

**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 9, 2015

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**Meeting No. 12-15**

**PRESENT:**

Chair: Craig McGregor  
Vice Chair Cheryl Smukowich

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

Ron Weston, Chief Superintendent  
Mike Friesen, Secretary-Treasurer  
Brett Lough, Assistant Superintendent, Administration  
Randy Calvert, Manager Facilities and Maintenance  
Kazia Paradis, Senior Executive Assistant

**CALL TO ORDER / ATTENDANCE**

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The Board Meeting was called to order at 7:30 p.m. Attendance - recorded above.

**ADOPTION OF MINUTES**

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**12-01-15     MOVED: Trustee Craig Johnson:**

“That the minutes of the Board Meeting of May 26, 2015 be adopted.”

CARRIED

**12-02-15     MOVED: Trustee Craig Johnson:**

“That the minutes of the Board Meeting of June 2, 2015 be adopted.”

CARRIED

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**REPORT ON EDUCATION**

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**St. James Collegiate – Hairstyling**

Presented by: Daren DeSerranno, Vice-Principal & Tony Scarpino, Teacher as well as student guests.

The presentation highlighted the recent renovations made to the hairstyling lab in order to make the lab more user friendly as well as a welcoming salon – as they are open to the public three days a week. The program equips students with the necessary skills to pursue a career in hairstyling and/or other areas in this field.

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**HEARING OF DELEGATIONS**

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No delegations registered.

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**COMMITTEE REPORTS**

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**FINANCE FACILITIES COMMITTEE – 08-15**

Meeting held June 2, 2015 (Appendix A)

Committee Chair – Scott Johnston

1. Attendance – for information
2. Approval of Agenda – addition noted
3. Evaluation Report of the Pupil Transportation System

**12-03-15      MOVED: Trustee Scott Johnston:**

“That the Pupil Transportation System Evaluation Report be received as information.”

CARRIED

4. Grace Hospital Update

**12-04-15      MOVED: Trustee Scott Johnston:**

“That the Grace Hospital update be received as information.

And further;

That correspondence over the signature of the Chair of the Board be forwarded to Honorable Sharon Blady, Minister of Health, expressing safety concerns resulting from the Emergency Department entrance location.”

CARRIED

## 5. PSFB Correspondence

**12-05-15 MOVED: Trustee Scott Johnston:**

"That the above listed correspondence from PSFB (re: classroom renovation at École Assiniboine; Smaller Classes Initiative at École Assiniboine & Crestview School) be received as information."

CARRIED

## 6. 2014/2015 Trustee Indemnity

**12-06-15 MOVED: Trustee Scott Johnston:**

"That Administration review the additional hourly Trustee Indemnity and provide options for consideration at the next Finance/Facilities Committee meeting."

CARRIED

## 7. Dee and Logan Memorandum

**12-07-15 MOVED: Trustee Scott Johnston:**

"That the information on traffic activity at Dee and Logan be received as information. And further;

That correspondence over the signature of the Chair of the Board be forwarded to Councillor Scott Gillingham, Brooklands – Weston Ward, expressing concern for the safety of students at the crossing at Dee and Logan.

And further;

That the Principal of Brooklands School advise the Community of the response received from the City of Winnipeg regarding the intersection at Dee and Logan."

CARRIED

## 8. Ferry Road Update

**12-08-15 MOVED: Trustee Scott Johnston:**

"That the update on Ferry Road South be received as information.

And further;

That Administration explore the feasibility of a bus loop off of Portage Avenue."

CARRIED

## 9. 2015/2016 Parking Fees

**12-09-15 MOVED: Trustee Scott Johnston:**

"That the proposed 2015/2016 parking fees be approved.

And further;

That the changes to regulation DFCA-R Administration of School Parking Lots (Appendix A) be received as information."

CARRIED

10. École Assiniboine – Family Choices Building Fund

**12-10-15 MOVED: Trustee Scott Johnston:**

“That Administration be authorized to explore and determine the feasibility of the Assiniboine Children’s Centre Family Choices Building Fund proposal to expand the early learning and child care spaces at École Assiniboine.”

