

MINUTES OF THE REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES OF THE SEVEN OAKS SCHOOL DIVISION HELD ON MONDAY, JUNE 17, 2013 AT 6:00 P.M., AT THE BOARD OFFICES, 830 POWERS STREET, WINNIPEG, MANITOBA, R2V 4E7.

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

Trustee Ploszay in the Chair.

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

MINUTES

Approved the minutes of Regular Board Meeting of Monday, June 3, 2013.

12-158 – Approval of the Agenda

McGowan / Juan

That the agenda for this meeting be approved as listed.

Carried

12-159 – Moved to Committee of the Whole at 6:04 p.m.

Jaworski / Sawka

That the Board move into Committee of the Whole.

Carried

Trustee Sarbit in the Chair.

OFFICERS' REPORT

- The Board was informed of the new SOTA Executive for 2013-2014.
- Trustee Juan reported on the recent MSBA Regional meeting.

SUPERINTENDENTS' PERSONNEL REPORT

12-160 – Superintendents' Personnel Report

Dela Cruz / Juan

That the Superintendents' Personnel Report be ratified.

Carried

TEACHER APPOINTMENTS

Krista Koblun was appointed to a full-time (1.00) Teacher General (Permanent) contract effective September 3, 2013.

Appointed the following to Limited Teacher-General (Term) contracts effective September 3, 2013 to June 27, 2014:

Barbara Bottle (1.00)	Carrie Lundy (1.00)
Jennifer Bouskill (1.00)	Alison Lynch (1.00)
Marlee Bragg (1.00)	Lorraine Maciboric (1.00)
Rory Brett (1.00)	Elliot MacDonald (1.00)
Karl Campbell (1.00)	Andrea Mair (.50)
Megan Czemerzys (1.00)	Talia Medwick (1.00)
Lisa Dasiewicz (1.00)	Sarah Murray (1.00)
Melissa Denoon (1.00)	Mary Oscarson (1.00)
Lianne Fournier (1.00)	Porfiria Pedrina (1.00)
Michael Galenda (1.00)	Christopher Pereira (1.00)
Michelle Giesbrecht (1.00)	Amanda Rivers (1.00)
George Hanna (1.00)	Bryan Robertson (1.00)
Nicole Haworth (1.00)	Lesley Roy (1.00)
John Holmes (1.00)	Tasha Spillet (1.00)
Rodine Isfeld (1.00)	Julie Springer (1.00)
Larisa Kaiser (1.00)	Kelly Stokotelnny (1.00)
Yared Keleta (1.00)	Aaron Story (1.00)
Carly Korsunsky (1.00)	Michelle Thompson (1.00)
Carmelle Kozak (1.00)	Vanessa Wall (1.00)
Jordan Laidlaw (.60)	Nicholas Wiebe (1.00)
Lynnea Luna (1.00)	Ciara Ziegler (1.00)

SUPERINTENDENTS' REPORT

Amber Brown was appointed to a full-time (1.00) Limited Teacher-General (Term) contract effective September 3, 2013 to May 13, 2014.

Steven Collier was appointed to a full-time (1.00) Limited Teacher-General (Term) contract effective September 3, 2013 – indefinite.

Crystal Gibb was appointed to a full-time (1.00) Limited Teacher-General (Term) contract effective September 3, 2013 to April 17, 2014.

Nerisa Miao was appointed to a full-time (1.00) Limited Teacher-General (Term) contract effective September 3, 2013 to January 24, 2014.

Toshio Nishimura was appointed to a full-time (1.00) Limited Teacher-General (Term) contract effective September 3, 2013 to February 28, 2014.

Maribeth Tabanera was appointed to a full-time (1.00) Limited Teacher-General (Term) contract effective November 12, 2013 to June 27, 2014.

CLINICIAN APPOINTMENTS

Annette Alix Roussin was appointed to a part-time (.80) Limited Teacher-General (Term) contract effective September 3, 2013 to June 27, 2014.

Ashley Bolt was appointed to a full-time (1.00) Limited Teacher-General (Term) contract effective September 3, 2013 to June 27, 2014.

Daniel Buchanan was appointed to a part-time (.50) Teacher General (Permanent) contract effective September 3, 2013.

Kathleen German was appointed to a full-time (1.00) Teacher General (Permanent) contract effective September 3, 2013.

Andrea MacDonald was appointed to a part-time (.70) Limited Teacher-General (Term) contract effective September 3, 2013 to June 27, 2014.

