

ST. JAMES-ASSINIBOIA SCHOOL DIVISION

237881



**Annual Meeting
of the St. James-Assiniboia School Division Board
Held in the Board Room of the
Aidan Conklin Building, 2574 Portage Avenue
Tuesday, September 13, 2011, 7:30 p.m.**

Meeting No. 14-11

PRESENT:

Trustees:	Bruce Chegus
	Ed Hume
	Craig Johnson
	Scott Johnston
	Jennifer Lawson
	Sandy Lethbridge
	Cheryl Smukowich

Absent with Regrets: Bryan Metcalfe

Ron Weston, Chief Superintendent
Michael Friesen, Secretary-Treasurer
Greg Mutter, Assistant Superintendent Personnel and Human Resources
Tanis Pshebniski, Assistant Superintendent Program and Curriculum
Richard Lyons, Assistant Manager Facilities and Maintenance
Mari-Jean Nachtigall, Senior Executive Assistant

WELCOME & INTRODUCTION:

Michael Friesen, Secretary-Treasurer of the St. James-Assiniboia School Division, presided as Chair at the Annual Meeting of the St. James-Assiniboia School Division Board in accordance with Section 29(2) of the Public Schools Act.

The Chair called the meeting to order and attendance was noted.

VOTING PROCEDURES

The Chair requested Board direction on the voting procedures to be used.

14-01-11 MOVED: Trustee Craig McGregor:

“That the Board vote by secret ballot;
That the ballots be destroyed after each vote;
That Tanis Pshebniski, Greg Mutter and Richard Lyons act as scrutineers;
That only the outcome and not the count of each vote be announced;
That, in the event of a tie vote,
The Chair will initial one ballot of the set; and further,
That the School Board will determine by lot which ballot will be received by each trustee; and further,
That the ballots will be counted and in the case of another tie vote the initialed ballot will be the deciding vote;
And further,
That the Secretary-Treasurer remain in the Chair until all elections are completed.”

CARRIED

The Chair called for nominations for Board positions according to the order on the agenda.

ELECTION OF CHAIR AND VICE CHAIR

CHAIR OF THE BOARD

Nominated: Trustee Bruce Chegus

14-02-11 MOVED: Trustee Scott Johnston:
“That nominations cease.”

CARRIED

Since no further nominations were received, the Chair declared Trustee Bruce Chegus Chair of the Board for the period September 13, 2011 to the annual meeting of the Board in September 2012.

VICE CHAIR OF THE BOARD

Nominated: Trustee Craig McGregor
Trustee Bryan Metcalfe

14-03-11 MOVED: Trustee Scott Johnston:
“That nominations cease.”

CARRIED

Following a vote taken by secret ballot, the Chair declared Trustee Craig McGregor Vice Chair of the Board for the period September 13, 2011 to the annual meeting of the Board in September 2012.

ELECTION OF CHAIRS OF STANDING COMMITTEES

CHAIR, EDUCATION COMMITTEE

Nominated: Trustee Jennifer Lawson

14-04-10 MOVED: Trustee Scott Johnston:
"That nominations cease."

CARRIED

Since no further nominations were received, the Chair declared Trustee Jennifer Lawson Chair of the Education Committee for the period September 13, 2011 to the annual meeting of the Board in September 2012.

CHAIR, FINANCE/FACILITIES COMMITTEE

Nominated: Trustee Scott Johnston

14-05-10 MOVED: Trustee Cheryl Smukowich:
"That nominations cease."

CARRIED

Since no further nominations were received, the Chair declared Trustee Scott Johnston Chair of the Finance/Facilities Committee for the period September 13, 2011 to the annual meeting of the Board in September 2012.

CHAIR, PERSONNEL COMMITTEE

Nominated: Trustee Cheryl Smukowich

14-06-10 MOVED: Trustee Scott Johnston:
"That nominations cease."

CARRIED

Since no further nominations were received, the Chair declared Trustee Cheryl Smukowich Chair of the Personnel Committee for the

period September 13, 2011 to the annual meeting of the Board in September 2012

CHAIR, GOVERNANCE COMMITTEE

Nominated: Trustee Ed Hume

14-07-10 MOVED: Trustee Jennifer Lawson:
"That nominations cease."

CARRIED

Since no further nominations were received, the Chair declared Trustee Ed Hume Chair of the Governance Committee for the period September 13, 2011 to the annual meeting of the Board in September 2012.

