

## **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 27, 2015

Meeting No. 02-15

### **PRESENT:**

Chair:	Craig McGregor
Vice Chair	Cheryl Smukowich

Trustees:	Bruce Chegus
	Ed Hume
	Craig Johnson
	Scott Johnston
	Sandy Lethbridge
	John Mulligan

Ron Weston, Chief Superintendent  
Mike Friesen, Secretary-Treasurer  
Tanis Pshebniski, Assistant Superintendent, Education and Program  
Carrie Melville, Assistant Secretary-Treasurer  
Kazia Paradis, Senior Executive Assistant

Absent with Regrets – Jennifer Lawson, Trustee

### **CALL TO ORDER/ATTENDANCE – 7:31 PM**

Attendance recorded above.

### **ADOPTION OF MINUTES**

Please note there has been an amendment to the previously adopted minutes of December 9, 2014 as follows “Mr. Brian Unger” has been replaced with “Mr. Byron Unger”.

02-01-15      MOVED: Trustee Craig Johnson:  
“That the minutes of the Board Meeting of January 13, 2015 be adopted.”

CARRIED

**HEARING OF DELEGATIONS**

- 02-02-15 **Mr. Bruce G. Alexander – President – St. James Scholarship Foundation**  
MOVED: Trustee Craig Johnson:  
“That the St. James Scholarship Foundation request for fundraising from Bruce Alexander be referred to the Finance and Facilities Committee;  
and further;  
That the individual Trustee donation discussion be referred to the Committee of the Whole-In-Camera at this evening’s meeting”.

CARRIED

**REPORT ON EDUCATION**

**St. James Collegiate – Auto Body**  
**Presented by: Mr. Kevin Dueck, Principal; Mr. Ron Auselin, Teacher and students**

St. James Collegiate Auto Body students participated in a presentation which included photos of the upgrades to the Auto Body shop. The newly upgraded tools and technology, including new welding stations, enhance learning opportunities and provide many graduates with apprenticeship entry skills in the auto body trade. In addition, Mr. Auselin has created a partnership with Canadian Diabetes to refurbish and re-paint their donation boxes. Students are able to work on the boxes in between their regular shop work while also gaining volunteer hours. The students as well as Mr. Auselin and Mr. Dueck expressed their thanks to the Administration team for approving the upgrades to the Auto Body shop.

**COMMITTEE REPORTS****EDUCATION COMMITTEE**

Meeting held January 19, 2015 (Appendix A)  
Committee Chair – Jennifer Lawson, Trustee  
Report 04-15

- 02-03-15
1. Attendance – for information
  2. Approval of Agenda – noted
  3. PCAP 2013 – SJASD Results Interpretation
- MOVED: Trustee Cheryl Smukowich:

“That Administration write a letter, over the signature of the Board Chair, to Manitoba Education and Advanced Learning requesting information regarding the Province’s plan to support and provide leadership to school divisions in addressing students’ performance in the PCAP assessment.”

CARRIED

- 02-04-15 4. Letter from Greg and Erika Cooper Re: Divisional Candlelight Concert Motion 19-18-14 and Samuel Findlay Re: Christmas programs  
MOVED: Trustee Cheryl Smukowich:

"That Administration writes a letter in response to Greg and Erika Cooper (re: Divisional Candlelight Concert) and Samuel Findlay (re: Christmas Programs)."

**Record of a Negative Vote:** In accordance with By-Law 239-13 Rules and Procedures, Trustee Ed Hume requested his negative vote be recorded.

- 02-05-15 AMENDMENT:  
MOVED: Trustee Scott Johnston:

"That the following be added to the main question: *Stating that the School Board is maintaining its current practices.*"

CARRIED

- 02-04-15 MAIN MOTION AS AMENDED:  
MOVED: Trustee Cheryl Smukowich:

"That Administration writes a letter in response to Greg and Erika Cooper and Samuel Findlay regarding the Divisional Candlelight Concert stating that the School Board is maintaining its current practices."

CARRIED 7-1

- 02-06-15 5. JFABB – Admission of International and Exchange Students (Revised for Approval)  
MOVED: Trustee Cheryl Smukowich:

"That the revisions to JFABB – Admission of International and Exchange Students be approved."

CARRIED

- 02-07-15 6. Information Items  
MOVED: Trustee Cheryl Smukowich:

"That the following items be received as information:

- Division Annual Student Attendance Report 2013-2014
- Student Suspension Report 2013-2014
- Reading Recovery Report 2013-2014
- Welcome to Kindergarten 2013-2014 Report
- Kids in the Know Program Overview Guide
- InForm Net Report 2013-14
- Advanced Placement Schools Report – 2013-2014
- International Baccalaureate School Report – 2013-2014
- Early Development Instrument (EDI) 2012/13 Report"

CARRIED

CONCLUDED: Report of the Education Committee

FILED

**PERSONNEL COMMITTEE**

Meeting held January 20, 2015 (Appendix B)  
Committee Chair – Sandy Lethbridge, Trustee

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

02-08-15 3. CUPE Negotiations  
MOVED: Trustee Sandy Lethbridge:

“That the updates shared be received as information;  
And further;  
That Trustees Sandy Lethbridge and Craig Johnson be appointed to the CUPE bargaining committee.”