SUBSTITUTE TEACHER APPOINTMENT

Matthew MacLeod was appointed to a Substitute Teacher contract effective the 2012-2013 school year.

TEACHER LEAVE OF ABSENCES

The following were granted leaves of absence, without pay, effective the 2013-

SUPERINTENDENTS' REPORT

2014 school year:

Lindsay Brown (.31)

Nathalie Rousseau (.50)

Catherine Johnson was granted a leave of absence, part-time (.50), without pay, effective November 12, 2013 to June 27, 2014.

Diana Tabor was granted a leave of absence, full-time (1.00), without pay, effective November 8, 2013 to June 27, 2014.

Becky Walter was granted a leave of absence, full-time (1.00), without pay, effective February 8, 2014 to June 27, 2014.

TEACHER MATERNITY AND PARENTAL LEAVES

Amber Anderson was granted parental leave effective September 3, 2013 to May 4, 2014.

Stephan Carson was granted parental leave effective January 6, 2014 to June 27, 2014.

Tina Lindsay was granted maternity and parental leave effective September 3, 2013 to June 27, 2014.

Sara Neufeld was granted maternity and parental leave effective July 12, 2013 to July 11, 2014.

Alex Rothney was granted parental leave effective September 3, 2013 to September 1, 2014.

Trisha Volk was granted maternity and parental leave effective September 16, 2013 to September 1, 2014.

TEACHER DEFERRED SALARY LEAVE

Amy Ogidan was granted deferred salary leave effective the 2017 – 2018 school year.

TEACHER RESIGNATION

Shannon Stymiest-Tatchell gave notice of intent to resign effective June 28, 2013.

SUPERINTENDENTS' REPORT

The following matters were received as information:

- PWI Insurance Renewal Report 2013.
- Sadok Nursery - R.F. Morrision School Update.
- Seven Oaks School Division Phone Systems Update.
- New Automatic Fare Collection system Conceptual Model Update.

12-161 – Maples Commons Tender Award

McGowan / Dela Cruz

Approved that Bockstael Construction Limited be awarded the Maples Commons Tender on the basis of lowest acceptable bid.

Carried

12-162 – 2013-2014 Musical Instrument Tender

Jaworski / Dela Cruz

Approved that the 2013-14 Musical Instrument Tender be awarded to St. John's Music on the basis of lowest bid.

Carried

Trustee Ploszay in the Chair.

12-163 – 2012-2013 Board Calendar

Myskiw / Juan

Approved that the Regular Board meeting scheduled for Monday, August 26, 2013 be moved to Thursday, August 29, 2013.

Carried

12-164 – 2013-2014 Board Calendar

Sarbit / Juan

Approved that the 2013-2014 Board Calendar be approved as listed.

- Inaugural Board Meeting: September 9, 2013.
- Regular Board Meetings: September 9, 2013; September 30, 2013; October 28, 2013; November 4, 2013; November 25, 2013; December 9, 2013; January 13, 2014; January 27, 2014; February 3, 2014; March 3, 2014; March 10, 2014; April 7, 2014; April 21, 2014; May 5, 2014; June 2, 2014; June 16, 2014; August 28, 2014.
- Informal Board Meetings: September 23, 2013; October 7, 2013; November 18, 2013; December 2, 2013; January 20, 2014; February 10, 2014; April 14, 2014; May 12, 2014.
- Public Budget Meeting: February 24, 2014.
- Board Retreat: August 22 & 23, 2014.

Carried

12-165 – Student Accident Insurance 2013-2014

Jaworski / Dabee

Approved that the Board endorse the Manitoba School Boards Association Reliable Life Student Accident Insurance Program for the 2013-2014 school year and that we continue to update the link on the Division's webpage. **Carried**

12-166 – Consent Agenda

Dela Cruz / Juan

That the Consent Agenda be approved. **Carried**

Renew Support of Emergency Response Plan

That the Seven Oaks School Division renew its support of the Emergency Response Plan of the Rural Municipality of West St. Paul and Middlechurch Home of Winnipeg Inc. by providing resources such as the use of schools, buses, temporary shelter and other related equipment as may be required.

Lease Agreement with YMCA-YWCA of Winnipeg

That the Board sign a lease agreement for the September 1, 2013 to June 30, 2014 term with the YMCA-YWCA of Winnipeg for the rental of Room 118 at West Kildonan Collegiate for their After School Program at a rental fee of \$164.80 per month.

