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

**APPROVED BY THE  
BOARD ON  
NOVEMBER 17, 2014**

Board Room, Administration Building,  
Winnipeg, November 3, 2014.

The Regular Meeting of the Board of Trustees of The Winnipeg School Division was held this day at 7:00 p.m.

The Secretary-Treasurer called the meeting to order.

The Secretary-Treasurer advised that the City of Winnipeg 2014 election results for the elections held October 22, 2014 indicate that the following persons had been elected to hold the office of school trustee for a period of four years:

Ward One:	Sherri Rollins
Ward Two:	Chris Broughton
Ward Three:	Mark Wasyliw
Ward Four:	Lisa Naylor
Ward Five:	Kevin Freedman
Ward Six:	Cathy Collins
Ward Seven:	Allan Beach
Ward Eight:	Mike Babinsky
Ward Nine:	Dean Koshelanyk

The Secretary-Treasurer informed the Board that all trustees submitted the Statement of Assets and Interests as required and took the Oath of Office in accordance with The Public Schools Act and were duly qualified to hold the office of Trustee.

The Secretary-Treasurer then called the Roll:

Present:	Trustees M. Wasyliw, S. Rollins, C. Broughton, L. Naylor, K. Freedman, C. Collins, A. Beach, M. Babinsky, D. Koshelanyk
In Attendance:	P. Clarke, R. Appelmans, K. Seiler, C. Caetano-Gomes, R. Chartrand, F. Mota, G. Heath, B. Lapointe, R. Carter, E. Barnaby

**ELECTIONS AND APPOINTMENTS IN ACCORDANCE WITH BY-LAW NO. 1203****1 - Election of Scrutineers**

The Secretary-Treasurer called for nominations for the appointment of two scrutineers for the counting of ballots, in accordance with Procedural By-law No. 1203.

Collins-Beach                      That C. Caetano-Gomes, Superintendent of School - Central, and F. Mota, Superintendent of Schools - North, be named as scrutineers for the counting of ballots. - Carried.

**2 - Election of Chair**

Chair of the Board.                      The Secretary-Treasurer called for nominations for the position of

Trustee Collins nominated Trustee Wasyliw

There being no further nominations, the Secretary-Treasurer declared Trustee Wasyliw as Chair of the Board for the ensuing year.

**3 - Election of Vice-Chair**

Vice-Chair of the Board.                      The Secretary-Treasurer called for nominations for the position of

Trustee Rollins nominated Trustee Collins

There being no further nominations, the Secretary-Treasurer declared Trustee Collins as Vice-Chair of the Board for the ensuing year.

**4 - Chair's Remarks**

Upon taking the Chair, Trustee Wasyliw congratulated the trustees on their recent elections and welcomed the new elected trustees. All newly elected trustees worked hard to connect with the community during their campaign. Trustee Wasyliw informed trustees that one of the most difficult discussions will take place regarding the Budget. The challenge starts with continuing to provide students with the current programs and services with only 63% of funding coming from the Province which many know is not enough to sustain future generations. Trustee Wasyliw expressed that balanced education funding is essential in order to maintain public services and close the gap for various income households. It is important to tackle inequities in the public education system and strive for equality as a guiding principle and at the same time confront barriers in the way of poverty and give all students an equal opportunity.

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5 - Policy/Program Committee

The Chair called for nominations for the position of Chair of the Policy/Program Committee.

Trustee Collins nominated Trustee Beach

There being no further nominations, the Chair declared Trustee Beach as Chair of the Policy/Program Committee for the ensuing year.

6 - Finance/Personnel Committee

The Chair called for nominations for the position of Chair of the Finance/Personnel Committee.

Trustee Broughton nominated Trustee Rollins

There being no further nominations, the Chair declared Trustee Rollins as Chair of the Finance/Personnel Committee for the ensuing year.

7 - Building/Transportation Committee

The Chair called for nominations for the position of Chair of the Building/ Transportation Committee.

Trustee Freedman nominated Trustee Broughton

There being no further nominations, the Chair declared Trustee Broughton as Chair of the Building/Transportation Committee for the ensuing year.

