

## **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, October 22, 2013

Meeting No. 17-13

**PRESENT:**

Chair:	Craig McGregor
Vice Chair	Cheryl Smukowich

Trustees:	Bruce Chegus
	Ed Hume
	Craig Johnson
	Scott Johnston
	Jennifer Lawson
	Sandy Lethbridge
	Bryan Metcalfe

Ron Weston, Chief Superintendent  
Mike Friesen, Assistant Secretary-Treasurer  
Brett Lough, Assistant Superintendent Administration, Planning and Research  
(present for second in camera session only)  
Greg Mutter, Assistant Superintendent Personnel and Human Resources  
(present for first in camera session only)  
Tanis Pshebniski, Assistant Superintendent Program and Curriculum  
Carrol Harvey, Manager Human Resources  
Mari-Jean Nachtigall, Senior Executive Assistant

**CALL TO ORDER / ATTENDANCE – 7:00 p.m.**

Attendance - recorded above.

**RECESS TO COMMITTEE OF THE WHOLE IN CAMERA 7:04 p.m.**

17-01-13      MOVED: Trustee Cheryl Smukowich:  
"That the Board recess to Committee of the Whole in Camera to hear the  
scheduled In Camera Delegation."

CARRIED

**RETURN TO REGULAR BOARD MEETING 7:30 p.m.**

**ADOPTION OF MINUTES**

17-02-13      MOVED: Trustee Ed Hume:  
"That the minutes of the Board Meeting of October 8, 2013 be adopted."

CARRIED

## **REPORT ON EDUCATION**

### **Education for Sustainable Development (ESD Committee) – EcoGlobe Schools and ESD Curriculum**

Jane Couch and Rex Ferguson Baird reported on the successful fall Division Youth Forum. Ann MacDiarmid, Manitoba Education Sustainable Development Consultant from the Instruction, Curriculum and Assessment Branch reported on the EcoGlobe Schools criteria and process for school participation in Manitoba. Crestview School was the first school in the province to achieve EcoGlobe's highest standing, Transformation level, recognizing their extensive school-wide ESD activities and involvement in 2012.

## **HEARING OF DELEGATIONS**

See Motion 17-21-13 for Board action re: In Camera Delegation.

## **COMMITTEE REPORTS**

### **FINANCE/FACILITIES COMMITTEE**

Meeting held October 16, 2013 (Appendix A)  
Committee Chair – Scott Johnston, Trustee

1. Attendance – for information
2. Approval of Agenda – noted
3. PricewaterhouseCoopers LLP Audit 2012/2013
  - a) Audit 2012/2013 Presentation
  - b) Draft Financial Statements June 30, 2013

Trustee Johnston reviewed the Audit 2012/2013 report and complimented the Administration and staff involved for an excellent audit report.

- 17-03-13 MOVED: Trustee Scott Johnston:  
 “That the 2012/2013 Audit Report presented by PricewaterhouseCoopers be accepted as information; and further,  
 That the Draft 2012/2013 Financial Statements be approved; and further,  
 That the 2012/2013 FRAME Statements be forwarded to the Public Schools Finance Branch.”

CARRIED

- 17-04-13 c) Accumulated Surplus Overview  
 MOVED: Trustee Scott Johnston:  
 “That the Analysis of Accumulated Surplus as presented by administration be received as information.”

CARRIED

4. Revised Policy DIAD External Grants

- 17-05-13      MOVED: Trustee Scott Johnston:  
                  "That Policy DIAD External Grants be amended to reflect the changes as  
                  discussed by the Committee."  
CARRIED
5.      St. James Collegiate Track Update
- 17-06-13      MOVED: Trustee Scott Johnston:  
                  "That the St. James Collegiate Track Update be received as information."  
CARRIED
6.      Phoenix School Update - Classrooms Addition
- 17-07-13      MOVED: Trustee Scott Johnston:  
                  "That the Phoenix School Update be received as information."  
CARRIED
- CONCLUDED: Report of the Finance/Facilities Committee No. 12-13  
FILED

**PERSONNEL COMMITTEE**

Meeting held October 15, 2013 (Appendix B)  
Committee Chair – Jennifer Lawson, Trustee

1.      Call to Order/Attendance – for information  
2.      Approval of Agenda – noted
- 17-08-13      3.      Gimli Planning Retreat  
                  MOVED: Trustee Jennifer Lawson:  
                  "That the morning discussion session at the Gimli Planning Retreat with Senior  
                  Administration and Trustees be a carry-over of issues from the previous day  
                  presentations."  
CARRIED
- 17-09-13      4.      Class Size Summary  
                  MOVED: Trustee Jennifer Lawson:  
                  "That the K-12 Class Size Summary and the K-3 Class Tracker data be received as  
                  information."  
CARRIED
- 17-10-13      5.      Admin. Staffing Update  
                  MOVED: Trustee Jennifer Lawson:  
                  "That the update on school-based administrator staffing at Collège Sturgeon Heights  
                  Collegiate and John Taylor Collegiate be received as information."  
CARRIED
- CONCLUDED: Report of the Personnel Committee No. 08-13  
FILED

**REPORT OF THE CHIEF SUPERINTENDENT**

Ron Weston, Chief Superintendent  
Report 16-13 (Appendix C)

**FOR ACTION**

1. Extended Field Trip Proposal – John Taylor Collegiate

17-11-13

MOVED: Trustee Cheryl Smukowich:

“That the Board approve the extended field trip proposal from John Taylor Collegiate for the Grade 9-12 Band, Choir, Jazz and Dance students to participate in musical activities, performance, clinics with musicians and dance instructors, cultural exchange and interschool activity in Chicago, Illinois on January 31 to February 4, 2014; 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

2. Divisional Choir Fall Concert

An invitation was extended to the Board Chair and Trustees to attend the Divisional Choir Fall concert on November 7, 2013 at Westwood Community Church. The Board Chair will bring greetings at this event.