Summer Approvals

That the Superintendent or his designate approve the awarding of all tenders and capital payments on a regular basis during the months of July and August, and report the approvals at the Regular Board Meeting on Thursday, August 29, 2013.

May 2013 Expenditure Listing

That cheques #2133255-#2133567 and #660-#684, US\$ cheques #213147-#213152, direct deposits #20135870-#20136657 and pre-authorized debits #201241-#201257 in the amount of \$2,945,055.63 be approved.

Agassiz Consulting Group Ltd. Invoice No. 9059

That Invoice No. 9059 for the Maples Collegiate Roof Phase 2 project in the amount of \$1,315.28 be paid to Agassiz Consulting Group Ltd.

Bockstael Construction Certificate of Payment No. 1

That Certificate of Payment No. 1 for the Amber Trails School project in the

CONSENT AGENDA

amount of \$415,306.50 be paid to Bockstael Construction Limited.

Statutory Holdback on Bockstael Construction Limited Certificate of Payment No. 1

That the Statutory Holdback on Certificate of Payment No. 1 for the Amber Trails School project in the amount of \$32,070.00 be paid to the SOSD/Bockstael Construction account.

Loewen Mechanical Ltd. Certificate of Payment No. 1

That Certificate of Payment No. 1 for the Maples Geothermal project in the amount of \$51,800.00 be paid to Loewen Mechanical Ltd.

Statutory Holdback on Loewen Mechanical Ltd. Certificate of Payment No. 1

That the Statutory Holdback on Certificate of Payment No. 1 for the Maples Geothermal project in the amount of \$3,750.00 be paid to the SOSD/Loewen Mechanical-448 Maples Geothermal account.

Master Roofing Ltd. Certificate of Payment No. 6

That Certificate of Payment No. 6 for the Maples Roof Phase 2 in the amount of \$69,177.29 be paid to Master Roofing Ltd.

Statutory Holdback on Master Roofing Ltd. Certificate of Payment No. 6

That the Statutory Holdback on Certificate of Payment No. 6 for the Maples Roof Phase 2 in the amount of \$5,341.88 be paid to the SOSD/Master Roof-447 Maples Roof Phase II account.

Master Roofing Ltd. Certificate of Payment No. 7

That Certificate of Payment No. 7 for the Maples Roof Phase 2 in the amount of \$73,329.38 be paid to Master Roofing Ltd.

Statutory Holdback on Master Roofing Ltd. Certificate of Payment No. 7

That the Statutory Holdback on Certificate of Payment No. 7 for the Maples Roof Phase 2 in the amount of \$5,662.50 be paid to the SOSD/Master Roof-447 Maples Roof Phase II account.

Number Ten Architectural Group Invoice No. 12054

That Invoice No. 12054 for the Elwick Elevator and Grooming Room project in the amount of \$3,895.88 be paid to Number Ten Architectural Group.

CONSENT AGENDA

Number Ten Architectural Group Invoice No. 12055

That Invoice No. 12055 for the Edmund Partridge Elevator and Grooming Room project in the amount of \$3,895.88 be paid to Number Ten Architectural Group.

PSA Studio Inc. Invoice No. 13094

That Invoice No. 13094 for the 2013 Portables (Belmont and West St. Paul) in the amount of \$8,760.78 be paid to PSA Studio Inc.

The Public Schools Finance Board Payment Request for 2012 Portables

That as per the instructions of The Public Schools Finance Board in their letter dated June 6, 2013 for the portable classroom relocations (A.E. Wright, O.V. Jewitt and James Nisbet) for the 2012-13 year, the amount of \$1,132,558.00 be paid to The Public Schools Finance Board in lieu of payment to the contractor. Note that, upon receipt of the cheque, the Schools' Finance Branch will initiate the process to debenture the project support for costs.

Stantec Consulting Invoice No. 767306

That Invoice No. 767306 for the 2012 Portables (45, 46, 47 FY12) project in the amount of \$1,058.82 be paid to Stantec Consulting.

Western Financial Group - Invoice No. 6882539

That Invoice No. 6882539 for the Amber Trails School project in the amount of \$2,138.93 be paid to Western Financial Group Insurance Solutions.

Western Financial Group Insurance Solutions Invoice No. 6882540

That Invoice No. 6882540 for the Amber Trails School project in the amount of \$66,092.83 be paid to Western Financial Group Insurance Solutions.

Kelly Henderson, Manager, Finance and Administration, MSBA

That Invoice No. IN4576 for the 2013-14 MSBA Membership Fees in the amount of \$95,672.39 be paid to Manitoba School Boards Association.