8 - Public Relations/Communications Committee

The Chair called for nominations for the position of Chair of the Public Relations/Communications Committee.

Trustee Beach nominated Trustee Freedman

There being no further nominations, the Chair declared Trustee Freedman as Chair of the Public Relations/Communications Committee for the ensuing year.

9 - Finance/Personnel Committee

The Chair called for nominations for two trustee representatives to the Finance/Personnel Committee.

Trustee Freedman nominated Trustee Collins

Trustee Freedman nominated Trustee Beach

There being no further nominations, the Chair declared Trustee Collins and Trustee Beach as members of the Finance/Personnel Committee for the ensuing year.

#### 10 - Building/Transportation Committee

The Chair called for nominations for two trustee representatives to the Building/Transportation Committee.

Trustee Beach nominated Trustee Collins  
Trustee Beach nominated Trustee Babinsky

There being no further nominations, the Chair declared Trustee Collins and Trustee Babinsky as members of the Building/Transportation Committee for the ensuing year.

#### 11 - Public Relations/Communications Committee

The Chair called for nominations for two representatives to the Public Relations/Communications Committee.

Trustee Freedman nominated Trustee Broughton  
Trustee Freedman nominated Trustee Naylor

There being no further nominations, the Chair declared Trustee Broughton and Trustee Naylor as members of the Public Relations/Communications Committee for the ensuing year.

#### 12 - Pension Committee for Employees Other Than Teachers

The Chair called for nominations for four trustee representatives to the Pension Committee for Employees Other Than Teachers.

Trustee Freedman nominated Trustee Collins  
Trustee Freedman nominated Trustee Beach  
Trustee Freedman nominated Trustee Babinsky  
Trustee Freedman nominated Trustee Koshelanyk

There being no further nominations, the Chair declared Trustee Collins, Trustee Beach, Trustee Babinsky and Trustee Koshelanyk as members of the Pension Committee for Employees Other Than Teachers for the ensuing year.

#### 13 - Children's Heritage Fund Committee

The Chair called for nominations for two trustee representatives to the Children's Heritage Fund Committee.

Trustee Rollins nominated Trustee Freedman  
Trustee Rollins nominated Trustee Collins

There being no further nominations, a ballot was then taken. After the count, the Chairperson declared Trustee Freedman and Trustee Collins as representatives to the Children's Heritage Fund Committee for the ensuing year.

14 – Sinking Fund Committee

The Chair called for nominations for one trustee representative to the Sinking Fund Committee.

Trustee Rollins nominated Trustee Collins

There being no further nominations, the Chair declared Trustee Collins as the representative to the Sinking Fund Committee for the ensuing year.

15 - WSD / Winnipeg Police Services Joint Committee

The Chair called for nominations for three trustee representatives to the WSD / Winnipeg Police Services Joint Committee.

Trustee Rollins nominated Trustee Naylor  
Trustee Rollins nominated Trustee Babinsky  
Trustee Rollins nominated Trustee Koshelanyk

The Chair declared Trustee Naylor, Trustee Babinsky, and Trustee Koshelanyk as representatives to the WSD / Winnipeg Police Services Joint Committee.

16 – WSD / WTA Joint Committee

The Chair called for nominations for the position of Chair of the WSD / WTA Joint Committee.

Trustee Freedman nominated Trustee Naylor

There being no further nominations, Trustee Naylor was declared as Chair of the WSD / WTA Joint Committee for the ensuing year.

The Chair called for nominations for two trustee representatives to the WSD / WTA Joint Committee.

Trustee Broughton nominated Trustee Rollins  
Trustee Broughton nominated Trustee Koshelanyk

There being no further nominations, the Chair declared Trustee Rollins and Trustee Koshelanyk as representatives to the WSD / WTA Joint Committee for the ensuing year.

17 - Advisory Committees

Babinsky-Freedman That the following Advisory Committees be re-established:

Central District Advisory Committee  
Inner City District Advisory Committee  
North District Advisory Committee  
South District Advisory Committee  
French Immersion Advisory Committee  
Student Advisory Committee  
- Carried.

