



ST. JAMES-ASSINIBOIA SCHOOL DIVISION

Minutes of the Regular Board Meeting of the St. James-Assiniboia School Division Board of Trustees

Tuesday, May 12, 2020, 7:30 p.m.

*Held in the Board Room of the Aidan Conklin Building
2574 Portage Avenue, Winnipeg*

#1460194

Meeting No. 09-20

REMOTE MEETING via Microsoft Teams

PRESENT:

| | |
|------------------|-------------|
| Cheryl Smukowich | Board Chair |
| Jennifer Lawson | Vice-Chair |
| Nicole Bowering | Trustee |
| Bruce Chegus | Trustee |
| Craig Glennie | Trustee |
| Holly Hunter | Trustee |
| Craig Johnson | Trustee |
| Sandy Lethbridge | Trustee |
| Bryan Metcalfe | Trustee |

ALSO IN ATTENDANCE:

| | |
|-----------------|--|
| Mike Wake | Superintendent |
| Mike Friesen | Secretary-Treasurer / Chief Financial Officer |
| Doreen Cost | Assistant Superintendent, Student Services (7:30 p.m.) |
| Jenness Moffatt | Acting Assistant Superintendent, Education (K-12) and Administration (7:30 p.m.) |
| Carrie Melville | Assistant Secretary-Treasurer (7:30 p.m.) |
| Gillian Muir | Senior Executive Assistant |
| Sharon O'Neil | Senior Management Secretary |

REGRETS:

CALL TO ORDER

The Chair called the meeting to order at 6:03 p.m. Attendance – recorded above.

09-01-20

MOVED: Trustee Craig Johnson

"That the Board recess to Committee of the Whole In-Camera."

CARRIED

RETURN TO REGULAR BOARD MEETING – 7:30 p.m.

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 – PREVIOUS MEETING

09-02-20

MOVED: Trustee Craig Johnson

“That the minutes of the Board Meeting of April 28, 2020 be adopted.”

CARRIED

REPORT ON EDUCATION

There was no Report on Education.

HEARING OF DELEGATIONS

There were no delegations registered.

COMMITTEE REPORTS

COMMUNITY ENGAGEMENT COMMITTEE No. 2-20

Meeting held May 5, 2020

Committee Chair: Nicole Bowering

1. Attendance
2. Approval of Agenda
3. Media Productions

09-03-20

MOVED: Trustee Nicole Bowering

“That the Media Productions be received as information,

And further,

That the outline provided by Collective Spark Communications help further service Graphic Tech students in senior years schools for school-based projects.”

CARRIED

4. Trustee Statements on Board Meeting Agendas

09-04-20

MOVED: Trustee Nicole Bowering

“That Trustee Statements be added to Public Board Meeting agendas prior to the Report on Education, starting with the first meeting of the 2020-21 school year.”

CARRIED

5. Student Engagement Meetings

09-05-20

MOVED: Trustee Bruce Chegus

“That Student Engagement Meetings be held in accordance to the previously established cycle of student attendance, beginning in the 2020-21 school year.”

CARRIED

6. Older Adults

09-06-20

MOVED: Trustee Bruce Chegus

“That the Board and Senior Administration work on an ongoing basis to identify future consultation opportunities with older adults in our community.”

CARRIED

7. Priority Focus Groups

09-07-20

MOVED: Trustee Bruce Chegus

“That the discussion on Priority Focus Groups be received as information,

And further,

That we continue to look for ongoing opportunities to include community and parent focus groups.”

CARRIED

CONCLUDED: Report of the Community Engagement Committee

FILED**FINANCE/FACILITIES COMMITTEE No. 06-20**

Meeting held May 5, 2020

Committee Chair: Craig Glennie

09-08-20

1. Attendance
2. Approval of Agenda
3. Proposed Increase of ISP Homestay Fees

MOVED: Trustee Craig Glennie

"That the request from the International Student Program to increase to Homestay Fees to \$800 beginning in the 2021-2022 school year be approved.

