

MINUTES OF THE REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES OF THE SEVEN OAKS SCHOOL DIVISION HELD ON MONDAY, SEPTEMBER 21, 2015 AT 6:30 P.M., AT THE BOARD OFFICE, 830 POWERS STREET, WINNIPEG, MANITOBA, R2V 4E7.

| | | |
|----------------------|-----------------------------|---------------------------|
| PRESENT | Claudia Sarbit | Chairperson |
| | Derek Dabee | Vice-Chairperson |
| | Diane Cameron | Trustee |
| | Teresa Jaworski | Trustee |
| | Greg McFarlane | Trustee |
| | Evelyn Myskiw | Trustee |
| | Edward Ploszay | Trustee |
| | Maria Santos | Trustee |
| | Richard Sawka | Trustee |
| IN ATTENDANCE | Brian O'Leary | Superintendent |
| | Verland Force | Assistant Superintendent |
| | Gwen Birse | Assistant Superintendent |
| | Lydia Hedrich | Assistant Superintendent |
| | Wayne Shimizu | Secretary-Treasurer |
| | Gaylene Schroeder-Nishimura | Asst. Secretary-Treasurer |
| | Donna Herold | Administrative Assistant |

Trustee Sarbit in the Chair.

The meeting was called to order at 6:30 p.m.

MINUTES

Approved the minutes of the Regular Board Meeting of Monday, August 31, 2015.

15B-012 Approval of the Agenda

Santos / Sawka

That the agenda for this meeting be approved as listed.

CARRIED

15B-013 Moved to Committee of the Whole at 6:31 p.m.

Dabee / Santos

That the Board move into Committee of the Whole.

CARRIED

Trustee Dabee in the Chair.

SPECIAL ORDERS

6:30 p.m. Audit Planning Report to the Board
Scott Sissons and Alvin Catamisan, KPMG.

OFFICERS' REPORT

Trustee Ploszay reported on developments arising from collective bargaining.

SUPERINTENDENTS' PERSONNEL REPORT

McFarlane / Jaworski

That the Superintendents' Personnel Report be ratified.

CARRIED

15B-014 Superintendents' Personnel Report

TEACHER APPOINTMENTS

Stephen Barkman was appointed to a full-time (1.00) Limited Teacher-General (Term) contract effective September 8, 2015 to June 30, 2016.

Jasdeep Bhangu was appointed to a part-time (.50) Limited Teacher-General (Term) contract effective September 8, 2015 to December 18, 2015.

Justin Bretecher was appointed to a part-time (.25) Limited Teacher-General (Term) contract effective September 11, 2015 (indefinite).

Bryan Clendenan was appointed to a part-time (.50) Limited Teacher-General (Term) contract effective September 8, 2015 (indefinite).

Melissa Funk was appointed to a part-time (.25) Limited Teacher-General (Term) contract effective September 8, 2015 to February 4, 2016.

Ryan Hayes was appointed to a part-time (.40) Limited Teacher-General (Term) contract effective September 8, 2015 to January 31, 2016.

Jennifer Jonasson was appointed to a full-time (1.00) Limited Teacher-General (Term) contract effective September 8, 2015 (indefinite).

SUPERINTENDENTS' PERSONNEL REPORT

Shannon Kitson was appointed to a part-time (.50) Limited Teacher-General (Term) contract effective September 9, 2015 (indefinite).

Jake Rogers was appointed to a full-time (1.00) Limited Teacher-General (Term) contract effective September 8, 2015 (indefinite).

Elizabeth Schachter was appointed to a part-time (.80) Limited Teacher-General (Term) contract effective September 22, 2015 to June 30, 2016.

Stevan Siemens was appointed to a full-time (1.00) Limited Teacher-General (Term) contract effective September 9, 2015 to October 9, 2015.

Alissa Watson was appointed to a part-time (.50) Limited Teacher-General (Term) contract effective September 8, 2015 (indefinite).

