

**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, June 14, 2011

Meeting No. 11-11

**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  
Brett Lough, Assistant Superintendent Administration, Planning and Research  
Dennis Dart, Manager Facilities and Maintenance  
Mari-Jean Nachtigall, Senior Executive Assistant

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

Attendance - recorded above.

**ADOPTION OF MINUTES**

11-01-11 MOVED: Trustee Craig McGregor:  
"That the minutes of the Board Meeting of May 24, 2011 be adopted."

CARRIED

**REPORT ON EDUCATION**

**Lakewood School – Student Voice**

Presented by: Linda Daniels, Principal, and Staff – M. Fraser, R. Galka, M. Loewen, J. Spiers, and six students

**HEARING OF DELEGATIONS**

There were no delegations registered.

**COMMITTEE REPORTS****FINANCE/FACILITIES COMMITTEE**

Meeting held June 7, 2011 (Appendix A)

Presented by: Trustee Scott Johnston

1. Call to Order/Attendance – noted
2. Approval of agenda – noted
3. PricewaterhouseCoopers Audit/Plan Presentation

11-02-11      MOVED: Trustee Scott Johnston:  
“That the 2011 Audit Plan Presentation and Schedule of Specified Procedures  
Audit Report for the Provincial Year-end of March 31, 2011 from  
PricewaterhouseCoopers LLP, be received as information.”

CARRIED

4. Letter from the Office of the Auditor General of Manitoba – External  
Audit Review Process

11-03-11      MOVED: Trustee Scott Johnston:  
“That the letter from the Office of the Auditor General of Manitoba be received as  
information.”

CARRIED

5. Request for Financial Support – St. James-Assiniboia Teachers’  
Association Golf Tournament

11-04-11      MOVED: Trustee Scott Johnston:  
“That a grant in the amount of \$300.00 be awarded to the SJATA Golf  
Tournament in support of their annual Tournament.”

CARRIED

6. Joint Use Agreement – Draft Policy

11-05-11      MOVED: Trustee Scott Johnston:  
“That Policy DFBC Joint Use Agreement be approved.”

CARRIED

7. Province of Manitoba News Release – Defibrillators

11-06-11      MOVED: Trustee Scott Johnston:  
“That the News Release from Manitoba Government regarding proposed new  
legislation titled the Defibrillator Public Access Act be received as information.”

CARRIED

## 8. New Science Education Action Program

11-07-11 MOVED: Trustee Scott Johnston:  
"That correspondence from Manitoba Education, Public Schools Finance Board on the New Science Education Action Program be received as information."

CARRIED

## 9. Policy and Regulation Review

11-08-11 MOVED: Trustee Scott Johnston:  
"That Regulation ADF-R Process for School-Based Sustainable Development or General Projects/Grants be received as information; and further  
That Policy EEAE School Bus Safety Program be approved with changes as presented."

CARRIED

## 10. Five Year Capital Plan

11-09-11 MOVED: Trustee Scott Johnston:  
"That the Access Projects, Early Learning and Child Care Projects and Summary of Capital Requests as identified by the Administration be approved; and further,  
That these requests be forwarded to the Public Schools Finance Board."

CARRIED

## 11. Science Education

11-10-11 MOVED: Trustee Scott Johnston:  
"That the Science Enrichment Technology (SET) Capital Grant Submission as provided by Administration be approved as presented; and further  
That the Administration submit correspondence to Rick Dedi, Executive Director, Public Schools Finance Board, requesting that the previously approved allocation of division undesignated Capital Funds for the replacement of fume hoods at various schools be considered for eligibility for the new Science Education Action Program Grant for 2011/2012."

CARRIED

## 12. Crestview Day Care

11-11-11 MOVED: Trustee Scott Johnston:  
"That the Crestview Day Care Space Allocation and Renovation plans be received as information; and further,  
That the Administration be authorized to forward correspondence to Manitoba Education, Public Schools Finance Board, supporting the Crestview School Children's Centre application for additional space."

