

**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 25, 2011

Meeting No. 17-11

**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  
Brett Lough, Assistant Superintendent Administration, Planning and Research  
Tanis Pshebniski, Assistant Superintendent Program and Curriculum  
Mari-Jean Nachtigall, Senior Executive Assistant

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

Attendance - recorded above.

**ADOPTION OF MINUTES**

17-01-11 MOVED: Trustee Craig McGregor:  
"That the minutes of the Board Meeting of October 11, 2011 be adopted."

CARRIED

**REPORT ON EDUCATION**

**George Waters Middle School – Co-Teaching to Promote Literacy**

Presented by:  
Andrew Mead, Principal, staff members Robert Orr and Carmen Bonnici and students

**HEARING OF DELEGATIONS**

There were no delegations registered.

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

Meeting held October 17, 2011 (Appendix A)

Committee Chair: Jennifer Lawson, Trustee

1. Call to Order/Attendance – noted
  2. Approval of Agenda – noted
  3. Policy KLKD Participation of Political Figures at School Events and Awards Ceremonies
- 17-02-11 MOVED: Trustee Jennifer Lawson:  
“That the Policy KLKD Participation of Political Figures at School Events and Awards Ceremonies be approved as amended.”

CARRIED

- 17-03-11 4. Information Items  
MOVED: Trustee Jennifer Lawson:  
“That the following information items be received as information:
- Aboriginal Academic Achievement Initiative Presentation
  - Student Accident Report Follow Up
  - Reading Recovery Report 2010-2011
  - Continuing Education/International Student Programs Report
  - Initiatives in Aboriginal Education – Survey Results – September 2011”

CARRIED

CONCLUDED: Report of the Education Committee No. 02-12

FILED

**FINANCE/FACILITIES COMMITTEE**

Meeting held October 19, 2011 (Appendix B)

Committee Chair: Scott Johnston, Trustee

1. Call to Order/Attendance – noted
  2. Approval of Agenda – noted
  3. PricewaterhouseCoopers LLP Audit 2010/2011 Presentation
- 17-04-11 MOVED: Trustee Scott Johnston:  
“That the 2010/2011 audit report presented by PricewaterhouseCoopers be accepted as information; and further,  
That the 2010/2011 draft Financial Statements be approved; and further,  
That the 2010/2011 FRAME Statements be forwarded to the Public Schools Finance Branch; and further,  
That the Analysis of Accumulated Surplus as presented by Administration be received as information.”

CARRIED

- 17-05-11 4. PSFB Correspondence  
MOVED: Trustee Scott Johnston:  
"That the correspondence from Public Schools Finance Board re: Golden Gate Middle School and Lakewood School roof replacements be received as information."  
CARRIED
- 17-06-11 5. Winnipeg Music Festival  
MOVED: Trustee Scott Johnston:  
"That a grant in the amount of \$1250.00 be provided to the Winnipeg Music Festival in support of their 94<sup>th</sup> annual festival."  
CARRIED
- 17-07-11 6. Financial Statement  
MOVED: Trustee Scott Johnston:  
"That the Financial Statement for the period ended August 31, 2011 be received as information."  
CARRIED
- 17-08-11 7. Internal Audit Review  
MOVED: Trustee Scott Johnston:  
"That the 2010/2011 Internal Audit Review be received as information."  
CARRIED
- 17-09-11 8. Professional Development – Transportation  
MOVED: Trustee Scott Johnston:  
"That the presentation on Transportation be received as information."  
CARRIED
- 17-10-11 9. Transportation Issues  
MOVED: Trustee Scott Johnston:  
"That the correspondence from the parents on transportation be received as information."  
CARRIED
- 17-11-11 10. Policies and Regulations – Transportation  
MOVED: Trustee Scott Johnston:  
"That the Draft Policy EEAA – Student Eligibility for Transportation Services be approved; and further  
That Draft Policy JC – School Attendance Areas be approved; and further  
That Regulation EEAA-R – Student Eligibility for Transportation Services be received as information; and further,  
That Regulation JFAB-R – Admission of Non-Residents be received as information."  
CARRIED
- 17-12-11 11. Records Management and Retention – Policy EHB and Regulation EHB-R  
MOVED: Trustee Scott Johnston:  
"That the Records Management and Retention Policy and Regulation be received as information."  
CARRIED
- 17-13-11 12. Discovery Children's Centre  
MOVED: Trustee Scott Johnston:

“That Phase 1 and Phase 2 of the Discovery Children’s Centre redevelopment plan be approved provided that there is no cost to the School Division; and further,  
That Phase 3 be approved in principle;  
And further,  
That the final plans for Phase 3 be approved by the Supervisor of Facilities and Maintenance;  
And further,  
That there is no cost to the School Division.”

CARRIED

17-14-11 13. École Bannatyne School 100<sup>th</sup> Anniversary  
MOVED: Trustee Scott Johnston:  
“That a grant in the amount of \$3,500 be approved for Bannatyne School to support the 100<sup>th</sup> anniversary.”

CARRIED

14. Update Lake St. Martin First Nation  
For information  
CONCLUDED: Report of the Finance/Facilities Committee No. 10-11

FILED

### **PERSONNEL COMMITTEE**

Meeting held October 18, 2011 (Appendix C)  
Committee Chair: Trustee Cheryl Smukowich

17-15-11 1. Call to Order/Attendance  
Noted  
2. Approval of Agenda  
Noted  
3. Retirement Notification  
MOVED: Trustee Cheryl Smukowich:  
“That the retirement notification be referred to the In-camera Committee of the Whole session at the Board meeting of October 25, 2011 for information.”

