

MINI MINUTES

March 5, 2012

At its Regular Meeting of Monday, March 5, 2012 the Seven Oaks School Division Board of Trustees:

- The Board observed a minute of silence in memory of Walter Janzen, Teacher, Maples Collegiate.
- Received as information:
 - Amber Trails Design Review.
 - Collective Bargaining Update.
 - MSBA Regional Meeting Update.
 - Personnel Matters.
 - 2012-2013 Draft Budget.
 - High School Open Houses.
 - Maintenance Centre Relocation Update.
 - MSBA 2012 Convention Resolutions.
 - Student Incident Summary Report.
 - James Dube Spraggs Adjusters Ltd. – Claim Update.
 - West Kildonan Collegiate TAA Lab.
- Approved that By-Law No. 1-2012 for the purpose of borrowing the sum of \$1,080,700.00 dollars for the purpose of the École Constable Edward Finney Roof Replacement (\$78,600.00); Seven Oaks Middle School Ventilation Upgrade (\$136,800.00); Maples Collegiate Roof Replacement (\$328,700.00); West St. Paul Grooming Room, Elevator and Lift (\$401,300.00) and the Modular Classroom Installation Project at A.E. Wright, Belmont, Leila North and O.V. Jewitt Community Schools (\$135,300.00) be given second reading.
- Approved that By-Law No. 1-2012 for the purpose of borrowing the sum of \$1,080,700.00 dollars for the purpose of the École Constable Edward Finney Roof Replacement (\$78,600.00); Seven Oaks Middle School Ventilation Upgrade (\$136,800.00); Maples Collegiate Roof Replacement (\$328,700.00); West St. Paul Grooming Room, Elevator and Lift (\$401,300.00) and the Modular Classroom Installation Project at A.E. Wright, Belmont, Leila North and O.V. Jewitt Community Schools (\$135,300.00) be given third and final reading, be signed and sealed.
- Received R.F. Morrison School's request to hold religious exercises for the 2012-2013 School Year.
- Approved that the Division sign the Services/Fee Agreement with Number Ten Architectural Group for the Garden City Collegiate Science Labs Upgrade.
- Approved for payment:
 - Cheques #2121010-#2122332 and #360-#393, US\$ cheques #212083-#212099, direct deposits #20123576-#20124189 and pre-authorized debits #201073-#201084 in the amount of \$2,226,886.27.
 - Invoice No. 1207-02 for the Maples Roof Phase 1 project in the amount of \$2,787.61 be paid to Affinity Firestop Consultants.
 - Invoice No. 630811 for the Maples Roof Phase 1 project in the amount of \$1,312.50 be paid to D.K. Bennett & Associates.

- Invoice No. 631712 for the Maples Roof Phase 1 project in the amount of \$1,575.00 be paid to D.K. Bennett & Associates.
- Invoice No. 632412 for the Maples Roof Phase 1 project in the amount of \$2,362.50 be paid to D.K. Bennett & Associates.
- Invoice No. 5151 for the École Leila North Interior Reno for washroom facilities in the amount of \$729.35 be paid to MCM Architects Inc.
- Invoice No. 5159 for the Multiple Portable Relocation in the amount of \$4,551.75 be paid to MCM Architects Inc.
- Certificate of Payment No. 2 for the Leila North Interior Renovation for Washroom Facilities project in the amount of \$20,884.73 be paid to National Refrigeration Heating.
- 7-1/2% Statutory Holdback on Certificate of Payment No. 2 for the Leila North Interior Renovation for Washroom Facilities project in the amount of \$1,511.92 be paid to the SOSD/National Refrigeration 435 Leila North Washroom account.
- 7-1/2% Statutory Holdback in the amount of \$6,473.04 plus GST, RST and interest earned in relation to the Leila North Interior Renovation for Washroom Facilities project be paid to National Refrigeration Heating, subject to the approval of the Board's solicitor.
- Invoice No. 10292 for the West St. Paul Elevator project in the amount of \$2,815.84 be paid to Number Ten Architectural Group.
- Invoice No. 10423 for the West St. Paul Elevator project in the amount of \$50.84 be paid to Number Ten Architectural Group.
- Certificate of Payment No. 7 for the Maples Roof Phase 1 project in the amount of \$134,280.00 be paid to Oakwood Roofing & Sheet Metal.
- 7-1/2% Statutory Holdback on Certificate of Payment No. 7 for the Maples Roof Phase 1 project in the amount of \$10,369.11 be paid to the SOSD/Oakwood Roof-442 Maples Roof Phase 1 account.
- Invoice No. 5532 for the Victory Site Day Care project in the amount of \$9,975.00 be paid to Shepherd & Stevens.
- Approved the following Policies for inclusion in the Policy Manual:
 - Policy GABD-R - Safety Permit: Hot Work
 - Policy GABGF - Hearing Conservation Program
 - Revised Policy GCBAY - Custodial Day Team Leader
 - Revised Policy GCBAW - Custodial Night Team Leader
 - Revised Policy GAF - Freedom from Workplace Violence
 - Revised Policy GAF-R - Guide to Investigating Violent Workplace Incidents
 - Revised Policy GAF-R1 – Violent Incident Report
 - Policy GAF-R2 - Violent Incident Investigation Summary Report
- Approved the following Policies for deletion from the Policy Manual:
 - Policy GCBAX - Head Custodian Class II
 - Policy GCBAXA - Custodian Class II Nights
 - Policy GCBAY - Head Custodian Central Office - Class II
 - Policy GCBAZ - Night Custodian Class I
 - Policy GCCAA - Custodial Aide
- Conference Reports received from:
 - Michael Pohorily, Director, Information Technology Centre: Florida Educational Technology Conference, January 23 to 26, 2012 - Orlando, Florida.

