

MINUTES OF THE REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES OF THE SEVEN OAKS SCHOOL DIVISION HELD ON MONDAY, OCTOBER 26, 2015 AT 6:00 P.M., AT THE BOARD OFFICE, 830 POWERS STREET, WINNIPEG, MANITOBA, R2V 4E7.

PRESENT	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
IN ATTENDANCE	Brian O'Leary	Superintendent
	Verland Force	Assistant Superintendent
	Gwen Birse	Assistant Superintendent
	Lydia Hedrich	Assistant Superintendent
	Wayne Shimizu	Secretary-Treasurer
	Donna Herold	Administrative Assistant

Trustee Sarbit in the Chair.

The meeting was called to order at 6:02 p.m.

MINUTES

Approved the minutes of the Regular Board meeting of Monday, October 5, 2015.

15B-030 Approval of the Agenda

Ploszay / McFarlane

That the agenda for this meeting be approved as amended.

CARRIED

15B-031 Moved to Committee of the Whole at 6:04 p.m.

Myskiw / Santos

That the Board move into Committee of the Whole.

CARRIED

Trustee Dabee in the Chair.

OFFICERS' REPORT

Trustees Ploszay and reported on developments arising from collective bargaining.

SUPERINTENDENTS' PERSONNEL REPORT

15B-032 Superintendents' Personnel Report

Myskiw / Ploszay

That the Superintendents' Personnel Report be ratified.

CARRIED

ADMINISTRATIVE RETIREMENT

Robert Huebner gave notice of intent to retire from the position of Building Manager, Maples Complex, December 18, 2015.

TEACHER APPOINTMENTS

Christina Kapac was appointed to a full-time (1.00) Limited Teacher-General (Term) contract effective January 4, 2016 to June 30, 2016.

Kathleen Nelson was appointed to a full-time (1.00) Limited Teacher-General (Term) contract effective October 15, 2015 (indefinite).

Carrie Snelling was appointed to a full-time (1.00) Limited Teacher-General (Term) contract effective October 5, 2015 (indefinite).

SUBSTITUTE TEACHER APPOINTMENTS

The following teachers were appointed to Substitute Teacher contracts effective the 2015-2016 school year:

Maureen Dech
Jonathan Klos
Quan Lien

Morgan Schrader
Barbara Warbanski

TEACHER MATERNITY AND PARENTAL LEAVE

Stacey Brown was granted maternity and parental leave effective October 17, 2015 to October 16, 2016.

TEACHER RETIREMENTS

Kai Schioler gave notice of intent to retire effective June 30, 2015.

Marc Goldstine gave notice of intent to retire effective January 31, 2016.

ACCOUNTANT RETIREMENT

Lori Goodmanson gave notice of intent to retire effective November 2, 2015.

EDUCATIONAL ASSISTANT APPOINTMENTS

Sherry Costa was appointed to a full-time (6.5 hours per day) Educational Assistant position effective October 19, 2015.

Donna McDonald was appointed to a full-time (6.5 hours per day) Educational Assistant position effective September 8, 2015.

Pete San Pedro was appointed to a full-time (6.5 hours per day) Educational Assistant position effective September 21, 2015.

TECHNOLOGY ASSISTANT APPOINTMENT

David Firth was appointed to the position of Technology Assistant full-time (1.00) effective November 2, 2015.

CUSTODIAN ASSISTANT APPOINTMENTS

The following were appointed to the position of Custodial Assistant part-time (4 hours per day) effective October 13, 2015 to June 30, 2016:

Austin Horrox
Kori Jenkinson

Nelson Seaford

BUS DRIVER RETIREMENT

Geraldine Laforet gave notice of intent to retire effective October 29, 2015.

SETTLEMENT WORKER RESIGNATION

Shane Livingstone gave notice of intent to resign effective October 16, 2015.

DIVISIONAL UPDATE

The following matters were received as information:

- Personnel Matters.
- City of Winnipeg Liaison Meeting.
- Federal Election.

SPECIAL ORDERS

6:37 p.m. Presentation of the Financial Statements for the year ending June 30, 2015

Wayne Shimizu, Secretary-Treasurer; Brian O'Leary, Superintendent; Scott Sissons and Alvin Catamisan, KPMG.

15B-033 June 30, 2015 Financial Statements

McFarlane / Ploszay

That the Chairperson of the Board forward a copy of the Division's June 30, 2015 Financial Statements and Auditor's Supplementary Report to Manitoba Education.

CARRIED

15B-034 Accumulated Surplus Designation

Jaworski / Ploszay

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

- \$560,597 for 2014-15 School carry forward.
- \$126,346 for 2014-15 Board/SOTA PD Fund carry forward.
- \$18,632 for 2014-15 Board/2938 PD Fund carry forward.
- \$108,002 for 2014-15 Administrators PD Fund carry forward.
- \$450,000 for Garden City Collegiate Field & Track.
- \$300,000 for Amber Trails.
- \$80,000 for École Rivière-Rouge - site costs.
- \$45,000 for School signs (balance owing on 3 signs).

CARRIED

Trustee Sarbit in the Chair.

