

## **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, January 12, 2010

#80622

Meeting No. 02-10

### **PRESENT:**

Chair of the Board:

Bruce Chegus

Vice Chair:

Peter Carney

Trustees:

Bruce Alexander

Roxane Delbridge

Craig McGregor

Rockford McKay

Sandra Paterson-Greene

Cheryl Smukowich

Ron Weston, Chief Superintendent

Greg Mutter, Assistant Superintendent Personnel and Human Resources

Tanis Pshebniski, Assistant Superintendent Program and Curriculum

Carrol Harvey, Manager Human Resources (In Camera Sessions)

Carol Polonski, Assistant Secretary-Treasurer

Dennis Dart, Manager Facilities and Maintenance

Mari-Jean Nachtigall, Senior Executive Assistant

Absent with regrets:

Linda Archer, Trustee

Mike Friesen, Secretary-Treasurer

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

Attendance recorded above.

### **HEARING OF DELEGATIONS – MANTE Grievance Hearing**

**In Camera Delegation: 6:30 pm.**

02-01-10

MOVED: Trustee Peter Carney:

"That the Board convene Committee of the Whole in Camera to hear the scheduled delegation."

CARRIED

02-02-10

MOVED: Trustee Bruce Alexander:

"That the rules be suspended to allow the time for delegation presentation to be extended to twenty minutes."

CARRIED

Manitoba Association of Non-Teaching Employees Grievance Hearing was conducted in Committee of the Whole in Camera.

The Committee of the Whole reconvened to the regular board meeting in public session at 7:30 p.m.

(See Motion 02-36-10 for Board Action)

## **AGENDA – REGULAR MEETING, 7:30 p.m.**

### **ADOPTION OF MINUTES – PREVIOUS MEETINGS**

- 02-03-10 MOVED: Trustee Sandra Paterson Greene:  
“That the minutes of the Board Meeting of December 8, 2009 and Special Board Meeting of January 7, 2010 be adopted.”

CARRIED

### **REPORT ON EDUCATION**

#### **Hedges Middle School: “Recycle and Win with the Hedges Eco Team”**

Presented by: Dan Kalynchuk, Principal, Megan Ottenbreit, Teacher/Eco Club Advisor, Darlene Spencer, EA, and students

### **COMMITTEE REPORTS**

#### **EDUCATION COMMITTEE**

Meeting held December 14, 2009 Appendix A)  
Trustee Sandra Paterson-Greene

1. Call to Order/Attendance – noted
2. Approval of agenda – noted
3. Information Items:
  - a. St. James-Assiniboia Teachers' Association – Education Financing
  - b. Coordinator Presentation – Divisional Data Fair
  - c. Building Capacity Report November 2009
  - d. InForM Net Report 2008-2009

- 02-04-10 MOVED: Trustee Sandra Paterson-Greene:  
“That the following items be received as information:  
a. St. James-Assiniboia Teachers' Association – Education Financing  
b. Coordinator Presentation – Divisional Data Fair  
c. Building Capacity Report November 2009  
d. InForM Net Report 2008-2009”

CARRIED

CONCLUDED: Report of the Education Committee

FILED

**FINANCE/FACILITIES COMMITTEE**

Craig McGregor, Chair

Meeting held January 5, 2010 Report 01-10 (Appendix B)

1. Call to Order/Attendance – noted
2. Approval of agenda – noted
3. FRAME Report 2009/2010 Budget

02-05-10 MOVED: Trustee Craig McGregor:  
“That the FRAME Report 2009/2010 Budget from Manitoba Schools Finance Branch and comparison report be received as information.”

CARRIED

02-06-10 4. InForM Net Agreement 2010-12  
MOVED: Trustee Craig McGregor:  
“That the Draft Agreement (Appendix B-1) between the Pembina Trails School Division and the St. James-Assiniboia School Division to carry on the enterprise in which “on-line” courses are provided to students on the internet known as InForM Net be approved with the changes as discussed.”

CARRIED

02-07-10 5. Waste Reduction and Prevention Act  
MOVED: Trustee Craig McGregor:  
“That the information provided on the Amended Waste Reduction & Prevention Act be received as information.”

CARRIED

02-08-10 6. City of Winnipeg Correspondence – Fire Safety Inspection  
MOVED: Trustee Craig McGregor:  
“That the correspondence from the City of Winnipeg – Fire Safety Inspection be received as information.

CARRIED

20-09-10 7. Headingley Municipal Library Building  
MOVED: Trustee Craig McGregor:  
“That the RM of Headingley be given permission to allow their Recreation Department to use the vacated library building for approximately one year with no cost to the division.”

CARRIED

02-10-10 8. Building Capacity Report  
MOVED: Trustee Craig McGregor:

"That the Building Capacity Report (attached as Appendix B) be received as information, and further;

That a copy of the report be forwarded to Rick Dedi, Executive Director, Public Schools Finance Board."

