

**MINUTES OF THE REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES OF THE SEVEN OAKS SCHOOL DIVISION HELD ON MONDAY, OCTOBER 15, 2018 AT 6:00 P.M., AT THE BOARD OFFICE, 830 POWERS STREET, WINNIPEG, MANITOBA, R2V 4E7.**

<b>PRESENT</b>	Derek Dabee	Chair
	Edward Ploszay	Vice-Chair
	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
	Lydia Hedrich	Assistant Superintendent
	Verland Force	Assistant Superintendent
	Wayne Shimizu	Secretary-Treasurer
	Donna Herold	Executive Assistant

*Trustee Derek Dabee in the Chair.*

The meeting was called to order at 6:01 p.m.

**Superintendent Brian O'Leary**

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, September 17, 2018.

**17-165 Approval of the Agenda**

Santos / Ploszay

That the Board adopt the agenda for this meeting as amended. **CARRIED**

## MINUTE OF SILENCE

The Board observed a minute of silence in memory of David Smeltzer, Teacher, Adult Learning Centre.

### 17-166 Moved to Committee of the Whole at 6:05 p.m.

Ploszay / Myskiw

That the Board move into Committee of the Whole.

**CARRIED**

*Trustee Ploszay in the Chair.*

## OFFICERS' REPORT

- Collective Bargaining Update.

## PERSONNEL REPORT

### 17-167 Personnel Report

Jaworski / McFarlane

That the Superintendents' Personnel Report be ratified.

**CARRIED**

## TEACHER APPOINTMENTS

Jayne Cormack was appointed to a full-time (.1.00) Limited Teacher-General (Term) contract effective October 1, 2018 to November 16, 2018.

Lyn Hart was appointed to a part-time (.50) Limited Teacher-General (Term) contract effective November 19, 2018 to June 28, 2019.

Melissa Kitching was appointed to a full-time (1.00) Limited Teacher-General (Term) contract effective September 18, 2018 to October 26, 2018.

Shira Richmond was appointed to a part-time (.75) Limited Teacher-General (Term) contract effective September 4, 2018 to November 23, 2018.

Lia Robinson was appointed to a part-time (.25) Limited Teacher-General (Term) contract effective September 10, 2018 to November 23, 2018.

## TEACHER LEAVE OF ABSENCE

Erin Lees was granted a part-time (.50) leave of absence, without pay, effective February 25, 2019 to June 28, 2019.

## **PERSONNEL REPORT**

### **SUBSTITUTE TEACHER APPOINTMENTS**

The following list of teachers were appointed to Substitute Teacher contracts effective the 2018-2019 school year:

Justin Brown	Marilyn MacNaughton
Laura Carroll	Kumari Meenakshi
Christopher Clements	Taras Melnychuk
Parveen Kaur	Frank Ostlund
Melissa Kitching	Eunice Quitlig
Susanne Klueppel	Khrystyna Sulyma
Carrie Lundy	Tanya Woloshen
Vanessa Lylyk	

### **EDUCATIONAL ASSISTANT APPOINTMENT**

Sonja Beaulieu was appointed to a full-time (6.5 hours per day) Educational Assistant position effective October 8, 2018.

Jean Digbe was appointed to a full-time (6.5 hours per day) Educational Assistant position effective September 24, 2018.

Eric Johns was appointed to a full-time (6.5 hours per day) Educational Assistant position effective October 1, 2018.

Evan Knight was appointed to a full-time (6.5 hours per day) Educational Assistant position effective October 8, 2018.

Ricki Lutchmeesingh was appointed to a full-time (6.5 hours per day) Educational Assistant position effective October 15, 2018.

Leanne Olafson was appointed to a full-time (6.5 hours per day) Educational Assistant position effective October 8, 2018.

Malek Zatout was appointed to a full-time (6.5 hours per day) Educational Assistant position effective October 1, 2018.

### **EDUCATIONAL ASSISTANT RESIGNATION**

Mark Markewich gave notice of intent to resign effective September 7, 2018.

