



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

Meeting of the St. James-Assiniboia School Division Board

Board Room, Aidan Conklin Building, 2574 Portage Avenue

January 11, 2022

7:30 p.m.

Meeting No. 01-22

Organizational By-Law 316-21 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 homelands of the Red River Métis Nation.

ADOPTION OF MINUTES

Board Meeting of December 14, 2021

REPORT ON EDUCATION

There is no Report on Education

TRUSTEE STATEMENTS

There are no Trustee Statements

HEARING OF DELEGATIONS

There are no Delegations

COMMITTEE REPORTS

Personnel Committee Report – December 21, 2021

Education Committee Report – December 21, 2021

TRUSTEE COMMITTEE UPDATES

There are no Trustee Committee Updates

REPORT OF THE SUPERINTENDENT

REPORT OF THE SECRETARY-TREASURER/CHIEF FINANCIAL OFFICER

CORRESPONDENCE

Action Correspondence

There are no action correspondence items.

Information Correspondence

1. Manitoba School Boards Association (MSBA)
 - a. E-News December 22, 2021
 - b. Call for Mentors – New MSBA Pre-Election Pilot Program
 - c. Acknowledgement Letter of the Division's Request for Action re: Options to Increase Indigenous and Newcomer Representation on School Boards
 - d. 2022 Prime Minister's Awards
 - e. CSBA Request for Proposal – Leadership and Support for Indigenous Education for CSBA
2. Louis Riel School Division Board of Trustees - Region 5 Director Nomination for the 2022 Manitoba School Boards Association Executive

UNFINISHED BUSINESS/BUSINESS ARISING FROM THE MEETING

There is no Unfinished Business

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 is no New Business

RECESS TO COMMITTEE OF THE WHOLE IN CAMERA

REPORT OF THE COMMITTEE OF THE WHOLE

ADJOURNMENT

**ST. JAMES-ASSINIBOIA SCHOOL DIVISION
REPORT OF THE PERSONNEL COMMITTEE 04-22**

January 11, 2022

Meeting Held: Tuesday, December 21, 2021, Microsoft Teams, 5:00 p.m.

Present: Sandy Lethbridge, Chair (Present for Item #5)
Jennifer Lawson, Board Vice-Chair
Craig Johnson, Trustee
Bryan Metcalfe, Trustee

Cheryl Smukowich, Board Chair

Mike Wake, Superintendent
Carrol Harvey, Manager, Human Resources
Cindy Labaty, Manager, Human Resources

Regrets: Nil

DISCUSSIONS AND RECOMMENDATIONS:

1. Call to Order/Attendance

The meeting was called to order at 5:00 p.m. Attendance recorded above.

2. Approval of Agenda

The agenda was approved as distributed.

3. COVID-19 Staffing Update

Administration shared information regarding additional staffing measures implemented to assist with the challenges related to COVID-19.

4. Excluded Staff Member Evaluation Process

No new information was shared with respect to this standing item.

5. Vaccination Policy

Administration shared a new policy related to COVID-19 Protocols, Proof of Vaccination and Mandatory testing.

The Personnel Committee recommends:

That the policy be approved as presented.

6. CUPE Notice of Intent to Bargain

Administration shared CUPE's notice of intent to bargain.

7. MANTE Job Descriptions

Administration reviewed revisions to job descriptions AP3-32 Substitute Clerk and the archival of AP3-27 Receptionist.

The Personnel Committee recommends:

That the revisions to Job Description AP3-32 Substitute Clerk and the archival of Job Description AP3-27 Receptionist be approved.

8. Personnel Report to the Board

Administration shared the Personnel Report to the Board updated to December 17, 2021.

The meeting adjourned at 5:35 p.m.

Next Committee Meeting: Tuesday, January 18, 2022, 5:00 p.m.

Report presented by Sandy Lethbridge, Chair, Personnel Committee
Minutes recorded by Carrol Harvey, Manager, Human Resources

#1624905

COVID-19 PROTOCOLS, PROOF OF VACCINATION & MANDATORY TESTING

The St. James-Assiniboia School Division is committed to upholding its obligations to provide a safe environment to all students who attend our schools, all employees who work in our facilities, and all members of our community who provide service to, volunteer in or visit our schools.