CARRIED

02-11-10 9. Associate Director, MSBA – KidSport

MOVED: Trustee Craig McGregor:

"That the request for contribution towards the annual MSBA and KidsSport Canada raffle be received as information."

CARRIED

02-12-10 10. Division Budget Timeline

MOVED: Trustee Craig McGregor:

"That the Draft Division Budget Timeline for 2010-2011 (Appendix B-3) be approved with changes as discussed."

CARRIED

02-13-10 11. Permit Fees

MOVED: Trustee Craig McGregor:

"That the comparison report on Permit Fees be received as information."

CARRIED

CONCLUDED: Report of the Finance/Facilities Committee

FILED

### **PERSONNEL COMMITTEE**

Cheryl Smukowich, Chair

Meeting held Tuesday, December 15, 2009 Report 10-09 (Appendix C)

1. Call to Order/Attendance – noted

2. Approval of agenda – noted

02-14-10 3. Education Financing Presentation – St. James-Assiniboia Teachers' Association

MOVED: Trustee Cheryl Smukowich:

"That the St. James-Assiniboia Teachers' Association presentation on education financing be received as information."

CARRIED

4. MANTE Job Description

02-15-10 MOVED: Cheryl Smukowich:

"That the MANTE Job description, Maintenance Systems Clerk, be approved for inclusion in the policy manual."

CARRIED

5. Class Size Analysis  
For information

6. Job Fair  
For information

CONCLUDED: Report of the Personnel Committee

FILED

**REPORT OF THE CHIEF SUPERINTENDENT**

Ron Weston, Chief Superintendent – Report 01-10  
(Appendix “D”)

**FOR ACTION**

1. Student Enrolment Projections 2009-2010

02-16-10 MOVED: Trustee Craig McGregor:  
“That the Student Enrolment Projections be referred to the  
Finance/Facilities Committee for information and consideration.”

CARRIED

2. Partnership Report – December 2009

02-17-10 MOVED: Trustee Peter Carney:  
“That the Partnership Report – December 2009 be submitted to the Education  
Committee for consideration.”

CARRIED

3. Student Services Review Committee Report

02-18-10 MOVED: Trustee Sandra Paterson-Greene:  
“That the Student Services Review Committee Report be referred to the Pre-  
Budget Meeting being held on January 18, 2010.”

CARRIED

4. Manitoba Education – 2010/11 School Year Calendar

02-19-10 MOVED: Trustee Sandra Paterson-Greene:  
“That the Manitoba Education – 2010/11 School Year Calendar information be  
referred to the Education Committee for review.”

CARRIED

5. Extended Field Trip Request – Westwood Collegiate

02-20-10 MOVED: Trustee Cheryl Smukowich:  
“That the Board approve the extended field trip request from Westwood  
Collegiate for the Grade 10-12 Art students to attend workshops and art  
experiences in Choral, Dance, Drama and Visual Arts located in Minneapolis,  
Minnesota on April 27-30, 2010; 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

- 02-21-10 6. Westwood Collegiate – Request for Approval  
MOVED: Trustee Cheryl Smukowich:  
“That the request from Westwood Collegiate to extend the return day of their hockey trip from Dallas, Texas from January 18, 2010 to January 19, 2010 be approved.”

CARRIED

**FOR INFORMATION**

1. Board Actions and Referrals
  2. Educational Leadership Course
  3. Community Led Emissions Reduction (CLER) Program
  4. Manitoba Education – Online Publication “Educational Assistants in Manitoba Schools”
  5. Manitoba Education – Career Development Resources
  6. Manitoba Grants for Innovation in Citizenship Education
  7. For Love of the Arts – Westwood Collegiate
  8. St. James-Assiniboia Divisional Musical Theatre – Disney’s “Mulan”
  9. Restitution Session – February 23, 2010
- Suspensions – to be reported In Camera  
Personnel – to be reported In Camera  
CONCLUDED: Report of the Superintendent No. 01-10

FILED

**REPORT OF THE SECRETARY-TREASURER**

Mike Friesen, Secretary-Treasurer  
Report 01-10 (Appendix E)

**FOR ACTION**

1. Stevenson-Britannia Adult Literacy Programs Inc.
- 02-22-10 MOVED: Trustee Craig McGregor:  
“That the Stevenson-Britannia Adult Literacy Programs Inc. Report to the Board of Directors June 30, 2009 be referred to the Finance/Facilities Committee for consideration.”
2. MUST Fund July 1, 2010 Fee Assessment
- 02-23-10 MOVED: Trustee Craig McGregor:  
“That the MUST Fund July 1, 2010 Fee Assessment be referred to the Finance/Facilities Committee for consideration.”

CARRIED

CARRIED

## 3. City of Winnipeg Portioned Assessment

- 02-24-10 MOVED: Trustee Craig McGregor:  
"That the City of Winnipeg Portioned Assessment as at December 15, 2009 be referred to the Finance/facilities Committee."

