



ST. JAMES-ASSINIBOIA SCHOOL DIVISION

MISSION STATEMENT

In fulfilling our purpose and journeying towards our vision, St. James-Assiniboia School Division will provide diverse and comprehensive programming in a safe and caring environment to prepare all students to be responsible citizens in a democratic society.

AGENDA

REMOTE MEETING

Annual Meeting of the St. James-Assiniboia School Division Board

Board Room, Aidan Conklin Building, 2574 Portage Avenue

April 14, 2020

7:30 p.m.

Meeting No. 07-20

Organizational By-Law 300-19 govern meeting procedures of the St. James-Assiniboia School Division Board in accordance with the Public Schools Act, Sec. 33: "each school board shall pass by-laws establishing rules of procedure for the guidance of the school board in the conduct of its meetings."

CALL TO ORDER/ATTENDANCE

RECESS TO COMMITTEE OF THE WHOLE IN-CAMERA

RETURN TO REGULAR MEETING

THE ST. JAMES-ASSINIBOIA SCHOOL DIVISION ACKNOWLEDGES THAT WE ARE ON TREATY ONE LAND, THE TRADITIONAL TERRITORY OF THE ANISHINAABE, ININIW, AND DAKOTA, AND THE HOMELAND OF THE MÉTIS NATION.

ADOPTION OF MINUTES

Board Meeting of March 24, 2020

REPORT ON EDUCATION

There is no Report on Education scheduled.

HEARING OF DELEGATIONS

There are no delegations registered.

COMMITTEE REPORTS

Awards and Scholarship Committee
Governance Committee

REPORT OF THE CHIEF SUPERINTENDENT

REPORT OF THE SECRETARY-TREASURER/CHIEF FINANCIAL OFFICER

CORRESPONDENCE

Action Correspondence

There is no Action Correspondence.

Information Correspondence

1. Manitoba School Boards Association (MSBA)
 - a. 2020 Record of Proceedings Package
 - b. Mark Dickof Memorial Scholarship Application Package
 - c. Minister of Health Response Letter re: Immunizations
 - d. E-Bulletin April 1, 2020
 - e. 2020-21 Membership Fee Rebates
 - f. Canadian Parents for French April 2020 Newsletter
 - g. Memo re: Student Belongings in Lockers and Social Distancing
 - h. Memo re: Electronic Signing and Signatures in Relation to Virtual or Teleconference Meetings
2. Canadian Union of Public Employees Letter re: Indefinite School Suspensions

UNFINISHED BUSINESS/BUSINESS ARISING FROM THE MEETING

1. Second Reading – Borrowing By-Law 306-20
2. Third Reading – Borrowing By-Law 306-20

AGENDA-BASED QUESTIONS FROM THE PUBLIC

(This time is allocated to hearing questions from the public regarding items on this agenda.)

TRUSTEE PD SUMMARIES

There are no Trustee PD Summaries

NEW BUSINESS

There are no New Business items.

RECESS TO COMMITTEE OF THE WHOLE IN CAMERA

REPORT OF THE COMMITTEE OF THE WHOLE

ADJOURNMENT

ST. JAMES-ASSINIBOIA SCHOOL DIVISION
REPORT OF THE AWARDS AND SCHOLARSHIP ADVISORY COMMITTEE

NO. 01-20

March 12, 2020

Meeting held: 3:30 pm, Room A: Board Office

Present: George Valentim, Principal, George Waters Middle School
Kyle Lizotte, Principal, Sansome School
Lorelei Steffler, Principal, St. James Collegiate
Jeness Moffatt, Assistant Superintendent, Education (K-12) and Administration
James Dunlop, Accounting Supervisor

Regrets: Sandy Lethbridge, Trustee Representative

DISCUSSION AND RECOMMENDATIONS

1. Call to Order/Attendance

The meeting was called to order at 3:30 p.m. Attendance recorded above.

2. Approval of Agenda

The agenda was approved as distributed.

3. Review of minutes from previous meeting

There were no revisions to the minutes of the previous meeting held June 18, 2018.

4. Policy JM-R Awards and Scholarships

Policy and Regulation JM-R were reviewed and edited by the Committee. Principal representatives will bring the policy to their Professional Learning Community meetings in March for peer review.

The Awards and Scholarship Advisory Committee recommends:

“That the principal representatives on the Awards and Scholarship Advisory Committee bring recommendations for change to Policy JM-R to Jenness Moffatt, Assistant Superintendent, Education (K-12) and Administration, by end of March 2020.”

5. Indigenous Academic Achievement Scholarship

The Committee reviewed the Indigenous Academic Achievement Scholarship description, objectives and intended outcomes.

The Awards and Scholarship Advisory Committee recommends:

“That the Indigenous Academic Achievement Scholarship be received as information.”

6. Business Arising

There was no new business arising.

The meeting adjourned at 4:05 p.m.

The next meeting will be on Thursday, May 28, 2020 at 3:00 p.m.

Minutes reported by Sandy Lethbridge, Trustee

Minutes recorded by Jenness Moffatt, Assistant Superintendent, Education (6-12) and Administration

ST. JAMES-ASSINIBOIA SCHOOL DIVISION

REPORT OF THE GOVERNANCE COMMITTEE No. 01-20

#1419769

Meeting Held: Tuesday, April 7, 2020, Aidan Conklin Building, 5:33 p.m.