18 - Central District Advisory Committee

The Chair called for nominations for one trustee representative and one trustee alternate to the Central District Advisory Committee.

Trustee Collins nominated Trustee Beach  
Trustee Collins nominated Trustee Freedman

There being no further nominations, the Chair declared Trustee Beach as the representative and Trustee Freedman as the alternative representative to the Central District Advisory Committee for the ensuing year.

19 - Inner City District Advisory Committee

The Chair called for nominations for one trustee representative and one trustee alternate to the Inner City District Advisory Committee.

Trustee Beach nominated Trustee Naylor  
Trustee Beach nominated Trustee Freedman

There being no further nominations, the Chair declared Trustee Naylor as the representative and Trustee Freedman as the alternative representative to the Inner City District Advisory Committee for the ensuing year.

20 - North District Advisory Committee

The Chair called for nominations for one trustee representative and one trustee alternate to the North District Advisory Committee.

Trustee Freedman nominated Trustee Koshelanyk  
Trustee Freedman nominated Trustee Beach

There being no further nominations, the Chair declared Trustee Koshelanyk as the representative and Trustee Beach as the alternative representative to the North District Advisory Committee for the ensuing year.

21 - South District Advisory Committee

The Chair called for nominations for one trustee representative and one trustee alternate to the South District Advisory Committee.

Trustee Freedman nominated Trustee Rollins  
Trustee Freedman nominated Trustee Broughton

There being no further nominations, the Chair declared Trustee Rollins as the representative and Trustee Broughton as the alternative representative to the South Advisory Committee for the ensuing year.

22 - French Immersion Advisory Committee

The Chair called for nominations for one trustee representative and one trustee alternate to the French Immersion Advisory Committee.

Trustee Naylor nominated Trustee Rollins  
Trustee Naylor nominated Trustee Broughton

There being no further nominations, the Chair declared Trustee Rollins as the representative and Trustee Broughton as the alternative representative to the French Immersion Advisory Committee.

23 - Student Advisory Committee

The Chair called for nominations for one trustee representative and one trustee alternate to the Student Advisory Committee.

Trustee Beach nominated Trustee Naylor  
Trustee Beach nominated Trustee Freedman

There being no further nominations, the Chair declared Trustee Naylor as the representative and Trustee Freedman as the alternative representative to the Student Advisory Committee.

24 – Special Education Administrative Committee

The Chair called for nominations for one trustee representative to the Special Education Administrative Committee.

Trustee Rollins nominated Trustee Beach

There being no further nominations, the Chair declared Trustee Beach as representative to the Special Education Administrative Committee.

**APPROVAL OF THE AGENDA**

Babinsky-Collins                      That the Agenda for the regular meeting of the School Board to be held this evening, November 3, 2014, be approved. – 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:

Babinsky-Collins                      Regular Meeting – October 6, 2014

### **READING OF COMMUNICATIONS OF PETITIONS**

The following correspondence was dealt with as indicated:

OC20-14      From James Allum, Minister of Education and Advanced Learning

Invitation to school trustees, superintendents, principals, teachers, colleagues, students and parents to nominate an exceptional educator in their community for the Manitoba's Celebration of Excellence in Teaching – 2014-2015 Minister's Awards

Beach-Koshelanyk      That this correspondence be received as information

### **PRESENTATION AND CONSIDERATION OF REPORTS**

The following report was considered:

Superintendent's Report No.13-2014	Dated November 3, 2014
Finance/Personnel Committee Report 8-2014	Dated October 6, 2014
Children's Heritage Fund Committee Report 3-2014	Dated October 7, 2014

#### Superintendent's Report No.13-2014

Babinsky-Collins      That Clause No. 1a (That the list of Salaries and Wages paid during the month of September 2014, as summarized on Account Listing 2014-09) be approved. – Carried.

Babinsky-Collins      That Clause No. 1b (September 2014 list of payment of accounts) be approved. – Carried.

Collins-Broughton      That Clause No. 2 (Hugh John Macdonald School – Steam Heating System Replacement Consultant Appointment) be approved. – Carried

#### Finance/Personnel Committee Report 8-2014

Collins-Babinsky      That Finance/Personnel Committee Report 8-2014 be received as information- Carried

Collins-Babinsky      That Clause No. 1(Auditors' Report and Financial Statements) be approved – Carried.

