

MINUTES OF THE REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES OF THE SEVEN OAKS SCHOOL DIVISION HELD ON MONDAY, MARCH 5, 2012 AT 6:00 P.M., AT THE BOARD OFFICES, 830 POWERS STREET, WINNIPEG, MANITOBA, R2V 4E7.

PRESENT	Evelyn Myskiw	Chairperson
	Edward P. Ploszay	Vice-Chairperson
	Derek Dabee	Trustee
	Teresa Jaworski	Trustee
	Cory Juan	Trustee
	Bill McGowan	Trustee
	Claudia Sarbit	Trustee
	Richard Sawka	Trustee
REGRETS	Ric Dela Cruz	Trustee
IN ATTENDANCE	Brian O'Leary	Superintendent
	Duane Brothers	Assistant Superintendent
	Lydia Hedrich	Assistant Superintendent
	Edie Wilde	Assistant Superintendent
	Wayne Shimizu	Secretary-Treasurer
	Gaylene Schroeder-Nishimura	Asst. Secretary-Treasurer
	Donna Herold	Administrative Assistant

Trustee Myskiw in the Chair.

The meeting was called to order at 6:03 p.m.

MINUTES

Approved the minutes of the Regular Board Meeting of Monday, February 6, 2012.

11-086– Approval of the Agenda

Sawka / McGowan

That the agenda for this meeting be approved as amended.

Carried

The Board observed a minute of silence in memory of Walter Janzen, Teacher, Maples Collegiate.

11-087 – Moved to Committee of the Whole at 6:08 p.m.

Juan / Dabee

That the Board move into Committee of the Whole.

Carried

Trustee Ploszay in the Chair.

6:09 p.m. Presentation: Amber Trails Design Review
Dudley Thompson, Prairie Architect.

OFFICERS' REPORT

- Trustees Jaworski and Sawka reported on developments arising from collective bargaining.
- Trustee Juan reported on the MSBA Regional meeting.

SUPERINTENDENTS' PERSONNEL REPORT

11-088 – Superintendents' Personnel Report

Jaworski / Juan

That the Superintendents' Personnel Report be ratified.

Carried

ADMINISTRATOR LEAVES OF ABSENCES

Granted Marcel Bérubé a full-time (1.00) leave of absence, without pay, effective September 4, 2012 to June 28, 2013.

Granted Anne-Marie Dooner a full-time (1.00) leave of absence, without pay, effective September 4, 2012 to June 28, 2013.

ADMINISTRATOR RETIREMENT

Received notice of intent to retire from Karen Hartikainen effective June 29, 2012.

TEACHER APPOINTMENTS

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)

SUPERINTENDENTS' PERSONNEL REPORT

Alison Lynch, effective February 13, 2012 to June 29, 2012

Appointed the following to Limited Teacher-General (Term) contracts effective September 4, 2012 to June 28, 2013:

Mark Behrendt (1.00)	Christopher Pereira (1.00)
Barbara Bottle (1.00)	Amy Ogidan (1.00)
Mitchell Catacutan (1.00)	Tasha Spillett (1.00)
Aneil Bahadoosingh (1.00)	Eric Sung (1.00)
Lynnette Navarro (1.00)	Lindsay Weppler (1.00)

TEACHER MATERNITY AND PARENTAL LEAVES

Granted Judy Gravito Forbes maternity and parental leave effective March 26, 2012 to October 31, 2012.

Granted parental leave to the following:

Scott Main, effective April 9, 2012 to May 7, 2012

Curtis Walker, effective April 2, 2012 to June 29, 2012

TEACHER LEAVE OF ABSENCE

Granted Corinne Krestanowich a full-time (1.00) leave of absence, without pay, effective September 4, 2012 to June 28, 2013.

TEACHER SECONDMENT

Granted Chris Carman a full-time (1.00) secondment to Manitoba Education as a Consultant for Mathematics in the Instruction, Curriculum and Assessment Branch effective September 1, 2012 to June 28, 2013.