And further;

That Administration monitor the additional expenses related to dietary restrictions of International Students."

CARRIED

4. Outside User Liability Insurance
5. City of Winnipeg
 - a. Portioned Assessment as at March 2, 2020
 - b. 2020 Mill Rates
6. Financial Statement
 - a. February 2020
 - b. March 2020
7. PSFB Correspondence
 - a. Brooklands School – 2020/2021 Modular Classroom Assessment
 - b. Ecole Assiniboine – 2020/2021 Modular Classroom Assessment
 - c. John Taylor Collegiate – Elevator, Link and Building Envelope Update – Project Support
 - d. Britannia School – Unit Ventilator Replacement – Design Authorization
8. Review of Organizational By-Law
9. St. James Public Library Land Transfer

09-09-20**MOVED: Trustee Craig Glennie**

"That correspondence be sent to the Public Schools Finance Board requesting authorization to proceed with the Land Exchange of 1910 Portage Avenue and 100 Ferry Road.

And further;

That subject to the approval of the Public Schools Finance Board, Administration be authorized to proceed with the referenced land exchange."

CARRIED**09-10-20**

10. School Cash Online Pilot Report
11. Voyageur Parent Council Funds

MOVED: Trustee Craig Glennie

"That Administration follow up with the Principals of École Robert Browning and Voyageur School regarding Parent Council funds."

CARRIED

- 09-11-20** **The Finance/Facilities Committee Recommends:**
MOVED: Trustee Craig Glennie
"That the following items be received as information:
- MSBA Correspondence
 - City of Winnipeg Correspondence
 - Financial Statements for February and March 2020
 - PSFB Correspondence
 - Organizational By-Law
 - School Cash Online Pilot Report"
- CONCLUDED: Report of the Finance/Facilities Committee

CARRIED**FILED**

REPORT OF THE CHIEF SUPERINTENDENT

Mike Wake, Superintendent
Report 09-20

FOR ACTION

1. Revised Policy JKD Student Discipline and Regulation JKD-R Student Suspension

- 09-12-20** **MOVED: Trustee Bruce Chegus**

"That the revised Policy JKD Student Discipline and Regulation JKD-R Student Suspension be referred to the Education Committee."

CARRIED**FOR INFORMATION**

1. Board Actions and Referrals
2. Event Cancellations

CONCLUDED: Report of the Chief Superintendent No. 09-20

FILED

REPORT OF THE SECRETARY-TREASURER / CHIEF FINANCIAL OFFICER

Mike Friesen, Secretary-Treasurer
Report 09-20

FOR ACTION

1. PSFB Correspondence

- 09-13-20** **MOVED: Trustee Craig Glennie**

"That item #1 be referred to the Finance/Facilities Committee."

CARRIED**FOR INFORMATION**

1. Cheque Registers:
 - a) April 23, 2020
 - b) April 27, 2020 (Payroll)
 - c) April 27, 2020
2. PricewaterhouseCoopers Interim Audit 2019/2020

CONCLUDED: Report of the Secretary-Treasurer/CFO No. 09-20

FILED

CORRESPONDENCE

Action Correspondence

09-14-20

1. MANTE Letter dated May 4, 2020 re: Notice of Intent to Bargain

MOVED: Trustee Sandy Lethbridge

"That the MANTE letter dated May 4, 2020 regarding a notice of intent to enter collective bargaining negotiations be referred to the Personnel Committee."

CARRIED

Information Correspondence

1. Manitoba School Boards Association (MSBA)
 - a. 2020 Time Change – Governance Core Snapshot Part III Webinar
 - b. Resolutions Primer
 - c. Memo re: Safe Distribution of High School Materials
 - d. Kelsey School Division Secretary-Treasurer Posting (interim position)
 - e. Hanover School Division Assistant Superintendent Posting (interim position)
 - f. Jewish Heritage Centre of Western Canada Email re: Mina Rosner Holocaust and Human Rights Competition Opportunity for Students
 - g. Memo re: School Playstructures
2. Minister of Education Proclamation of May 2020 as Music Month in Manitoba
3. Manitoba Education Letter re: Divisional and School by School Profiles and Marking Accuracy and Consistency Report, January 2020 Grade 12 Francais langue seconde immersion 40S: Langue et communication Standards Test
4. Manitoba Department of Families Letter re: 2020 Youth Health Survey Postponement

CONCLUDED: Correspondence

FILED

UNFINISHED BUSINESS

There are no unfinished business items.

