

**MINUTES OF THE REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES OF THE SEVEN OAKS SCHOOL DIVISION HELD ON MONDAY, JANUARY 25, 2016 AT 6:00 P.M., AT THE BOARD OFFICE, 830 POWERS STREET, WINNIPEG, MANITOBA, R2V 4E7.**

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

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*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, January 25, 2016.

**16-091 Approval of the Agenda**

Ploszay / McFarlane

That the agenda for this meeting be approved as listed.

**CARRIED**

**MINUTE OF SILENCE**

- *The Board observed a minute of silence in memory of Evan Schellenberg (student, West Kildonan Collegiate) and his father Gary Schellenberg.*
- *The Board observed a minute of silence for those who lost their lives in La Loche, Saskatchewan.*

**16-092 Moved to Committee of the Whole at 6:07 p.m.**

Ploszay / Santos

That the Board move into Committee of the Whole.

CARRIED*Trustee Dabee in the Chair.*

Trustees Dabee, Myskiw, Santos, Sarbit and Sawka reported on the Manitoba School Boards Association Regional meeting they attend on January 23, 2016.

**SUPERINTENDENTS' PERSONNEL REPORT****16-093 Superintendents' Personnel Report**

Jaworski / Ploszay

That the Superintendents' Personnel Report be ratified.

CARRIEDTEACHER APPOINTMENTS

The following were appointed to Teacher General (Permanent) contracts effective September 6, 2016:

Patrick Ames (1.00)  
Christina Cavell (1.00)  
Jalin Desloges (1.00)  
Jessica Forsman (1.00)  
Lane Gibson (1.00)

M. Jordann Harvey (1.00)  
Matt Henderson (1.00)  
Dara Labossiere (1.00)  
Lynnette Navarro (1.00)  
Nick Serduletz (1.00)

The following were appointed to Limited Teacher-General (Term) contracts effective September 6, 2016 to June 30, 2017:

Zoe Brittain (1.00)  
Christina Falvo (1.00)  
Jane Hirose (1.00)  
Laura Kilbrai (1.00)  
Amy Komus (1.00)

Celeste Perrin (1.00)  
Lauren Schellenberg (1.00)  
Tracy Tesluck (1.00)  
Jonathon Traverse (1.00)

Maria Cordova was appointed to a full-time (1.00) Limited Teacher-General (Term) contract effective February 2, 2016 to June 30, 2016.

Tim Gysel was appointed to a full-time (1.00) Limited Teacher-General (Term) contract effective January 8, 2016 to February 19, 2016.

## **PERSONNEL REPORT**

Russell Kraychuk was appointed to a full-time (1.00) Limited Teacher-General (Term) contract effective February 2, 2016 to June 30, 2016.

### **SUBSTITUTE TEACHER APPOINTMENTS**

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

Kevin Denchuk  
Michael Dueck

Otoniel Santizo Gonzales  
Jennifer Tavares

### **TEACHER LEAVES OF ABSENCE**

John-Luke Racciatti was granted a full-time (1.00) leave of absence, without pay, effective January 29, 2016 to June 30, 2016.

Lisa Wicklund-Whiteside as granted a part-time (.33) leave of absence, without pay, effective February 1, 2016 to June 30, 2016.

### **TEACHER MATERNITY AND PARENTAL LEAVES**

Corrie Krahn was granted maternity and parental leave effective February 8, 2016 to February 6, 2017.

### **TEACHER RETIREMENTS**

The following teachers gave notice of intent to retire effective June 30, 2016:

Donna Massey-Cudmore  
Leslie Deck

Jennifer Miles

### **BUS DRIVER APPOINTMENTS**

Brian Seadon was appointed to the position of Bus Driver, part-time (4 hours per day) effective January 18, 2016.

## **DIVISIONAL UPDATE**

The following matters were received as information:

- Personnel Matters.
- Recruitment Update.

