

**FOR FURTHER INFORMATION REGARDING THESE MINUTES PLEASE EMAIL THE BOARD OFFICE AT [board@wsd1.org](mailto:board@wsd1.org)**

Minutes of Regular Meeting  
of the  
Board of Trustees  
of  
The Winnipeg School Division

**APPROVED BY THE  
BOARD ON  
NOVEMBER 4, 2013**

Board Room, Administration Building,  
Winnipeg, October 21, 2013.

The Regular Meeting of the Board of Trustees of The Winnipeg School Division was held this day at 7:03 p.m.

The Chair of the Board called the meeting to order.

Present: Trustees S. Hrynyk (Chair), M. Wasyliw, C. Collins, D. Bautista, R. Hildahl, M. Babinsky, J. Sneesby, A. Ramos

In Attendance: P. Clarke, R. Appelmans, K. Seiler, C. Caetano-Gomes, R. Chartrand, D. Burgos, E. Barnaby, G. Heath, B. Lapointe

Regret: Trustee Barr

**APPROVAL OF THE AGENDA**

Ramos-Wasyliw That the Agenda for the regular meeting of the School Board to be held this evening, October 21, 2013, be approved. – Carried.

Ramos-Babinsky That an In Camera Item be added to the Agenda under Business Matters as defined in Rule 42.7. – Carried.

**READING AND CONFIRMING OF MINUTES**

A copy of the minutes to be considered had previously been distributed to the Trustees. A motion was now adopted for these minutes to be taken as read, and approved as follows:

Ramos-Sneesby Regular Meeting – October 7, 2013

**PRESENTATION AND CONSIDERATION OF REPORTS**

The following reports were considered:

Superintendent's Report No. 13-2013	Dated October 21, 2013
Finance/Personnel Committee Report No. 9-2013	Dated October 7, 2013
Pension Fund Committee Report No. 5-2013	Dated October 8, 2013

Superintendent's Report No. 13-2013

Collins-Hildahl	That Clause No. 1a (Accounts List/Summaries of Salaries and Wages) be approved. - Carried.
Collins-Bautista	That Clause No. 1b (Accounts List/Summaries of Salaries and Wages) be approved. - Carried.
Babinsky-Wasyliw	That Clause No. 2 (Isaac Newton School – Steam Boiler Replacement) be approved. - Carried.
Collins-Wasyliw	That Clause No. 3 (Interdivisional Student Services (I.S.S.) Program Funding - 2013/2014) be approved. - Carried.

Finance/Personnel Committee Report No. 9-2013

Collins-Wasyliw	That the Finance/Personnel Committee Report No. 9-2013 be received. – Carried.
-----------------	--

Pension Fund Committee Report No. 5-2013

Collins-Babinsky	That the Pension Fund Committee Report No. 5-2013 be received. – Carried.
Collins-Babinsky	That Clause No. 4 (Pension Fund Actuarial Valuation Report as at December 31, 2012) be approved. - Carried.

**ENQUIRIES AND ANNOUNCEMENTS**54 – Unclaimed Steel

In response to an enquiry from Trustee Babinsky regarding an unclaimed sheet of steel dropped off at a welding shop, the Director of Buildings informed trustees that the material did not belong to the Division.

55 – Announcement of Bill 18

Trustee Hrynyk informed trustees that she along with Trustees Hildahl and Barr were able to attend the event at Kelvin High School at which the former Minister of Education, Nancy Allan, made a public announcement about the passing of Bill 18. Trustee Hrynyk also informed trustees that senior administration and trustees should all be proud of Kelvin High School for their strong leadership in anti-bullying and anti-homophobia campaigns. It is important to note that the Honourable Nancy Allan chose Kelvin High School to make her announcement. The student leaders who also had an opportunity to speak did an excellent job.

56 – Community Based Aboriginal Teacher Education Program (CATEP) Graduates

Trustee Hrynyk informed trustees that she was able to attend the Community Based Aboriginal Teacher Education Program (CATEP) reception held at McMaster House in honour of the graduates from the 2013 CATEP. I was extremely pleased that four of the seven graduates are now teachers in the Division. The graduates presented the Board Chair with a framed piece of art work to be displayed in the Board room.

