, Chair, Board of Trustees Seven Oaks School Division; endorsing the nomination of Trustee Cory Juan for Director, MSBA Region 5
5. Bernard LeSage, Chair, DSFM, endorsing the candidacy of Trustee Michel Boucher for Region 5 Director
6. Letter from resident re: concerns about the drug salvia

UNFINISHED BUSINESS/BUSINESS ARISING FROM THE MEETING

Second Reading – Retirement Plan By-Law 225-11

- 20-17-11 MOVED: Trustee Craig McGregor:
“That the Board give second reading to By-Law 225-11, a By-Law to amend By-Law 41-78, being the By-Law relating to the Retirement Plan for Non-Teaching Employees of the School Division.”

CARRIED

Third/Final Reading – Retirement Plan By-Law 225-11

- 20-18-11 MOVED: Trustee Craig McGregor:
“That the Board give third/final reading to By-Law 225-11, a By-Law to amend By-Law 41-78, being the By-Law relating to the Retirement Plan for Non-Teaching Employees of the School Division.”

CARRIED

By-Law 226-11: A By-Law to Allow for Religious Instruction at Voyageur School

- 20-19-11 MOVED: Trustee Craig McGregor:
“That the Board give first reading to By-Law 226-11, a By-Law to allow for religious instruction at Voyageur School for the remainder of the 2011-12 school year.”

CARRIED

QUESTIONS FROM THE PUBLIC

There were no questions from the public.

NEW BUSINESS

- 20-20-11 MOVED: Trustee Craig Johnson:
“That the Proposed Resolution re: moratorium on school closure with changes as noted be sent to the Manitoba School Boards Association for consideration at the 2012 Annual Convention.”

CARRIED

RECESS TO COMMITTEE OF THE WHOLE IN CAMERA – 8:45 p.m.

- 20-21-11 MOVED: Trustee Craig McGregor:
“That the Board recess to Committee of the Whole in Camera.”

CARRIED

REPORT OF COMMITTEE OF THE WHOLE IN CAMERA – 10:15 p.m.

20-22-11 MOVED: Trustee Craig McGregor:

“That the recommendation for student expulsion as discussed by the Committee of the Whole in Camera be approved by the Board.”

CARRIED

20-23-11 MOVED: Trustee Cheryl Smukowich:

“That the external candidate Mr. Randy Calvert be appointed to the position of Manager of Facilities and Maintenance, effective January 3, 2012.”

CARRIED

20-24-11 MOVED: Trustee Cheryl Smukowich:

“That Kevin Dueck, currently Principal of Ness Middle School, be appointed Supervising Principal (100%) at St. James Collegiate, effective February 1, 2012.”

CARRIED

ADJOURNMENT

On motion of Trustee Cheryl Smukowich, the regular board meeting adjourned at 10:20 p.m.

Bruce Chegus
Chair of the Board

Ron Weston
Chief Superintendent