SUBSTITUTE TEACHER APPOINTMENTS

The following teachers were appointed to Substitute Teacher contracts effective the 2015-2016 school year:

Sara Christle
Kiera Dyck
Christina Kapac
Nicole Lavallee
Francyn Martini
Rae-Ann Trudeau

Nicole Lavallee
Francyn Martini
Rae-Ann Trudeau
Ryan Wehrle

TEACHER LEAVE OF ABSENCE

Rebecca Chartrand was granted a full-time (1.00) leave of absence, without pay, effective September 8, 2015 to October 30, 2015.

CLINICIAN LEAVE OF ABSENCE

Michelle Marlow was granted a part-time (.10) leave of absence, without pay, effective September 10, 2015 to December 3, 2015.

TEACHER MATERNITY AND PARENTAL LEAVE

Jillian Green was granted maternity and parental leave effective November 27, 2015 to November 27, 2016.

SUPERINTENDENTS' PERSONNEL REPORT

TEACHER RESIGNATION

Jonathan Dueck gave notice of intent to resign effective September 8, 2015.

EDUCATIONAL ASSISTANT LEAVE OF ABSENCES

Sandra Braden was granted a leave of absence, full-time (6.5 hours per day), without pay, effective September 8, 2015 to June 30, 2016.

Adam Engel was granted a leave of absence, part-time (3.25 hours per day), without pay, effective September 8, 2015 to April 15, 2016.

Evan Roskosz was granted a leave of absence, full-time (6.5 hours per day), without pay, effective September 8, 2015 to June 30, 2016.

EDUCATIONAL ASSISTANT MATERNITY AND PARENTAL LEAVE

Kim Geswein was granted maternity and parental leave effective January 4, 2016 to September 5, 2016.

EDUCATIONAL ASSISTANT RESIGNATION

Jodee-Ann Pescitelli gave notice of intent to resign effective September 1, 2015.

BUS DRIVER APPOINTMENTS

Jaime Diaz was appointed to the position of Bus Driver, part-time, (4 hours per day) effective September 8, 2015.

Lyle Jeffery was appointed to the position of Bus Driver, part-time, (4 hours per day) effective September 8, 2015.

CUSTODIAN APPOINTMENT

Ashley Schneider was appointed to the position of Custodian, full-time, (8 hours per day) effective October 1, 2015.

STUDENT PARENT SUPPORT WORKER APPOINTMENTS

Travis Bighetty was appointed to a full-time (1.00) Student Parent Support Worker position effective August 31, 2015.

SUPERINTENDENTS' PERSONNEL REPORT

April Blackbird was appointed to a full-time (1.00) Student Parent Support Worker position effective August 31, 2015.

Jatin Dhabba was appointed to a full-time (1.00) Student Parent Support Worker position effective August 31, 2015.

Alexandria Van Dyck was appointed to a full-time (1.00) Student Parent Support Worker position effective August 31, 2015.

SUPERINTENDENTS' REPORT

The following matters were received as information:

- 2015 School Opening and Enrolment Report.

Trustee Sarbit in the Chair.

15B-015 By-Law No. 4-201

Ploszay / McFarlane

That By-Law No. 4-2015 for the purpose of borrowing the sum of \$3,278,500.00 Dollars for the purpose of the Elwick Community School Elevator and Grooming Room (\$317,800.00), Garden City Collegiate East Wing Exterior Wall Replacement (\$198,000.00), Victory School Stand Alone Childcare (\$6,100.00), New dual K-8 Amber Trails School (\$436,800.00), Maples Collegiate Science Labs Renovation (\$31,300.00), New K-5 French Immersion École Rivière-Rouge (\$2,238,900.00), Maples Collegiate Roof Replacement Phase 1 and 2 (\$49,600.00) be given second reading.