Collins-Babinsky      That Clause No. 2 a&b (Appointment of Auditors) – be approved – Carried.

#### Children's Heritage Fund Committee Report 3-2014

Collins-Babinsky      That the Children's Heritage Fund Committee Report 3-2014 be received – Carried.



## **ENQUIRIES AND ANNOUNCEMENTS**

### **26 - Earl Grey and LaVérendrye School Solutions**

Trustee Wasyliw informed trustees that he attended a parent council meeting at Earl Grey School on October 29, 2014. The parents of Earl Grey School have requested an update regarding possible solutions to address enrolment/space needs at École LaVérendrye. The parents would like to be kept abreast of the process. The Chief Superintendent informed trustees that the consultants will be invited to a future Building/Transportation Committee meeting to review feedback collected from parents/community and possible options. At that time, a recommendation will be prepared for consideration by the Board of Trustees for approval.

### **27 - Provincial Government Budget Submissions**

Trustee Wasyliw informed trustees that the provincial government has invited organization to make submissions regarding next year's provincial Budget. Trustee Wasyliw recommended that the Board of Trustees submit a formal presentation to advocate for education. In response to an enquiry, the Secretary-Treasurer commented that the Board could submit a formal presentation. Trustee Babinsky commented that in previous years the Board met with the Minister of Education and Advanced Learning.

### **28 -Transportation**

Trustee Babinsky informed trustees that at a previous meeting he had pointed out that the Public Schools Act states that the ride time for children on school buses must not exceed one hour. The Secretary-Treasurer informed trustees that in accordance with the Public School Act best efforts are being made to keep ride times under one hour.

## **NEW BUSINESS**

### **29 - Condolences**

That the Board's sympathy be recorded, with regret, in the bereavement of the following:

On October 4, 2014, Kathleen Fawsett, Educational Assistant, a member of our staff for 8 years;

and that this motion be adopted by a silent standing vote.

### **30- MSBA MUST Fund Representative – Term Ending January 2016**

Naylor-Freedman                      That Trustee Babinsky be named as the Board's representative to the MSBA Manitoba Universal Standards Trust Fund for the term ending January 2016. - Carried

### **31- Establishment of Special Committee**

Koshelanyk- Freedman      a) That a Special Committee be established to review the existing structure of the District Advisory Committees to improve participation and involvement between the Board of Trustees and parent councils at meetings.-Carried

Koshelanyk- Freedman      b) That trustees Naylor and Beach be appointed as representatives to the Special Committee to review the existing structure of the District Advisory Committees.- Carried.

**AGENDA INFORMATION ITEMS**

Freedman-Naylor                      That Information Correspondence No. IC59-14- IC62-14 be received as information - Carried.

**BUSINESS MATTERS AS DEFINED IN RULE 42.7****Committee of the Whole**

Koshelanyk-Beach                      That the Board recess in Committee of the Whole in camera at this time. – Carried.

The Board then recessed into the Committee of the Whole in camera at 7:38 p.m. with Trustee Collins in the Chair.

Upon the Board resuming in public session at 7:50 p.m. Trustee Collins, the Chair of the Committee of the Whole presented the following recommendations of that Committee.

**32- Leave of Absence – Without Salary**

Collins-Babinsky                      That the leaves of absence without salary as outlined in the confidential report dated November 3, 2014 be granted. - Carried.

**33- Suspension Report September 2014**

Collins-Beach                              That the Suspension Report September 2014 be received as information. -Carried

**34- Sinking Fund Trustee Appointment**

Collins-Beach                              That the Board of Trustees recommend that an application be made to the Court of Queen’s Bench to appoint Mr. Rick Abbott to the Sinking Fund Trustees of The Winnipeg School Division for the term ending February 28, 2017.- Carried

Trustee Collins, the Chair of the Committee of the Whole reported there was discussion regarding trustees.