CHAIR, MARKETING COMMITTEE

Nominated: Trustee Craig Johnson

14-08-10 MOVED: Trustee Cheryl Smukowich:
"That nominations cease."

CARRIED

Since no further nominations were received, the Chair declared Trustee Craig Johnson Chair of the Marketing Committee for the period September 13, 2011 to the annual meeting of the Board in September 2012

ELECTION OF COMMITTEE MEMBERSHIPS

MEMBERSHIP, EDUCATION COMMITTEE (3)

Nominated: Trustee Ed Hume
Trustee Sandy Lethbridge
Trustee Bryan Metcalfe

14-09-10 MOVED: Trustee Scott Johnston:
"That nominations cease."

CARRIED

Since no further nominations were received, the Chair declared Trustees Ed Hume, Sandy Lethbridge and Bryan Metcalfe members of the Education Committee for the period September 13, 2011 to the annual meeting of the Board in September 2012.

MEMBERSHIP, FINANCE/FACILITIES COMMITTEE (3)

Nominated: Trustee Craig McGregor
Trustee Craig Johnson
Trustee Bryan Metcalfe

14-10-10 MOVED: Trustee Craig Johnson:
"That nominations cease."

CARRIED

Since no further nominations were received the Chair declared Trustees Craig McGregor, Craig Johnson and Bryan Metcalfe members of the Finance/Facilities Committee for the period September 13, 2011 to the annual meeting of the Board in September 2012.

MEMBERSHIP, PERSONNEL COMMITTEE (3)

Nominated: Trustee Craig Johnson
Trustee Sandy Lethbridge
Trustee Craig McGregor

14-11-10 MOVED: Trustee Craig Johnson:
"That nominations cease."

CARRIED

Since no further nominations were received the Chair declared Trustees Craig Johnson, Sandy Lethbridge and Craig McGregor members of the Personnel Committee for the period September 13, 2011 to the annual meeting of the Board in September 2012.

MEMBERSHIP, GOVERNANCE COMMITTEE (2)

Nominated: Trustee Craig McGregor
Trustee Craig Johnson

14-12-10 MOVED: Trustee Craig McGregor:
"That nominations cease."

CARRIED

Since no further nominations were received, the Chair declared Trustees Craig McGregor and Craig Johnson members of the Governance Committee for the period September 13, 2011 to the annual meeting of the Board in September 2012.

MEMBERSHIP, MARKETING COMMITTEE (2)

Nominated: Trustee Sandy Lethbridge
Trustee Jennifer Lawson

14-13-10 MOVED: Trustee Cheryl Smukowich:
"That nominations cease."

CARRIED

Since no further nominations were received, the Chair declared Trustees Sandy Lethbridge and Jennifer Lawson members of the Marketing Committee for the period September 13, 2011 to the annual meeting of the Board in September 2012.

MEMBERSHIP, RETIREMENT PLAN COMMITTEE (2)

Nominated: Trustee Bryan Metcalfe
Trustee Craig McGregor

14-14-10 MOVED: Trustee Bruce Chegus:
"That nominations cease."

CARRIED

Since no further nominations were received, the Chair declared Trustees Bryan Metcalfe and Craig McGregor members of the Retirement Plan Committee for the period September 13, 2011 to the annual meeting of the Board in September 2012.

MEMBERSHIP, SCHOOL BOARD/COUNCIL LIAISON (2)

Nominated: Trustee Scott Johnston
Trustee Craig Johnson
Trustee Jennifer Lawson

14-15-10 MOVED: Trustee Cheryl Smukowich:
"That nominations cease."

CARRIED

Following a vote taken by secret ballot, the Chair declared Trustees Scott Johnston and Craig Johnson members of the School

Board/Council Liaison Committee for the period September 13, 2011 to the annual meeting of the Board in September 2012.

MEMBERSHIP, BOARD/ASSOCIATION LIAISON (2)

Nominated: Trustee Craig McGregor
Trustee Jennifer Lawson

14-16-10 MOVED: Trustee Craig Johnson:
"That nominations cease."

CARRIED

Since no further nominations were received, the Chair declared Trustees Craig McGregor and Jennifer Lawson members of the Board/Association Liaison Committee for the period September 13, 2011 to the annual meeting of the Board in September 2012.