CARRIED

15B-016 By-Law No. 4-2015

Jaworski / Myskiw

That By-Law No. 4-2015 for the purpose of borrowing the sum of \$3,278,500.00 Dollars for the purpose of the Elwick Community School Elevator and Grooming Room (\$317,800.00), Garden City Collegiate East Wing Exterior Wall Replacement (\$198,000.00), Victory School Stand Alone Childcare (\$6,100.00), New dual K-8 Amber Trails School (\$436,800.00), Maples Collegiate Science Labs Renovation (\$31,300.00), New K-5 French Immersion École Rivière-Rouge (\$2,238,900.00), Maples Collegiate Roof Replacement Phase 1 and 2 (\$49,600.00) be given third and final reading, be signed and sealed.

CARRIED

15B-017 MET School - "Encounters with Canada" Program

Dabee / Ploszay

That the Board approve the MET School's request for Grade 10 students to attend a trip to Ottawa under the "Encounters with Canada" program in the Spring of 2016. CARRIED

15B-018 SOTA - Letter of Understanding

McFarlane / Sawka

That the Board sign the Letter of Understanding regarding C.V.E. Teacher, Electrical Trades and Technology Program with the Seven Oaks Teachers' Association. CARRIED

15B-019 West St. Paul Parent Advisory - Religious Exercises

Myskiw / Jaworski

That the Board approve the West St. Paul Parent Advisory Council's request to provide Religious Exercises through the Lord's Prayer for those parents who have requested it. CARRIED

SUPERINTENDENTS' REPORT**15B-020 2015 – 2016 Divisional Plan**

Ploszay / Jaworski

That the Board approve the 2015-2016 Divisional Plan. CARRIED

ADMINISTRATIVE REPORT**15B-021 Administrative Report**

Myskiw / McFarlane

That the Administrative Report be approved. CARRIED

Release of Holdback to Bockstael Construction Ltd.

That the Statutory Holdback in the amount of \$3,987.29 plus taxes and accumulated interest in relation to the Maples Collegiate Student Commons project be paid to Bockstael Construction Ltd., subject to the approval of the Board's solicitor.

ADMINISTRATIVE REPORT

Release of Holdback to Oakwood Roofing & Sheet Metal

That the Statutory Holdback in the amount of \$8,021.80 plus taxes and accumulated interest in relation to the Maples Collegiate Roof Replacement Phase 1 project be paid to Oakwood Roofing & Sheet Metal, subject to the approval of the Board's solicitor.

Release of Holdback to Oakwood Roofing and Sheet Metal

That the Statutory Holdback in the amount of \$5,403.10 plus taxes and accumulated interest in relation to the Maples Collegiate Roof Replacement Phase 1 project be paid to Oakwood Roofing and Sheet Metal, subject to the approval of the Board's solicitor.

Release of Holdback to Gardon Construction Ltd.

That the Statutory Holdback in the amount of \$71,798.87 plus taxes and accumulated interest in relation to the MET School Relocation project be paid to Gardon Construction Ltd., subject to the approval of the Board's solicitor.

Number TEN Architectural Group Invoice No. 14613

That Invoice No. 14613 for the Edmund Partridge Elevator and Grooming Room project in the amount of \$2,794.77 be paid to Number TEN Architectural Group.

Number TEN Architectural Group Invoice No. 14612

That Invoice No. 14612 for the Elwick Elevator and Grooming Room project in the amount of \$4,072.26 be paid to Number TEN Architectural Group.

Con-Pro Industries Canada Ltd. Certificate of Payment No. 4

That Certificate of Payment No. 4 for the Elwick Elevator and Grooming Room project in the amount of \$86,885.72 be paid to Con-Pro Industries Canada Ltd.

Statutory Holdback on Certificate of Payment No. 4

That the 7.5% Statutory Holdback on Certificate of Payment No. 4 for the Elwick Elevator and Grooming Room project in the amount of \$6,709.32 be paid to the Seven Oaks School Division/Con-Pro-453 account.

Expenditure Listing to September 15, 2015

That cheques #2160000 to #2160570, and #991, US cheques #216000 to #216013, direct deposits #20160000 to #20161072, and pre-authorized debits #2016000 to #2016039 in the amount of \$14,406,188.22 be approved.