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**Notice of Motion**

The following Notice of Motions were presented during the meeting by Trustee Wasyliw:

- a) "Direct its administration to review its current governance procedures and identify areas upon which the Board could improve public access to information and the transparency of the Board."
- b) "Direct the administration to report back to the Board at the Policy and Program Committee for discussion and review."

The following Notice of Motions were presented during the meeting by Trustee Wasyliw:

- a) "Direct its administration to investigate and report to the Board the costs of implementing a video/audio recording system that would allow the recording of all public sessions and committee meetings at the Winnipeg School Division where not precluded by privacy legislation, in order to allow for the live streaming of those meetings on the internet and for the public to access the recordings of those meetings at a later time on the division's website."
- b) "Direct the administration to report back to the Board with this information no later than the January 12, 2015 Regular Board Meeting."

The meeting adjourned at 7:55 p.m.

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Chair

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Secretary-Treasurer

**SUPERINTENDENT'S REPORT NO. 13 - 2014**

To the Chair and Members  
Winnipeg School Board

November 3, 2014

1. Accounts List/Summaries of Salaries and Wages

Summaries of salaries and wages paid during the month of September 2014, and Accounts List for the month of September 2014 have been provided to the trustees.

Recommendations:

- (a) That the list of Salaries and Wages paid during the month of September 2014, as summarized on Accounts List 2014-09 be approved and confirmed.
- (b) That the September 2014 list of payment of accounts be approved and confirmed.

2. Hugh John Macdonald School – Steam Heating System Replacement Consultant Appointment

In a letter dated July 16, 2014, the Division received approval from the Public Schools Finance Board to proceed with hiring a mechanical engineering consultant for the Steam Heating System Replacement project at Hugh John Macdonald School. This approval required that the mechanical engineering consultant be selected in consultation with the Public Schools Finance Board. A list of mechanical engineering consultants who have provided satisfactorily services to the Division was provided to the Public Schools Finance Board for consideration.

The Public Schools Finance Board and the Division Administration jointly recommend that the firm of Alliance Engineering Services Inc. be appointed as mechanical engineering consultant for the steam heating system replacement project at Hugh John Macdonald School.

Recommendation:

That, the proper officers of the Division be authorized to enter into a contract with Alliance Engineering Services Inc. to provide mechanical services for the steam heating system replacement project at Hugh John Macdonald School in accordance with the Public Schools Finance Board fee schedule.

Respectfully submitted,

P.E. CLARKE  
Chief Superintendent

**FINANCE/PERSONNEL COMMITTEE REPORT NO.8 -2014**

To the Chair and Members  
Winnipeg Public School Board

October 6, 2014

Your Finance/Personnel Committee reports as follows:

**1. Auditors' Report and Financial Statements**

Your Committee met with representatives of KPMG, auditors for The Winnipeg School Division, and has reviewed the Financial Statements for the year ended June 30, 2014 (Attached).

The Committee was informed that the financial statements are prepared in accordance with accepted accounting principles established by the Public Sector Accounting Board of the Canadian Institute of Chartered Accountants (PSAB). The Consolidated Statements and the Special Purpose Fund comprised of the Children's Heritage Fund and school generated funds controlled by the Division, are part of the reporting requirements of PSAB.

As in prior years, your Committee reviewed the Operating Fund Schedule of Revenue, Expenses and Accumulated Surplus.

Your Committee was informed that these reports are to be submitted to the Department of Education, Citizenship and Youth in accordance with The Public Schools Act.

**Recommendation:**

That the Financial Statements for The Winnipeg School Division for the year ended June 30, 2014 be approved for submission to the Minister of Education, and Advanced Learning.

**2. Appointment of Auditors**

Your Committee has given consideration to the appointment of auditors to conduct the audit of the Pension Fund for Employees Other Than Teachers, Margaret H. Crawford Fund and Children's Heritage Fund for the year ending December 31, 2014 and of the Financial Statements of The Winnipeg School Division for the fiscal year ending June 30, 2015.

Your Committee agreed that the firm of KPMG LLP Chartered Accountants continues to provide excellent service and it is recommended that this firm be reappointed to conduct these audits. The fees for this service are based on the auditors' standard hourly rates and reimbursement of expenses. Any additional work will be over and above the standard audit fees.

