

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, February 28, 2012

Meeting No. 04-12

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
Tanis Pshebniski, Assistant Superintendent Program and Curriculum
Greg Mutter, Assistant Superintendent Personnel and Human Resources
Mari-Jean Nachtigall, Senior Executive Assistant

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

Attendance - recorded above.

ADOPTION OF MINUTES

04-01-12 MOVED: Trustee Craig McGregor:
"That the minutes of the Board Meeting of February 14, 2012 be adopted."

CARRIED

REPORT ON EDUCATION

Buchanan School: Literacy Theme Days and ICT

Presented by: Chris Mavroudis, Teacher and student with Henrietta Hoch,
Principal and Cheri Banks, Vice Principal

HEARING OF DELEGATIONS

There were no delegations registered.

COMMITTEE REPORTS

FINANCE/FACILITIES COMMITTEE

Meeting held February 22, 2012 (No. 03-12 Appendix A)

Committee Chair: Scott Johnston, Trustee

1. Call to Order/Attendance – noted
2. Approval of Agenda – noted
3. Updated City of Winnipeg Portioned Assessment as at February 10, 2012

04-02-12 MOVED: Trustee Scott Johnston
“That the updated City of Winnipeg Portioned Assessment as at February 10, 2012 be received as information.”

CARRIED

4. 2012/2013 Draft Budget

04-03-12 MOVED: Trustee Scott Johnston
“That the Draft Budget 2012/2013, the Parent/Public PowerPoint Presentation, and the Questionnaire be approved with amendments as discussed;
and further,
That the Draft Budget 2012/2013 with amendments be posted to the Division Website;
and further,
That the Parent/Public PowerPoint Presentation and Questionnaire with amendments be posted on the division website;
and further,
That school newsletters include the Division website address for review of the Draft Budget 2012/2013 and encourage parents to access the link to the questionnaire for their input.”

CARRIED

5. Student Enrolment Projections

04-04-12 MOVED: Trustee Scott Johnston
“That the 2011/12 Student Enrolment Projections be received as information.”

CARRIED

Concluded: Report of the Finance/Facilities Committee 03-12

FILED

PERSONNEL COMMITTEE

Meeting held February 21, 2012 (No. 02-12 Appendix b)

Committee Chair: Cheryl Smukowich, Trustee

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

3. Facilities and Maintenance Succession Planning

04-05-12

MOVED: Trustee Cheryl Smukowich:

"That the Senior Administration recommendations for the Maintenance Department Succession Plan be referred to the In Camera Committee of the Whole session at the Board meeting of February 28, 2012 for consideration and final approval."

CARRIED

4. Policy Revision – GDGB Arrangements for Support Staff Substitutes

04-06-12

MOVED: Trustee Cheryl Smukowich:

"That Policy GDGB, Arrangements for Support Staff Substitutes be approved as amended."

CARRIED

5. Summer Student Rates 2012

04-07-12

MOVED: Trustee Cheryl Smukowich:

"That the proposed 2% increase to the summer student hourly rates effective May 1, 2012 be approved."

CARRIED

6. Class Size Summary

04-08-12

MOVED: Trustee Cheryl Smukowich:

"That the Divisional Class Size Summary of all K-12 classes in the Division be received as information."

CARRIED

Concluded: Report of the Personnel Committee 04-12

FILED

REPORT OF THE CHIEF SUPERINTENDENT

Ron Weston, Chief Superintendent

Report 04-12 (Appendix C)

FOR ACTION

1. Advanced Placement Schools Report – 2010/2011

04-09-12

MOVED: Trustee Jennifer Lawson:

"That the Advanced Placement Schools Report 2010/2011 be referred to the Education Committee for review."

CARRIED

2. International Baccalaureate Schools Report – 2010/2011

04-10-12

MOVED: Trustee Jennifer Lawson:

"That the St. James-Assiniboia International Baccalaureate Schools Report – 2010/2011 be referred to the Education Committee for review."