MEMBERSHIP, AWARDS AND SCHOLARSHIPS COMMITTEE

Nominated: Trustee Jennifer Lawson

14-17-10 MOVED: Trustee Craig Johnson:
"That nominations cease."

CARRIED

Since no further nominations were received, the Chair declared Trustee Jennifer Lawson member of the Awards and Scholarships Committee for the period September 13, 2011 to the annual meeting of the Board in September 2012.

MEMBERSHIP, SCHOLARSHIP FOUNDATION

Nominated: Trustee Sandy Lethbridge

14-18-10 MOVED: Trustee Craig Johnson:
"That nominations cease."

CARRIED

Since no further nominations were received, the Chair declared Trustee Sandy Lethbridge Scholarship Foundation representative for the period September 13, 2011 to the annual meeting of the Board in September 2012.

STUDENT COUNCIL LIAISON

Nominated: Trustee Sandy Lethbridge

14-19-10 MOVED: Trustee Craig Johnson:
"That nominations cease."

CARRIED

Since no further nominations were received, the Chair declared Trustee Sandy Lethbridge Student Council Liaison representative for the period September 13, 2011 to the annual meeting of the Board in September 2012.

ASSINIBOIA CHAMBER OF COMMERCE

Nominated: Trustee Bryan Metcalfe

14-20-10 MOVED: Trustee Cheryl Smukowich:
"That nominations cease."

CARRIED

Since no further nominations were received, the Chair declared Trustee Bryan Metcalfe Assiniboia Chamber of Commerce representative for the period September 13, 2011 to the annual meeting of the Board in September 2012.

DIVISION EARLY CHILDHOOD EDUCATION COMMITTEE

Nominated: Trustee Sandy Lethbridge

14-21-10 MOVED: Trustee Craig McGregor:
"That nominations cease."

CARRIED

Since no further nominations were received, the Chair declared Trustee Sandy Lethbridge Board representative on the Division Early Childhood Education Committee for the period September 13, 2011 to the annual meeting of the Board in September 2012.

NEW CHAIR PRESIDES:

Trustee Bruce Chegus assumed the Chair at 7:55 p.m.

Trustee Chegus thanked his fellow trustees for their hard work and diligence over the past year and expressed his appreciation for the confidence they have shown in electing

him to the position of Chair of the Board. He expressed his thanks to the Chief Superintendent, Secretary-Treasurer, members of the administration and their colleagues in the school board office for their support over the past year.

DIVISION SIGNING OFFICERS

- 14-22-10 MOVED: Trustee Craig McGregor:
"That the signing officers for the St. James-Assiniboia School Division be as follows:
Bruce Chegus, Chair of the Board
Craig McGregor Vice Chair of the Board
Ron Weston, Chief Superintendent
Michael Friesen, Secretary-Treasurer
Carol Polonski, Assistant Secretary-Treasurer
Carrie Melville, Assistant Secretary-Treasurer
Nora Wood, Accountant"

CARRIED

AFFIRMATION OF ORGANIZATIONAL BY-LAW

- 14-23-10 MOVED: Trustee Scott Johnston:
"That the Board affirm and adopt By-Law 212-10 to regulate the proceedings of the Board of Trustees of the St. James-Assiniboia School Division for the period September 13, 2011 to the annual meeting of the Board in September 2012.

CARRIED

BOARD MEETING DATES

- 14-24-11 MOVED: Trustee Craig McGregor:
"That the St. James-Assiniboia School Division Board hold its meetings on the second and fourth Tuesdays of each month in the Board Room of the Aidan Conklin Building, 2574 Portage Avenue at 7:30 p.m. in accordance with By-law No. 212-2010."

ADOPTION OF MINUTES PREVIOUS MEETING

- 14-25-10 MOVED: Trustee Craig Johnson:
"That the minutes of the August 30, 2011 school board meeting be adopted."

CARRIED

FINANCE/FACILITIES COMMITTEE

Meeting held September 6, 2011 (Appendix A)

Trustee Scott Johnston, Chair

1. Attendance - for information
2. Approval of Agenda – for information
3. Public Schools Finance Board Correspondence
 - Voyageur School – Electric Unit Ventilator Replacement
 - Golden Gate Middle School – Roof Replacement
 - Lakewood School – Roof Replacement
 - Collège Sturgeon Heights collegiate – Roof Replacement
 - Collège Sturgeon Heights Collegiate – Roof Drainage System Study

14-26-11 MOVED: Trustee Scott Johnston:
“That the correspondence from The Public Schools Finance Board re:
projects as listed be received as information.”