CARRIED

11. Bright Beginnings Educare Inc – Family Choices Building Fund at Phoenix

**12-11-15 MOVED: Trustee Scott Johnston:**

“That this matter be referred to Administration to provide an update on the status of the Bright Beginnings Educare Building Fund Proposal.”

CARRIED

CONCLUDED: Report of the Finance/Facilities Committee No. 08-15

FILED

#### **REPORT OF THE CHIEF SUPERINTENDENT**

Ron Weston, Chief Superintendent  
Report 11-15 (Appendix B)

#### **FOR ACTION**

1. Policy AP1-44, Division Administrative Job Description

**12-12-15 MOVED: Trustee Cheryl Smukowich:**

“That the Board approve the revised Policy AP1-44, Division Administrative Job Description for Coordinator of School and Community Support.”

CARRIED

2. Extended Field Trip Proposal – Collège Sturgeon Heights Collegiate

**12-13-15 MOVED: Trustee Craig Johnson:**

“That the Board approve the extended field trip proposal from Collège Sturgeon Heights Collegiate for the Grade 9-10 students to travel to Washington and New York City on May 6 to 11, 2017; 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

- 12-14-15 3. Proposed Schedule of Meetings for 2015/2016  
**MOVED: Trustee Cheryl Smukowich:**

"That the Board approve the proposed schedule of Committee Meetings for the 2015/2016 school year."

CARRIED

**FOR INFORMATION**

1. Board Actions and Referrals  
2. Innovative Grants Approved for 2015/2016  
3. Manitoba Education – Building Hope: Refugee Learner Narratives 2015  
4. Congratulations! National Skills Competition Gold Award  
12-15-15 **MOVED: Trustee Ed Hume**

"That the Board send a letter, over signature of the Board Chair, congratulating a student (doc #817034) who won Gold in Web Design at the Skills Canada National Competition in Saskatoon."

CARRIED

5. Thank you – Canada Wide Science Fair  
6. Good News! International Music Camp  
7. Congratulations! DENny Award of Leadership  
12-16-15 **MOVED: Trustee Ed Hume**

"That the Board send a letter, over signature of the Board Chair, congratulating Rex Ferguson-Baird, Principal at Brooklands School and Andrew Mead, Principal at George Waters Middle School in recognition of being awarded the DENny Award for Leadership."

CARRIED

8. Congratulations! Library Technician of the Year  
12-17-15 **MOVED: Trustee Ed Hume**

"That the Board send a letter, over signature of the Board Chair, congratulating Darren Wesselius from Brooklands School as he was awarded Library Technician of the year."

CARRIED

9. Report on Education – June 23, 2015 Middle Years Digital Learning  
10. Report on Education – August 25, 2015 School Resource Officer Program  
11. CONTACT - Public Meeting: Proposed Middle School Reorganization  
September 23, 2015

CONCLUDED: Report of the Superintendent No. 11-15

FILED

## **REPORT OF THE SECRETARY-TREASURER**

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Mike Friesen, Secretary-Treasurer  
Report 11-15 (Appendix C)

### **FOR ACTION**

1. PSFB Correspondence
  - a) Additional support re Kindergarten Classroom Renovation – Smaller Classes Initiative at École Assiniboine.
  - b) Additional support re One Classroom Renovation – Smaller Classes Initiative at Crestview School.
  - c) Additional support re Grooming Room at Brooklands School

**12-18-15      MOVED: Trustee Scott Johnston:**

“That item #1 be referred to the Finance/Facilities Committee.”

CARRIED

### **FOR INFORMATION**

1. Cheque Registers
  - a) May 25, 2015 (INP Payroll Clearing)
  - b) May 27, 2015
  - c) June 1, 2015 (INP Payroll Clearing)
  - d) June 4, 2015
2. Permit Report – June 4, 2015
3. Fund Raising Report – Collège Sturgeon Heights Collegiate

CONCLUDED: Report of the Secretary-Treasurer No. 11-15

FILED

## **CORRESPONDENCE**

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### **Action Correspondence**

1. Buchanan 50 Year Anniversary – June 11, 2015, 4:00 – 6:00 pm

Vice-Chair Cheryl Smukowich will attend the event and represent the Board.