CARRIED

FOR INFORMATION

1. Board Actions and Referrals
2. Divisional Concours d'art oratoire 2012
3. École Bannatyne School – 100th Anniversary Celebration – May 4-6, 2012
4. Policy JC – School Attendance Areas – For Reference
5. Manitoba Education – Provincial Report Card Implementation
6. Manitoba Education – Kindergarten to Grade 3 Class Size Committee

CONCLUDED: Report of the Superintendent No. 04-12

FILED

REPORT OF THE SECRETARY-TREASURER

Mike Friesen, Secretary-Treasurer
Report 04-12 (Appendix D)

ACTION

1. Correspondence from Public Schools Finance Board – Lakewood School Roof Replacement
2. Financial Request from Assiniboia Community Appreciation Night Committee
3. Financial Statement for the period ended January 31, 2012

04-11-12

MOVED: Trustee Scott Johnston

“That the following items be referred to the Finance/Facilities Committee:

- Correspondence from Public Schools Finance Board re: Lakewood School Roof
- Financial Request from Assiniboia Community Appreciation Night Committee
- Financial Statement for the period ended January 31, 2012

CARRIED

INFORMATION

1. Cheque Registers:
February 10, 2012 (US Bank)
February 13, 2012 and
February 21, 2012
2. Permit Report – February 23, 2012
3. Tender Award Summary – February 9, 2012

CONCLUDED: Report of the Secretary-Treasurer No. 04-12

FILED

CORRESPONDENCE

For Action

1. MSBA Resolutions and Policy Committee, re: the 2012 Resolutions for consideration at the Annual MSBA Convention

- 04-12-12 MOVED: Trustee Craig McGregor
"That the Division's MSBA Convention resolution requesting an end to the moratorium on school closure be referred to the Finance/Facilities Committee for review prior to the MSBA Convention; and that the remainder of the resolutions be received as information."

CARRIED

For Information

1. Manitoba School Boards Association (MSBA):
 - a) Robert Rivard, President, copy of letter to Dr. Gerald Farthing, Deputy Minister of Education and Chair Public Schools Finance Board re: physical space allocations for primary classrooms
 - b) E-bulletin February 16, 2012
 - c) Newspaper clippings – February 8 to 15, 2012
 - d) Twitter Highlights – to February 16, 2012
2. Vice Chair, River East-Transcona School Division, nominating Peter Kotyk for the position of Vice President of MSBA and Wayne Ritcher for the position of Director – Region 5

INFORMATION CORRESPONDENCE

FILED

UNFINISHED BUSINESS/BUSINESS ARISING FROM THE MEETING**Second Reading: By-Law 227-12**

- 04-13-12 MOVED: Trustee Craig McGregor:

"That the Board give Second reading of By-Law 227-12, 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: By-Law 227-12

- 04-14-12 MOVED: Trustee Craig McGregor:

"That the Board give Third/Final reading of By-Law 227-12, 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

First Reading: By-Law 228-12

- 04-15-12 MOVED: Trustee Craig McGregor:

"That the Board give First reading of By-Law 228-12, a debenture by-law to borrow the sum of \$251,800.00 for the purpose of various projects at Golden Gate Middle School, Heritage School and St. James Collegiate."

CARRIED

QUESTIONS FROM THE PUBLIC

There were no questions from the public.

NEW BUSINESS

There were no items of New Business

RECESS TO COMMITTEE OF THE WHOLE IN CAMERA – 8:30 p.m.

04-16-12 MOVED: Trustee Bryan Metcalfe:
"That the Board recess to Committee of the Whole in Camera."

CARRIED

REPORT OF COMMITTEE OF THE WHOLE IN CAMERA – 8:50 p.m.

Maintenance Department Succession Planning

04-17-12 MOVED: Trustee Cheryl Smukowich:

CARRIED

"That the Maintenance Department succession plan as outlined in the memorandum from Administration be approved effective April 1, 2012;

- That Paul Deacon be appointed Assistant Supervisor of Facilities and Maintenance effective March 5, 2012;
- That Cindy Labaty be appointed full-time Manager of Human Resources (CUPE) effective April 2, 2012;

And further,

That Policy CCA, Organizational Chart be approved as amended;

And further,

That Job Descriptions, AP1-10, Assistant Manager, Facilities and Maintenance and AP1-11, Manager, Human Resources be approved as amended;

And further,

That Job Description AP1-40, Safety and Health Officer be archived."

CARRIED

ADJOURNMENT

On motion of Trustee Craig McGregor the regular board meeting adjourned at 8:50 p.m.

Bruce Chegus
Chair of the Board

Ron Weston
Chief Superintendent