**Recommendations:**

- a) That the firm of KPMG LLP Chartered Accountants be appointed to conduct the audit of the Pension Fund For Employees Other Than Teachers, Margaret H. Crawford Fund and Children's Heritage Fund for the year ending December 31, 2014.
- b) That the firm of KPMG LLP Chartered Accountants be appointed to conduct the audit of the financial statements of the Division for the fiscal year ending June 30, 2015.

**3. 2015/2016 Budget Process and Development**

Your Committee was provided with the proposed process and timelines for developing the 2015/2016 Budget. Your Committee agreed to communicate with the District Advisory Committees and discuss the layout of Budget meetings. Your Committee was informed that the District Advisory Committee meetings will be scheduled to be held in November/December. Your Committee also discussed suggestions to share budget information which could include recorded budget presentations available on Division's website.

**4. Transportation**

Your Committee was provided with an update on Pupil Transportation Services. Your Committee was informed that the Division's Transportation Service has three main objectives; to provide safe, reliable and efficient service.

Your Committee was informed that approximately 2,357 students are being transported on a daily basis to and from school. This would result in a total of 4,714 daily trips (back and forth) or a total of 942,800 trips completed during the school year. In addition, transportation is provided for field trips or special school events.

Your Committee was informed that throughout the past several months, the Transportation Department explored a number of initiatives aimed at maximizing efficiency and reliability for the 2014/2015 school year which included: an enhanced communication plan with parents, optimizing routes where possible, software development, reviewing the bus fleet, improving maintenance repairs and retention/recruitment of ongoing staff.

Your Committee was informed that the Division currently has 90 buses, approximately 78 that are on route and the remaining are used for spares.

Respectfully submitted

CATHY COLLINS  
Committee Chair

**In Attendance:**

Trustees: C. Collins, M. Wasyliv, S. Hrynyk, R. Hildahl, M. Babinsky, J. Sneesby,  
K. Barr, A. Ramos  
Administration: P. E. Clarke, R. Appelmans, C. Caetano-Gomes, K. Seiler, F. Mota,  
R. Chartrand, T. Bobby, G. Heath, E. Barnaby, R. Carter, B. Lapointe,  
K. Stuart  
Regrets: D. Bautista  
Auditors: A. Abas, S. Sissons, B. Kornelson

**CHILDREN'S HERITAGE FUND COMMITTEE REPORT NO. 3-2014**

To the Chair and Members  
Winnipeg Public School Board

October 7, 2014

Your Children's Heritage Fund Committee reports as follows:

1. New Projects

Your Committee gave consideration to requests for funds in support of projects as outlined in By-law No. 891.

Your Committee approved the following requests in the revised amount of \$76,921.

The allocation of funds was distributed as follows:

Arts Enrichment	\$ 9,493
Multicultural & Cultural	\$ 6,432
Outdoor Education	\$ 10,000
Special Student Activities/Programs	\$ 10,966
Exploring Aboriginal Traditions	\$ 2,000
Earl Grey School Grounds Upgrading	\$ 10,000
Grant Park Sports Field Renewal and Development	\$ 8,000
Gordon Bell Panther Field Greenspace Signage and Lighting	\$ 10,000
Wolseley Peace Garden Phase III	\$ 10,000

**TOTAL REVISED AMOUNT APPROVED \$ 76,921**

Details of the projects are included in the For Information section.

2. Children's Heritage Fund - Fundraising

Your Committee members were informed that the subcommittee has focused on creating general awareness of the Fund. Funding sources are being explored through local and national foundations to assist with various projects/ and programming supported by the CHF. A funding request form is being developed to assist schools in obtaining funding for specific projects.

3. Quantum Arts Program

Your Committee approved funding in the amount of \$60,166.22 for the 2015 Quantum Arts Program.

4. Funds Available

Your Committee received the revised Statement of Funds available for distribution in the amount of \$7,418 for 2014.

5. Charitable Donations

Your Committee gave consideration and approved a confidential report from the Secretary-Treasurer providing details of donations received totalling \$129,359.78 and authorized the administration to issue tax receipts.

Respectfully submitted,

C. Collins