



# ST. JAMES-ASSINIBOIA SCHOOL DIVISION

## Minutes of the Regular Board Meeting of the St. James-Assiniboia School Division Board of Trustees

Tuesday, April 26, 2016

*Held in the Board Room of the Aidan Conklin Building  
2574 Portage Avenue, Winnipeg*

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**Meeting No.: 08-16**

No. 924341

### **PRESENT:**

Craig McGregor	Chair
Cheryl Smukowich	Vice-Chair
Bruce Chegus	Trustee
Ed Hume	Trustee
Craig Johnson	Trustee
Scott Johnston	Trustee
Jennifer Lawson	Trustee
Sandy Lethbridge	Trustee
John Mulligan	Trustee

### **ALSO IN ATTENDANCE:**

Brett Lough	Chief Superintendent
Mike Friesen	Secretary-Treasurer / Chief Financial Officer
Mike Wake	Acting Assistant Superintendent, Administration
Carrol Harvey	Manager, Human Resources (7:35 PM)
Rob Carnegie	Director, Information Technology (7:35 PM)
Kazia Paradis	Senior Executive Assistant
Jennifer Cameron	Information Officer (7:35 PM)

### **CALL TO ORDER / RECESS TO COMMITTEE OF THE WHOLE IN-CAMERA**

The Chair called the meeting to order at 7:05 pm. Attendance – recorded above.

#### **08-01-16 MOVED - Trustee Craig Johnson:**

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

**CARRIED**

The Board rose from Committee of the Whole In-Camera at 7:35 PM.  
The Chair called the Public Session to order at 7:40 PM.

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**ADOPTION OF MINUTES**

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08-02-16

**MOVED - Trustee Craig Johnson:**

“That the minutes of the Board Meeting of April 12, 2016 be adopted.”

**CARRIED**

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**REPORT ON EDUCATION**

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**Winnipeg Jets Hockey Academy - True North Foundation**

**Presented by:** Dwayne Green, Murray Cobb, Corey Coker from the Winnipeg Jets True North Foundation as well as input from Leah Jones, Vice-Principal, Hedges Junior High, Tara Starr, Parent and S. Yousofy, Student.

This presentation focused on the Winnipeg Jets Hockey Academy (WJHA) and its main concept which is to help students create an attachment to their academic lives and a connection to their school. This is done through providing students weekly on-ice sessions during the school day and weekly after school sessions. The program also offers additional academic supports to at the high school level. Additionally, many field trips and social opportunities are presented.

In the St. James-Assiniboia School Division, the program is available in 5 elementary schools, 4 middle schools and all high schools. The program begins as early as Grade 2 and follows the students until high school graduation. In total 425 students take part in the WJHA in our Division.

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**HEARING OF DELEGATIONS**

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**Presenters:** Ray Desautels, President - St. James Assiniboia Teachers' Association as well as Kent McPherson, STJATA, Joel Yerex, STJATA, Jason Bilous, Sturgeon, Lisa Place, Sturgeon, James Rogowy, Sturgeon, Larry Wachs, Sturgeon, Mark Kutcy, John Taylor, Zbigniew Cichosz, Westwood, Jeff Robertson, St. James R. Desautels – St. James Assiniboia Teachers' Association

The Association spoke with respect to the decision to eliminate Mac computers at the high school level. They introduced the situation, spoke to the concerns the teachers have raised, potential impacts on programming and students as well as offer alternative solutions.

08-03-16

**MOVED - Trustee Scott Johnston:**

“That the Board receive the delegation presentation as information;  
And further,  
That this matter be referred to the Finance/Facilities and Education Committees for review and recommendation.”

**CARRIED**

## COMMITTEE REPORTS

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### PERSONNEL COMMITTEE NO. 03-16

Meeting held April 25, 2016

Committee Chair: Sandy Lethbridge

1. Attendance – for information
2. Approval of agenda
3. Policy Revisions

**08-04-16** **MOVED - Trustee Sandy Lethbridge:**

“That the following policy continue in its current format:

- GCMA Instructional Staff Planning;

And further,

That the following revised policies be approved:

- AP1-2 Assistant Superintendent Education and Program
- AP1-4 Assistant Superintendent Administration
- Coordinator/Maintenance Shop Job Descriptions list with the exceptions of AP1-30 and AP1-50;

And further,

That AP1-30 Coordinator of Mathematics Grade 6-S4 and AP1-50 Coordinator of Technical Vocational Programs 6-S4 be archived.”