CARRIED

02-09-15 4. Summer Student Rates  
MOVED: Trustee Sandy Lethbridge:

“That the Summer Student Rates be increased 2% effective May 1, 2015”

CARRIED

02-10-15 5. InformNet Staffing  
MOVED: Trustee Sandy Lethbridge:

“That the updates shared in relation to InformNet Staffing re: anticipated staffing changes that may require staffing adjustments for the 2015/16 school year be received as information.”

CARRIED

02-11-15 6. Class Size Summary  
MOVED: Trustee Sandy Lethbridge:

“That the updates shared re: prepared Class Size Data effective January, 2015 be received as information.”

CARRIED

02-12-15 7. MSBA Compensation and Allowance Report  
MOVED: Trustee Sandy Lethbridge:

“That the updates shared be received as information.”

CARRIED

CONCLUDED – Personnel Committee

FILED

**COMMITTEE OF THE WHOLE – PRE-BUDGET PLANNING MEETING**

Meeting held January 21, 2015 (Appendix C)

Committee Chair – Craig McGregor

1. Attendance – for information
2. Approval of Agenda – noted
3. Board of Trustees Pre-Budget Planning Information

02-13-15

MOVED: Trustee Cheryl Smukowich:

“That the Divisional Itinerant Resource Teachers proposal be referred to the Finance/Facilities Committee for consideration during the 2015-2016 budget deliberations;

And further;

That the Occupational Therapy and Physiotherapy Staffing proposal be referred to the Finance/Facilities Committee for consideration during the 2015-2016 budget deliberations.”

CARRIED

CONCLUDED – Report of the Committee of the Whole - Pre-Budget

FILED

**REPORT OF THE CHIEF SUPERINTENDENT**

Ron Weston, Chief Superintendent (Appendix D)

Report 02-15

**FOR ACTION**

1. Student Enrollment Projections – 2014/15

02-14-15

MOVED: Trustee Scott Johnston:

“That the 2014-15 Student Enrolment Projections be referred to the Finance & Facilities Committee and the Education Committee for consideration.”

CARRIED

2. Partnership Report

02-15-15

MOVED: Trustee Sandy Lethbridge:

“That the December 2014 Partnership report be submitted to the Education Committee for review.”

CARRIED

3. Student Accident Report 2013/14

02-16-15

MOVED: Trustee Cheryl Smukowich:

“That the Student Accident Report 2013/14 be referred to the Education Committee for review.”

CARRIED

- 02-17-15 4. SJASD Middle Years Digital Learning Initiative Focus Group Report  
MOVED: Trustee Cheryl Smukowich:

"That the SJASD Middle Years Digital Learning Initiative Focus Group Report, and Executive Summary be referred to the Education Committee for review."

CARRIED

- 02-18-15 5. Manitoba Education – Tell Them From Me Survey  
MOVED: Trustee Cheryl Smukowich:

"That the Tell Them From Me Survey results be referred to the Education Committee for review."

CARRIED

- 02-19-15 6. Extended Field Trip Proposal – John Taylor Collegiate  
MOVED: Trustee Craig Johnson:

"That the Board approve the extended field trip proposal from John Taylor Collegiate for the Grade 10-12 students to travel to Nicaragua on March 24 to March 31, 2016; with the understanding that the Chief 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

- 02-20-15 7. Policy GCIAB – Summer Professional Development Allocation (SPDA)  
MOVED: Trustee Cheryl Smukowich:

"That the existing Policy GCIAB – Summer Professional Development Allocation (S.P.D.A.), and GCIEB-E application form be archived."

CARRIED

#### **FOR INFORMATION**

1. Board Actions and Referrals
2. MSBA Student Citizenship Award and George Harbottle Memorial Award
3. French Second Language Revitalization Program Grant Applications 2015-2016
4. Safe School Forum – March 25, 2015

CONCLUDED: Report of the Superintendent No. 02-15

FILED

**REPORT OF THE SECRETARY-TREASURER**

Mike Friesen, Secretary-Treasurer (Appendix E)  
Report 02-15

**FOR ACTION**

1. City of Winnipeg Portioned Assessment
2. Winnipeg Youth Orchestra
3. Discovery Children's Centre

02-21-15 MOVED: Trustee Scott Johnston

"That the items 1-3 above be referred to the Finance/Facilities Committee."