57 – Minister of Education and Advanced Learning

Trustee Babinsky requested that a congratulations letter be sent from the Board Chair to the new Minister of Education and Advanced Learning, Honourable James Allum, as well as a thank you letter to the former Minister of Education, Ms Nancy Allan.

58 – Ward Boundaries Feedback Form

Trustee Sneesby informed trustees that she received numerous telephone calls regarding the Ward Boundaries Feedback form on the Division's website and that the public had some difficulties accessing the document. She requested that some improvements be made in order to speed up the process and make it more user friendly. The Chief Superintendent informed trustees that the Division has taken the steps in order to make the feedback form easily accessible along with other options for residents to provide feedback to the members of the Board.

**NEW BUSINESS**

## 59- By-Law No. 1218 – SECOND READING

Religious Instruction at Greenway School

Babinsky-Bautista

That By-Law No. 1218, a by-law of The Winnipeg School Division for the purpose of permitting religious instruction at Greenway School be read a second time in short.

Babinsky-Ramos

That a recorded vote be taken. – Carried.

recorded as follows:

The motion, was voted on and declared – Carried, the vote being

Ayes: Trustees Collins, Bautista, Babinsky, Ramos, Hildahl, Sneesby

-6

Nays: Trustees Hrynyk, Wasyliv

-2

*By-Law No. 1218 then read accordingly.*

60- Protocol for Attendance of Trustees at Concerts, Graduation Ceremonies, Special Events and/or School Visits

Motion, notice of which was given by Trustee Hrynyk on October 7, 2013:

That the protocol for attendance of Trustees at concerts, graduation ceremonies, special events and/or school visits be revised by inserting the following sentence:

Hrynyk-Collins

In Amendment:

That trustees notify the Board Office staff as soon as possible when they are unable to attend concerts, graduation ceremonies, special events and/or school events and shall not send an unelected individual to attend on their behalf and represent a member of the Board of Trustees. – Carried.

**AGENDA INFORMATION ITEMS**

Sneesby-Babinsky                      That Superintendent's Information Report No. 11-2013 be received as information. – Carried.

**BUSINESS MATTERS AS DEFINED IN RULE 42.7**

Committee of the Whole

Babinsky-Sneesby                      That the Board recess into Committee of the Whole in camera at this time. - Carried.

The Board then recessed into Committee of the Whole in camera at 7:45 p.m. with Trustee Wasyliw in the Chair.

Upon the Board resuming in public session at 8:30 p.m., Trustee Wasyliw, the Chair of the Committee of the Whole presented the following recommendations of that Committee:

61 – Administrative Appointment  
Principal – Lord Roberts School

Wasyliw-Sneesby                      That effective October 22, 2013 Maria Silva be appointed to the position of Principal at Lord Roberts School. – Carried

Committee of the Whole

Hildahl-Collins                      That the Board recess in Committee of the Whole in closed camera at this time. – Carried.

The Board then recessed into Committee of the Whole in closed camera at 8:31 p.m. with the Chief Superintendent, Secretary-Treasurer and the Director of Human Resources in attendance.

Upon the Board resuming in public session at 8:50 p.m., Trustee Wasyliw, the Chair of the Committee of the Whole presented the following recommendations of that Committee:

Wasyliw-Sneesby                      That the Chief Superintendent be granted authority to advertise the position of Director of Aboriginal Education internally and externally. – Carried.

Trustee Wasyliw, the Chair of the Committee of the Whole reported that there was a discussion regarding permit applications.

---

**NOTICE OF MOTION**

**62- Proposed Ward Boundaries/Trustee Representation**

Motion, notice of which was given by Trustee Babinsky:

- a) "That the deadline for feedback on the proposed Ward Boundaries be extended to allow proper research and discussions to take place in a timely manner."
- b) "That the administration be authorized to engage an independent consultant through a Request for Proposals to conduct a review of the Division's Ward Boundaries and Trustee Representation."

The Meeting adjourned at 9:15 p.m.

---

Chair

---

Secretary-Treasurer

**SUPERINTENDENT'S REPORT NO. 13 - 2013**

To the Chair and Members  
Winnipeg School Board

October 21, 2013

1. Accounts List/Summaries of Salaries and Wages

Summaries of salaries and wages paid during the month of September 2013, and Accounts List for the month of September 2013 have been provided to the trustees.