**CARRIED**

4. Recommended Salary Increase for Group 1 Employees

**08-05-16** **MOVED - Trustee Sandy Lethbridge:**

“That the Recommended Enhancements for Group 1 Employees be referred to the Committee of the Whole In-Camera at the Board Meeting to be held April 26, 2016.”

**CARRIED**

5. Annual Reaffirmation of Organizational By-Law

**08-06-16** **MOVED - Trustee Sandy Lethbridge:**

“That the annual Organizational By-Law be reaffirmed.”

**CARRIED**

6. MSBA Confidential Collective Bargaining Updates

**08-07-16** **MOVED - Trustee Sandy Lethbridge:**

“That the correspondence shared be received as information.”

**CARRIED**

7. MSBA Confidential Salary Bulletins

**08-08-16** **MOVED - Trustee Sandy Lethbridge:**

“That the correspondence shared be received as information.”

**CARRIED**

8. Policy GCN – Evaluation of Professional Staff

**08-09-16** **MOVED - Trustee Sandy Lethbridge:**

“That Policy GCN Evaluation of Professional Staff continue in its current format.”

**CARRIED**

- 08-10-16 9. Middle Years Reorganization Staffing  
**MOVED - Trustee Sandy Lethbridge:**  
“That the Middle Years Reorganization Staffing update be received as information.”  
**CARRIED**
- 08-11-16 10. MTS Negotiations Update  
**MOVED - Trustee Sandy Lethbridge:**  
“That the MTS Collective Agreement cover page be amended to read July 1, 2014 – June 30, 2018.”  
**CARRIED**
- 08-12-16 11. MANTE Negotiations  
**MOVED - Trustee Sandy Lethbridge:**  
“That the MANTE Negotiations letter be received as information.”  
**CARRIED**
- 08-13-16 12. Personnel Report to the Board  
**MOVED - Trustee Sandy Lethbridge:**  
“That the Personnel Report to the Board be received as information.”  
**CARRIED**
- 08-14-16 13. Personnel Committee Meeting Change of Dates  
**MOVED - Trustee Sandy Lethbridge:**  
“That the Personnel Committee Meeting Change of Dates be accepted as presented.”  
**CARRIED**
- 08-15-16 14. Consultation with Parent Organization – Administrative Staffing  
**MOVED - Trustee Sandy Lethbridge:**  
“That the Consultation with Parent Organization – Administrative Staffing data be received as information.”  
**CARRIED**
- 08-16-16 15. Memos from George Coupland, Director of Labour Relations  
**MOVED - Trustee Sandy Lethbridge:**  
“That the memos from George Coupland, Director of Labour Relations, MSBA, be received as information.”  
**CARRIED**
- CONCLUDED: Report of the Personnel Committee**  
**FILED**

## **REPORT OF THE CHIEF SUPERINTENDENT**

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**Brett Lough, Chief Superintendent**  
Report No.

### **FOR ACTION**

1. Graduation and Celebration of Learning 2016  
The Trustees made final decisions regarding their attendance at the 2016 Senior years Graduation and Middle Years Celebration of Learning events.

2. Proposed Schedule of Meetings for 2016/2017

08-17-16

**MOVED - Trustee Jennifer Lawson:**

“That the Board approve Option A of the Schedule of Board and Committee Meetings for the 2016/2017 school year.”

**CARRIED****FOR INFORMATION**

1. Board Actions and Referrals
2. MTS Early Notification of Retirement and Resignation Gratuities
3. International Music Camp

**CONCLUDED: Report of the Chief Superintendent****FILED****REPORT OF THE SECRETARY-TREASURER / CHIEF FINANCIAL OFFICER****Mike Friesen, Secretary-Treasurer / Chief Financial Officer**

Report 08-16

**FOR ACTION**

1. PSFB Correspondence – Lakewood School – Roof Replacement – Additional Project Support

2. Financial Statement – Period Ended March 31, 2016

08-18-16

**MOVED - Trustee Craig Johnson:**

“That item #1 (City of Winnipeg 2016 Mill Rates for the Education Support Levy and Special Levy) be referred to the Finance/Facilities Committee.”

**CARRIED****FOR INFORMATION**

1. Cheque Registers
  - a) April 6, 2016 (INP Payroll Clearing)
  - b) April 6, 2016
  - c) April 7, 2016 (US Bank)
2. Permit Report – April 20, 2016
3. Fund Raising Report
4. Tender Award Summary – April 6, 2016
5. St. James Assiniboia Teachers' Association Letter re: Curling Bonspiel
6. PricewaterhouseCoopers LLP Audit
7. Trustee By-Election – June 11, 2016
  - a) City of Winnipeg By-Election Advertisement
  - b) 2016 School Trustee Candidate's Guide
  - c) Nomination Paper – Office of the School Trustee

**CONCLUDED: Report of the Secretary-Treasurer / Chief Financial Officer****FILED****CORRESPONDENCE**

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**Action Correspondence**

1. Email from Parent re: Kindergarten Registration

**08-19-16****MOVED - Trustee Jennifer Lawson:**

“That the Email from Parent re: Kindergarten Registration be referred to the Education Committee for review.”