CONFERENCE REPORTS

Barb Cerilli, Principal, Victory School: AERA 2013 Conference, April 2 to May 1, 2013 - San Francisco, California.

CORRESPONDENCE

- Alvin Catamisan, Manager, KPMG LLP Chartered Accountants: Report on the results of March 31, 2013 audit.
- Alvin Catamisan, Manager, KPMG LLP Chartered Accountants: Auditor's Report on the Seven Oaks School Divisions' Schedule of Compensation for the year ended December 31, 2012.
- Kelly Henderson, Manager Finance & Administration, Manitoba School Boards Association: Pension Plan for Non-Teaching Employees of Public School Boards in Manitoba - 2012 Annual Report.
- Kelly Henderson, Manager, Finance & Administration, MSBA: Travel Accident Insurance.
- R. John Weselake, A/Executive Director, PSFB: Maples Collegiate Institute Roof Replacement Phase 1.
- R. John Weselake, A/Executive Director, PSFB: Portable Classroom Relocations for the 2012-13 year.
 - Arthur E. Wright - 2 Portable Classrooms
 - James Nisbet - 3 Portable Classrooms
 - O.V. Jewitt - 3 Portable Classrooms
- R. John Weselake, A/Executive Director, PSFB: Request for School Division 2014-15 to 2019-20 Five-Year Capital Plan Updates for The Public Schools Finance Board.
- Nancy Allan, Minister of Education: Manitoba Scientists in the Classroom Grant awarded to Maples Collegiate.
- Aileen Najduch, Assistant Deputy Minister, School Programs Division, Manitoba Education: Learning to Age 18 Coordinator Grant.
- Mark Sefton, Chair, Board of Trustees, Brandon School Division: Letter to Manitoba School Boards Association regarding the Manitoba Public School Employees Dental and Extended Health Benefits Plan Trust.
- Floyd Martens, President, Manitoba School Boards Association: Letter to Brandon School Division regarding the Manitoba Public School Employees Dental and Extended Health Benefits Plan Trust.
- Mark Sefton, Chair, Board of Trustees, Brandon School Division: Letter to Manitoba School Boards Association regarding the Manitoba Public School Employees Dental and Extended Health Benefits Plan Trust.
- Sam Berg, School Board Chair, Garden Valley School Division: Letter to Manitoba School Boards Association regarding the Manitoba Public School Employees Dental and Extended Health Benefits Plan Trust.
- Kathlyn McNabb, Secretary-Treasurer, Rolling River School Division: Letter to Manitoba School Boards Association and Mercer Consulting regarding the Manitoba Public School Employees Dental and Extended Health Benefits Plan Trust. This letter is also signed on behalf of Gord Olmstead, Secretary-Treasurer, Beautiful Plains School Division and Jody Parsonage, Secretary-Treasurer, Prairie Spirit School Division.
- ASCD Manitoba: Upcoming professional learning opportunities.

CORRESPONDENCE

- Autism Society Manitoba: Save the Date - Dr. Temple Grandin - October 29, 2013.
- Darryl Gervais, Director, School Programs Division, Manitoba Education Celebrating Sustainability Month unConference, October 2013.
- Darryl Gervais, Director, Schools Programs Division, Manitoba Education Release of Grades 9 to 12 Carpentry: Manitoba Technical-Vocational Curriculum Framework of Outcomes.
- Darryl Gervais, Director, School Programs Division, Manitoba Education Kindergarten to Grade 8 Mathematics Curriculum Framework: 2013 Revisions.
- Kelly Henderson, Manager, Finance & Administration, MSBA: MUST Fund Fee Assessment effective July 1, 2013 (*final* individual board assessment schedule based on the September 2012 Actual FTEs as provided by Manitoba Education).
- Manitoba Ombudsman: 2012 Annual Report under The Freedom of Information and Protection of Privacy Act and The personal Health Information Act.
- Manitoba Ombudsman: 2012 Annual Report under The Ombudsman Act and The Public Interest Disclosure (Whistleblower Protection) Act.
- Helen Robinson-Settee, Aboriginal Education Directorate: Making Education Work (MEW) Outcomes Report.
- Naomi Kruse, Executive Director, Manitoba Association of Parent Councils: Manitoba Association of Parent Councils AGM and Conference Program.
- National Aboriginal Day Poster - June 21, 2013.

The meeting adjourned at 7:06 p.m.

Chairperson

Secretary-Treasurer