TEACHER RETIREMENTS

Received notice of intent to retire effective June 29, 2012 from:

Roberta Bandfield	Jean-Joseph Ismé
Wendy Bergman	Margaret Mulvenna
Cindy Blicq	Janet Peters
Valery Czarnecki	Cynthia Stevenson

TEACHER RESIGNATION

Received notice of intent to resign from Jannah Rittberg effective June 29, 2012.

SUPERINTENDENTS' PERSONNEL REPORT

SUBSTITUTE TEACHER APPOINTMENT

Appointed Kathleen Lukas to a Substitute Teacher contract effective the 2011-2012 school year.

EDUCATIONAL ASSISTANT APPOINTMENT

Appointed Nichole Karpoff to a part-time (4 hours per day) Educational Assistant effective February 21, 2012.

EDUCATIONAL ASSISTANT RETIREMENTS

Received notice of intent to retire effective June 29, 2012 from:

Susan Gradt
Margaret Levesque
Marlene Onysko

Linda Swack
Carol Turton

EDUCATIONAL ASSISTANT RESIGNATION

Received notice of intent to resign from Loretta Kirkness effective February 20, 2012.

SECRETARY RETIREMENTS

Received notice of intent to retire effective June 29, 2012 from:

Linda Bakowski

Linda Kuryk

Sharon Lisowski

STUDENT PARENT SUPPORT WORKER APPOINTMENTS

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

VOLUNTEER COORDINATOR RESIGNATION

Received notice of intent to resign from Kasia James effective February 17, 2012.

SUPERINTENDENTS' REPORT

The following matters were received as information:

- Personnel Matters.
- 2012-2013 Draft Budget Update.
- High School Open Houses.
- Maintenance Centre Relocation Update.
- MSBA 2012 Convention Resolutions.
- Student Incident Summary Report.
- James Dubé Spraggs Adjuster Ltd. – Claim update.
- West Kildonan Collegiate TAA Lab.

Trustee Myskiw in the Chair.

11-089 – By-Law No. 1-2012

McGowan / Sarbit

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.

Carried

Juan / Dabee

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.

Carried

CONSENT AGENDA

11-090 – Consent Agenda

Jaworski / McGowan

That the Consent Agenda be approved.

Carried

CONSENT AGENDA

Religious Exercises - R.F. Morrison School

Received R.F. Morrison School's request to hold religious exercises for the 2012-2013 School Year.

Number Ten Architectural Group - Services/Fee Agreement

That the Division sign the Services/Fee Agreement with Number Ten Architectural Group for the Garden City Collegiate Science Labs Upgrade.

February 2012 Expenditure Listing

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 be approved.

Affinity Firestop Consultants Invoice No. 1207-02

That Invoice No. 1207-02 for the Maples Roof Phase 1 project in the amount of \$2,787.61 be paid to Affinity Firestop Consultants.

D.K. Bennett & Associates Invoice No. 630811

That Invoice No. 630811 for the Maples Roof Phase 1 project in the amount of \$1,312.50 be paid to D.K. Bennett & Associates.

D.K. Bennett & Associates Invoice No. 631712

That Invoice No. 631712 for the Maples Roof Phase 1 project in the amount of \$1,575.00 be paid to D.K. Bennett & Associates.

D.K. Bennett & Associates Invoice No. 632412

That Invoice No. 632412 for the Maples Roof Phase 1 project in the amount of \$2,362.50 be paid to D.K. Bennett & Associates.

MCM Architects Inc. Invoice No. 5151

That 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.

CONSENT AGENDA

MCM Architects Inc. Invoice No. 5159

That Invoice No. 5159 for the Multiple Portable Relocation in the amount of \$4,551.75 be paid to MCM Architects Inc.

National Refrigeration Heating Certificate of Payment No. 2

That 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.

Statutory Holdback on National Refrigeration Certificate of Payment No. 2

That the 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.

Release of Holdback to National Refrigeration Heating

That 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.

