

**MINUTES OF THE REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES OF THE SEVEN OAKS SCHOOL DIVISION HELD ON MONDAY, SEPTEMBER 30, 2013 AT 6:00 P.M., AT THE BOARD OFFICES, 830 POWERS STREET, WINNIPEG, MANITOBA, R2V 4E7.**

|                      |                   |                          |
|----------------------|-------------------|--------------------------|
| <b>PRESENT</b>       | Edward P. Ploszay | Chairperson              |
|                      | Derek Dabee       | Trustee                  |
|                      | Ric Dela Cruz     | Trustee                  |
|                      | Teresa Jaworski   | Trustee                  |
|                      | Cory Juan         | Trustee                  |
|                      | Bill McGowan      | Trustee                  |
|                      | Evelyn Myskiw     | Trustee                  |
|                      | Richard Sawka     | Trustee                  |
| <b>REGRETS</b>       | Claudia Sarbit    | Vice-Chairperson         |
| <b>IN ATTENDANCE</b> | Brian O'Leary     | Superintendent           |
|                      | Gwen Birse        | Assistant Superintendent |
|                      | Lydia Hedrich     | Assistant Superintendent |
|                      | Eddie Wilde       | Assistant Superintendent |
|                      | Wayne Shimizu     | Secretary-Treasurer      |
|                      | Donna Herold      | Administrative Assistant |

Trustee Ploszay in the Chair.

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The meeting was called to order at 6:02 p.m.

**MINUTES**

Approved the minutes of the Inaugural meeting and Regular Board Meeting of Monday, September 9, 2013.

**13B-020 Approval of the Agenda**

Jaworski / Sawka

That the agenda for this meeting be approved as listed.

**Carried**

**13B-021 Moved to Committee of the Whole at 6:03 p.m.**

Dela Cruz / Juan

That the Board move into Committee of the Whole.

**Carried**

Trustee Myskiw in the Chair.

## **OFFICER'S REPORTS**

- Trustee Sawka informed the Board of the upcoming meeting on October 6, 2013 with SOTA Executive.
- Trustee Juan reported on upcoming Manitoba School Boards Association workshops.

## **SUPERINTENDENTS' PERSONNEL REPORT**

### **13B-022 Superintendents' Personnel Report**

Jaworski / Juan

That the Superintendents' Personnel Report be ratified.

**Carried**

### ADMINISTRATIVE APPOINTMENT

That Rudi Hedrich be appointed Vice-Principal of Maples Collegiate on an acting basis for the period of Blair Pepler's medical leave of absence.

### ADMINISTRATIVE MATERNITY AND PARENTAL LEAVE

Rebecca Chartrand was granted maternity and parental leave effective October 26, 2013 to October 26, 2014.

### TEACHER APPOINTMENTS

Bryan Clendenan was appointed to a full-time (1.00) Limited Teacher-General (term) contract effective September 3, 2013 (indefinite).

Michelle Poirier was appointed to a full-time (1.00) Limited Teacher-General (term) contract effective October 7, 2013 (indefinite).

### SUBSTITUTE TEACHER APPOINTMENTS

The following teachers were appointed to Substitute Teacher contracts effective the 2013-2014 school year:

Elise Ahrens-Townsend  
Joyce Aquino  
Jennifer Babcock  
Samantha Cheong  
Lili Daraphone

Joel Lessard  
Robert McCormick  
Rachel McWilliam  
Alvin Pacag  
Scott Reimer

## **SUPERINTENDENTS' PERSONNEL REPORT**

|                         |                 |
|-------------------------|-----------------|
| Darren Ellison          | Carrie Snelling |
| Rebecca Harder          | Michael Swickis |
| Patrick Koslowsky-Wiebe | Allison Thomas  |
| Michal Kowalik          | Lily Truchan    |

### **TEACHER MATERNITY AND PARENTAL LEAVES**

Craig Malaschuk was granted parental leave effective February 1, 2014 to June 27, 2014.