**FOR INFORMATION**

1. Board Actions and Referrals
2. Reduced Speeds in School Zones
3. University of Manitoba Visionary Conversations – Sticks and Stones
4. Congratulations to Bannatyne School – winning recipient of We Day tickets from CAA School Safety Patrol program contest.

17-12-13

MOVED: Trustee Craig Johnson:

“That a letter of congratulations over the signature of the Board Chair be sent to the Bannatyne School patrol winners of We Day tickets.”

CARRIED

CONCLUDED: Report of the Superintendent No. 16-13

FILED

**REPORT OF THE SECRETARY-TREASURER**

Mike Friesen, Secretary-Treasurer  
Report 16-13 (Appendix D)

**FOR ACTION**

1. Financial Statement

17-13-13

MOVED: Scott Johnston:

“That the monthly financial statement for the period ended September 30, 2013 be referred to the Finance/Facilities Committee.”

CARRIED

**INFORMATION**

1. Cheque Registers – October 7, October 9, October 16 and October 17, 2013
2. Permit Report dated October 17, 2013
3. Fund Raising Report – Bannatyne School

CONCLUDED: Report of the Secretary-Treasurer No. 16-13

FILED

**CORRESPONDENCE****For Action**

1. Carolyn Duhamel, Executive Director MSBA, Call for 2014 Resolution

17-14-13

MOVED: Trustee Cheryl Smukowich:  
“That the Call for 2014 Resolutions be referred to the three standing committees of the Board for consideration and recommendation.”

CARRIED

2. Executive Assistant, MSBA, re: vacancies on the MSBA Aboriginal Education Committee  
Interested Trustees to contact MSBA
3. Ray Desautels, President, St. James-Assiniboia Teachers' Association  
invitation to Board members

**For Information**

1. Manitoba School Boards Association (MSBA):
  - a) Hon. Kevin Chief, Minister of Children and Youth Opportunities, letter of response to MSBA re: distribution of Early Development Instrument (EDI) results
  - b) *e-bulletin* October 9, 2013
  - c) Editorial Calgary Herald - October 3, 2013 “School Boards have lost the ability to make local decisions”
  - d) Janis Arnold, Board Governance Consultant, re: Boosting Your Voter Turnout on-line webinar November 12
2. Canadian School Boards Association Fall Update 2013
3. David Johnson, Board Chair, Pembina Trails School Division, letter to Mayor Sam Katz, City of Winnipeg re: Proposed Changes to Snow Clearing

Information Correspondence

FILED

**UNFINISHED BUSINESS**

- 17-15-13      MOVED: Trustee Cheryl Smukowich:  
"That By-Law 244-13, a By-Law to allow for instruction in religion at  
Linwood School, be given first reading."

CARRIED

**QUESTIONS FROM THE PUBLIC**

There were no questions from the public.

**NEW BUSINESS**

**Holiday Lights on Division Buildings**

- 17-16-13      MOVED: Trustee Scott Johnston:  
"That the feasibility of having holiday lighting on Division facilities be referred  
to the Finance/Facilities Committee for consideration."

CARRIED

**Linwood School 100<sup>th</sup> Anniversary Celebration**

- 17-17-13      MOVED: Trustee Scott Johnston  
SECONDED: Trustees Jennifer Lawson and Ed Hume:  
"That a letter of congratulations over the signature of the Board Chair be  
sent to the Principal and Organizing Committee of the Linwood School  
100 Anniversary Committee congratulating them on the wonderful  
celebration of Linwood's history held October 18-19, 2013; and further  
That the letter be posted on Linwood School's website."

CARRIED

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

- 17-18-13      MOVED: Trustee Craig Johnson:  
"That the Board recess to Committee of the Whole in Camera."

CARRIED

**REPORT OF COMMITTEE OF THE WHOLE IN CAMERA – 9:35 p.m.**

**1.      St. James Collegiate Track Upgrade**

- 17-19-13      MOVED: Trustee Scott Johnston:  
"That the Board direct administration to send correspondence to Public Schools  
Finance Board applying for Provincial funding for the St. James Collegiate Track  
project."

CARRIED

**2. Administrative Staffing**

- 17-20-13 MOVED: Cheryl Smukowich:  
"That interim Administrative Staffing arrangements effective November 1, 2013 be approved as discussed in Committee of the Whole in Camera."

CARRIED

**3. In Camera Grievance Delegation**

- 17-21-13 MOVED: Trustee Jennifer Lawson:  
"That the Board deny the grievances as discussed in Committee of the Whole in Camera."

CARRIED

**ADJOURNMENT**

On motion of Trustee Cheryl Smukowich, the regular board meeting adjourned at 9:35 p.m.

Craig McGregor  
Chair of the Board

Ron Weston  
Chief Superintendent