

**MINUTES OF THE REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES OF THE SEVEN OAKS SCHOOL DIVISION HELD ON MONDAY, DECEMBER 12, 2016 AT 6:00 P.M., AT THE BOARD OFFICE, 830 POWERS STREET, WINNIPEG, MANITOBA, R2V 4E7.**

<b>PRESENT</b>	Derek Dabee	Chairperson
	Edward Ploszay	Vice-Chairperson
	Diane Cameron	Trustee
	Teresa Jaworski	Trustee
	Greg McFarlane	Trustee
	Evelyn Myskiw	Trustee
	Maria Santos	Trustee
	Claudia Sarbit	Trustee
	Richard Sawka	Trustee
<b>IN ATTENDANCE</b>	Brian O'Leary	Superintendent
	Gwen Birse	Assistant Superintendent
	Verland Force	Assistant Superintendent
	Wayne Shimizu	Secretary-Treasurer
	Donna Herold	Administrative Assistant

*Trustee Dabee in the Chair.*

The meeting was called to order at 6:04 p.m.

**CHAIR OF THE BOARD**

*I would like to begin by acknowledging that we are in Treaty One territory and that the land on which we gather is the traditional territory of Anishinaabeg, Cree, Oji-Cree, Dakota and Dene peoples and the homeland of the Métis Nation.*

**MINUTES**

Approved the minutes of the Regular Board Meeting of Monday, November 21, 2016.

**16B-058 Approval of the Agenda**

Santos / Myskiw

That the agenda for this meeting be approved as amended.

**CARRIED**

**16B-059 Moved to Committee of the Whole at 6:07 p.m.**

Myskiw / Santos

That the Board move into Committee of the Whole.

**CARRIED**

*Trustee Ploszay in the Chair.*

**DISCUSSION ITEM**

2016-2017 Divisional Plan.

**PERSONNEL REPORT**

**16B-060 Superintendents' Personnel Report**

Jaworski / Santos

That the Superintendents' Personnel Report be ratified.

**CARRIED**

**ADMINISTRATIVE APPOINTMENTS**

Emanuel Calisto was appointed Acting Principal at École Belmont School effective November 28, 2016.

Halia Duplak was appointed Acting Vice-Principal at James Nisbet Community School effective November 28, 2016.

**TEACHER APPOINTMENTS**

Kim Abadillos was appointed to a full-time (1.00) Limited Teacher-Indefinite Term contract effective November 3, 2016.

Philip Bebeck was appointed to a full-time (1.00) Limited Teacher-General Term contract effective December 5, 2016 to March 17, 2017.

Steven Collier was appointed to a full-time (1.00) Limited Teacher-Indefinite Term contract effective October 24, 2016.

Bryan Fetter was appointed to a full-time (1.00) Limited Teacher-Indefinite Term contract effective October 18, 2016.

## **PERSONNEL REPORT**

### **SUBSTITUTE TEACHER APPOINTMENTS**

The following were appointed to a substitute teacher contracts effective the 2016-2017 school year:

Melissa Debroni	Elizabeth LaRue
Eric Howdle	Joelle Le
Venisha Joseph-Beaudin	Ryan Wehrle
Marnee Murray	

### **TEACHER MATERNITY/PARENTAL LEAVE**

Leanne Cooper-Carrier was granted maternity/parental leave effective October 14, 2016 to April 30, 2017.

Vanessa Miller was granted maternity/parental leave effective January 27, 2017 to January 28, 2018.

Jess Mohr was granted maternity/parental leave effective January 9, 2017 to January 7, 2018.

Kiersten Neufeld was granted parental leave effective January 9, 2017 to April 2, 2017.

### **TEACHER RETIREMENT**

Melissa Proctor gave notice of intent to retire January 31, 2017.

### **EDUCATIONAL ASSISTANT RETIREMENT**

Nancy Puttaert gave notice of intent to retire effective June 30, 2017.

### **BUS DRIVER RETIREMENT**

Keith Boutet gave notice of intent to retire effective June 30, 2017.

### **CUSTODIAN APPOINTMENT**

Amritpal Sidhu was appointed to the position of Custodian, full-time (8 hours per day) effective December 5, 2016.

## PERSONNEL REPORT

### SETTLEMENT WORKER APPOINTMENT

Raghad Alsayd was appointed as Settlement Worker in Schools, part-time (3.5 hours per day) effective December 5, 2016 to June 16, 2017.