Number Ten Architectural Group Invoice No. 10292

That Invoice No. 10292 for the West St. Paul Elevator project in the amount of \$2,815.84 be paid to Number Ten Architectural Group.

Number Ten Architectural Group Invoice No. 10423

That Invoice No. 10423 for the West St. Paul Elevator project in the amount of \$50.84 be paid to Number Ten Architectural Group.

Oakwood Roofing & Sheet Metal Certificate of Payment No. 7

That 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.

Statutory Holdback on Oakwood Roofing Certificate of Payment No. 7

That 7-1/2% Statutory Holdback on Certificate of Payment No. 7 for the Maples

CONSENT AGENDA

Roof Phase 1 project in the amount of \$10,369.11 be paid to the SOSD/Oakwood Roof-442 Maples Roof Phase 1 account.

Shepherd & Stevens Invoice No. 5532

That Invoice No. 5532 for the Victory Site Day Care project in the amount of \$9,975.00 be paid to Shepherd & Stevens.

POLICY COMMITTEE

11-091 – Policy GABD-R Safety Permit: Hot Work

Jaworski

Approved Policy GABD-R Safety Permit: Hot Work for inclusion in the Policy Manual. **Carried**

11-092 – Policy GABGF Hearing Conservation Program

McGowan

Approved Policy GABGF Hearing Conservation Program for inclusion in the Policy Manual. **Carried**

11-093 – Policy GCBV Custodial Day Team Leader

Jaworski

Approved revised Policy GCBV Custodial Day Team Leader for inclusion in the Policy Manual. **Carried**

11-094 – Policy GCBW Custodial Night Team Leader

Jaworski

Approved revised Policy GCBW Custodial Night Team Leader for inclusion in the Policy Manual. **Carried**

11-095 – Policy GCBX Head Custodian Class II

Jaworski

Approved Policy GCBX Head Custodian Class II be deleted from the Policy Manual. **Carried**

POLICY COMMITTEE**11-096 – Policy GCBAXA Custodian Class II Nights**

Jaworski

Approved Policy GCBAXA Custodian Class II Nights be deleted from the Policy Manual.

Carried**11-097 – Policy GCBAY Head Custodian Central Office Class II**

Jaworski

Approved Policy GCBAY Head Custodian Central Office Class II be deleted from the Policy Manual.

Carried**11-098 – Policy GCBAZ Night Custodian Class I**

Jaworski

Approved Policy GCBAZ Night Custodian Class I be deleted from the Policy Manual.

Carried**11-099 – Policy GCCAA Custodial Aide**

Jaworski

Approved Policy GCCAA Custodial Aide be deleted from the Policy Manual.

Carried**11-100 – Policy GAF Freedom from Workplace Violence**

Jaworski

Approved revised Policy GAF Freedom from Workplace Violence for inclusion in the Policy Manual.

Carried**11-101 – Policy GAF-R Guide to Investigating Violent Workplace Incidents**

Jaworski

Approved revised Policy GAF-R Guide to Investigating Violent Workplace Incidents for inclusion in the Policy Manual.

Carried**11-102 – Policy GAF-R1 Violent Incident Report**

Jaworski

Approved revised Policy GAF-R1 Violent Incident Report for inclusion in the Policy Manual.

Carried

POLICY COMMITTEE

11-103 – Policy GAF-R2 Violent Incident Investigation Summary Report

Jaworski

Approved revised Policy GAF-R2 Violent Incident Investigation Summary Report for inclusion in the Policy Manual. Carried

ITEMS OF INFORMATION

Trustee Sarbit discussed the possibility of banning disposable plastic water bottles from the division. Administration will follow-up and item tabled for a meeting at a later date.

CONFERENCE REPORTS

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

- 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 Demetriooff, 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 Demetriooff, Associate Director, MSBA: Recipients of the Student Citizenship Awards.

CORRESPONDENCE

- 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 .

ADJOURNMENT

The meeting adjourned at 10:09 p.m.

Chairperson

Secretary-Treasurer