- Cathy Horbas, Principal, West St. Paul School: Leading and Learning Conference - Critical Leadership for Sustainable Change, February 16 & 17, 2012 - Winnipeg, Manitoba.
- Melanie Dubois, Teacher Assistant, Constable Finney: Grant MacEwan Conference, February 24 to 25, 2012 - Edmonton, Alberta.
- Rene Harsant, Teacher Assistant, École Leila North: Grant MacEwan Conference, February 24 to 25, 2012 - Edmonton, Alberta.
- Correspondence received:
 - MSBA Executive Highlights February 6, 2012.
 - Agriculture in the Classroom: All Star Driver Award - 2012.
 - Recycle Now Contest!: Environmental Speakers Bureau - Green Action Centre.
 - Heather Demetrioff, Associate Director, Manitoba School Boards Association: Set up of Displays and Award Presentation for the 2012 Premier Award for School Board Innovation - Thursday, March 15, 2012.
 - Ladies of the Knights of Rizal: Annual Oratorical Contest on the life of Dr. Jose Rizal.
 - Pat Shuttleworth, School Bus Transportation Consultant: Review of transportation system.
 - Heather Demetrioff, Associate Director, MSBA: Recipients of the Student Citizenship Awards.
 - Aileen Najduch & Jean-Vianney Auclair, Assistant Deputy Ministers, Manitoba Education: Provincial Report Card Implementation.
 - Robert Rivard, President, MSBA: Letter to Gerald Farthing, Deputy Minister, regarding physical space allocations for primary classrooms.
 - MSBA e-bulletin - February 16, 2012.
 - Nancy Allan, Minister of Education: Scientists in the Classroom Grant.
 - George Marshall, Vice-Chair, Board of Trustees, RETSD: Letter of support for nomination of Trustee Peter Kotyk for the position of Vice-President (School Boards larger than 6,000) of the Manitoba School Boards Association and Trustee Wayne Ritcher for position of Director, Region 5.
 - Credit Department, Shanahan's Limited Partnership: Notice of claim against Falcon Creek Industries Inc. Bond No. 2111-7390, Seven Oaks School Division Modular Classroom project.
 - Rick Dedi, Executive Director, Public Schools Finance Board: Urban Schools - Portable Classroom Site Work.
 - Lorraine Maciboric, Executive Director, The Tallman Foundation: The Tallman Foundation donation to H.C. Avery School for a Smart Board.
 - Justin Rempel, Labour Relations Consultant, MSBA: MUST Fund July 1, 2012 Fee Assessment.
 - Labour Relations, Manitoba School Boards Association: February 2012 Update - CPI, Unemployment Rate, Regional Trends.
 - Manitoba News Release: February 23, 2012 - Province to Provide \$300,000 in New Funding for Respect in School Program: Allan.
 - Ingrid Kennedy, Retired Teacher: Thank you card for the Retirement dinner at the Fairmont, June 2011.

- Manitoba Education: 2011 Enrolment Report: September 30, 2011 Enrolment Report - available on the Manitoba Education website at http://www.edu.gov.mb.ca/k12/finance/sch_enrol/index.html .
- Granted full-time (1.00) leaves of absence, without pay to: Marcel Bérubé, effective September 4, 2012 to June 28, 2013; Anne-Marie Dooner, effective September 4, 2012 to June 28, 2013; Corinne Krestanowich, effective September 4, 2012 to June 28, 2013.
- Received notice of intent to retire effective June 29, 2012 from: Roberta Bandfield, Wendy Bergman, Linda Bakowski, Cindy Blicq, Val Czarnecki, Susan Gradt, Karen Hartikainen, Jean-Joseph Ismé, Linda Kuryk, Margaret Levesque, Sharon Lisowski, Margaret Mulvenna, Marlene Onysko, Janet Peters, Cynthia Stevenson, Linda Swack, Carol Turton.
- Appointed the following to full-time (1.00) Limited Teacher-General (Term) contracts: George Hanna, effective February 6, 2012 to June 29, 2012; Amanda Kuyp, effective January 27, 2012 (indefinite); Alison Lynch, effective February 13, 2012 to June 29, 2012.
- Appointed the following to full-time (1.00) Limited Teacher-General (Term) contracts effective September 4, 2012 to June 28, 2013: Mark Behrendt, Barbara Bottle, Mitchell Catacutan, Aneil Bahadoosingh, Lynnette Navarro, Christopher Pereira, Amy Ogidan, Tasha Spillett, Eric Sung, Lindsay Weppler.
- Granted the full-time (1.00) secondment of Chris Carman to Manitoba Education effective September 1, 2012 to June 28, 2013.
- Received notice of intent to resign from Jannah Rittberg, effective June 29, 2012; Loretta Kirkness, effective February 20, 2012; Kasia James, effective February 17, 2012.
- Appointed Kathleen Lukas to a Substitute Teacher contract effective the 2011-2012 school year.
- Appointed Nichole Karpoff to a part-time (4 hours per day) educational assistant effective February 21, 2012.
- Appointed the following to full-time (35 hours per week) Student Parent Support Worker positions: Vanessa Koch, effective February 8, 2012; Rachel O'Connor, effective February 3, 2012.