Ibrahim Mohammed was appointed as Settlement Worker in Schools, part-time (3.5 hours per day) effective December 12, 2016 to June 16, 2017.

Ibrahim Mohammed was appointed as an Interpreter for the New Immigrant Settlement Worker in Schools, part-time (3.5 hours per day) effective December 12, 2016 to March 31, 2017.

### SUPERINTENDENTS' PERSONNEL REPORT MOTION

The following Superintendents' Personnel Report motion was rescinded:  
#16-124 Mellissa Proctor gave notice of intent to retire February 3, 2017.

## SUPERINTENDENTS' REPORT

The following matters were received as information:

- Personnel Matters.
- 2016-2017 Enrolment Report.
- Free Press Article: *Another failing grade for Manitoba's education system* by Nick Martin, December 6, 2016.
- Maintenance / Transportation Service Centre Update.
- Seven Oaks School Division Evergreen Ground Greening Report.

*Trustee Dabee in the Chair.*

**7:34 p.m.     Ballooning Projects**  
College Garden City Collegiate, H.C. Avery School, Maples Collegiate, West Kildonan Collegiate

**16B-061 Moved to Committee of the Whole at 8:20 p.m.**

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

**CARRIED**

*Trustee Ploszay in the Chair.*

## **SUPERINTENDENTS' REPORT**

The following matter was received as information:

- Meeting Update with MLA's Nic Curry and the Honourable Ron Schuler.

Trustee Sarbit discussed schools acknowledging that they are on Traditional Treaty One Territory.

### **16B-062 Rhythm and Roots Gala**

Sarbit / Santos

That the Board grant permission to the Rhythm and Roots Planning Committee to obtain a liquor permit for the Gala event on Thursday, May 18, 2017 - Judy Silver Commons, Maples Collegiate. **CARRIED**

### **16B-063 West Kildonan Collegiate – Europe Trip**

Myskiw / Jaworski

That the Board approve West Kildonan Collegiate's proposed trip to Europe, Spring Break 2018. **CARRIED**

### **16B-064 2016-2017 Board Calendar**

That the Informal Board meeting scheduled for Monday, January 23, 2017 be moved to Tuesday, January 24, 2017. **CARRIED**

### **16B-065 Administrative Report**

Jaworski / Sarbit

That the Administrative Report be approved. **CARRIED**

#### **Gardon Construction Ltd. Invoice No. MAP-ELEV-COP#10**

That Invoice No. MAP-ELEV-COP#10 towards the Maples Elevator project in the amount of \$13,926.31 be paid to Gardon Construction Ltd.

#### **D'Arcy & Deacon LLP Invoice No. 44258**

That Invoice No. 44258 towards Precinct E property in the amount of \$701.25 be paid to D'Arcy & Deacon LLP.

#### **D'Arcy & Deacon LLP Invoice No. 44262**

That Invoice No. 44262 towards Precinct F property in the amount of \$739.86 be paid to D'Arcy & Deacon LLP.

## **ADMINISTRATIVE REPORT**

### Number Ten Architectural Group Invoice No. 16240

That Invoice No. 16240 towards the Collège Garden City Collegiate CVC Renovation Phase II project in the amount of \$4,566.67 be paid to Number Ten Architectural Group.

### Parkwest Projects Ltd. Invoice No. EP-COP#13

That Invoice No. EP-COP#13 towards the Edmund Project Elevator project in the amount of \$19,577.48 be paid to Parkwest Projects Ltd.

### Statutory Holdback on Certificate of Payment No. 13

That the 7.5% Statutory Holdback on Certificate of Payment No. 13 for the Edmund Partridge Elevator project in the amount of \$1,511.77 be paid to SOSD/Parkwest-450-OP Elevator/Grooming Room.

### Expenditure Listing to December 9, 2016

That cheques #2170000 to #2171548 and #1125 to #1163, US cheques #217000 to #217064, direct deposits #20170000 to #20174225 and pre-authorized debits #2017000 to #2017174 in the amount of \$39,548,602.13 be approved.