Recommendations:

- (a) That the list of Salaries and Wages paid during the month of September 2013, as summarized on Accounts List 2013-09 be approved and confirmed.
- (b) That the September 2013 list of payment of accounts be approved and confirmed.

2. Isaac Newton School – Steam Boiler Replacement

In a letter dated July 31, 2013, the Public Schools Finance Board authorized the Division to proceed to tender the steam boiler replacement at Isaac Newton School.

Tenders were advertised for the project. The following is a tabulation of the bids received:

<u>Firm</u>	<u>Total Price</u>
St. Vital Plumbing & Heating Co. Ltd.	\$ <u>110,308.52</u>
D.L.F. Mechanical Ltd.	132,792.64
Ambassador Mechanical Corp.	132,853.58
Loewen Mechanical Ltd.	134,727.84

Recommendation:

That, subject to Public Schools Finance Board approval, the tender of St. Vital Plumbing & Heating Co. Ltd. to supply all material and perform all work in connection with the Steam Boiler Replacement project at Isaac Newton School be accepted, in accordance with the plans and specifications therefor, for the total amount of \$110,308.52, being the tender price, including Provincial Sales Tax excluding Goods & Services Tax, and that the proper officers of the Division be authorized to enter into a contract with St. Vital Plumbing & Heating Co. Ltd. for the carrying out of the work.

3. Interdivisional Student Services (I.S.S.)  
Program Funding - 2013/2014

The Winnipeg School Division administers several educational programs for the Province of Manitoba under the auspices of Interdivisional Student Services. These services are provided to students who require intensive treatment and care while continuing their education.

Through a funding agreement with the Province, the Winnipeg School Division operates nine I.S.S. programs as follows:

1. Educational Services for Medical Inpatients - Children's Hospital, Health Sciences Centre
2. Child & Adolescent Psychiatry Inpatient Classrooms - PsychHealth Bldg., Health Sciences Centre.
3. Eating Disorders Clinic Classroom - Adolescent Day Hospital Programs, Health Sciences Centre
4. Autism Program - PsychHealth Bldg. Health Sciences Centre.
5. Montcalm School - Intensive Day Treatment Program at the Manitoba Adolescent Treatment Centre
6. Villa Rosa Classrooms - Villa Rosa
7. Youth Educational Services for Women's Shelters - Osborne House & Ikwe-Widdjitiwin
8. Youth Justice Educational Intake Initiative - Manitoba Youth Centre & Agassiz Youth Centre
9. Ji-zhaabwiing Centre, Co-Ed Assessment Facility - Marymound

The Division has been advised that the funding levels for I.S.S. programs will total \$2,835,759 for the period April 1, 2013 to March 31, 2014, which covers the total cost of the programs.

Recommendation:

That the proper officers of the Division be authorized to enter into an agreement with the Province for the delivery of the Interdivisional Student Services Program for the period April 1, 2013 to March 31, 2014.

Respectfully submitted,

P.E. CLARKE  
Chief Superintendent

**FINANCE/PERSONNEL COMMITTEE REPORT NO. 9-2013**

To the Chair and Members  
Winnipeg Public School Board

October 7, 2013

Your Finance/Personnel Committee reports as follows:

**1. Sharing Information about the 2014/2015 Budget and Seeking Feedback**

Your Committee agreed that an Open House(s) be held in November and February to share information related to the Budget and to provide for more opportunities to obtain feedback from stakeholders including residents, parents and staff.

Your Committee also recommended that the Open House(s) be video taped for the purpose of posting on the website.

Your Committee also provided direction to the administration to prepare a Draft Budget for the 2014/2015 school year that would be sustainable.

**2. Scheduling of Board and Committee Meetings and Catered Food/Meals for Trustees**

At a meeting held September 16, 2013, your Committee gave direction to the administration to determine an appropriate maximum amount to allow for food expenditures related to trustee and Board meetings.

Your Committee was informed that the administration has determined that \$3,250 would be appropriate to allow for food expenditures related to trustee and Board meetings.