CARRIED

4. Application for Approval of subdivision re: RL 5, Parish of
Headingley

14-27-11 MOVED: Trustee Scott Johnston:
“That the application for approval of subdivision re: RL 5, Parish of
Headingley be received as information.

CARRIED

5. Financial Statement – Period Ended July 31, 2011

14-28-11 MOVED: Trustee Scott Johnston:
“That the Financial Statement for the period ended July 31, 2011 be
received as information.”

CARRIED

6. School Division Garbage Bins

14-29-11 MOVED: Trustee Scott Johnston:
“That the review of the practice of disposal containment be received
as information.”

CARRIED

7. Policies and Regulations Review

14-30-11 MOVED: Trustee Scott Johnston:
“That Policy DLCA – Valid Driver’s License Requirement be archived
and replaced with Policy DKCA with changes as presented;
That Policy DFH – Trustee Computer Purchase be archived and
replaced with Policy DJDA with changes as presented;
That Regulation DO-R Issuance of Tax Receipts be received as
information and
That regulation DFCC-R Procedures to be Followed when Leasing
School Buildings and School Space be received as information.”

CARRIED

14-31-11 8. MSBA Correspondence
MOVED: Trustee Scott Johnston:
"That the correspondence from MSBA – Press Release by Prairie Spirit School Division be received as information."
CARRIED

14-32-11 9. Update of Summer Construction Projects
MOVED: Trustee Scott Johnston:
"That Administration review the following projects for feasibility and inclusion in the Division budget process and five year plan:
- Installation of bleachers and lights at Collège Sturgeon Heights Collegiate football field
- Access from the new city bike trail that would not compromise safety and security of the grounds at Collège Sturgeon Heights
- Improvement to the quality of practice fields at Collège Sturgeon Heights Collegiate
- Continuation of window replacement at front of St. James Collegiate"
And further,
That the review of summer projects be received as information."
CARRIED

14-33-11 10. Increase in Homestay Fees – 2012-2013
MOVED: Trustee Scott Johnston:
"That the International Student Program Homestay fees for the school year beginning July 1, 2012 be increased from \$600.00 per month to \$650.00 for older students and from \$750.00 per month to \$800.00 for younger students (under 12 years of age)."
CARRIED

14-34-11 11. Lease Update
MOVED: Trustee Scott Johnston:
"That the Lease update be received as information."
CARRIED

CONCLUDED – Report of the Finance/Facilities Committee
FILED

COMMITTEE OF THE WHOLE

Meeting held: September 8, 2011
Appendix B

Vice Chair of the Board Craig McGregor presented the Report of the Committee of the Whole meeting held on September 8, 2011.

- 14-35-11 MOVED: Trustee Craig McGregor:
"That the Report of the Committee of the Whole meeting held on
September 8, 2011 be received as information."

CARRIED

REPORT OF THE CHIEF SUPERINTENDENT

Ron Weston, Chief Superintendent
Report 14-11 (Appendix C)

FOR ACTION

1. Student Accident Report 2010/2011

- 14-36-11 MOVED: Trustee Jennifer Lawson:
"That the Student Accident Report 2010/2011 be referred to the
Education Committee for information."

CARRIED

- 14-37-11 2. 2010/2011 Behaviour Intervention Team Report
MOVED: Trustee Jennifer Lawson:
"That the 2010/2011 Behaviour Intervention Team Report be referred
to the Education committee for review."

CARRIED

- 14-38-11 3. Manitoba Education - *Activities and Programs – Learning to
Age 18* Regulation 139/2011
MOVED: Trustee Jennifer Lawson:
"That the Manitoba Education *Activities and Programs – Learning to
Age 18* Regulation 139/2011 correspondence be referred to the
Education Committee for review."

CARRIED

- 14-39-11 4. Records Management and Retention Policy (EH) and
Regulation (EH-R)
MOVED: Trustee Craig McGregor:
"That Policy EH Data Records Management and Retention and
Regulation EH-R be referred to the three standing committees
of the Board for consideration and action."