Tina Plett was granted maternity and parental leave effective January 6, 2014 to January 4, 2015.

### **EDUCATIONAL ASSISTANT APPOINTMENT**

Jenna Fisher was appointed to a full-time (6.5 hours per day) Educational Assistant position effective September 3, 2013.

### **EDUCATIONAL ASSISTANT LEAVE OF ABSENCE**

Wendy Anderson was granted a full-time (1.00) leave of absence, without pay, effective September 3, 2013 to June 27, 2014.

### **SECRETARY-CLERK MATERNITY AND PARENTAL LEAVE**

Jacqueline Nikkel was granted maternity and parental leave effective November 4, 2013 to October 31, 2014.

### **CUSTODIAN PARENTAL LEAVE**

Gilbert Creencia was granted parental leave effective October 7, 2013 to December 17, 2013.

### **INSTRUCTOR APPOINTMENTS**

The following were appointed to a full-time (1.00) term instructor position effective September 17, 2013 to March 28, 2014:

Heather Arklie  
Michael Kusyk

## **SUPERINTENDENTS' REPORT**

The following matters were received as information:

- Manitoba School Boards Threat Assessment in Schools.
- Spare Change for Brains Campaign.
- Kamwokya Primary School Invitation.

Trustee Dabee here entered the meeting at 6:11 p.m.

- SOTA Executive Leave Grievance Update.
- Nomination of Outstanding Principal in Your Community Update.

### **13B-023 2013-2014 Photocopier Tender**

McGowan / Dela Cruz

Approved that Ricoh Canada Inc. be awarded the 2013-2014 Photocopier Tender on the basis of lowest bid.

**Carried**

Correspondence Received for Information:

- Brian O'Leary, Superintendent: Executive Leave, SOTA President.

## **SPECIAL ORDERS**

**6:30 p.m. Presentation Four-Plex at Garden City Community Centre**  
 Devon Kashton, Winnipeg Soccer Federation  
 Martino Vergata, Vice Principal, Garden City Community Centre

### **13B-024 Four-Plex – Garden City Community Centre**

Dela Cruz / Sawka

Approved that the Board supports, in principal, the building of a Four-Plex at Garden City Community Centre.

**Carried**

Trustee McGowan here left the meeting at 7:56 p.m.

Trustee Ploszay in the Chair.

### **13B-025 Amendment to the 2013-2014 Divisional Plan**

Jaworski / Juan

Approved that the Divisional Plan be amended to include the development of a comprehensive Equity Policy that would combine and enhance existing policies related to equity (Safe Schools, Costs to Parents) and that this task be referred to the Policy Committee.

**Carried**

**13B-026 2013-2014 Divisional Plan**

Dela Cruz / Juan

Approved that the 2013-2014 Divisional Plan be approved as amended. **Carried****13B-027 Board Retreat**

Dabee / Myskiw

Approved that the Board Retreat be moved from August 22 & 23, 2014 to June 13 & 14, 2014 (Hecla Island). **Carried****13B-028 By-Law 5-2013**

Dela Cruz / Sawka

Approved that By-Law No. 5-2013 for the purpose of borrowing the sum of \$1,431,800.00 for the purpose of the Chiller & Cooling Tower Replacement at Maples Collegiate (\$837,900.00), the Stand-alone Childcare at Victory School Site (\$128,700.00) and the Roof Replacement at Maples Collegiate (\$465,200.00) be given first reading. **Carried****13B-029 Inequity Research Project**

Jaworski / Myskiw

Approved that the Seven Oaks School Division participate in the province-wide study to explore the policies and practices of Manitoba schools and school divisions to address inequity among students and families in our communities. **Carried****CONSENT AGENDA****12B-030 Consent Agenda**

Dela Cruz / Juan

That the Consent Agenda be approved. **Carried****Early Child Education Project #233-14003-00**

Approved the Agreement for Services dated the 1st day of December, 2013 between the Board of Governors of Red River College and Seven Oaks School Division regarding the Early Child Education Project #233-14003-00.