### **Information Correspondence**

1. Manitoba School Boards Association:
  - a) K. Cameron, President, Letter re: Seniors Education Tax Rebate
  - b) MSBA Executive Strategic Priorities (May 2015)
  - c) CSBA Congress – The School Trustee – June 2015 Newsletter
  - d) E-Bulletin – June 3, 2015

## 2. Canadian School Boards Association – Letter to Quebec Minister

CONCLUDED – Information Correspondence

FILED

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

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- **Second Reading, Debenture By-Law 257-15**

**12-19-15      MOVED: Trustee Cheryl Smukowich:**

“That the Board give second reading to By-Law 257-15, a debenture by-law for projects at Lincoln Middle School, Heritage School, Phoenix School, École Robert Browning, St. James Collegiate, Strathmillan School, John Taylor Collegiate, Westwood Collegiate and Golden Gate Middle School totaling \$1,162,600.00 dollars.”

CARRIED

- **Third/Final Reading, Debenture By-Law 257-15**

**12-20-15      MOVED: Trustee Cheryl Smukowich:**

“That the Board give third/final reading to By-Law 257-15, a debenture by-law for projects at Lincoln Middle School, Heritage School, Phoenix School, École Robert Browning, St. James Collegiate, Strathmillan School, John Taylor Collegiate, Westwood Collegiate and Golden Gate Middle School totaling \$1,162,600.00 dollars.”

CARRIED

- **Second Reading, By-Law 259-15 – Religious Instruction at Strathmillan School**

**12-21-15      MOVED: Trustee Cheryl Smukowich:**

“That the Board give second reading to By-Law 259-15, a By-law to allow for instruction in religion at Strathmillan School.”

CARRIED

- **Third/Final Reading, By-Law 259-15 – Religious Instruction at Strathmillan School**

**12-22-15      MOVED: Trustee Cheryl Smukowich:**

“That the Board give third/final reading to By-Law 259-15, a By-law to allow for instruction in religion at Strathmillan School.”

CARRIED

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## **QUESTIONS FROM THE PUBLIC**

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There were no questions from the public.

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## **NEW BUSINESS**

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There were no new business items.

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## **RECESS TO COMMITTEE OF THE WHOLE IN CAMERA – 8:42 P.M.**

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### **12-23-15      MOVED: Trustee Craig Johnson:**

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

CARRIED

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## **REPORT OF COMMITTEE OF THE WHOLE IN CAMERA – 9:15 P.M.**

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### **12-24-15      MOVED: Trustee Sandy Lethbridge:**

“That the employee request (document #816544) to carry-over additional vacation be approved.”

CARRIED

### **12-25-15      MOVED: Trustee Sandy Lethbridge:**

“That Ms. Jean Burnett be appointed to the position of Coordinator effective September 8, 2015 until June 30, 2016.”

CARRIED

### **12-26-15      MOVED: Trustee Sandy Lethbridge:**

“That Ms. Regine Nuytten be appointed as an Intern Teaching Vice-Principal at Sansome School effective September 8, 2015 until June 30, 2016.”

CARRIED

### **12-27-15      MOVED: Trustee Sandy Lethbridge:**

“That Administration post for additional Admin Pool Candidates in the fall.”

CARRIED

### **12-28-15      MOVED: Trustee Sandy Lethbridge:**

“That the MSBA Confidential Collective Bargaining Updates dated May 27, 2015 and June 3, 2015 be referred to the Personnel Committee.”

CARRIED



**12-29-15     MOVED: Trustee Sandy Lethbridge:**

“That the MSBA Confidential Salary Bulletins be referred to the Personnel Committee.”

CARRIED

**ADJOURNMENT**

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On motion of Trustee Craig Johnson, the regular board meeting adjourned at 9:20 p.m.

Craig McGregor  
Chair of the Board

Ron Weston  
Chief Superintendent