CARRIED

FOR INFORMATION

1. Board Actions and Referrals
2. School List (Revised) 2011/2012
3. 2011 Senior Years Undergrad Awards Ceremonies
4. Annual Report on 2010/2011 Monthly Enrolment Reports
5. 2010/2011 Graduation Rates
6. Educational Conferences 2011/2012
7. Free the Children Annual Report

8. Winnipeg Regional Health Authority (WRHA) Campaign

14-40-11 MOVED: Trustee Ed Hume:

"That the letter from Winnipeg Regional Health Authority re: condom social marketing campaign be referred to the Education Committee for review and consideration."

DEFEATED

CONCLUDED: Report of the Chief Superintendent 14-11

FILED

REPORT OF THE SECRETARY-TREASURER

Mike Friesen, Secretary-Treasurer

Report 14-11 Appendix "D"

FOR ACTION

14-41-11 1. Public Schools Finance Board Correspondence

MOVED: Trustee Scott Johnston:

"That the correspondence from Public Schools Finance Board re: Golden Gate Roof Replacement and Lakewood School Roof Replacement be referred to the Finance/Facilities Committee for consideration."

CARRIED

14-42-11 2. Winnipeg Music Festival

MOVED: Trustee Scott Johnston:

"That the request from Winnipeg Music Festival for financial support be referred to the Finance/Facilities Committee for consideration."

CARRIED

14-43-11 3. Financial Statement – August 31, 2011

MOVED: Trustee Scott Johnston:

"That the monthly financial statement for the period ended August 31, 2011 be referred to the Finance/Facilities Committee for consideration."

CARRIED

FOR INFORMATION

1. Cheque Registers: August 18, 29 and September 6, 2011

2. Permit Report – September 8, 2011

3. Fund Raising Reports – Heritage School and Jameswood Alternative School

4. Tender Award Summary

5. 2010/2011 Audit

CONCLUDED – Report of the Secretary-Treasurer No. 14-11

FILED

CORRESPONDENCE:**For Information**

1. Manitoba School Boards Association (MSBA):
 - a. September 7, 2011 e-bulletin
 - b. Executive Highlights September 6, 2011
 - c. Executive Director e-mail re: MSBA's election web page
 - d. Executive Director's Provincial Election Update re: Education Funding in Manitoba
 - e. News clippings
 - f. Student Vote –national organization's program to provide an opportunity for students to experience the democratic process
 - g. Manitoba Child Care Association – Election Forum on Early Learning and Child Care
 - h. Twitter Highlights
2. Invitation to attend MASBO fall PD Day "Staying Cool in the Hot Seat"
3. MSBA Learning Opportunities and Trustee PD Events
4. Canadian Safe School Network "It's a Cyber World – What Educators Need to Know" November 9, 2011
5. Sharing Manitoban Expertise on FASD II – 2nd Annual Winnipeg Conference, September 29, 2011
6. Exploring Good Life Summit – Historical Perspectives on the Experiences of Indigenous People in Manitoba
7. Farm to School Manitoba "It's Veggie Time" fundraiser available to schools province-wide

CORRESPONDENCE:

FILED

UNFINISHED BUSINESS**First Reading – By-Law 223-11 Religious Instruction
Linwood School**

- 14-44-11 MOVED: Trustee Craig McGregor:
"That first reading of By-Law 223-11, a by-law to allow for religious instruction at Linwood School for the 2011-2012 school year be given first reading."

CARRIED

**First Reading – By-Law 224-11 Religious Instruction
Lakewood School**

- 14-45-11 MOVED: Trustee Craig McGregor:
“That first reading of By-Law 224-11, a by-law to allow for religious instruction at Lakewood School for the 2011-2012 school year be given first reading.”

CARRIED

NEW BUSINESS:

Reminder: Annual Administrative Dinner, October 5, 2011

RECESS TO COMMITTEE OF THE WHOLE IN CAMERA – 8:31 p.m.

- 14-46-11 MOVED: Trustee Craig McGregor:
“That the Board recess to Committee of the Whole in Camera.”

CARRIED

REPORT OF COMMITTEE OF THE WHOLE IN CAMERA – 8:42 p.m.

There were no Board motions arising from Committee of the Whole in Camera.

On motion of Trustee Craig McGregor, the meeting adjourned at 8:42 p.m.

Chairman of the Board

Secretary-Treasurer