**DIVISIONAL UPDATE**

- Budget – Second Draft.
- Acquisition of High School Site and Capital Update.
- Maintenance Service Centre.
- Schools of Choice.
- Planning and Land Dedication for School Sites Act.
- Province Releases Road Map Toward Creating Universally Accessible Child Care.
- Parking Restriction at Amber Trails Community School.

**16-094 Moved to Committee of the Whole at 7:50 p.m.**

Myskiw / Ploszay

That the Board move into Committee of the Whole.

CARRIED

**DIVISIONAL UPDATE**

- Syrian Refugee Update.
- Religious Instruction.
- Margaret Park Catchment.

*Trustee Sarbit in the Chair.*

**16-095 Transportation Fees for 2016-2017**

McFarlane / Ploszay

That the 2016/17 Transportation Fees for non-eligible students be as follows:

- \$ 485.00 for Grade K to 5 students.
- \$ 550.00 for Grade 6 to 8 students.
- \$ 620.00 for Grade 9 to 12 students.

That the fee for families with more than one child, Kindergarten to Grade 8, riding the bus be reduced by \$100 for the second child and that the maximum family fees be set as follows:

- \$ 870.00 for two or more K to Grade 5 students.
- \$ 935.00 for one K to Grade 5 student and one Grade 6 to 8 student.
- \$ 1,000.00 for two or more Grade 6 to 8 students.
- \$ 1,005.00 for one K to Grade 5 student and one Grade 9 to 12 student.
- \$1,070.00 for one Grade 6 to 8 student and one Grade 9 to 12 student.
- \$1,240.00 for two or more Grade 9 to 12 students.

CARRIED

## 16-096 Maples Elevator Replacement Project

Santos / Dabee

That the Board request approval from the Public Schools Finance Board to contract with Gardon Construction Ltd. for the Maples Elevator replacement project on the basis of low bid. **CARRIED**

## 16-097 2016-2017 School Bus Purchase Agreement

Jaworski / Ploszay

That the Board participate in the 2016-2017 provincial bus tender. **CARRIED**

### ADMINISTRATIVE REPORT

## 16-098 Administrative Report

McFarlane / Santos

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

#### Marrbeck Construction Ltd. Invoice No. MAPSC-COP#8

That Certificate of Payment No. 8 for the Maples Collegiate Science Labs project in the amount of \$8,814.79 be paid to Marrbeck Construction Ltd.

#### Canotech Consultants Ltd. Invoice No. GCTAA-COP#1

That Certificate of Payment No. 1 for the Garden City Collegiate Skill Build project in the amount of \$463,265.08 be paid to Canotech Consultants Ltd.

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

That the 7.5% Statutory Holdback on Certificate of Payment No. 1 for the Garden City Collegiate Skill Build project in the amount of \$35,773.37 be paid to Seven Oaks School Division/Canotech Consult-459-GCC Skill Build.

#### QCA Building Envelope Ltd. Invoice No. 1155

That Invoice No. 1155 for the R. F. Morrison School Roof Replacement in the amount of \$1,575.00 be paid to QCA Building Envelope Ltd.

#### Gardon Construction Ltd. Invoice No. RFM-COP#4

That Certificate of Payment No. 4 for the R. F. Morrison School addition project in the amount of \$172,859.59 be paid to Gardon Construction Ltd.

## **ADMINISTRATIVE REPORT**

### **Statutory Holdback on Certificate of Payment No. 4**

That the 7.5% Statutory Holdback on Certificate of Payment No. 4 for the R. F. Morrison School addition project in the amount of \$13,348.23 be paid to Seven Oaks School Division/Gardon-457 RFM Add.

### **Prairie Architects Inc. Invoice No. 4736**

That Invoice No. 4736 for École Rivière-Rouge (59% of 20% Administration) in the amount of \$14,135.54 be paid to Prairie Architects Inc.

