

**MINUTES OF THE REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES OF THE SEVEN OAKS SCHOOL DIVISION HELD ON MONDAY, JUNE 3, 2013 AT 6:00 P.M., AT THE BOARD OFFICES, 830 POWERS STREET, WINNIPEG, MANITOBA, R2V 4E7.**

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

Trustee Ploszay in the Chair.

---

The meeting was called to order at 6:10 p.m.

**MINUTES**

Approved the minutes of Regular Board Meeting of Monday, May 6, 2013.

**12-142 – Approval of the Agenda**

McGowan / Juan

That the agenda for this meeting be approved as amended.

**Carried**

**12-143 – Moved to Committee of the Whole at 6:11 p.m.**

Jaworski / Myskiw

That the Board move into Committee of the Whole.

**Carried**

Trustee Sarbit in the Chair.

## OFFICERS' REPORT

- Trustee Sawka reported on developments arising from collective bargaining.
- Trustee Juan reported on the recent MSBA Regional meeting.

## SUPERINTENDENTS' PERSONNEL REPORT

### 12-144 – Superintendents' Personnel Report

Juan / Jaworski

That the Superintendents' Personnel Report be ratified.

Carried

### ADMINISTRATIVE APPOINTMENTS

Appointed the following to Administrative positions effective September 3, 2013:

- Joey-Heather Robertson part-time (.50) Vice-Principal, École James Nisbet Community School.
- Tanya Kohut part-time (.50) Vice-Principal, École Riverbend Community School.

### TEACHER APPOINTMENTS

Appointed Jenny Bilodeau 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:

|                           |                           |
|---------------------------|---------------------------|
| Aneil Bahadoosingh (1.00) | Scott Mader (1.00)        |
| Mark Behrendt (1.00)      | Blair Molinski (1.00)     |
| Reuben Boulette (1.00)    | Kiersten Neufeld (1.00)   |
| Toni Brown (1.00)         | Buledi Serge Omar (1.00)  |
| Sereen Conner (1.00)      | Jason Robillard (1.00)    |
| Melissa Diamond (1.00)    | Earl Skead (1.00)         |
| Marion Franczyk (1.00)    | Bernadine Thompson (1.00) |
| Jennifer Gillespie (1.00) | Michelle Thompson (1.00)  |
| Daniel Kammerlock (1.00)  | Breanne Treyturik (1.00)  |
| Robert Hodgins (.50)      | Cory Waldbauer (1.00)     |
| Dustin Hughes (1.00)      | Karen Warner (.50)        |

Appointed the following to Limited Teacher-General (Term) contracts:

- Joan Bilow-Budowski, full-time (1.00), effective May 13, 2013 to June 28, 2013.

## **SUPERINTENDENTS' PERSONNEL REPORT**

- Justine Ducharme, full-time (1.00), effective September 3, 2013 to January 31, 2014.
- Megan Sigvaldason, full-time (1.00), effective May 29, 2013 to June 28, 2013.

Appointed the following to Substitute Teacher contracts effective the 2012-2013 school year:

|                   |                     |
|-------------------|---------------------|
| Jennifer Anderson | Stephanie Luna      |
| Sarah Barton      | James MacDonald     |
| Devyn Degagne     | Petar Momic         |
| Melissa Denoon    | Carina Romagnoli    |
| Alexa Klein       | Benson Shapiro      |
| Meghan Labrie     | Alice Sherwin       |
| Diane Lafournaise | Jesse Thomaschewski |

## **TEACHER LEAVES OF ABSENCE**

Granted the following leaves of absence, without pay, effective the 2013-2014 school year:

|                        |                     |
|------------------------|---------------------|
| Elma Arthurson (1.00)  | Crystal Wiens (.33) |
| Vanessa Burrige (1.00) | Sonja Wiens (.20)   |
| Hasmita Trivedi (1.00) |                     |

Granted Angela Deprez a full-time (1.00) leave of absence, without pay, effective February 21, 2104 to April 6, 2014.

Granted Brina Larsen a part-time (.50) leave of absence, without pay, effective January 6, 2014 to January 4, 2015.

