

**MINUTES OF THE REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES OF THE SEVEN OAKS SCHOOL DIVISION HELD ON MONDAY, NOVEMBER 3, 2014 AT 6:42 P.M., AT THE BOARD OFFICES, 830 POWERS STREET, WINNIPEG, MANITOBA, R2V 4E7.**

<b>PRESENT</b>	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
<b>IN ATTENDANCE</b>	Brian O'Leary	Superintendent
	Gwen Birse	Assistant Superintendent
	Verland Force	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.*

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The meeting was called to order at 6:42 p.m.

**MINUTES**

Approved the minutes of the Regular Board Meetings of Monday, October 7, 2014 as distributed.

**14B-012 Approval of the Agenda**

Jaworski / Ploszay

That the agenda for this meeting be approved as amended.

**Carried**

*The Board will observe a minute of silence in memory of those who sacrificed their lives for us during the two world wars and other conflicts.*

## 14B-013 Moved to Committee of the Whole at 6:45 p.m.

Ploszay / Sawka

That the Board move into Committee of the Whole.

**Carried**

*Trustee Dabee in the Chair.*

### 6:45 p.m. Presentation of the Financial Statements for the year ending June 30, 2014

Wayne Shimizu, Secretary-Treasurer; Gaylene Schroeder-Nishimura, Assistant Secretary-Treasurer; Brian O'Leary, Superintendent; Scott Sissons and Austin Abas, KPMG.

## 14B-014 2014 Financial Statements and Auditor's Supplementary Report

Ploszay / Sawka

That the Chairperson of the Board forward a copy of the Division's June 30, 2014 Financial Statements and Auditor's Supplementary Report to Manitoba Education.

**Carried**

## 14B-015 Accumulated Surplus Designation

Jaworski / Ploszay

That the Board designate a portion of its accumulated surplus for the following projects:

- \$481,880 for 2013-14 School carry forward
- \$119,467 for 2013-14 Board/SOTA PD fund carry forward
- \$15,461 for 2013-14 Board/2938 PD fund carry forward
- \$82,904 for 2013-14 Administrators PD carry forward
- \$270,000 2013-14 Amber Trails - Technology carry forward
- \$1,129,350 for Land Purchases, Garden City Collegiate Field & Track and Amber Trails School
- \$500,000 for VOIP Network
- \$623,000 for École Rivière-Rouge
- \$780,000 for MET School - 630/640 Jefferson Avenue
- \$450,000 for R. F. Morrison School - multi-purpose room and furnishings.

**Carried**

## 14B-016 Establishment of Reserve – École Rivière-Rouge

Sawka / Santos

That the Board request permission from the Schools' Finance Branch (SFB) to establish a reserve for the new school École Rivière-Rouge.

**Carried**

## 14B-017 Establishment of Reserves – R.F. Morrison Addition

Jaworski / Cameron

That the Board request permission from the Schools' Finance Branch (SFB) to establish a reserve for the R.F. Morrison Addition. **Carried**

Received as information:

- 2013-2014 Expenditure Executive Summary.
- Special Purpose Funds - School Funds.

*Trustee Sarbit in the Chair.*

## 14B-018 By-Law No. 4-2014

Ploszay / Jaworski

That By-Law No. 4-2014 for the purpose of borrowing the sum of \$8,220,100.00 Dollars for the purpose of the Victory School Stand Alone Childcare (\$368,600.00), Garden City Collegiate East Wing Exterior Wall Replacement (\$614,600.00), New dual K-8 Amber Trails School (\$6,758,600.00), Maples Collegiate Cooling Tower Replacement (\$80,100.00), Maples Collegiate Roof Replacement Phase 1 (\$238,200.00), Portable Classrooms at Arthur E. Wright, O.V. Jewitt and James Nisbet (\$82,000.00) and Portable Classrooms at Belmont, Leila North, Arthur E. Wright and O.V. Jewitt (\$78,000.00) be given second reading. **Carried**

## 14B-018 By-Law No. 4-2014

McFarlane / Ploszay

That By-Law No. 4-2014 for the purpose of borrowing the sum of \$8,220,100.00 Dollars for the purpose of the Victory School Stand Alone Childcare (\$368,600.00), Garden City Collegiate East Wing Exterior Wall Replacement (\$614,600.00), New dual K-8 Amber Trails School (\$6,758,600.00), Maples Collegiate Cooling Tower Replacement (\$80,100.00), Maples Collegiate Roof Replacement Phase 1 (\$238,200.00), Portable Classrooms at Arthur E. Wright, O.V. Jewitt and James Nisbet (\$82,000.00) and Portable Classrooms at Belmont, Leila North, Arthur E. Wright and O.V. Jewitt (\$78,000.00) be given third and final reading, be signed and sealed. **Carried**

## SUPERINTENDENTS' REPORT

The following matters were received as information:

- 2014 Summer Programming Update.
- Building Projects Update.