### **QCA Building Envelope Ltd. Invoice No. 1147**

That Invoice No. 1147 for École Rivière-Rouge (air vapour review/roof monitoring) in the amount of \$4,068.75 be paid to QCA Building Envelope Ltd.

### **Number Ten Architectural Group Invoice No. 15088**

That Invoice No. 15088 for the Elwick School Elevator project in the amount of \$6,045.54 be paid to Number Ten Architectural Group.

### **Number Ten Architectural Group Invoice No. 14991**

That Invoice No. 14991 for the Garden City Collegiate Skill Build project in the amount of \$4,641.00 be paid to Number Ten Architectural Group.

### **Number Ten Architectural Group Invoice No. 14807**

That Invoice No. 14807 for the MET School project in the amount of \$1,135.11 be paid to Number Ten Architectural Group.

### **Prairie Architects Inc. Invoice No. 4754**

That Invoice No. 4754 for the Garden City Collegiate Theatre project in the amount of \$14,841.87 be paid to Prairie Architects Inc.

### **Almitra Consulting Inc. Invoice No. 626**

That Invoice No. 626 for the Elwick School Elevator project in the amount of \$3,567.90 be paid to Almitra Consulting Inc.

### **Number Ten Architectural Group Invoice No. 15090**

That Invoice No. 15090 for the Garden City Collegiate Skill Build project in the amount of \$10,717.35 be paid to Number Ten Architectural Group.

## **ADMINISTRATIVE REPORT**

### Prairie Architects Inc. Invoice No. 4755

That Invoice No. 4755 for the R. F. Morrison School Addition project in the amount of \$3,512.45 be paid to Prairie Architects Inc.

### Release of Holdback to Marrbeck

That the Statutory Holdback in the amount of \$37,821.15 plus taxes and accumulated interest in relation to the Maples Collegiate Science Room project be paid to Marrbeck, subject to the approval of the Board's solicitor.

### Oksana Bondarchuk, President, Ukrainian Canadian Congress - Manitoba Provincial Council

That the Board direct administration to prepare a rental agreement for the Ukraine-Kyiv Pavilion for use of Maples Collegiate from July 25, 2016 to August 8, 2016 for Folklorama 2016.

### Integrated Designs Inc. Invoice No. 3746

That Invoice No. 3746 for the Amber Trails School (progress report #17) in the amount of \$630.00 be paid to Integrated Designs Inc.

### Integrated Designs Inc. Invoice No. 3745

That Invoice No. 3745 for the École Rivière-Rouge (progress report #7) in the amount of \$3,543.75 be paid to Integrated Designs Inc.

### M. Block & Associates Invoice No. W-2015-271

That Invoice No. W-2015-271 for the Garden City Collegiate Skill Build project (materials testing Dec 2015) in the amount of \$519.75 be paid to M. Block & Associates.

### Parkwest Projects Ltd. Invoice No. EP-COP#3

That Certificate of Payment No. 3 for the Edmund Partridge School Elevator project in the amount of \$74,844.71 be paid to Parkwest Projects Ltd.

### Statutory Holdback on Certificate of Payment No. 3

That the 7.5% Statutory Holdback on Certificate of Payment No. 3 for the Edmund Partridge School Elevator project in the amount of \$5,779.51 be paid to Seven Oaks School Division/Parkwest-450-EP-Elev/Groom.

## ADMINISTRATIVE REPORT

### Expenditure Listing to January 22, 2016

That cheques #2161022 to #2162018, and #1011 to #1060, US cheques #216031 to #216066, direct deposits #20162218 to #20164934, and pre-authorized debits #2016083 to #2016164 in the amount of \$24,102,032.77 be approved.