Granted Michael Mann a full-time (1.0) leave of absence, as per Article 6.06 of the Board-SOTA Collective Agreement for the 2013-2014 school year, to serve as SOTA President.

## **TEACHER MATERNITY AND PARENTAL LEAVES**

Granted the following maternity and parental leaves:

- Dena Arnold, effective September 4, 2013 to September 2, 2104.
- Amber Huber, effective September 3, 2013 to June 27, 2014.
- Jennifer Hughes, effective September 3, 2013 to September 1, 2014.
- Melanie Mahir, effective September 3, 2013 to June 27, 2014.
- Christine Michaeleski, effective November 11, 2013 to November 9, 2014.

## **SUPERINTENDENTS' PERSONNEL REPORT**

- Nicole Pidhirniak, effective June 29, 2013 to September 1, 2104.

### TEACHER RESIGNATIONS

Received notice of intent to resign effective June 28, 2013 from:

Allyson Coles-Sokal

Melanie Janzen

Received notice of intent to resign from Joni Tesoro effective September 2, 2013.

### EDUCATIONAL ASSISTANT APPOINTMENTS

Appointed the following to full-time (1.00) positions:

- Tracey Cymbalisy, full-time (6.5 hours per day), effective May 13, 2013.
- Alison Lemoine, full-time (6.5 hours per day), effective April 29, 2013.

### EDUCATIONAL ASSISTANT LEAVE OF ABSENCE

Granted Heather La Liberte a part-time (.50) leave of absence, without pay, effective September 3, 2013 to June 27, 2014.

### EDUCATIONAL ASSISTANT RESIGNATION

Received notice of intent to resign from Benson Shapiro effective May 90, 2013.

### LIBRARY TECHNICIAN APPOINTMENTS

Appointed the following to full-time (1.00) Library Technician positions effective July 2, 2013:

Krysta Staub

Sara Wilson

### STUDENT PARENT SUPPORT WORKER RESIGNATION

Received notice of intent to resign from Fabian Suarex-Amaya effective June 27, 2013.

### CHILD CARE COORDINATOR LAYOFF NOTICES

Layoff notices were given to the following Child Care Coordinators:

- Lindsay, Grant, effective June 28, 2013.
- Rheanan Tyler, effective June 7, 2013.

## **SUPERINTENDENTS' REPORT**

The following matters were received as information:

- Personnel Matters.
- 2013 Board Retreat Update.
- Mondetta Foundation.
- Maples Commons Update.
- FRAME Report – Statistical Summary.

### **12-145 – Moved to Committee of the Whole at 7:38 p.m.**

Juan / Dabee

That the Board move into Committee of the Whole.

Carried

## **SUPERINTENDENTS' REPORT**

The following matters were received as information:

- Review 2013-2014 Board Calendar.
- Seven Oaks School Division Phone Systems Update.
- Parent Concern Update.

### **12-146 – Proposed Land Exchange**

Juan / McGowan

Approved that the Board sign the land exchange agreement with the City of Winnipeg for the exchange of lands near École Leila North Community School.

Carried

### **12-147 – Retirement Advance Notice Gratuity – CUPE Local 2938**

Jaworski / McGowan

That the Board sign the Retirement Advance Notice Gratuity letter of understanding with the Canadian Union of Public Employees, Local 2938.

Carried

### **12-148 – 2013 School Bus Tender**

Juan / Dabee

Approved that Maxim Truck & Trailer be awarded the regular bus tender on the basis of low bid.

Carried

## 12-149 – 2013 School Bus Tender – Wheelchair

Myskiw / McGowan

Approved that Maxim Truck & Trailer be awarded the wheelchair bus tender on the basis of lowest acceptable bid. **Carried**

Correspondence Received:

- Victory School Stand-Alone Child Care- Approval to Proceed to Tender.
- Subtrades for Amber Trails School Project.

## 12-150 – Amber Trails School Project – Flooring & Steel Work

Juan / Dabee

Approved that the Board endorse the request of Jamie Kozak, Prairie Architects, relative to approaching the second lowest bidder for flooring and steel work for the Amber Trails School project.