CARRIED

17-16-11 4. Request from Manitoba Education  
MOVED: Trustee Cheryl Smukowich:  
“That the secondment of Employee No. 14116 by Manitoba Education for an additional .5 FTE until December 31, 2012 be approved; and further,  
That the Administration be authorized to add an FTE of .5 to the Curriculum Coordinator allocation.”

CARRIED

CONCLUDED: Report of the Personnel Committee No. 09-11

FILED

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

Ron Weston, Chief Superintendent  
Report 17-11 (Appendix C)

**FOR ACTION**

- 17-17-11 1. InForM Net Report – 2010/2011  
MOVED: Trustee Jennifer Lawson:  
“That the InForM Net Report 2010/2011 be referred to the Finance/Facilities Committee and Education Committee for review.”

CARRIED

**FOR INFORMATION**

1. Board Actions and Referrals
2. Admin/Trustee Strategic Plan Retreat – November 3 to 5, 2011
3. Summer Professional Development Allocation (SPDA) Reports 2011
4. Project SEARCH: Our Partnership with SCE LifeWorks
5. Collège Sturgeon Heights Collegiate presents “West Side Story”
6. CopShop Program Update
7. Premier’s Announcement at Westwood Collegiate October 25, 2011

CONCLUDED: Report of the Superintendent No. 17-11

FILED

**REPORT OF THE SECRETARY-TREASURER**

Mike Friesen, Secretary-Treasurer  
Report 17-11 (Appendix E)

**ACTION**

- 17-18-11 1. PSFB Correspondence  
MOVED: Trustee Scott Johnston:  
“That the correspondence from Public Schools Finance Board re: elevator and grooming room at St. James Collegiate be referred to the Finance/Facilities Committee.”

CARRIED

2. Monthly Financial Statement

- 17-19-11 MOVED: Trustee Scott Johnston:  
“That the Financial Statement for the period ended September 30, 2011 be referred to the Finance/Facilities Committee for consideration.”

CARRIED

**INFORMATION**

1. Cheque Registers – October 11 & 17, 2011
2. Permit Report – October 20, 2011
3. Fund Raising Reports – Bruce Middle School

CONCLUDED: Report of the Secretary-Treasurer No. 17-11

FILED

**CORRESPONDENCE****For Action**

- 17-20-11 1. MSBA Call for 2012 Resolutions for Annual General Meeting in March 2012  
MOVED: Trustee Scott Johnston:  
"That the MSBA Call for 2012 Resolutions be referred to the three standing committees of the Board."

CARRIED

- 17-21-11 2. MSBA President Robert Rivard, Memo and Discussion Paper on School Review Processes for use as a tool to inform community dialogue  
MOVED: Trustee Scott Johnston:  
"That the MSBA Discussion Paper on School Review Processes be referred to the Finance/Facilities Committee for consideration."

CARRIED

**For Information**

1. Manitoba School Boards Association (MSBA):
  - a) MSBA newspaper clippings October 12 – 18, 2011
  - b) Education Finance Workshop – Friday November 25, 2011
  - c) MSBA President Robert Rivard's letter of congratulations to Hon. Greg Selinger, Premier
  - d) MSBA Executive Director, providing results of 2010-2011 Committee Member Survey
  - e) MSBA 2011-12 Membership List
  - f) MSBA e-bulletin October 12, 2011
  - g) Aligning Data for Student Success – Presentation document
  - h) MERN Fall Forum, November 10, 2011, Brandon
  - i) MERN Video Conference "Respecting People and Place: Connecting schools and communities" January 27, 2012
2. C. Allan Moar, Director of Education, Narrows Education Authority, letter of thanks to the Board and division administrative staff, parents and students of Ness Middle School

3. Letters of Thanks – Student Awards

**INFORMATION CORRESPONDENCE**

FILED

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

There were no items of new business.

**QUESTIONS FROM THE PUBLIC**

There were no questions from the public.

## **NEW BUSINESS**

### **Manitoba Government Class Size Reduction Initiative – Trustee Scott Johnston**

- 17-22-11      MOVED: Trustee Scott Johnston:  
“That the administration prepare a report on reduction of class sizes for Kindergarten to Grade 3, to be tabled at the Finance/Facilities Committee, outlining –
- The number of additional classrooms required
  - The demand on facilities
  - The number and the approximate cost of hiring new teachers to support this initiative; and
  - All associated costs; and further
- That the Finance/Facilities Committee review and report back to the Board.”

CARRIED

### **RECESS TO COMMITTEE OF THE WHOLE IN CAMERA – 8:55 p.m.**

- 17-23-11      MOVED: Trustee Sandy Lethbridge:  
“That the Board recess to Committee of the Whole in Camera.”

CARRIED

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

- 17-24-11      MOVED: Trustee Cheryl Smukowich:  
“That the retirement notification from employee no. 10019 be received as information.”

CARRIED

- 17-25-11      MOVED: Trustee Cheryl Smukowich:  
“That the matter of Assistant Secretary-Treasurer staffing be approved as discussed in Committee of the Whole in Camera.”

CARRIED

## **ADJOURNMENT**

On motion of Trustee Craig McGregor, the regular board meeting adjourned at 9:30 p.m.

Bruce Chegus  
Chair of the Board

Ron Weston  
Chief Superintendent