## 14B-020 Consent Agenda

Ploszay / Sawka

That the Consent Agenda be approved.

**Carried**

Landmark Planning & Design Inc. Invoice No. 3260

That Invoice No. 3260 for the MET School Relocation project in the amount of \$194.25 be paid to Landmark Planning & Design Inc.

Bockstael Construction Certificate of Payment No. 15

That Certificate of Payment No.15 for the Maples Collegiate Commons Addition project in the amount of \$278,230.96 be paid to Bockstael Construction.

Statutory Holdback on Certificate of Payment No. 15

That the 7.5% Statutory Holdback on Certificate of Payment No. 15 in the amount of \$21,485.02 for the Maples Collegiate Commons Addition project be paid to the Seven Oaks School Division/Bockstael 449 account.

Release of Holdback to Gateway Construction & Engineering Ltd.

That the Statutory Holdback in the amount of \$140,722.34 plus taxes and accumulated interest in relation to the Victory Site Day Care project be paid to Gateway Construction & Engineering Ltd., subject to the approval of the Board's solicitor.

Architectural Testing Inc. Invoice No. 185042

That Invoice No. 185042 for the Garden City Collegiate East Wall/Roof Replacement project in the amount of \$695.63 be paid to Architectural Testing Inc.

Canotech Consultants Ltd. Certificate of Payment No. 3

That Certificate of Payment No. 3 for the Garden City Collegiate East Wall/Roof Replacement project in the amount of \$321,240.06 be paid to Canotech Consultants Ltd.

Statutory Holdback on Certificate of Payment No. 3

That the 7.5% Statutory Holdback on Certificate of Payment No. 3 for the Garden City Collegiate East Wall/Roof Replacement project in the amount of \$24,806.18 be paid to the Seven Oaks School Division/Canotech Consultants 454 account.

MCM Architects Inc. Invoice No. 5709

That Invoice No. 5709 for the Victory Site Day Care in the amount of \$1,208.56 be paid to MCM Architects Inc.

Number Ten Architectural Group Invoice No. 13537

That Invoice No. 13537 for the Maples Collegiate Commons Addition project in the amount of \$5,783.36 be paid to Number Ten Architectural Group.

## **CONSENT AGENDA**

### Number Ten Architectural Group Invoice No. 13655

That Invoice No. 13655 for the Maples Collegiate Commons Addition project in the amount of \$5,744.46 be paid to Number Ten Architectural Group.

### Number Ten Architectural Group Invoice No. 13729

That Invoice No. 13729 for the Maples Collegiate Commons Addition project in the amount of \$5,989.95 be paid to Number Ten Architectural Group.

### Number Ten Architectural Group Invoice No. 13727

That Invoice No. 13727 for the MET School Relocation project in the amount of \$4,975.82 be paid to Number Ten Architectural Group.

### Integrated Designs Inc. Invoice No. 2996

That Invoice No. 2996 for the New Amber Trails School project in the amount of \$4,305.00 be paid to Integrated Designs Inc.

### Integrated Designs Inc. Invoice No. 3070

That Invoice No. 3070 for the New Amber Trails School project in the amount of \$2,205.00 be paid to Integrated Designs Inc.

### Integrated Designs Inc. Invoice No. 3098

That Invoice No. 3098 for the New Amber Trails School project in the amount of \$4,725.00 be paid to Integrated Designs Inc.

### Expenditure Listing to October 28-14

That cheques #2150674 to #2150965, and #879 to #886, US cheques #215019 to #215031, direct deposits #20151395-20152028, and pre-authorized debits #2015033-2015046 in the amount of \$2,549,329.26 be approved.

### Architectural Testing Inc. Invoice No. 187763

That Invoice No. 187763 for the Garden City Collegiate East Wall/Roof Replacement project in the amount of \$1,712.81 be paid to Architectural Testing Inc.

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

That Certificate of Payment No. 1 for the MET School Relocation project in the amount of \$71,277.02 be paid to Gardon Construction Ltd.