Correspondence Received:

- Modular Classroom Relocations at West St. Paul and Belmont Schools.
- MTS Short Term Disability Plan – September 1, 2013 Renewal.
- FIPPA Request – Catered Meals.
- Winnipeg Free Press Article: Anti-bullying video sparks furor.

Trustee Ploszay in the Chair.

## 12-151 – Governor Semple School – Balanced School Day

Myskiw / Jaworski

That the Board approves and supports Governor Semple School's request to implement the Balanced School Day for the 2013-2014 school year. **Carried**

## 12-152 – By-Law No. 3-2013

Sarbit / Juan

That By-Law No. 3-2013 for the purpose of borrowing the sum of \$1,508,900.00 Dollars for the purpose of the new dual K-8 Amber Trails School (\$1,295,700.00), and Garden City Collegiate Science Room Upgrade (\$213,200.00) be given second reading. **Carried**

Jaworski / McGowan

That By-Law No. 3-2013 for the purpose of borrowing the sum of \$1,508,900.00 Dollars for the purpose of the new dual K-8 Amber Trails School (\$1,295,700.00), and Garden City Collegiate Science Room Upgrade (\$213,200.00) be given third

and final reading, be signed and sealed.

**Carried**

## **12-153 – Division-Wide Scent-Free Policy**

Myskiw / Sarbit

That the question of a division-wide scent-free policy be referred to the Policy Committee.

**Carried**

## **12-154 – Sadok Nursery School**

McGowan / Dabee

Approved that the Superintendent explore implementation of a standard lease arrangement with Sadok Nursery School, R.F. Morrison School and report back to the Board.

**Carried**

## **12-155 – Consent Agenda**

Juan / Myskiw

That the Consent Agenda be approved.

**Carried**

### Renewal of Lease - Aleph Bet Child Life Enrichment Program - Forest Park Satellite Site

That the Board sign a lease renewal for the September 1, 2013 to June 30, 2014 term with Aleph Bet Child Life Enrichment Program - Forest Park Satellite Site for the rental of day care space for the before and after school program at Forest Park School at a rental fee of \$164.80 per month.

### Renewal of Lease - Aleph Bet Child Life Enrichment Program - Margaret Park Satellite Site

That the Board sign a lease renewal for the September 1, 2013 to June 30, 2014 term with Aleph Bet Child Life Enrichment Program - Margaret Park Satellite Site for the rental of day care space for the before and after school program and half-day kindergarten program at Margaret Park School at a rental fee of \$544.85 per month.

### Renewal of Lease - Collicutt Before and After School Program

That the Board sign a lease renewal for the September 1, 2013 to June 30, 2014 term with Collicutt Before and After School Program for the rental of gymnasium space at Collicutt School at a rental fee of \$164.80 per month.

## **CONSENT AGENDA**

### Renewal of Lease - Little Dipper Montessori Nursery

That the Board sign a lease renewal for the September 1, 2013 to June 30, 2014 term with Little Dipper Montessori Nursery for the rental of day care space at Collicutt School at a rental fee of \$673.81 per month.

### Renewal of Lease - Kidi-Garden Day Nurseries Inc.

That the Board sign a lease renewal for a July 1, 2013 to June 30, 2014 term with Kidi-Garden Day Nurseries Inc. for the rental of Seven Oaks School, 172 Smithfield Avenue at a rental fee of \$2,657.87 per month.

### Renewal of Lease - Kidi-Garden Day Nurseries Inc. - Victory School Site

That the Board sign a lease renewal for the September 1, 2013 to June 30, 2014 term with Kidi-Garden Day Nurseries Inc. for the rental of the gymnasium, mini-gymnasium and library at Victory School at a rental fee of \$164.80 per month.

### Renewal of Lease - Manitoba Association of School Superintendents

That the Board sign a lease renewal for the July 1, 2013 to June 30, 2014 term with the Manitoba Association of School Superintendents for the rental of office space at the Ben Zaidman Educational Resource Centre at a rental fee of \$465.33 per month.

### Renewal of Lease - Maples Day Care

That the Board sign a lease renewal for the July 1, 2013 to June 30, 2014 term with Maples Day Care for the rental of day care space at École Constable Edward Finney School at a rental fee of \$1,780.92 per month.