## POLICY COMMITTEE

### **16-099 Policy GCDAT – Administrative Assistant to the Director of Partnerships**

McFarlane / Dabee

That Policy GCDAT - Administrative Assistant to the Director of Partnerships be approved for inclusion in the Policy Manual. CARRIED

### **16-100 Policy GCCAH – Accounting Clerk**

McFarlane / Ploszay

That revised Policy GCCAH - Accounting Clerk be approved for inclusion in the Policy Manual. CARRIED

### **16-101 Policy GBRJ - Absenteeism**

McFarlane / Dabee

That revised Policy GBRJ - Absenteeism be approved for inclusion in the Policy Manual. CARRIED

### **16-102 Policy KG – Rental of School Facilities**

McFarlane / Ploszay

That revised Policy KG - Rental of School Facilities be approved for inclusion in the Policy Manual. CARRIED

## NEW BUSINESS

- Trustee Santos enquired about the cost to repair / maintain band instruments.

## CONFERENCE REPORTS

Cameron MacKay, Teacher, West St. Paul School. I.E.R.G's Conference, July 2 to 4, 2014 - British Columbia.



## CONFERENCE REPORTS

George Budoloski, Teacher, Maples Collegiate. National Association of Broadcasters Convention, April 11 to 16, 2015 - Las Vegas, Nevada.

Helen Lagace, Teacher, Margaret Park School. Songworks - Discover Your Pathway Conference, April 9 to 11, 2015 - Denver, Colorado.

Karen Penner, Teacher, Margaret Park School. International Literacy Association Conference, July 18 to 20, 2015 - St. Louis, Missouri.

Lucy Batista, Teacher, O.V. Jewitt School. World Congress of Modern Languages, March 26 to 28, 2015 - Niagara Falls, Ontario.

Marshall Mays, Teacher, Maples Collegiate. National Association of Broadcasters Convention, April 11 to 16, 2015 - Las Vegas, Nevada.

Rachel Cooper, Teacher, Maples Collegiate. EDGE Performing Arts, January 26 to 30, 2015 - Los Angeles, California.

Roberta Garton, Teacher, Maples Collegiate. Learning and the Brain Conference, May 6 to 9, 2015 - New York, New York.

Sari Rosenberg, Vice-Principal, R.F. Morrison School. NCTM Annual Meeting and Exposition - Effective Teaching to Ensure Mathematical Success for All, April 15 to 18, 2015 - Boston, Massachusetts.

Sari Rosenberg, Vice-Principal, R.F. Morrison School. NCTM Annual Meeting and Exposition - Effective Teaching to Ensure Mathematical Success for All, April 15 to 18, 2015 - Boston, Massachusetts.

## CORRESPONDENCE

- Claudia Sarbit, Chair, Seven Oaks School Division. Letter to the Honourable Greg Selinger regarding inequities in education finance.
- Darryl Gervais, Director - Instruction, Curriculum and Assessment Branch. Successful Skills Strategy Equipment Enhancement Fund application:
  - \$34,321.86 for the Culinary Services Program at Maples Collegiate was approved.
  - \$50,167.00 for the Electrical Trades Technology Program at Maples Collegiate was approved.
- Western School Division. Western School Division unanimously endorse the candidacy of Trustee Robyn Wiebe for Vice-President of Boards Under 6000.