Number TEN Architectural Group Invoice No. 14651

That Invoice No. 14651 for the MET School Relocation project in the amount of \$829.32 be paid to Number TEN Architectural Group.

ADMINISTRATIVE REPORT

Marrbeck Construction Ltd. Certificate of Payment No. 2

That Certificate of Payment No. 2 for the Maples Collegiate Science Lab upgrade project in the amount of \$71,875.50 be paid to Marrbeck Construction Ltd.

Statutory Holdback on Certificate of Payment No. 2

That the 7.5% Statutory Holdback on Certificate of Payment No. 2 for the Maples Collegiate Science Lab upgrade project in the amount of \$5,550.23 be paid to the Seven Oaks School Division/Marrbeck account.

KGS Group Consulting Engineers Invoice No. 70815

That Invoice No. 70815 for the R. F. Morrison Roof Replacement project in the amount of \$4,134.90 be paid to KGS Group Consulting Engineers.

HTFC Planning and Design

That Invoice No. 15042-2 for the École Rivière-Rouge Frog Habitat in the amount of \$498.75 be paid to HTFC Planning and Design.

Number TEN Architectural Group Invoice No. 14641

That Invoice No. 14641 for the Garden City Collegiate Skill Build addition project in the amount of \$7,059.68 be paid to Number TEN Architectural Group.

M. Block & Associates Ltd. Invoice No. W-2015-173

That Invoice No. W-2015-173 for the New École Rivière-Rouge project in the amount of \$787.50 be paid to M. Block & Associates Ltd.

Canotech Consultants Ltd. Certificate of Payment No. 8

That Certificate of Payment No. 8 for the Garden City Collegiate East Wall/Roof Replacement project in the amount of \$81,694.70 be paid to Canotech Consultants Ltd.

Landmark Planning & Design Inc. Invoice No. 3478

That Invoice No. 3478 for the MET School Relocation project in the amount of \$1,554.00 be paid to Landmark Planning & Design Inc.

Prairie Elevator & Lift Invoice No. 528

That Invoice No. 528 for the Maples Collegiate Elevator project in the amount of \$3,150.00 be paid to Prairie Elevator & Lift.

Prairie Architects Inc. Invoice No. 4659

That Invoice No. 4659 for the R.F. Morrison addition project in the amount of \$20,518.15 be paid to Prairie Architects Inc.

ADMINISTRATIVE REPORT

QCA Building Envelope Ltd. Invoice No. 928

That Invoice No. 928 for the R.F. Morrison addition project in the amount of \$315.00 be paid to QCA Building Envelope Ltd.

Number TEN Architectural Group Invoice No. 14709

That Invoice No. 14709 for the Edmund Partridge Elevator and Grooming Room project in the amount of \$22,007.80 be paid to Number TEN Architectural Group.

Number TEN Architectural Group Invoice No. 14708

That Invoice No. 14708 for the Elwick Elevator and Grooming Room project in the amount of \$8,537.19 be paid to Number TEN Architectural Group.

QCA Building Envelope Ltd. Invoice No. 893

That Invoice No. 893 for the New École Rivière-Rouge project in the amount of \$393.75 be paid to QCA Building Envelope Ltd.

Marrbeck Construction Ltd. Certificate of Payment No. 3

That Certificate of Payment No. 3 for the Maples Collegiate Science Lab upgrade project in the amount of \$182,725.15 be paid to Marrbeck Construction Ltd.

Statutory Holdback on Certificate of Payment No. 3

That the 7.5% Statutory Holdback on Certificate of Payment No. 3 for the Maples Collegiate Science Lab upgrade project in the amount of \$14,110.05 be paid to the Seven Oaks School Division/Marrbeck account.

Pinchin Ltd Invoice No. 300461

That Invoice No. 300461 for the R.F. Morrison addition project in the amount of \$7,995.75 be paid to Pinchin Ltd.