### Renewal of Lease - O.K. Before and After School Child Care Centres Inc.

That the Board sign a lease renewal for the September 1, 2013 to June 30, 2014 term with O.K. Before and After School Child Care Centres Inc. for the rental of the mini-gymnasiums at A.E. Wright Community School, École Constable Finney School, Elwick Community School and O.V. Jewitt Community School at a rental fee of \$164.80 per month per site.

### Renewal of Lease - O.K. Before and After School Child Care Centres Inc.

That the Board sign a lease renewal for the September 1, 2013 to June 30, 2014 term with O.K. Before and After School Child Care Centres Inc. - Kindergarten



## **CONSENT AGENDA**

Child Care Program for the rental of day care space at O.V. Jewitt Community School at a rental fee of \$459.00 per month.

### Renewal of Lease - Seven Oaks Child Care Centre Inc.

That the Board sign a lease renewal for the September 1, 2013 to June 30, 2014 term with Seven Oaks Child Care Centre Inc. for the rental of the gymnasium, including storage facility in the gymnasium area at R.F. Morrison School at a rental fee of \$164.80 per month.

### Renewal of Lease - Educational Assistants of Seven Oaks (EA7oaks)

That the Board sign a lease renewal for the July 1, 2013 to June 30, 2014 term with the Educational Assistants of Seven Oaks for the rental of office space at Edmund Partridge Community School at a rental fee of \$76.50 per month.

### Renewal of Lease - Seven Oaks Teachers' Association (SOTA)

That the Board sign a lease renewal for the July 1, 2013 to June 30, 2014 term with Seven Oaks Teachers' Association for the rental of office space at Ben Zaidman Educational Resource Centre at a rental fee of \$117.50 per month.

### Renewal of Lease - Sugar-N-Spice Kiddie Haven Inc.

That the Board sign a lease renewal for the July 1, 2013 to June 30, 2014 term with Sugar-N-Spice Kiddie Haven Inc. for the rental of day care space at École Riverbend Community School at a rental fee of \$2,065.50 per month.

### Renewal of Lease - Sugar-N-Spice Kiddie Haven Inc. School Age Program

That the Board sign a lease renewal for the September 1, 2013 to June 30, 2014 term with Sugar-N-Spice Kiddie Haven Inc. School Age Program for the rental of the mini-gymnasium at École Riverbend Community School at a rental fee of \$164.80 per month.

### Renewal of Lease - Sugar-N-Spice Kiddie Haven Inc.

That the Board sign a lease renewal for the July 1, 2013 to June 30, 2014 term with Sugar-N-Spice Kiddie Haven Inc. for the rental of day care space at West Kildonan Collegiate at a rental fee of \$4,265.64 per month.

## **CONSENT AGENDA**

### Renewal of Lease - Sunny Mountain Child Care Centre (1985) Inc.- Belmont Before & After School Program

That the Board sign a lease renewal for the September 1, 2013 to June 30, 2014 term with Sunny Mountain Child Care Centres (1985) Inc. - Belmont Before and After School Program for the rental of the gymnasium, music room and kindergarten room at Belmont School at a rental fee of \$164.80 per month.

### Renewal of Lease - Sunny Mountain Day Care Centre (1985) Inc.

That the Board sign a lease renewal for the July 1, 2013 to June 30, 2014 term with Sunny Mountain Day Care Centre (1985) Inc. for the rental of the kindergarten room and, when available, the computer room and gymnasium at Governor Semple School at a rental fee of \$501.08 per month.

### Renewal of Lease - YM-YWCA of Winnipeg Before and After School Program

That the Board sign a lease renewal for the September 1, 2013 to June 30, 2014 term with YM-YWCA of Winnipeg Before and After School Program for the rental of the mini-gymnasium at West St. Paul School at a rental fee of \$164.80 per month.

### Genstar Development Company - Amber Trails School Site Cost Recovery

That the Amber Trails School Site Cost Recovery, as certified by Stantect Consulting Ltd. to be accurate, in the amount of \$710,459.61 be paid to Genstar Development Company.