## CORRESPONDENCE

- Cheryl Prokopanko, Director, International Education Branch. International Education Act (IEA) and the associated Code of Practice and Conduct Regulation 51(2) were proclaimed by Cabinet on January 1, 2016 and are now in force.
- Manitoba Education-Instruction, Curriculum and Assessment Branch. Scientists in the Classroom Grant 2016/2017.
- Manitoba Safe & Caring Schools Conference. Diversity, Respect and Inclusion. Monday, February 8, 2016.
- Elections Manitoba. Implementing the Student Information Officer Program for the upcoming provincial election on Tuesday, April 19.
- James Allum, Minister of Education. Elwick School recipient of a Manitoba Music grant.
- Trent Piazzoni, Number Ten Architectural Group. Garden City TAA, Change Order Numbers 3, 4, 5 and 6.
- Government of Manitoba News Release. Province Invests \$30 Million to Create Employment, Training Opportunities for Young People.
- Government of Manitoba News Release. Province Announces \$50 Million for new Upgraded Gyms at Manitoba Schools.
- Government of Manitoba News Release. Province Announces New School in North Winnipeg, Further Investments to Make Classes Smaller.
- Healthy Child Manitoba. Grade Five (G5) Mental Health Survey 2015/2016.
- Gerard Lesage, A/Executive Director, Public Schools Finance Board. 2016-2017 Public Schools Capital Support Program.
- Alex Coelho, Prairie Architects Inc. R.F. Morrison School Addition Change Order No. 8.
- Manitoba Schools' Finance Branch - 2015 Enrolment Report. 2015 Enrolment Reports for information.
- Darryl Gervais, Director - Instruction, Curriculum and Assessment Branch. Online posting of *Responding to Religious Diversity in Manitoba's Schools: A Guide for Educators (Draft 2015)*.
- Seven Oaks Rhythm and Roots Gala. Saturday, June 4, 2016 - Judy Silver Commons, Maples Collegiate.
- Darryl Gervais, Director, Manitoba Education and Advanced Learning. *My Students in Middle Years: A Resource for Educators and School Leaders* (Website).
- Darryl Gervais, Director, Manitoba Education and Advanced Learning. *Grade 12 Cinema as a Witness to Modern History: A Foundation for Implementation* (Grade 12 Social Studies option).
- Sarah Cahill, Nutrition Programs, Dairy Farmers of Manitoba. École Riverbend Community School recognized for participating in the School Milk Program for 15 consecutive years.
- Minister Kerri Irvin-Ross and Minister James Allum - Government of Manitoba. 2016-2017 Child Care Proposals.

## CORRESPONDENCE

- Joanna Blais, Director, Program and Student Services Branch. Supporting Inclusive Schools: Addressing the Needs of Students with Learning Disabilities.
- Darryl Gervais, Director - Instruction, Curriculum and Assessment Branch. Release of Curriculum Essentials.
- Heather Demetriooff, Director, Education and Communication Service. Anne Frank House Educational Projects.
- Manitoba School Boards Association - Budget Presentation.
- Gerald Farthing, Deputy Minister, Education and Advanced Learning. Effective January 18, 2016:
  - Jean-Vianney Auclair, Acting Assistant Deputy Minister of the Advanced Learning Division.
  - Marcel Bérubé, Acting Deputy Minister of the BEF.
- Wenda Dickens, Coordinator, Early Childhood Education Unit. Release of *A Time for Learning, A Time for Joy: A Resource for Kindergarten Teachers*.
- Shelley Wilson, Independent Schools Accountant, Manitoba Education. Shared Services Agreement between Seven Oaks School Division and Dasmesh School.
- Tim Austin, Manager of Taxation & Finance Services. 2016 Notice of Tax Requirement.
- Lindsay Oster, Prairie Architects. École Rivière-Rouge Change Order No. 27.
- Government of Manitoba News Release. Province Announces Plan to Implement Recommendations from the Task Force on Education Outcomes for Children in Care.
- David Yeo, Director, Education Administration Services Branch. 2016-17 Smaller Classes Initiative - Funding Allocation.
- Joanna Blais, Director, Program and Student Services Branch. Important Funding Application Information.
- Trent Piazzoni, Number Ten Architectural Group. Garden City Collegiate TAA Change Order No. 7.
- Manitoba Schools' Finance Branch. 2015/16 Shared Services Support.
- Certificate of Safety Rating.
- Cheryl Prokopanko, Director International Education Branch. International Education Act (IEA) and the associated Code of Practice and Conduct Regulation 51(2) were proclaimed by Cabinet on January 1, 2016 and are now in force.
- The Winnipeg Foundation 2015 Annual Report.
- "Teach French in Seven Oaks" Postcards.

The meeting adjourned at 8:37 p.m.



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Claudia Sarbit  
Chairperson



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Wayne Shimizu  
Secretary-Treasurer