15B-035 2536 McPhillips Street – Maintenance/Transportation Shop

Jaworski / Santos

That the Board request permission from the Public Schools Finance Board to advertise surplus property known as 2536 McPhillips Street for sale and request that the timelines in the Policy Statement Governing the Disposition of Surplus Public School Property for advertising be shortened to two months with two

advertisements and that there be no additional time allowed for belated submissions.

CARRIED

15B-036 By-Law No. 5-2015 – Annual Borrowing By-Law

Dabee / Ploszay

That By-Law No. 5-2015 for the borrowing of monies for current operating purposes be given first reading.

CARRIED

15B-037 By-Law No. 5-2015 – Annual Borrowing By-Law

Myskiw / Santos

That the Board suspend its regular order of business in order to give second and third reading to By-Law No. 5-2015 for the borrowing of monies for current operating purposes.

CARRIED

15B-038 By-Law No. 5-2015 – Annual Borrowing By-Law

Santos / Cameron

That By-Law No. 5-2015 for the borrowing of monies for current operating purposes be given second reading.

CARRIED

15B-039 By-Law No. 5-2015 – Annual Borrowing By-Law

Jaworski / Sawka

That By-Law No. 5-2015 for the borrowing of monies for current operating purposes be given third and final reading, be signed and sealed.

CARRIED

15B-040 By-Law No. 6-2015 – Annual Borrowing By-Law

Ploszay / Santos

That By-Law No. 6-2015 for the purpose of borrowing monies related to the purchase and renovation of 640 Jefferson Avenue for the MET school relocation and to provide financing therefore be given first reading.

CARRIED

15B-041 By-Law No. 7-2015 – Annual Borrowing By-Law

Ploszay / Cameron

That By-Law No. 7-2015 for the purpose of borrowing monies related to the purchase of land at 1288 and 1340 Templeton Avenue for a future school site and to provide financing therefore be given first reading.

CARRIED

SUPERINTENDENTS' REPORT

The following matters were received as information.

- K-3 Class Size Percentage Report – September 2012 to 2015.
- September 30, 2015 Enrolment Report.
- University of Manitoba Rec and Read Program.

15B-042 2015 Outstanding Music Administrator Award

Cameron / Santos

That the Board congratulate Assistant Superintendent Lydia Hedrich on receiving the Manitoba Band Association "2015 Outstanding Administrator" award in recognition of her outstanding support for music education. **CARRIED**

15B-043 Federal Election – Congratulatory Letters

Ploszay / McFarlane

That the Board send letters of congratulations to Kevin Lamoureux, Winnipeg North and Mary Ann Mihychuk, Kildonan – St. Paul on their recent election.

CARRIED

ADMINISTRATIVE REPORT

15B-044 Administrative Report

Jaworski / Dabee

That the Administrative Report be approved.

CARRIED

M. Block & Associates Invoice No. W-2015-186

That Invoice No. W-2015-186 for the R.F. Morrison addition project in the amount of \$5,496.75 be paid to M. Block & Associates.

M. Block & Associates Invoice No. W-2015-187

That Invoice No. W-2015-187 for the R.F. Morrison addition project in the amount of \$1,417.50 be paid to M. Block & Associates.

Gardon Construction Ltd. Certificate of Payment No. 1

That Certificate of Payment No. 1 for the R.F. Morrison addition project in the amount of \$157,270.65 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 R.F. Morrison addition project in the amount of \$12,144.45 be paid to the Seven Oaks School Division/Gardon 457 account.

ADMINISTRATIVE REPORT

M. Block & Associates Ltd. Invoice No. W-2015-205

That Invoice No. W-2015-205 for the new École Rivière-Rouge project in the amount of \$698.25 be paid to M. Block & Associates.

Parkwest Projects Ltd. Certificate of Payment No. 5

That Certificate of Payment No. 5 for the École Rivière-Rouge project in the amount of \$1,357,623.83 be paid to Parkwest Projects Ltd.

Statutory Holdback on Certificate of Payment No. 5

That the 7.5% Statutory Holdback on Certificate of Payment No. 5 for the École Rivière-Rouge project in the amount of \$104,835.82 be paid to the Seven Oaks School Division/Parkwest Projects account.

Canada Green Building Council Invoice No. 13736

That Invoice No. 13736 for the Amber Trails School project in the amount of \$8,945.84 be paid to Canada Green Building Council.

QCA Building Envelope Ltd. Invoice No. 971

That Invoice No. 971 for the École Rivière-Rouge project in the amount of \$2,257.50 be paid to QCA Building Envelope Ltd.

QCA Building Envelope Ltd. Invoice No. 1020

That Invoice No. 1020 for the École Rivière-Rouge project in the amount of \$787.50 be paid to QCA Building Envelope Ltd.

Ambrosie Lighting Services Ltd. Invoice No. 114682

That Invoice No. 114682 for the Amber Trails School project in the amount of \$9,322.50 be paid to Ambrosie Lighting Services Ltd.

Bockstael Construction Ltd. Certificate of Payment No. 23

That Certificate of Payment No. 23 for the Amber Trails School project in the amount of \$105,297.62 be paid to Bockstael Construction Ltd.