Present: Craig Johnson, Chair (by Skype)
Bruce Chegus, Trustee (by Skype)
Craig Glennie, Trustee (by Skype)

Nicole Bowering, Trustee (by Skype)
Holly Hunter, Trustee (by Skype)
Sandy Lethbridge, Trustee (by Skype)
Cheryl Smukowich, Board Chair (by Skype)

Mike Wake, Acting Superintendent
Mike Friesen, Secretary-Treasurer/Chief Financial Officer
Carrie Melville, Assistant Secretary-Treasurer

DISCUSSION AND RECOMMENDATIONS

1. Attendance

As per above.

2. Approval of the Agenda

The Agenda was approved as circulated.

3. Revisions to Policy, Regulation, Exhibits and New Exhibit Regarding Smudging Practices

The Committee was advised that the revisions to Policy, Regulations and Exhibits related to Smudging Practices were reviewed with school-based Administrators.

The Governance Committee recommends:

The discussion on Policy, Regulation and Exhibits revisions related to Smudging Practices be received as information.

4. Trustee Statements on Board Meeting Agenda

The Committee discussed the addition of Trustee Statements at the beginning of each Board Meeting. The statement would allow two minutes for each Trustee to report on student accomplishments and events happening within their ward. It was decided that the report would be at the discretion of the Trustee and would follow the Report on Education on the Board Agenda.

The Governance Committee recommends:

That administration prepare an amendment to Organizational By-Law 300-19 to include Trustee Statements.

5. Policy BDE Board Committees – Mandate of the Awards and Scholarship Advisory Committee

The Committee was advised that the Awards and Scholarship Advisory Committee meetings are to occur in March and May annually in order to review related policy and scholarships.

The Governance Committee recommends:

That the discussion on Policy BDE Board Committees – Mandate of the Awards and Scholarship Advisory Committee be received as information.

6. Evaluation of the Secretary-Treasurer/CFO and Chief Superintendent

The Committee discussed the need for a new evaluation process and tools for the Secretary-Treasurer/CFO and Chief Superintendent positions. This could include a review of other public entities and school division processes.

The Governance Committee recommends:

That the Evaluation process and tools for the Secretary-Treasurer/CFO and Chief Superintendent positions be listed as a pending item on the Governance Committee Agenda.

7. Trustee Committee Updates

The Committee discussed the addition of a new section, Trustee Committee Updates, to the Board Agenda in order to receive a public report from Trustees that serve as a member of a Committee such as Assiniboine Chamber of Commerce, Indigenous Steering, Mental Health, etc. It was determined that the section would follow Committee Reports on the Board Agenda.

Administration was advised to review existing Committees to determine which ones would be suitable for inclusion in the new section on the Board Agenda.

The Governance Committee recommends:

That administration prepare an amendment to Organizational By-Law 300-19 to include Trustee Committee Updates.

8. New Policy BE and Regulation BE-R Electronic Board Meetings

The Committee reviewed a new policy and regulation that addresses electronic meetings in the COVID-19 pandemic environment.

Discussion also included how the policy might be used in the future, in a more stable environment.

The Governance Committee recommends:

That Policy BE Electronic Board Meetings be approved (Attachment A).

And further;

That Regulation BE-R Electronic Board Meetings be received as information (Attachment B).

And Further;

That Policy BE Electronic Board Meetings and Regulation BE-R Electronic Board Meetings be listed as pending items on the Governance Committee Agenda.

12. Next Meeting

Tuesday, June 2, 2020

13. Adjournment

6:18 p.m.

Report submitted by Craig Johnson, Chair, Governance Committee
Minutes recorded by Carrie Melville, Assistant Secretary-Treasurer

ST. JAMES-ASSINIBOIA SCHOOL DIVISION Great Schools for Growing and Learning	POLICY: BE
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#1450551

BE-R

ELECTRONIC BOARD MEETING

The St. James-Assiniboia School Division Board of Trustees may elect to hold its Board Meeting(s) electronically.

The Electronic Board Meetings shall be in compliance with the Public Schools Act Electronic Meetings Regulation 201/2004. An individual trustee may participate in a Board Meeting electronically and electronic means will be provided.

DRAFT

ADOPTED	REVIEWED	REVISED	PAGE
DD.MMM.YY			1 of 1
Motion xx-xx-xx			

ST. JAMES-ASSINIBOIA SCHOOL DIVISION
Great Schools for Growing and Learning

REGULATION:
BE-R

#1450649

BE

ELECTRONIC BOARD MEETING

An Electronic Board Meeting shall follow the following requirements in accordance with the Public Schools Act.

Required Attendance

1. For every meeting of the school board, the following persons must be physically present in the meeting room of the board:
 - a. The Chair of the Board or his or her designate
 - b. At least one additional member of the Board
 - c. The Superintendent of the Division or his or her designate
 - d. The Secretary-Treasurer/CFO or his or her designate

Trustees Deemed to be Present

A Trustee who participates in a meeting through electronic means in accordance with this regulation shall be deemed to be present at the meeting.

Electronic Means

Each Trustee shall be provided with a laptop and necessary training to allow for electronic participation at a Board Meeting. The electronic means must permit the Trustees to hear and be heard by all other participants in the meeting. The electronic means must be provided in such a way that the rules governing the conduct of trustees are complied with.

Public Participation

Electronic access shall be provided to the public for the Board Meeting. The public must be able to hear and be able to actively communicate (verbal or text) within the Board Meeting.

In Camera

The electronic means must ensure that only members participating in the In Camera portion of the Board Meeting have access to the confidential information.

ADOPTED	REVIEWED	REVISED	PAGE
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