CARRIED

**FOR INFORMATION**

1. Cheque Registers
  - a) January 12, 2015 (INP Payroll Clearing)
  - b) January 15, 2015
  - c) January 15, 2015 (US Bank)
  - d) January 20, 2015
2. Permit Report - January 22, 2015

CONCLUDED: Report of the Secretary-Treasurer No. 02-15

FILED

**CORRESPONDENCE**

**Action Correspondence**

- 02-22-15 1. CUPE Letter Dated January 21<sup>st</sup> re: Notice of Intent to Bargain  
MOVED: Trustee Sandy Lethbridge:

"That the Letter from CUPE re: Notice of Intent to Bargain be Referred to the Personnel Committee."

CARRIED

- 02-23-15 2. Minister of Education, the Honourable Peter Bjornson, Letter re:  
Accumulated Surplus in excess of 4%  
MOVED: Trustee Cheryl Smukowich:

"That the Letter re: Accumulated Surplus in excess of 4% be Referred to the Committee of the Whole in Camera."

CARRIED

- 02-24-15      3.      M. Wasyliv, Board Chair, Winnipeg School Division, Letter re: Cold Weather Monitoring  
MOVED: Trustee Ed Hume:
- “That the Board send correspondence over the signature of the Chair of the Board advising that the Board will maintain their support of the present cold-weather monitoring procedures.”

CARRIED

- 02-25-15      4.      K. Bolger, Development Officer, Outshine 2015 – Letter and Sponsorship Package  
MOVED: Trustee Scott Johnston:
- “That the Outshine 2015 Letter and Sponsorship package be referred to the Finance / Facilities Committee.”

CARRIED

**Information Correspondence**

1.      Manitoba School Boards Association:
  - a) Annual Convention – March 19-21/ 2015 “Building Partnerships for Student Success” - Associate Director Memo
  - b) Convention Program Overview & Program Sessions and Speakers
  - c) Registration Forms – Convention & Workshops
  - d) Press Release re: New MSBA Executive Director Josh Watts
  - e) E-Bulletin – January 15, 2015
2.      Press Release – Mountain View School Division re: Appointment of Superintendent / CEO
3.      Safe Schools Manitoba Webinar – February 11, 2015
4.      Minister of Education, the Honourable Peter Bjornson  
Acknowledgement Letter re: Protect Early Learning, Child-Care Centres
5.      T. Johnson, Board Chair, Pembina Trails School Division, Letter re: Nomination for Vice-President

CONCLUDED – Correspondence

FILED

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

- 02-26-15      **First Reading – Debenture By-Law 255-15**  
MOVED: Trustee Cheryl Smukowich:

“That the Board give first reading to Debenture By-Law 255-15.”

CARRIED



**QUESTIONS FROM THE PUBLIC**

There were no questions from the public.

**NEW BUSINESS****Annual Spring Planning Workshop – Proposed Dates (April 18 or 25)**

It was decided that the Annual Board Spring Planning Workshop will be held on Saturday, May 9<sup>th</sup>. The agenda will be attached at the next Board Meeting for discussion and possible additional items to be added.

**Council/School Board Liaison Committee Meeting – Proposed Dates (Feb. 4 or 5)**

It was decided that Thursday, February 5<sup>th</sup> at 5:30 p.m. will be scheduled for the Council/School Board Liaison Committee Meeting. The Committee Members all confirmed their attendance and it was noted that if any other Trustees wish to attend they can let the Senior Executive Assistant know for planning purposes.

**RECESS TO COMMITTEE OF THE WHOLE IN CAMERA – 9:34 p.m.**

02-27-15 MOVED: Trustee Craig Johnson:

“That the Board recess to Committee of the Whole in Camera.”

CARRIED

**REPORT OF COMMITTEE OF THE WHOLE IN CAMERA – 10:53 p.m.**

02-28-15 MOVED: Trustee Sandy Lethbridge:

“That the MSBA Confidential Collective Bargaining Update be referred to the Personnel Committee as discussed in Committee of the Whole in Camera.”

CARRIED

02-29-15 MOVED: Trustee Sandy Lethbridge:

“That Administration prepares a letter, over the signature of the Board Chair, to send to the employee referenced in correspondence #767979 as discussed in Committee of the Whole in Camera.”

CARRIED

02-30-15      MOVED: Trustee Craig Johnson:

“That correspondence be sent to the Public Schools Finance Board requesting that the Capital Reserve for School Buildings be increased from \$1,200,000 to \$3,400,000 as discussed in Committee of the Whole in Camera.”

CARRIED

02-31-15      MOVED: Trustee Craig Johnson:

“That correspondence be sent to the Honourable Peter Bjornson, Minister of Education and Advanced Learning on the Accumulated Surplus policy limit of 4% as discussed in Committee of the Whole in Camera.”

CARRIED

### **ADJOURNMENT**

On motion of Trustee Craig Johnson, the regular board meeting adjourned at 10:55 p.m.

Craig McGregor  
Chair of the Board

Ron Weston  
Chief Superintendent