Statutory Holdback on Certificate of Payment No. 23

That the 7.5% Statutory Holdback on Certificate of Payment No. 23 for the Amber Trails School project in the amount of \$8,131.09 be paid to the Seven Oaks School Division/Bockstael Construction account.

Bockstael Construction Ltd. Certificate of Payment No. 24

That Certificate of Payment No. 24 for the Amber Trails School project in the amount of \$75,505.94 be paid to Bockstael Construction Ltd.

ADMINISTRATIVE REPORT

Statutory Holdback on Certificate of Payment No. 24

That the 7.5% Statutory Holdback on Certificate of Payment No. 24 for the Amber Trails School project in the amount of \$5,830.57 be paid to the Seven Oaks School Division/Bockstael Construction account.

Release of Holdback to Bockstael Construction Ltd.

That the Statutory Holdback in the amount of \$34,993.55 plus taxes and accumulated interest in relation to the Amber Trails School project be paid to Bockstael Construction Ltd.

Landmark Planning & Design Inc. Invoice No. 3500

That Invoice No. 3500 for the MET School relocation project in the amount of \$194.25 be paid to Landmark Planning & Design Inc.

Marrbeck Construction Ltd. Certificate of Payment No. 4

That Certificate of Payment No. 4 for the Maples Collegiate Science Lab upgrade project in the amount of \$125,642.32 be paid to Marrbeck Construction Ltd.

Statutory Holdback on Certificate of Payment No. 4

That the 7.5% Statutory Holdback on Certificate of Payment No. 4 for the Maples Collegiate Science Lab upgrade project in the amount of \$9,702.11 be paid to the Seven Oaks School Division/Marrbeck account.

Bockstael Construction Ltd. Certificate of Payment No. 22

That Certificate of Payment No. 22 for the Maples Collegiate Commons addition project in the amount of \$9,663.13 be paid to Bockstael Construction Ltd.

Expenditure Listing to October 20, 2015

That cheques #2160571 to #2161021, and #992 to #1010, US cheques #216014 to #216030, direct deposits #20161073 to #20162217, and pre-authorized debits #2016040 to #2016082 in the amount of \$10,738,508.32 be approved.

NEW BUSINESS

- 2015 Divisional Day.

CONFERENCE REPORTS

Anna Mangano, Principal, A.E. Wright Community School.
AERA: Toward Justice, Culture, Language and Heritage in Education Research and Praxis, April 16 to 20, 2015 - Chicago, Illinois.

CONFERENCE REPORTS

Jennifer McGowan, Student Services Coordinator, BZERC.
Closing the Gap - Assistive Technology, October 14 to 16, 2015 - Minneapolis, Minnesota.

CORRESPONDENCE

- Justin Remple, Labour Relations Consultant, Manitoba School Boards Association. Payment for MUST fund cases: MF2015-14, MF2015-15, MF2015-16.
- Manitoba School Boards Association. Region 5 and 6 meeting, Saturday, October 31, 2015.
- MASS Fall Professional Development Session. For School Board Trustees and Senior Administrators.
- 2015-2016 Substitute Teachers.
- James Allum, Minister of Education. Proclamation - Manitoba School Library Day.
- Craig Bachynski, Number Ten Architectural Group. Elwick Elevator and renovation Change Order # 24.
- Melissa McAlister, Prairie Architects Inc. Maples Collegiate Science Lab renovation Change Order #6.
- Lindsay Oster, Prairie Architects Ltd. École Rivière-Rouge Change Order #12.
- Jamie Kozak, Principal Architect, Prairie Architects Inc. R.F. Morrison addition Change Order # 4.
- Andrea Lawson, Project Leader, Public Schools Finance Board. Request for Proposal for Building Commissioning Services, Collège Garden City Collegiate, Major Addition and Renovation.
- James Allum, Minister of Education. Respect in School (RIS) on-line curriculum training program available to all public schools at no cost for the 2015-2016 school year.
- Darryl Gervais, Director, Manitoba Education and Advanced Learning. Grade 9 to 12 Arts Education Framework documents.
- Darryl Gervais, Director, Manitoba Education and Advanced Learning. My Child in the Middle Years: A Parent Resource (Website).
- Darryl Gervais, Director, Manitoba Education and Advanced Learning. Provincial Assessment Document Updates: Provincial Report Card Policy, Business Requirements Document and Parent Brochures.
- Manitoba School Boards Association. Webinar Series 2015: Getting from Here to There.
- Accessibility Standard on Customer Service. Manitoba's accessibility legislation.
- Heroes of Mental Health Awards Luncheon Program.
- 2015 CATEP Grads. Thank you card.

CORRESPONDENCE

- Gilles Latour, Chief Operating Officer, Canadian Education Association. CEA's 2015-2016 School Calendar.
- Jean-Vianney Auclair, Assistant Deputy Minister, Bureau de l'éducation française Division. Divisional Profile, School Division Report and Divisional Meeting French Language Education Review - French Immersion Program.

The meeting adjourned at 8:35 p.m.



Claudia Sarbit
Chairperson



Wayne Shimizu
Secretary-Treasurer