CARRIED

## 4. Financial Statements

- 02-25-10 MOVED: Trustee Craig McGregor:  
"That the monthly financial statements for the periods ended November 30, 2009 and December 31, 2009 be referred to the Finance/Facilities Committee"

CARRIED

## 5. Appointment of Division Auditor for 2009/2010

- 02-26-10 MOVED: Trustee Craig McGregor:  
"That PricewaterhouseCoopers LLP be appointed to conduct the audit of the division's 2009/2010 financial records."

CARRIED

**FOR INFORMATION**

1. Cheque Registers – December 7, 15, 21, 23, 24, 2009
2. Permit Report – December 4, 2009
3. Fund Raising Report – Stevenson School
4. Tender Award Summary dated January 4, 2010

CONCLUDED: Report of the Secretary-Treasurer No. 01-10

FILED

**CORRESPONDENCE****For Action**

- 02-27-10 1. Supporting Public Education Presentation - Tool for Community Engagement  
MOVED: Trustee Sandra Paterson-Greene:  
"That Supporting Public Education Presentation - tool for community engagement be referred to the Marketing Committee for consideration and recommendation."

CARRIED

- 02-28-10 2. E. Hume, resident, requests for information  
MOVED: Trustee Peter Carney:  
"That the correspondence from Mr. E. Hume be referred to the administration for appropriate response."

CARRIED

**For Information**

1. Manitoba School Boards Association (MSBA):
  - a. Executive Highlights - December 7, 2009
  - b. Region 5 & 6 Regional Meeting agenda package – January 23, 2010  
Trustees planning to attend: Bruce Alexander, Roxane Delbridge, Cheryl Smukowich and Peter Carney
  - c. Salary Bulletin No. 19-2009 Garden Valley School Division Library Technicians
  - d. Salary Bulletin No. 20-2009 Garden Valley School Division Educational Assistants
  - e. News clippings – December 18, 2009 to January 5, 2010
  - f. MSBA e-bulletin January 7, 2010

**INFORMATION CORRESPONDENCE:**

FILED

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

There were no items of unfinished business or business arising.

**NEW BUSINESS****Meeting with the Minister of Education**

02-29-10 MOVED: Trustee Bruce Alexander:  
"That the Administration arrange a meeting date between the Minister of Education, Hon. Nancy Allan, and the full School Board to discuss matters of mutual interest."

**AMENDMENT**

02-30-10 MOVED: Trustee Bruce Alexander:  
"That the previous question be amended to add:  
And further that the three major standing committees discuss topics for the referenced meeting prior to its being held."

CARRIED

02-31-10 MAIN MOTION AS AMENDED:  
MOVED: Trustee Bruce Alexander:  
"That the Administration arrange a meeting date between the Minister of Education, Hon. Nancy Allan, and the full School Board to discuss matters of mutual interest; and further  
That the three major standing committees discuss topics for the referenced meeting prior to its being held."

CARRIED

**Board Governance Framework**

02-32-10 MOVED: Trustee Peter Carney:  
"That the Board Governance Framework be adopted as presented."



- 02-33-10 REFERRAL MOTION:  
MOVED: Trustee Bruce Alexander:  
"That the previous question be referred to the Governance Committee for review and recommendation to the Board."

CARRIED

**B. Janaway – Induction to Manitoba Softball Hall of Fame**

- 02-34-10 MOVED: Trustee Bruce Alexander:  
"That a letter of congratulations be sent to former substitute teacher, Bobbie Janaway, on her induction to the Manitoba Softball Hall of Fame, and further That the correspondence be signed by the Chair of the Board."

CARRIED

**QUESTIONS FROM THE PUBLIC**

Ed Hume, 135 Douglas Park Road  
Mr. Hume requested information regarding matters on the agenda. The Board Chair and Administration responded.

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

- 02-35-10 MOVED: Trustee Sandra Paterson-Greene:  
"That the Board recess to Committee of the Whole in Camera."

CARRIED

**REPORT OF COMMITTEE OF THE WHOLE IN CAMERA – 9:38 p.m.**

- 02-36-10 MOVED: Trustee Cheryl Smukowich:  
"That the Board deny the employee grievances as discussed in Committee of the Whole in camera."

CARRIED

- 02-37-10 MOVED: Trustee Cheryl Smukowich:  
"That Employee No. 11401 be suspended without pay for a four-day period effective Tuesday, January 11, 2010 up to and including Friday, January 15, 2010."

CARRIED

- 02-38-10 MOVED: Trustee Peter Carney:  
"That the Board engage Mr. Brian Bowman to provide services as discussed in Committee of the Whole in camera."

CARRIED

**ADJOURNMENT**

On motion of Trustee Sandra Paterson-Greene the meeting adjourned at 9:40 p.m.