CARRIED

CONCLUDED: Minutes of the Finance/Facilities Committee No. 07-11

FILED

**BOARD/ASSOCIATION LIAISON COMMITTEE**

Meeting held June 6, 2011 (Appendix B)

Presented by: Trustee Jennifer Lawson

1. Call to Order/Attendance – noted
2. Approval of agenda – noted
3. Report Card Writing Process

Trustee Lawson presented the minutes of the Board/Association Liaison Committee for trustees' information.

CONCLUDED: Minutes of the Board/Association Committee No. 01-11

FILED

**RETIREMENT PLAN COMMITTEE**

Meeting held May 19, 2011 (Appendix C)

Presented by: Trustee Bryan Metcalfe, Committee Chair

Trustee Metcalfe presented the minutes of the Retirement Plan Committee for trustees' information.

CONCLUDED: Minutes of the Retirement Plan Committee

FILED

**ST. JAMES SCHOLARSHIP FOUNDATION**

Meeting held May 19, 2011 (Appendix D)

Presented by: Trustee Sandy Lethbridge

Trustee Lethbridge presented the minutes of the Scholarship Foundation for trustees' information.

CONCLUDED: Minutes of the St. James Scholarship Foundation

FILED

**AWARDS AND SCHOLARSHIPS ADVISORY COMMITTEE**

Meeting held June 8, 2011 (Appendix E)

Presented by: Trustee Bryan Metcalfe

1. Call to Order/Attendance – noted
2. Approval of agenda – noted
3. Memorial Award

- 11-12-11      MOVED: Trustee Bryan Metcalfe:  
"That the request from the Manitoba Association of Non-Teaching Employees to donate \$40 for an award for a St. James Collegiate graduate in memory of Matt Friesen, be approved, and the criteria for the award be determined by the school's Awards Committee."  
CARRIED
4.      The Pipes and Drums Award
- 11-13-11      MOVED: Trustee Bryan Metcalfe:  
"That the request from ANAF Unit 283 Pipes and Drums Band to donate \$125 each for Collège Sturgeon Heights Collegiate and John Taylor Collegiate, to create an award for a band student exhibiting a passion for band, and needing assistance to continue in music at a post secondary institution be approved."  
CARRIED
5.      Jeff and Tony Tim Memorial Award
- 11-14-11      MOVED: Trustee Bryan Metcalfe:  
"That the request from the St. James Collegiate to create a grad award of \$100, and an undergrad award of \$75 in memory of two former students, Jeff and Tony Kim be approved."  
CARRIED
6.      Charlotte Lee Work Experience Award
- 11-15-11      MOVED: Trustee Bryan Metcalfe:  
"That the request from John Taylor Collegiate to donate an amount to be determined by June 15, 2011, to create an annual award of \$200 in memory of a former staff member, Ms Charlotte Lee, be approved, and that the funds be managed by the St. James Scholarship Foundation."  
CARRIED
7.      Warrior Alumni Award
- 11-16-11      MOVED: Trustee Bryan Metcalfe:  
"That the request from Mr. Jared Brown to donate \$250 annually to create the Warrior Alumni Award, to be given annually to a grade 11 student athlete, who will be pursuing their sport over the summer, be approved."  
CARRIED
8.      The Brian Vandette Memorial Award
- 11-17-11      MOVED: Trustee Bryan Metcalfe:  
"That the request from Ruth Vandette to donate a lump sum of \$500 to be distributed at \$100 per year for the next five years, in memory of Mr. Brian Vandette, be approved, and that the funds be managed by the St. James Scholarship Foundation."  
CARRIED

9. Peacekeeper Scholarship and Music/Band Scholarship – Bonnie Korzeniowski, MLA

11-18-11 MOVED: Trustee Bryan Metcalfe:  
“That the request from Bonnie Korzeniowski, MLA for St. James, to make a donation of \$800 for the Peacekeeper Scholarship, and \$600 for the Music/Band Scholarship, to be distributed to the schools outlined above and in accordance with the guidelines of political figures at Awards Ceremonies of Policy KLKD be approved.”