### **LIBRARY TECHNICIAN MATERNITY/PARENTAL LEAVE**

Cassandra Page was granted maternity/parental leave effective January 14, 2019 to January 12, 2020.

## **PERSONNEL REPORT**

### **CUSTODIAN APPOINTMENT**

Nghia Bui was appointed to the position of Custodian, full-time (8 hours per day), effective September 24, 2018.

Alexis Foster was appointed to the position of Custodian, full-time (8 hours per day), effective October 1, 2018.

### **ADMINISTRATIVE ASSISTANT APPOINTMENTS**

Candace Evans was appointed to the position of Maintenance Administrative Assistant, Accounting, on an indefinite term effective October 22, 2018.

Kayce Funk was appointed to the position of Adult Education Centre Administrative Assistant, effective September 24, 2018 to February 1, 2019.

Gina Santos was appointed to the position of Maintenance Administrative Assistant, Reception, on an indefinite term effective September 20, 2018.

### **BUS DRIVER RETIREMENT**

Dieter Klein gave notice of intent to retire effective December 21, 2018.

## **SUPERINTENDENTS' REPORT**

The following matters were received as information:

- Personnel Matters.
- Capital D Summary.
- Smudging Update.
- Cannabis Legislation.
- Learning and Service Centre Update.

### **17-168 Disposition of 2536 McPhillips Street**

Sarbit / Santos

That the Board request approval from the Public Schools Finance Board to proceed with the disposition of 2536 McPhillips Street to Arni C.

Thorsteinson/Shelter Canadian Properties Limited.

**CARRIED**

**17-169 Daycare Provider for Templeton Avenue School**

Santos / Cameron

That the Board approve the partnership with the Seven Oaks School Division and Seven Oaks Child Day Care Centre Inc. to develop a daycare centre in the new Templeton Avenue School. **CARRIED**

*Trustee Dabee in the Chair.*

**17-170 Provision of Computer Systems and Services Tender**

Ploszay / Santos

That the Board award Powerland / Dell the Computer Systems and Services tender on basis of low bid. **CARRIED**

**17-171 Administrative Report**

Jaworski / Santos

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

**Gardon Construction Ltd. Invoice No. SOARTS-COP #20**

That Invoice No. SOARTS-COP#20 towards the Seven Oaks Performing Arts Centre in the amount of \$14,200.62 be paid to Gardon Construction Ltd.

**M. Block & Associates Ltd. Invoice No. W-2018-145**

That Invoice No. W-2018-145 towards the Amber Trails Addition in the amount of \$840.00 be paid to M. Block & Associates.

**Maple Leaf Construction Invoice No. GRASSMERE-PE#1**

That Invoice No. GRASSMERE-PE#1 towards the New Learning and Service Centre in the amount of \$157,229.84 be paid to Maple Leaf Construction.

**Prairie Architects Inc. Invoice No. 5408**

That Invoice No. 5408 towards the Amber Trails Addition in the amount of \$6,377.60 be paid to Prairie Architects Inc.

**Prairie Architects Inc. Invoice No. 5362**

That Invoice No. 5362 towards the New Learning and Service Centre in the amount of \$913.04 be paid to Prairie Architects Inc.

**Prairie Architects Inc. Invoice No. 5407**

That Invoice No. 5407 towards the New Learning and Service Centre in the amount of \$9,718.80 be paid to Prairie Architects Inc.

## ADMINISTRATIVE REPORT

### Prairie Architects Inc. Invoice No. 5411

That Invoice No. 5411 towards the New Learning and Service Centre in the amount of \$4,190.10 be paid to Prairie Architects Inc.

### Stantec Consulting Ltd. Invoice No. 1306075

That Invoice No. 1306075 towards the Arthur E. Wright Roof/Façade in the amount of \$5,030.50 be paid to Stantec Consulting Ltd.