**3. Budget Development 2014/2015**

Your Committee discussed the potential challenges the Division may be facing in the development of the 2014/2015 Budget, including the level of provincial funding and expenditures required to maintain programs and services for students.

Your Committee received an overview on student enrolment and the total cost per pupil (Frame Report) as well as last year's revenue and expenditures. Your Committee also noted that 85% of the budget is related to salaries and benefits for approximately 5,000 staff members representing various employee groups.

Your Committee expressed concern that any changes to the Provincial Funding Formula may have an impact on this year's budget. Your Committee also discussed the continued efforts to control costs, and the importance of maintaining programs and services to meet the changing needs of students.

Your Committee also discussed potential property tax projections required which may be due to the 2014 general property reassessment.

Your Committee discussed and agreed to include projected salary provisions in the draft budget.

Your Committee also discussed the communication strategies and tools that will be implemented to discuss the budget.



**4. Summary of Internal Audit Results 2012/2013**

Your Committee was informed that the Internal Auditor conducts audits of schools and departments as well as special audits to ensure that the divisional policies, guidelines and procedures for the safeguarding of funds and assets are complied with and to identify areas where improvement may be required.

Your Committee was informed that results of audits are reviewed with respective school/department administrators and reported to the Secretary-Treasurer Department. Specific areas or issues of concern are also brought to the attention of the Superintendent's Department.

Your Committee was advised of specific findings of internal audit and was informed that the Division's external auditors review internal audit findings as part of their review of the Financial Statements.

**5. Salary Negotiations**

Your Committee agreed to defer this item to the next agenda for discussion.

Respectfully submitted

CATHY COLLINS  
Committee Chair

**In Attendance:**

Trustees: C. Collins, M. Wasyliv, K. Barr, R. Hildahl, M. Babinsky, S. Hrynyk, J. Sneesby  
Administration: R. Appelmans, R. Chartrand, D. Persaud, C. Caetano-Gomes, K. Seiler,  
G. Heath, E. Barnaby, T. Bobby, K. Leonard  
Regrets: D. Bautista, A. Ramos

**PENSION COMMITTEE REPORT NO. 5-2013**

To the Chair and Members  
Winnipeg Public School Board

October 8, 2013

Your Pension Committee reports and recommends as follows:

**1. Election of Chair and Vice-Chair**

Trustee C. Collins and Mr. P. Brown were elected to the positions of Chair and Vice-Chair respectively of the Pension Committee for the coming year.

**2. Contributions to the Pension Fund**

Your Committee gave consideration to a statement dated October 8, 2013 regarding the contributions to the pension fund. Your Committee received the statement on Contributions to the Pension Fund as information.

**3. Pension Plan Membership, Pensioners and Disability Recipients**

Your Committee gave consideration to one report dated October 8, 2013 regarding the pension plan membership and disability recipients. Your Committee received the report on Pension Membership and Disability Recipients as information.

**4. Pension Fund Actuarial Valuation Report as at December 31, 2012**

Your Committee has given consideration to the Actuarial Valuation Report on the Pension Fund for Employees (Other than Teachers) as at December 31, 2012 as presented by the Actuary, Mr. Dennis Ellement.

The purpose of this report is to determine the financial position and the funding requirements of the plan as of the valuation date. The analysis of results for the going concern valuation show positive balances. The solvency results will necessitate a valuation for the year ending December 31, 2013. The Plan is exempt from solvency funding requirements.

Your Committee will discuss measures which may be required to sustain the Pension Fund's positive results from the going concern valuation.

**Recommendation:**

That the Actuarial Valuation Report be filed with the regulators with any possible changes the Pension Committee requires.

**5. Disability Income Plan**

Your Committee gave consideration to applications for disability income benefits on behalf of eight members of the Plan. Disability benefits were approved for eight members in accordance with the conditions of the Plan.

Respectfully submitted,

CATHY COLLINS  
Chair

**In Attendance:**

Trustees:	C. Collins
Representatives	P. Brown, B. Morrison, L. Tome, L. Randa, R. Premack
Observers:	J. Barrack, P. Harold
Administration:	R. Appelmans, T. Bobby, K. Leonard
Actuary:	D. Ellement, B. Ellement
Regrets:	D. Bautista, J. Sneesby, M. Babinsky, D. Bronk