**CARRIED****Information Correspondence**

1. Manitoba School Boards Association (MSBA)
  - a. E2G Webinar Invitation – Ensuring Staffing Expertise & Levels – April 27, 12:00 p.m.
  - b. 2016 Census Toolkit
  - c. Memo re: 2016 Provincial Election Advocacy Update
  - d. NDP Party Responses to MSBA Questionnaire
  - e. PC Party Responses to MSBA Questionnaire
2. Manitoba High Schools Athletic Association Update – Number 13 (April 19, 2016)
3. Invitation to Trustees - “Soirée Multiculturelle” - École Robert Browning
4. Invitation to Trustees - West Winnipeg Athletic Conference Scholar-Athlete Award luncheon

**CONCLUDED: Information Correspondence****FILED****UNFINISHED BUSINESS/BUSINESS ARISING FROM THE MEETING**

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- Second Reading – By-Law 266-16

**08-20-16****MOVED – Trustee Cheryl Smukowich:**

“That the Board give second reading to By-Law 266-16, a By-Law to allow for the borrowing of monies to meet current expenses for July 1, 2016 to June 30, 2017.”

**CARRIED**

- Third/Final Reading – By-Law 266-16

**08-21-16****MOVED – Trustee Cheryl Smukowich:**

“That the Board give third/final reading to By-Law 266-16, a By-Law to allow for the borrowing of monies to meet current expenses for July 1, 2016 to June 30, 2017.”

**CARRIED**

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**QUESTIONS FROM THE PUBLIC**

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There were no questions from the public this evening.

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**NEW BUSINESS**

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- Notice of Motion – By-Law 267-16 - Religious Instruction at Strathmillan School

**08-22-16****MOVED – Trustee Cheryl Smukowich:**

“That notice is hereby given that By-Law 267-16, a By-Law to allow for religious instruction at Strathmillan School for the 2016-17 school year, shall be given first reading at the May 10, 2016 Board Meeting.”

**CARRIED**

- Interview Process – Trustee Ed Hume

**08-23-16****MOVED – Trustee Ed Hume:**

"That the matter of Trustee - Admin. Interview Panel for the selection of new Principals and VP's be referred to the Personnel Committee for review."

**CARRIED**

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**RECONVENE TO COMMITTEE OF THE WHOLE IN CAMERA – 9:43 PM**

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**08-24-16****MOVED: Trustee Craig Johnson:**

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

**CARRIED**

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**REPORT OF COMMITTEE OF THE WHOLE IN CAMERA – 11:27 PM**

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**08-25-16****MOVED - Trustee Sandy Lethbridge:**

“That Ms. Linda Romeo be appointed as Teaching Vice-Principal at École Bannatyne effective September 6, 2016; And further,

That Ms. Cheri Banks be appointed as Teaching Vice-Principal at Ness Middle School effective September 6, 2016 until such time that the school becomes a French Milieu; And further,

That Ms. Andrea Tyler be appointed as Acting, Teaching Vice-Principal at École Robert Browning effective September 6, 2016 for the 2016/17 school year; And further,

That Ms. Lydia Tanner be allowed entry into the Admin Pool recently established.”

**CARRIED**

**08-26-16** **MOVED - Trustee Sandy Lethbridge:**  
“That the Board approve the Deputy Minister’s request for the secondment extension of employee (document no. 921276) to the Department of Education for the 2016/2017 school year as discussed in Committee of the Whole In-Camera.”

**CARRIED**

**08-27-16** **MOVED - Trustee Sandy Lethbridge:**  
"That the MSBA Confidential Collective Bargaining Updates dated April 15, 2016 and April 22, 2016 be referred to the Personnel Committee.”

**CARRIED**

**08-28-16** **MOVED - Trustee Cheryl Smukowich:**  
“That the Board approve the benefits for the Group 1 Employees as discussed in Committee of the Whole in Camera.”

**CARRIED**

**ADJOURNMENT**

On motion of Trustee Craig Johnson, the regular board meeting adjourned at 11:29 PM.

Craig McGregor  
Chair of the Board

Brett Lough  
Chief Superintendent