### Statutory Holdback on Certificate of Payment No. 1

That the 7.5% Statutory Holdback on Certificate of Payment No. 1 for the MET School Relocation project in the amount of \$5,504.02 be paid to the Seven Oaks School Division/Gardon 456 account.

## CONSENT AGENDA

### Prairie Elevator & Lift Consultants

That Prairie Elevator & Lift Consultants be appointed as the elevator consultants for both the Maples Collegiate Elevator Upgrade and École Rivière-Rouge.

## CORRESPONDENCE

- Carolyn Duhamel, Executive Director, Manitoba School Boards Association. Government of Manitoba budget consultations.
- James Allum, Minister of Education. Approval of R.F. Morrison class size initiative.
- James Allum, Minister of Education. Equity in education funding.
- Floyd Martens, President, Manitoba School Boards Association. Selection criteria for Executive Director recruitment process.
- Safe Schools Manitoba. Understanding and Responding to Bullying - A Guide for Parents.
- Heather Demetriooff, Associate Director, Manitoba School Boards Association. New Trustee Orientation Sessions and Board Chair Workshop.
- Manitoba News Releases:
  - Manitoba Government Announces Action Plan to Close Student Achievement GAP.
  - Manitoba Government Announces More Than 100 New Teachers Hired This Year for Smaller Classes.
  - Manitoba Government, City of Winnipeg Support Expansion of Drop-In Centre for Youth.
  - Students, Teachers, Parents Celebrate Grand Opening of Expansion, Addition to Steinbach Regional Secondary School.
- Thom Gross, Teacher, West Kildonan Collegiate. West Kildonan Collegiate Wolverine's Men's Hockey team intent to travel to Tampa Bay, Florida.
- Manitoba Health, Healthy Living and Seniors. Low cost bike helmet initiative overview.
- Darryl Gervais, Director, Manitoba Education and Advanced Learning. Grade 11 History of Canada: A Foundation for Implementation.
- Keith Thomas, Risk Manager, Manitoba School Boards Association. Live Performance Safety Guideline.
- MSBA e-bulletin - October 22, 2014.
- Manitoba School Boards Association – Webinar. Share the Sandbox - Teamwork 101.
- John Weselake, Public Schools Finance Board. École Rivière-Rouge authorization to proceed to 100% construction documents.
- R. Kachur, City of Winnipeg Clerk's Department. Council Minutes September 24, 2014 - Rezoning of 630-640 Jefferson Avenue.
- River East Transcona School Division. Colleen Carswell elected Board Chair and Brian Olynik elected Vice-Chair.
- Merle Cox, Vice-President, C.U.P.E. Local 949. New President of Local 949: Donna

## CORRESPONDENCE

Wolfram and new member of Labour Management: Christine Wirgau.

- Manitoba School Boards Association CPI Update: September and October 2014.
- Carolyn Duhamel, Executive Director, Manitoba School Boards Association. Region 4 New Trustee Orientation.
- Shane Dilka, Teacher, West Kildonan Collegiate. Europe trip, Spring Break 2016.
- George Coupland, Director, Labour Relations, Manitoba School Boards Association. FIPPA Requests.
- Darryl Gervais, Director, Manitoba Education and Advanced Learning. Trends in International Mathematics and Science study.
- Kelly Henderson, Manager of Finance, Manitoba School Boards Association. Reduction in pension plan administration fee from 1.2% to 1.0% effective January 1, 2015.
- Linda Brazier Lamoureux, United Way. Recipients of the United Way Student Community Services Award:
  - Michelle Nguy, Garden City Collegiate
  - Breanna Gans, Garden City Collegiate
  - Aimee Cortez, Maples Collegiate
  - Tess Bortoluzzi, West Kildonan Collegiate
- Mondetta Charity Foundation. Fall 2014 Newsletter.
- James Allum, Minister of Education. Manitoba Music Month Grant Application 2014/2015.
- M. Lemoine, Senior Election Official, City of Winnipeg. 2014 Civic Election Results.
- Jeffery Moroz, Stantec Architecture Ltd. Garden City Collegiate East Wall/Roof Change Order #12.
- Pembina Trails School Division 2013/2014 Annual Report to the Community.
- Darryl Gervais, Director, Manitoba Education and Advanced Learning. Grade 12 Social Studies Option: Cinema as a Witness to Modern History (Poster).
- 2014 Civic Election - Official Results.
- MSBA 2015 Annual Convention. Call for Nominations and Resolutions.
- MSBA - Provincial Executive By-Election.
- Manitoba School Boards Association. Core Services and Revenue Strategies Review Committee Report.
- Manitoba School Boards Association. Equity in Education Research Study.
- Manitoba School Boards Association. Committee Vacancy Opportunities.
- Manitoba School Boards Association. Aboriginal Education Leadership Institute.
- Justin Rempel, Labour Relations Consultant, Manitoba School Boards Association. Application for assistance - MF2014-09.
- Janice Crosswell, Citizen and Immigration Canada. Seven Oaks Settlement Services Amendment # 1.