**Affinity Firestop Consultants Invoice No. 1123-05**

That Invoice No. 1123-05 for the Maples Collegiate Roof Phase 1 project in the amount of \$479.06 be paid to Affinity Firestop Consultants.

## **CONSENT AGENDA**

### Affinity Firestop Consultants Invoice No. 1123-07

That Invoice No. 1123-07 for the Maples Collegiate Roof Phase 1 project in the amount of \$610.31 be paid to Affinity Firestop Consultants.

### Bockstael Construction Certificate of Payment No. 2

That Certificate of Payment No. 2 for the Maples Collegiate Commons Addition project in the amount of \$421,035.97 be paid to Bockstael Construction.

### Statutory Holdback on Bockstael Construction Certificate of Payment No. 2

That the Statutory Holdback on Certificate of Payment No. 2 for the Maples Collegiate Commons Addition project in the amount of \$32,512.43 be paid to the SOSD/Bockstael-449-Maples Commons account.

### Bockstael Construction Certificate of Payment No. 4

That Certificate of Payment No. 4 for the Amber Trails School project in the amount of \$1,158,058.17 be paid to Bockstael Construction.

### Statutory Holdback on Bockstael Construction Certificate of Payment No. 4

That the Statutory Holdback on Certificate of Payment No. 4 for the Amber Trails School project in the amount of \$89,425.34 be paid to the SOSD/Bockstael Construction account.

### City of Winnipeg Planning, Property and Development Department Invoice No. 711476

That Invoice No. 711476 for the Victory Site Daycare project in the amount of \$187.95 be paid to the City of Winnipeg, Planning, Property and Development Department.

### Fiber.CA Invoice No. 2013-8-28-01

That Invoice No. 2013-8-28-01 for the Divisional Fiber Network project in the amount of \$1,263,907.50 be paid to Fiber.CA.

### Gardon Construction Ltd. Certificate of Payment No. 1

That Certificate of Payment No. 1 for the Portables at Belmont and West St. Paul Schools in the amount of \$25,332.53 be paid to Gardon Construction Ltd.

## **CONSENT AGENDA**

### Statutory Holdback on Gardon Construction Ltd. Certificate of Payment No. 1

That the Statutory Holdback on Certificate of Payment No. 1 for the Portables at Belmont and West St. Paul Schools in the amount of \$1,956.18 be paid to the SOSD/Gardon-452-Portable 2013 account.

### Loewen Mechanical Ltd. Certificate of Payment No. 4

That Certificate of Payment No. 4 for the Maples Collegiate Geothermal project in the amount of \$186,758.17 be paid to Loewen Mechanical Ltd.

### Statutory Holdback on Loewen Mechanical Ltd. Certificate of Payment No. 4

That the Statutory Holdback on Certificate of Payment No. 4 for the Maples Collegiate Geothermal project in the amount of \$13,520.14 be paid to the SOSD/Loewen Mechanical - 448 Maples Geothermal account.

### M. Block & Associates Ltd. Invoice No. W-2013-186

That Invoice No. W-2013-186 for the Amber Trails School project in the amount of \$1,134.00 be paid to M. Block & Associates Ltd.

### Prairie Architects Inc. Invoice No. 4162

That Invoice No. 4162 for the Amber Trails School project in the amount of \$15,137.05 be paid to Prairie Architects Inc.

### PSA Studio Inc. Invoice No. 14002

That Invoice No. 14002 for the Portables at Belmont and West St. Paul Schools in the amount of \$219.43 be paid to PSA Studio Inc.

### PSA Studio Inc. Invoice No. 14018

That Invoice No. 14018 for the Portables at Belmont and West St. Paul Schools in the amount of \$2,625.00 be paid to PSA Studio Inc.

### SMS Engineering Ltd. Invoice No. 49593

That Invoice No. 49593 for the Maples Collegiate Geothermal project in the amount of \$13,945.51 be paid to SMS Engineering Ltd.