Number TEN Architectural Group Invoice No. 147522

That Invoice No. 14722 for the MET School Relocation project in the amount of \$293.18 be paid to Number TEN Architectural Group.

Pinchin Ltd. Invoice No. 308408

That Invoice No. 308408 for the Maples Collegiate Roof Replacement Phase II project in the amount of \$1,008.00 be paid to Pinchin Ltd.

Number TEN Architectural Group Invoice No. 14707

That Invoice No. 14707 for the Garden City Collegiate Skill Build addition project in the amount of \$5,995.00 be paid to Number TEN Architectural Group.

CORRESPONDENCE

- Nada Suresh, Environment Officer, Conservation and Water Stewardship. West St. Paul School Wastewater Treatment Plant.
- Marymound. Request for support to continue to provide vulnerable children the basic necessities.
- Manitoba School Boards Association. Learning Opportunities - 2015-2016 Calendar of Events.
- Manitoba Education and Advanced Learning. My Child in School website.
- Gerald Farthing, Deputy Minister, Manitoba Education and Advanced Learning. Public Schools Finance Board review of request for a new school in Precinct E.
- Darren Thomas, Risk Manager, Manitoba School Boards Association. 2015-2016 Student Accident Insurance information.
- Attendance Rate and Transiency Indicator - 2014-2015 School Year.
- Shipra Verma, Chief Electoral Officer, Elections Manitoba. The CitizenNext Video Challenge.
- Manitoba School Boards Association. e-bulletin, September 9, 2015.
- St. James Assiniboia School Division News Release. Craig McGregor, Re-elected Chair of the Board of Trustees. Cheryl Smukowich, Re-elected Vice Chair of the Board of Trustees.
- River East Transcona News Release. Colleen Carswell re-elected Chair of the Board of Trustees. Brian Olynik re-elected Vice Chair of the Board of Trustees.
- Darryl Gervais, Director, Manitoba Education and Advanced Learning. Supporting students with medical challenges.
- Proclamation for Peace Days 2015 - September 11 to September 21, 2015.
- Proclamation School Support Staff Recognition Week - September 2 to October 2, 2015.
- Jim Stewart, Manager, Neighbourhoods Alive, Manitoba Housing and Community Development. Project report confirmation and payment information regarding Centre Management 2013.
- Winnipeg School Division News Release. Trustee Mark Wasyliw was re-elected as Chair for the 2015-2016 school year. Trustee Sherri Rollins was elected as Vice-Chair for the 2015-2016 school year.
- Darren Thomas, Risk Manager, Manitoba School Boards Association. Back to School Risk Management Checklist.
- Heather Demetrioff, Director, Education and Communication Services. CSBA Congress 2016 Update.
- Manitoba School Boards Association. Webinar: Progress in Action, September 30, 2015 - 12:00 noon.
- Andrea Lawson, Project Leader, Public Schools Finance Board. Garden City Collegiate skill build project support letter.

CORRESPONDENCE

- Roman Matwyczuk, Retired Teacher, West Kildonan Collegiate. Thank you card for Retirement Dinner.
- The Manitoba Teacher - September 2015. Article: Oh, The Horror! (and other stuff). Saul Henteleff, teacher, Maples Collegiate spearheading the Seven Oaks Student Film Festival.
- James Allum, Minister of Education and Advanced Learning. Manitoba's Celebration of Excellence in Teaching - 2015/2016 Minister's Awards.

15B-022 Moved to Committee of the Whole at 8:02 p.m.

McFarlane / Santos
That the Board move into Committee of the Whole.

CARRIED

Trustee Dabee in the Chair.

SUPERINTENDENTS' REPORT

The following matters were received as information:

- 2015 ThoughtExchange Parent Survey.
- Maintenance Department Update.
- Manitoba School Boards Association Executive Information.
- Amber Trails Traffic Safety.

Trustee Myskiw commented on the recent Grand Opening of the Garden City Arena.

The meeting adjourned at 9:03 p.m.



Claudia Sarbit
Chairperson



Wayne Shimizu
Secretary-Treasurer