This policy is one component of a comprehensive pandemic response plan that aims to:

- ensure in-school learning to the extent possible;
- reduce transmission of COVID-19 in the Division's schools and facilities; and
- mitigate the risk of severe COVID-19 outcomes among individuals in our schools.

As of the implementation of this policy, all employees have been asked to disclose and provide proof of full immunization. Those who are not fully immunized or who did not disclose their status have had the option of, and have been complying with, regular mandatory testing as determined by the Division; such testing that is detailed for these people and subject to change; including the potential to pay for the cost of this testing.

For the purposes of this policy, fully immunized means individuals who have received both doses (any combination) of an approved two dose COVID-19 vaccine (AstraZeneca, Pfizer, Moderna), or a single dose of an approved single dose COVID-19 vaccine (Janssen/Johnson & Johnson) with more than 14 days having passed since the final vaccination was received, which definition shall be subject to ongoing amendment and compliance with Manitoba Public Health.

As it stands, the optional component of this policy, meaning the option of mandatory testing in lieu of providing proof of full immunization, only applies to leaseholders and current employees; including trustees and substitute and casual staff, as well as currently accepted practicum students. This option is subject to change as the situation develops and the continued additional resources, funds and managerial support related to frequent mandatory testing continues.

New employees are not afforded this option and require proof of full immunization as a condition of their employment. That said, reasonable accommodation will be made for otherwise qualified potential new employees in keeping with legal obligations.

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Contractors, volunteers and permit holders as well as all new adult students in Continuing Education programs and all new practicum students are not afforded this option and require proof of full immunization in order to be present on our premises.

Division students over the age of 12 must provide proof of at least one dose of the vaccination, and students over 18 must provide proof of full immunization to participate in indoor extra-curricular sports that occur outside of the instructional day or show proof of a recent negative rapid antigen test.

Parents/guardians wishing to attend extra-curricular activities must be fully immunized and register with the school in advance of attendance.

Beginning in September of 2022, all members of a Home Stay family eligible to be vaccinated must be fully immunized in order to accept international students into their home.

It should be stated that the requirement to provide proof of full immunization or comply with regular mandatory testing (for current employees presently afforded this option) is in addition to the expectation that all other COVID-19 health and safety fundamentals are being followed. All persons on our premises, including short-term visitors such as delivery and social services staff, trainers, and parents and guardians, are expected to adhere to all safety requirements including:

- mandatory use of medical masks in indoor settings;
- maintaining physical distancing;
- proper hygiene measures, such as frequent handwashing and sanitization;
- self-monitoring for symptoms of COVID-19; and
- self-isolating when sick.

Employees who fail to comply with the requirements of this policy, including the provision of false and/or misleading information, are subject to disciplinary action.

Any breach of this policy by a contractor, volunteer or visitor, including the provision of false and/or misleading information, may result in revocation of visitation privileges.

This policy is subject to regular and ongoing change as more information becomes known or conditions warrant.

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ST. JAMES-ASSINIBOIA SCHOOL DIVISION

REPORT OF THE EDUCATION COMMITTEE NO. 4 ~ 21-22

LL#1636194

January 11, 2022

Meeting Held: Tuesday, December 21, 2021, Microsoft Teams, 6:30 p.m.

Present: Holly Hunter, Chair
Nicole Bowering, Trustee
Craig Glennie, Trustee
Sandy Lethbridge, Trustee

Cheryl Smukowich, Chair of the Board

Mike Wake, Superintendent
Jenness Moffatt, Assistant Superintendent, Education (K-12), Student Services and Administration

DISCUSSION AND RECOMMENDATIONS

1. Call to Order / Attendance

Trustee Holly Hunter called the meeting to order at 6:30 p.m.
Attendance recorded above.

2. Approval of Agenda

Agenda approved as circulated.

3. SRO Update

The Committee reviewed the previous motions made regarding the process for gathering data on the Winnipeg Police Service SRO Program.

Senior Administration will bring forward a plan in January 2022 for consideration at the Education Committee.

PENDING ITEM:

- **Better Education Starts Today (BEST) – Pillars for Student Success**

The meeting adjourned at 7:00 p.m.

Next meeting: January 18, 2022

Report presented by Holly Hunter, Chair, Education Committee

Minutes recorded by Jenness Moffatt, Assistant Superintendent, Education (K-12), Student Services and Administration