## **COMMITTEE REPORTS**

Board/Student Liaison Committee Report: 2012-2013 School Year.

## CORRESPONDENCE

- Manitoba Education School Programs Division: Support for School Divisions in Developing Respect for Human Diversity Policies.
- Pembina Trails School Division: David Johnson appointed Chair of the Board and Tim Johnson appointed Vice-Chair of the Board.
- Winnipeg School Division: Suzanne Hrynyk appointed Chair of the Board and Mark Wasyliw appointed Vice-Chair of the Board.
- Manitoba School Boards Association Learning Opportunities: 2013-2014 Calendar of Events.
- University of Manitoba: Education for Sustainable Well-Being Research Group: Call for proposals - "Well-Being for Children and Youth".
- Manitoba Education Research Network: Call for presentations - "Efficacy and Leadership in Education".
- Royal Proclamation of 1763: 250 Year Commemoration.
- Darryl Gervais, Director, Instruction, Curriculum and Assessment Branch: Education for Sustainable Development Leadership Council: Creating a Sustainable Future Together.
- green ACTION centre: Waste Reduction Week - October 21 to 27, 2013.
- Manitoba Young Readers Choice Awards.
- Farm to School Fundraiser.
- Cultural Proficiency Institute: Conference: November 13 to 15, 2013, Canad Inns Polo Park.
- Manitoba Education - School Programs Division: New Initiative: Manitoba Professional Learning Environment (Maple) - to support the goal of providing the most effective professional learning environments for educators.
- Darryl Gervais, Director, Instruction, Curriculum and Assessment Branch: Evaluating Non-Manitoba Education Course Completions for Senior Years Credits: A Guide for School Administrators.
- Brandon School Division: Administrative Employment Opportunity: Secretary-Treasurer.
- Manitoba Children and Youth Opportunities: Symposium - Practical Crime Prevention: From Research to Frontline Application.
- Andrea Lawson, Project Leader, Public Schools Finance Board: Andrews Early Learning Centre, Victory School, Family Choices Building Fund - Project Site Sign.
- Ralf Owzarek, Project Manager, Gateway Construction: Victory School Daycare Draft Schedule.
- Manitoba News Release: September 10, 2013 - Investment in Smaller Class Sizes Continues with 70 New Teachers Hired for this School Year: Premier.
- Paul Birston, Manager of Architectural Services, Public Schools Finance Board: Maples Collegiate Institute - Roof Replacement Phase 2.
- John Wassenaar, Number TEN Architectural Group: Maples Collegiate Student Commons Addition - Change Order No. 3.



## CORRESPONDENCE

- John Wassenaar, Number TEN Architectural Group: Maples Collegiate Student Commons Addition - Change Order No. 4.
- Janet Duff, Registrar, Manitoba Labour Board: Approval of CUPE Local 2348 Application Seeking an Extension of Time.
- Labour Relations, Manitoba School Boards Association: Update CPI, Unemployment Rate, Regional Trends - September 2013.
- Manitoba School Board Association - Arbitration Bulletin: Matter of an Arbitration between the Seven Oaks School Division and the Seven Oaks Teachers' Association of the Manitoba Teachers' Society.
- Carolyn Duhamel, Executive Director, Manitoba School Boards Association: Resolution - Proximity of Liquor Sales Outlets to Schools, Minister Rondeau's response.
- Manitoba School Boards Association e-bulletin, September 25, 2013.
- Aboriginal Affairs and Northern Development Canada: Developing a First Nation Education Act: A Blueprint for Legislation, July 2013.
- Carolyn Duhamel, Executive Director, Manitoba School Boards Association: Call for Committee Volunteers.
- Manitoba School Boards Association: New learning series of free on-line webinars.
- Healthy Child Manitoba: Growing Up OK! (a puberty resource for children ages 9-12).
- The Marymount Messenger, September 2013.

The meeting adjourned at 8:08 p.m.

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Chairperson

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Secretary-Treasurer