### Stantec Consulting Ltd. Invoice No. 1306114

That Invoice No. 1306114 towards the Collège Garden City Collegiate West Wall in the amount of \$3,754.07 be paid to Stantec Consulting Ltd.

### Canada Green Building Council Invoice No. 29474

That Invoice No. 29474 towards École Rivière-Rouge in the amount of \$6,375.45 be paid to Canada Green Building Council.

### LM Architectural Group Invoice No. 1824-5

That Invoice No. 1824-5 towards the Templeton New School in the amount of \$174,994.88 be paid to LM Architectural Group.

### Three Way Builders Inc. Invoice No. ATADD-COP#4

That Invoice No. ATADD-COP#4 towards the Amber Trails Addition in the amount of \$526,706.70 be paid to Three Way Builders Inc.

### Three Way Builders Inc. Invoice No. ATADD-HDBK#4

That the 7.5 % Statutory Holdback on Certificate of Payment No.4 for the Amber Trails Addition in the amount of \$40,672.33 be paid to Three Way Builders Inc.

### Parkwest Projects Ltd. Invoice No. AEW-RF-COP#4

That Invoice No. AEW-RF-COP#4 towards the Arthur E. Wright New Roof/Façade in the amount of \$569,426.55 be paid to Parkwest Projects Ltd.

### Parkwest Projects Ltd. Invoice No. AEW-RF-HDBK#4

That the 7.5% Statutory Holdback on Certificate of Payment No. 4 for the Arthur E. Wright New Roof/Façade in the amount of \$43,971.16 be paid to Parkwest Projects Ltd.

### Regent Construction Ltd. Invoice No. GC-W-WL-COP#3

That Invoice No. GC-W-WL-COP#3 towards the Collège Garden City Collegiate West Wall in the amount of \$699,501.03 be paid to Regent Construction Ltd.

**ADMINISTRATIVE REPORT****Regent Construction Ltd. Invoice No. GC-W-WL-HDBK#3**

That the 7.5% Statutory Holdback on Certificate of Payment No. 3 for the Collège Garden City Collegiate West Wall in the amount of \$51,698.92 be paid to Regent Construction Ltd.

**PCL Constructors Canada Inc. Invoice No. Service -COP#12**

That Invoice No. SERVICE-COP#12 towards the New Learning and Service Centre in the amount of \$336,865.01 be paid to PCL Constructors Canada Inc.

**PCL Constructors Canada Inc. Invoice No. Service-HDBK#12**

That the 7.5% Statutory Holdback on Certificate of Payment No. 12 for the New Learning and Service Centre in the amount of \$26,012.75 be paid to PCL Constructors Canada Inc.

**PCL Constructors Canada Inc. Invoice No. HDBK-RLS**

That Invoice No. SERVE-GST-HDBK#1 towards the New Learning and Service Centre in the amount of \$42,012.60 be paid to PCL Constructors Canada Inc.

**Landmark Planning and Design Inc. Invoice No. 4532**

That Invoice No. 4532 toward the Precinct E Land Purchase in the amount of \$2,805.85 be paid to Landmark Planning and Design Inc.

**Stantec Consulting Ltd. Invoice No. 1309525**

That Invoice No. 1309525 toward the New Learning and Service Centre in the amount of \$2,097.33 be paid to Stantec Consulting Ltd.

**Landmark Planning and Design Inc. Invoice No. 4567**

That Invoice No. 4567 toward the Precinct E Land Purchase in the amount of \$1,690.50 be paid to Landmark Planning and Design Inc.

**Intertek Testing Services NA Ltd. Invoice No. 265708**

That Invoice No. 256708 towards the New Templeton School in the amount of \$630.00 be paid to Intertek Testing Services NA Ltd.

**QCA Building Envelope Ltd. Invoice No. 2662**

That Invoice No. 2662 toward the Arthur E. Wright Roof/Façade in the amount of \$393.75 be paid to QCA Building Envelope Ltd.