AGENDA-BASED QUESTIONS FROM THE PUBLIC

There were no agenda-based questions from the public.

TRUSTEE PD SUMMARIES

There were no Trustee PD Summaries.

NEW BUSINESS

- 09-15-20** 1. Does your School Board have a Governance Mindset?
MOVED: Trustee Bruce Chegus
“That the written commentary 'Does your School Board Have a Governance Mindset' (as per the site below) be referred to the Governance Committee.
And further;
That the Committee review Policy AD and Policy AG – Board Governance Framework with a view to incorporating a governance philosophy in the policy(ies).
https://blogs.edweek.org/edweek/finding_common_ground/2019/04/does_your_school_board_have_a_governance_mindset.html”
CARRIED
- 09-16-20** 2. Reporting Educational Priorities
MOVED: Trustee Bruce Chegus
“That the Education Committee consider options re reporting in regards to Division accomplishments re Division priorities in respect to numeracy & literacy and make recommendations, if any, in this regard. One example of such a reporting is provided as per the link: https://www.retsd.mb.ca/Lists/Publications/rep_plan19.pdf.”
CARRIED

REPORT OF COMMITTEE OF THE WHOLE IN CAMERA – 8:14 p.m.

- 09-17-20** 1. Assistant Superintendent Position
MOVED: Trustee Jennifer Lawson
“That Jenness Moffatt be appointed Assistant Superintendent, Education (K-12) and Administration effective May 13, 2020.
And further;
That a personal services contract with Jenness Moffatt be executed by the signing officers of the St James-Assiniboia School Division.”
CARRIED
- 09-18-20** 2. Administrative Appointments 2020-21
MOVED: Trustee Sandy Lethbridge
“That Joan MacCutcheon be appointed Supervising Vice Principal of John Taylor Collegiate effective September 8, 2020.
And further;
That Jody O’Brien be appointed Supervising Vice Principal of Hedges Middle School effective September 8, 2020 to June 30, 2021.
And further;
That Robyn Zajac be appointed Teaching Vice Principal at George Waters Middle School effective September 8, 2020 to June 30, 2021.
And further;
That Jackie Gagne be appointed Teaching Vice Principal at Brooklands School effective September 8, 2020 to June 30, 2021.
And further;
That Chris Mavroudis be appointed Teaching Vice Principal at Lakewood School effective September 8, 2020 to June 30, 2021.
And further;
That April Waters be appointed Teaching Vice Principal at Bruce Middle School effective September 8, 2020 to June 30, 2021.”

CARRIED

- 09-19-20** 3. Confidential Employee Requests
MOVED: Trustee Sandy Lethbridge
“That the Confidential Employee Request be approved, as discussed in Committee of the Whole In Camera.”

CARRIED

- 09-20-20** 4. Daycare Leases
MOVED: Trustee Nicole Bowering
“That Senior Administration meet with the operational daycare liaison committee to discuss student acceptance into daycares.
And further
That this topic of discussion be moved to the Community Engagement Committee for further discussion as a priority focus group.”

CARRIED

RECESS TO COMMITTEE OF THE WHOLE IN CAMERA – 8:16 p.m.

- 09-21-20** **MOVED: Trustee Nicole Bowering**
“That the Board recess to Committee of the Whole in Camera.”

CARRIED

ADJOURNMENT

On motion of Trustee Sandy Lethbridge, the regular board meeting adjourned at 9:02 p.m.

Cheryl Smukowich
Chair of the Board

Mike Wake
Superintendent