### **14B-021 Moved to Committee of the Whole at 8:19 p.m.**

Ploszay / Sawka

That the Board move into Committee of the Whole.

**Carried**

*Trustee Dabee in the chair.*

### **OFFICER'S REPORTS**

Trustees Jaworski and Sawka reported on developments arising from collective bargaining.

### **14B-022 CUPE Local 2938 Notice of Intentions – Collective Bargaining**

Ploszay / McFarlane

That the Secretary-Treasurer reply to CUPE 2938's request to begin negotiations with the Board.

**Carried**

### **14B-023 Educational Assistants of 7 Oaks (EA7OAKS) – Collective Bargaining**

Jaworski / Santos

That the Secretary-Treasurer reply to EA7OAKS' request to begin negotiations with the Board.

**Carried**

### **SUPERINTENDENTS' PERSONNEL REPORT**

### **14B-024 Superintendents' Personnel Report**

Myskiw / Santos

That the Superintendents' Personnel Report be ratified.

**Carried**

### **TEACHER APPOINTMENTS**

Justin Bretecher was appointed to a part-time (.25) Limited Teacher-General (Term) contract effective October 14, 2014 (indefinite).

Holly Hunter was appointed to a part-time (.50) Limited Teacher-General (Term) contract effective November 3, 2014 (indefinite).

Brytani Ivison was appointed to a full-time (1.00) Limited Teacher-General (Term) contract effective September 12, 2014 (indefinite).



## **PERSONNEL REPORT**

### SUBSTITUTE TEACHER APPOINTMENTS

The following teachers were appointed to Substitute Teacher contracts effective the 2014-2015 school year: Miles Breckon, Angelic Lopez, Rhonda May, Evgeny Vishnevsky.

### TEACHER MATERNITY AND PARENTAL LEAVES

Sara Clarke was granted maternity and parental leave effective January 5, 2015 to January 4, 2016.

Jamie Gilbert was granted parental leave effective January 5, 2015 to April 17, 2015.

### TEACHER RETIREMENT

Jack Jackman gave notice of intent to retire effective December 19, 2014.

### EDUCATIONAL ASSISTANT APPOINTMENTS

Jennifer Mazur was appointed to a full-time (6.5 hours per day) Educational Assistant position effective October 23, 2014.

Courtney Nault was appointed to a full-time (6.5 hours per day) Educational Assistant position effective October 27, 2014.

Jennifer-Lynn Wityshyn was appointed to a full-time (6.5 hours per day) Educational Assistant position effective October 14, 2014.

### EDUCATIONAL ASSISTANT RESIGNATION

Cory Ash gave notice of intent to resign effective October 31, 2014.

### SECRETARY-CLERICAL APPOINTMENT

Jennifer Beanland was appointed to the position of Secretary-Clerk, full-time (7 hours per day) effective October 24, 2014.

### CUSTODIAN APPOINTMENT

Billy Souch was appointed to the position of Custodian, full-time (8 hours per day) effective October 14, 2014.

## **PERSONNEL REPORT**

### INSTRUCTOR APPOINTMENT

Slavo Federkevic was appointed to the position of Instructor effective September 3, 2014 to July 10, 2015.

### INSTRUCTOR RESIGNATION

Tracy Klassen gave notice of intent to resign effective October 21, 2014.

### **SUPERINTENDENTS' REPORT**

The following matters were received as information:

- Personnel Matters.
- Garden City Theatre Update.
- Precinct E and F Update.
- Superintendent O'Leary informed the Board of the Ted Talk on Equity that he did at the University of Manitoba.

### **ADJOURNMENT**

The meeting adjourned at 9:51 p.m.

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Claudia Sarbit  
Chairperson

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Wayne Shimizu  
Secretary-Treasurer