### Release of Holdback to Mayer's Contract Interior Ltd.

That the Statutory Holdback in the amount of \$32,334.88 plus GST and accumulated interest in relation to the Garden City Collegiate Science Lab project be paid to Mayer's Contract Interiors Ltd., subject to the approval of the Board's solicitor.

### MCM Architects Inc. Invoice No. 5446

That Invoice No. 5446 for the Victory Site Day Care in the amount of \$2,048.99 be paid to MCM Architects Inc.

### PSA Studio Inc. Invoice No. 13075

That Invoice No. 13075 for the 2013 Portables (Belmont and West St. Paul) in the

## **CONSENT AGENDA**

amount of \$3,020.22 be paid to PSA Studio Inc.

### SMS Engineering Ltd. Invoice No. 49122

That Invoice No. 49122 for the Maples Geothermal project in the amount of \$31,558.09 be paid to SMS Engineering Ltd.

### Von Ast Construction (2003) Inc. Certificate of Payment No. 5

That Certificate of Payment No. 5 for the 2012 Portable Classrooms project in the amount of \$24,844.39 be paid to Von Ast Construction (2003) Inc.

### Von Ast Construction (2003) Inc. Certificate of Payment No. 6

Certificate of Payment No. 6 for the 2012 Portable Classrooms project in the amount of \$96,058.70 be paid to Von Ast Construction (2003) Inc.

### Statutory Holdback on Von Ast Construction (2003) Inc. Certificate of Payment No. 6

That the Statutory Holdback on Certificate of Payment No. 6 for the 2012 Portable Classrooms project in the amount of \$7,417.66 be paid to the SOSD/Von Ast 445 Portable 45, 46, 47 FY12.

### Release of Holdback to Von Ast Construction (2003) Inc.

That the Statutory Holdback in the amount of \$59,333.04 plus GST and accumulated interest in relation to the 2012 Portable Classrooms project be paid to Von Ast Construction (2003) Inc., subject to the approval of the Board's solicitor.

## **POLICY COMMITTEE**

### **12-156 – Policy BCB – Board Member Conflict of Interest**

Jaworski / Dabee

Approved that Policy BCB - Board Member Conflict of Interest be approved for inclusion in the Policy Manual.

**Carried**

## **CONFERENCE REPORTS**

Carol Anandranistakis, Victory School / Julie-Ann Lodge, Riverbend School - School Secretaries: CIMS Conference, April 30 to May 2, 2013 - Granville Island,

## CONFERENCE REPORTS

British Columbia.

Sharon Halldorson, Director, Educational & Clinical Support Services: Learning and the Brain Conference: Executive Skills for School Success, May 3 to 5, 2013 - Arlington, Virginia.

Kirk Baldwin, Divisional Principal, Board Office: AERA, April 27 to May 1, 2013 - San Francisco, California.

Cheryl Gaudet, Principal, James Nisbet Community School: AERA, April 27 to May 1, 2013 - San Francisco, California.

Diane Darrach, Principal, Governor Semple School: 2013 Green Schools National Conference, February 20 to 24, 2013 - West Palm Beach, Florida.

Angela Bubnowicz, Vice-Principal, École Riverbend Community School: 2013 Green Schools National Conference, February 20 to 24, 2013 - West Palm Beach, Florida.

Cheryl Gaudet, Principal, James Nisbet Community School: Apple Technology, March 26 to 29, 2013 - Cupertino, California.

## OTHER REPORTS

Workplace Safety and Health Steering Committee Reports:

- 2012-2013 Annual Steering Committee Report.
- 2012-2013 Serious Accidents Report.
- 2012-2013 Violent Incidents Report.

## CORRESPONDENCE

- Cathy Horbas, Principal, West St. Paul School:  
Requesting permission to continue with the Balanced School Day at West St. Paul School.

### 12-157 – West St. Paul Balanced School Day

Myskiw / Juan

Approved that the Board approves and supports West St. Pauls School's request to continue with the Balanced School Day for the 2013-2014 school year.