CARRIED

10. Peacekeeper Scholarship – Sharon Blady, MLA

11-19-11 MOVED: Trustee Bryan Metcalfe:  
“That the request from Sharon Blady, MLA for Kirkfield Park, to make a donation of \$600 for the Peacekeeper Scholarship to be distributed to the schools outlined above and in accordance with the guidelines of political figures at Awards Ceremonies of Policy KLKD be approved.”

CARRIED

11. Westview Dance Club Award – Annual Award

11-20-11 MOVED: Trustee Bryan Metcalfe:  
“That the request from the Westview Dance Club for an award of \$200 to a Grade 12 student at Collège Sturgeon Heights Collegiate for excellence in the area of musical performing arts be approved.”

CARRIED

12. Cambrian Credit Union Learning for Life Award – Annual Award

11-21-11 MOVED: Trustee Bryan Metcalfe:  
“That the request from the Cambrian Credit Union to donate a \$1000 scholarship to be awarded to a high school student at Collège Sturgeon Heights Collegiate who has met the outlined criteria, be approved.”

CARRIED

13. Vocational Awards

11-22-11 MOVED: Trustee Bryan Metcalfe:  
“That the Board create an award of \$200 for each of the Vocational areas at Collège Sturgeon Heights Collegiate, and \$200 each for the Vocational areas at St. James Collegiate for the 2011 Graduation year; with the criteria for these awards to be based on the students' excellence in their vocational area, good citizenship, and work ethic.”

CARRIED

CONCLUDED: Minutes of the Awards and Scholarships Advisory Committee

FILED

**REPORT OF THE CHIEF SUPERINTENDENT**

Ron Weston, Chief Superintendent  
Report 11-11 (Appendix F)

**FOR ACTION**

1. Proposed Schedule of Committee Meetings for 2011/2012

11-23-11 MOVED: Trustee Craig McGregor:  
"That the Board approve the proposed schedule of Committee Meetings for the 2011/2012 school year."

CARRIED

2. Introduction to University Course – Collège Sturgeon Heights Collegiate

11-24-11 MOVED: Trustee Jennifer Lawson:  
"That the Collège Sturgeon Heights Collegiate Introduction to University Dual Credit Proposal be referred to the Education Committee for information."

CARRIED

3. WWAC Scholar-Athlete Award Luncheon

Chair of the Board, Bruce Chegus and Trustee Cheryl Smukowich will represent the Board at the Award Luncheon.

4. Manitoba Education – School Matters

11-25-11 MOVED: Trustee Jennifer Lawson:  
"That the Manitoba Education School Matters letter be referred to the Education Committee for consideration."

CARRIED

5. Extended Field Trip Proposal – Westwood Collegiate

11-26-11 MOVED: Trustee Cheryl Smukowich:  
"That the Board approve the extended field trip proposal from Westwood Collegiate for the Grade 9-12 female students to travel to Philadelphia Pennsylvania to participate in a girl's Philadelphia Presidential Powerplay Hockey Tournament on February 17-21, 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

6. Extended Field Trip Proposal – Collège Sturgeon Heights Collegiate

11-27-11 MOVED: Trustee Craig McGregor:  
"That the Board approve the extended field trip proposal from Collège Sturgeon Heights Collegiate for the Grade 11 and 12 students to travel to Italy to

participate in a cultural culinary experience on March 22-31, 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

7. Extended field Trip Proposal – St. James Collegiate

11-28-11

MOVED: Trustee Ed Hume:

"That the Board approve the extended field trip proposal from St. James Collegiate Grade 9 students to travel to Washington, D.C. to participate in the Asper Foundation Human Rights and Holocaust Studies Program in May 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

8. Admin/Trustee Retreat

11-29-11

MOVED: Trustee Craig McGregor:

"That the scheduling of the Admin/Trustee Retreat be referred to Committee of the Whole in Camera."