## **POLICY REVIEW COMMITTEE**

### **16B-066 Policy GCDAT – Administrative Assistant to the Director of Partnerships**

McFarlane / Ploszay

That Policy GCDAT – Administrative Assistant to the Director of Partnerships be deleted from the Policy Manual. **CARRIED**

### **16B-067 Policy JGCD – Administration of Prescribed Medication**

Ploszay / McFarlane

That revised Policy JGCD - Administration of Prescribed Medication be approved for inclusion in the Policy Manual. **CARRIED**

### **16B-068 Policy DJDJ – Hand Held Wireless Communication Device Policy**

McFarlane / Ploszay

That revised Policy DJDJ - Hand Held Wireless Communication Device Policy

**POLICY REVIEW COMMITTEE**

be approved for inclusion in the Policy Manual.

**CARRIED**

**16B-069 Policy DJD Expense Reimbursements for Employees**

Ploszay / McFarlane

That revised Policy DJD - Expense Reimbursements for Employees be

**POLICY REVIEW COMMITTEE**

approved for inclusion in the Policy Manual.

**CARRIED**

**16B-070 Policy DJD-R1 – Course Payments – Technology Department**

McFarlane / Ploszay

That new Policy DJD-R1 - Course Payments - Technology Department be approved for inclusion in the Policy Manual.

**CARRIED**

**16B-071 Policy GCDAS – School Administrative Assistant**

Ploszay / McFarlane

That revised Policy GCDAS - School Administrative Assistant be approved for inclusion in the Policy Manual.

**CARRIED**

**16B-072 Policy GBRAB – Smudging**

McFarlane / Ploszay

That new Policy GBRAB - Smudging be approved for inclusion in the Policy Manual.

**CARRIED**

*For: Trustees Cameron, Dabee, McFarlane, Myskiw, Ploszay and Santos  
Against: Trustees Jaworski, Sarbit and Sawka*

**EDUCATIONAL LEAVE COMMITTEE**

- November 2016 Educational Leave Report.

**CONFERENCE REPORTS**

Michelle Jean-Paul, Principal, École James Nisbet School. NABSE 44th Annual Conference: Equity in Education, November 16 to 20, 2016 - Tampa Bay, Florida.

## CORRESPONDECE

- Winnipeg School Division. Meeting with Brian Mayes - May 25, 2016.
- 2016/2017 Trustee Indemnity Survey.
- Accounts Summary Ending October 31, 2016.
- Rick Dedi, Executive Director, Public Schools Finance Board  
Clarification that "educational facilities" can reasonable be seen to include buildings and facilities necessary and related to support the provision of education to students including buildings, fixtures, equipment, transportation fleets and any related buildings or infrastructure supporting the effective operation, service and maintenance of the educational enterprise.
- Cathy Stephens, Model United Nations Assembly. MUNA, May 4th to 7th, 2016.
- Wenda Dickens, Acting Director - Instruction, Curriculum and Assessment Branch. Manitoba Emissions, Impacts and Solutions.
- Ian Wishart, Minister, Education and Training. Music Month: Celebrating Music in Manitoba Schools - May 2017.
- Ken Cameron, President, Manitoba School Boards Association. AMM resolution 08-2016 defeated.
- Deborah Clark, A.C.E. Executive Director. Brian O'Leary, recipient of an A.C.E. Education Award in the category of Allies to be received February 16, 2017.
- National Inventory of School District Interventions in Support of LGBTQ Student Wellbeing.
- Sandy Lethbridge, Chair, MSBA 2017 Convention Planning Committee. Nominations for Student Panelists at Convention 2017.
- Manitoba School Boards Association. CPI Update October 2016.
- Rick Dedi, Executive Director, Public Schools Finance Board. Collège Garden City Collegiate - 2 Storey West Wing Exterior Wall Replacement Design Authorization.
- Lindsay Oster, Prairie Architects Inc. École Rivière-Rouge Change Orders No. 55 and No. 56.
- LEED Scorecard. LEED Scorecard for Amber Trails Community School December 7, 2016.
- Trent Piazzoni, Number Ten Architectural Group. Collège Garden City Collegiate Skills Build project Change Orders No. 30 and 31.
- Rick Dedi, Executive Director, Public Schools Finance Board. École Leila North Community School - Boiler Replacement Project Support. Letter supercedes the project support letter dated May 4, 2016.
- River East Transcona School Division. Strategic Plan 2017 to 2019.
- Career Trek 2016 Annual Report.



The meeting adjourned at 9:34 p.m.



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Derek Dabee  
Chairperson



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Wayne Shimizu  
Secretary-Treasurer