**Carried**

## CORRESPONDENCE

- John Sawchuk, Director of Programs/Registrar, Manitoba Education: Registration and Funding for the 2013-2014 program year for: Adult Education Centres (AEC), Urban Circle Training Centre and the Adult Learning Centre.
- Nancy Allan, Minister of Education: Balanced School Day extended to the 2014/2015 school year.
- Wendy Bloomfield, Chair, Seine River School Division: Support of Safe and Inclusive Schools Initiative (Bill 18).
- David Yeo, Director, Manitoba Education: Administrative Handbook for Schools electronic format available.
- John Sawchuk, Director of Programs/Registrar - Manitoba Education: Manitoba Adult Literacy Program (MALP) Funding Grant for the July 1, 2013 to June 30, 2014 Program Year.
- Erin Selby, Minister of Advanced Education and Literacy: Adult Education Centres funding for 2013-2014 from Manitoba Advanced Education and Literacy.
- MERN Awards 2013 Luncheon: June 14, 2013 - 12:00 to 1:30 p.m. - Legislative Building.
- MERN Treaties and Reconciliation Education Seminar.
- MSBA e-bulletin - May 22, 2013.
- Association of Canadian Deans of Education: Early Learning and Early Childhood Education.
- Selkirk and District Planning Area Board: Proposed subdivision of Part 6 Residential Zones, 340 Minnehaha Avenue.
- Keith Thomas, Risk Manager, Manitoba School Boards Association: Insurance availability for Community Use of Schools.
- Turtle Mountain School Division: "Response to Intervention" with Dr. Chris Weber on September 3, 2013 - Killarney, Manitoba.
- Wendy Shaw, Coordinator, Accounting & Consolidations, Schools' Finance Branch: FRAME Reports based on the 2011/2012 school division financial statements.
- Southwest Horizon School Division: Posting - Secretary-Treasurer.
- Labour Relations, Manitoba School Boards Association: CPI, Unemployment Rate, Regional Trends Update - May 2013.
- CUPE Local 949: CUPE 949 Executive & Committee List 2013-14.
- Wayne Shimizu, Secretary-Treasurer, Seven Oaks School Division: Letter to Bockstael Construction Limited regarding Amber Trails Community School.
- Wayne Shimizu, Secretary-Treasurer, Seven Oaks School Division: Letter to Loewen Mechanical regarding Maples Collegiate Chiller Replacement.
- Tom Bobby, Winnipeg School Division: MASBO Winnipeg Region Residual Fee Rates 2013/2014.
- Government of Canada: Calculation of Approved Canada Summer Jobs Contribution Amount for Kildonan Youth Activity Centre (KYAC) 2013.
- Denise Gerrard, Program Coordinator, Manitoba Children and Youth

## CORRESPONDENCE

Opportunities: Urban Green Team approval for Kildonan Youth Activity Centre (KYAC) 2013.

- The Selkirk Journal, Thursday, May 16, 2013: Article by Amanda Lefley "School divisions use RMs as scapegoats".
- Manitoba News Release: May 13, 2013 - Manitoba Introduces New Legislation that would Protect International Students.
- Manitoba News Release: May 24, 2013 - Budget 2013: Construction to Begin for New Gymnasium, Child-Care Centre at Brandon's George Fitton School: Premier.
- Deborah Schultz, Administrative Assistant, Labour Relations/Risk Management, MSBA: \$2,000 Reasons to be SAFE - Safe Work Contest.
- Manitoba News Release: May 27, 2013 - Province Partners to Develop Resources that Support Gay-Straight Alliances in Schools.
- Chris Hagen, Senior Field Officer, Pupil Transportation Unit, Manitoba Education: School Bus Pass By Infractions.
- Globe & Mail Article: Bold Calgary plan aims to slash poverty.
- Manitoba News Release: May 31, 2013 - Budget 2013: Building, Improving Manitoba Schools: Premier. Construction to Begin on Amber Trails Kindergarten to Grade 8 School to Serve Families in Northwest Winnipeg.
- Education Manitoba: Volume 11, Number 2, May 2013.
- Resources for World Refugee Day 2013.
- Resource: Girls, Women and Alcohol: Making Informed Choices.
- Resource: Bed Bug Guide for Schools.
- Annual Report of the Public Schools Finance Board: For the period ending June 30, 2012.

The meeting adjourned at 9:19 p.m.

---

Chairperson

---

Secretary-Treasurer