CARRIED

**FOR INFORMATION**

1. Board Actions and Referrals
2. Department Head, Program Implementation Assistant (PIA) and Teacher Designate Appointments
3. Admin Council Survey
4. Edu Tube Project Charter
5. Innovative Grants Approved for 2011/2012
6. Middle and Senior Years Safe School Committee Activities
7. Child Find Manitoba
8. Congratulations – Canada Wide Science Fair Award Winner – Collège Sturgeon Heights Collegiate student

CONCLUDED: Report of the Superintendent No. 11-11

FILED

**REPORT OF THE SECRETARY-TREASURER**

Mike Friesen, Secretary-Treasurer  
Report 11-11 (Appendix G)

**INFORMATION**

1. Cheque Registers – May 24, 30 and June 6, 2011



2. Permit Report – June 9, 2011
3. Fund Raising Report – Phoenix School

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

FILED

## **CORRESPONDENCE**

### **For Action**

- 11-30-11 1. Executive Director, Manitoba School Boards Association, request for completion of a survey being conducted by MSBA's Aboriginal Working Group re: best practices in Aboriginal Education  
MOVED: Trustee Craig McGregor:  
"That the MSBA survey re: best practices in Aboriginal Education be referred to the Administration for appropriate response."  
CARRIED
- 11-31-11 2. General Secretary, The Manitoba Teachers' Society, request for release time for Vice President-elect for 2011-2013  
MOVED: Trustee Cheryl Smukowich:  
"That the request from the General Secretary of The Manitoba Teachers' Society for release time for the Vice President be granted for the school years 2011-2013."  
CARRIED
- 11-32-11 3. Secretary, St. James-Assiniboia Teachers' Association, request for secondment for Association President for 2011-2012  
MOVED: Trustee Cheryl Smukowich:  
"That the request for release time for the Association President of The St. James-Assiniboia Teachers' Association be granted for the 2011-2012 school year."  
CARRIED

### **For Information**

1. Manitoba School Boards Association (MSBA):
  - a) E-bulletins May 26 and June 8, 2011
  - b) MSBA newspaper clippings May 21 – June 3, 2011
  - c) Twitter highlights May 19 – June 8, 2011
  - d) MSBA Executive Highlights, June 6, 2011
  - e) MERN invitation re: education faculty seminar "Reconciliation and Treaty Learning" December 1-2, 2011
  - f) Memo from Executive Director re: Graduation Nation – An Invitation to High School Valedictorians
2. Letter of Thanks: Annual Retirement/Silver Circle

INFORMATION CORRESPONDENCE

FILED

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

There were no items of Unfinished Business/Business Arising

## **QUESTIONS FROM THE PUBLIC**

There were no questions from the public.

## **NEW BUSINESS**

### **Notice of Motion: By-Law 222-11**

- 11-33-11 Trustee Craig McGregor gave notice:  
"That By-Law 222-11, a by-law to provide for religious instruction at Collège Sturgeon Creek Collegiate for the 2011-2012 school year, shall be given first reading at the June 28, 2011 school board meeting."

CARRIED

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

- 11-34-11 MOVED: Trustee Craig McGregor:  
"That the Board recess to Committee of the Whole in Camera."

CARRIED

## **REPORT OF COMMITTEE OF THE WHOLE IN CAMERA– 9:26 p.m.**

### **1. MTS Negotiations**

- 11-35-11 MOVED: Trustee Cheryl Smukowich:  
"That subject to ratification by the Association, the Board approve the changes to the collective agreement for the period July 1, 2010 to June 30, 2014 between the St. James-Assiniboia School Division and the St. James-Assiniboia Teachers' Association; and further,  
That the Division signing officers be authorized to execute the agreement and letters of understanding."

CARRIED

### **2. Admin/Trustee Retreat**

- 11-36-11 MOVED: Trustee Craig McGregor:  
"That the Admin/Trustee Retreat be held November 4 – 5, 2011 at the Lakeview Inn and Resort in Gimli, Manitoba."

CARRIED

**ADJOURNMENT**

On motion of Trustee Craig McGregor, the regular board meeting adjourned at 9:27 p.m.

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Bruce Chegus  
Chair of the Board

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Ron Weston  
Chief Superintendent