**QCA Building Envelope Ltd. Invoice No. 2652**

That Invoice No. 2652 toward the New Learning and Service Centre in the amount of \$472.50 be paid to QCA Building Envelope Ltd.

## ADMINISTRATIVE REPORT

### QCA Building Envelope Invoice No. 2641

That Invoice No. 2641 toward the R. F. Morrison Roof/Façade in the amount of \$1,207.50 be paid to QCA Building Envelope Ltd.

### QCA Building Envelope Invoice No. 2679

That Invoice No. 2679 toward the R.F. Morrison Roof/Façade in the amount of \$735.00 be paid to QCA Building Envelope Ltd.

## CORRESPONDENCE

- Barb Isaak, Executive Director, MASS. Members Meeting October 5, 2018.
- Manitoba School Boards Association. Executive Highlights - Monday, September 10, 2018.
- Prairie Architects Inc. Change Orders #42 & #46 - Learning and Service Centre.
- Kelvin Goertzen, Minister, Education and Training. Response to Manitoba School Boards Association letter regarding resolutions.
- Laurie French, President, Canadian School Boards Association. Letter to the Honourable Bill Morneau, PC, House of Commons regarding non-taxable allowance for school trustees.
- Sharon Curtis, Acting Director, Education Administration Services Branch. Amendment to the Elections Act - mandatory non-instruction day be scheduled in years on the date that a fixed date election occurs.
- Kelvin Goertzen, Minister, Education and Training. Maples Met School received *Eco-Globe* Awareness level of sustainability for the 2017/2018 school year.
- Red River Planning District. Proposed subdivision amendment to Lombard North Group.
- S. Syrota Red River Valley School Division. Letter to Ken Cameron, Provincial Executive, MSBA regarding MSBA's membership fees and accumulated surplus.
- Derek Thomas, Risk Manager, Manitoba School Boards Association. 2018-2019 TADD Manitoba Format.
- Winnipeg Free Press. Article: Informed public is required for strong schools - September 26, 2018.
- Manitoba News Release - Public Accounts, September 28, 2018. The Province releases public accounts for the 2017-18 Fiscal Year.
- Manitoba News Release - Minimum Wage, September 28, 2018. The Province increases minimum wage to \$11.35 as of October 1, 2018.
- Workers Compensation Board of Manitoba, October 1, 2018. WCB 2019 Rate Information.
- Ukrainian Canadian Congress, Manitoba Provincial Council. Request from the Ukrainian Canadian Congress, Manitoba Provincial Council to use the facilities at Maples Collegiate during the Folklorama festivities for the period of August 6-9, 2019, August 11-17, 2019 and August 19, 2019.



## CORRESPONDENCE

- Manitoba School Boards Association. Insurance name change from James Dube Spraggs Adjusters Ltd. to Crawford and Company.
- Kelvin Goertzen, Minister, Education and Training. Response to Division's request to meet.
- Prairie Architects Inc. Change Order No. 38 - New Learning and Service Centre.
- George Coupland, Director, Labour Relations, Manitoba School Boards Association. Federal Employment Insurance Changes - EI Parental Sharing Benefit.
- Manitoba Community Newspapers Association. Bill 8 Information.
- City of Winnipeg Planning, Property and Development Department. Precinct "E" - Proposed Concept Plan for the Special Planning Area.
- Josh Watt, Executive Director, Manitoba School Boards Association. "Talking to Kids About Cannabis".

### 17-172 Moved to Committee of the Whole at 8:14 p.m.

Ploszay / Santos

That the Board move into Committee of the Whole.

**CARRIED**

*Trustee Ploszay in the Chair*

### 17-173 Assistant Superintendent – Curriculum and Program

Sarbit / Carmeron

Approved that Matt Henderson be appointed Assistant Superintendent Curriculum and Program effective January 7<sup>th</sup>, 2019.

**CARRIED**

## ADJOURNMENT

The meeting was adjourned at 9:50 p.m.

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Edward Ploszay  
Chairperson

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Wayne Shimizu  
Secretary-Treasurer