



## **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.*

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## **AGENDA**

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

Board Room, Aidan Conklin Building, 2574 Portage Avenue

**February 11, 2020**

**7:30 p.m.**

**Meeting No. 03-20**

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."

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### **CALL TO ORDER/ATTENDANCE**

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### **RECESS TO COMMITTEE OF THE WHOLE IN-CAMERA**

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### **RETURN TO REGULAR MEETING**

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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**

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Board Meeting of January 28, 2020

### **REPORT ON EDUCATION**

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*There is no Report on Education scheduled.*

### **HEARING OF DELEGATIONS**

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*There are no delegations registered.*

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## COMMITTEE REPORTS

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Finance/Facilities Committee

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## REPORT OF THE CHIEF SUPERINTENDENT

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## REPORT OF THE SECRETARY-TREASURER/CHIEF FINANCIAL OFFICER

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## CORRESPONDENCE

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### Action Correspondence

1. Manitoba School Boards Association (MSBA)
  - a. Distribution of Board Ballots
  - b. Process for 2020 'Bear-Pit Session' with Minister of Education

### Information Correspondence

1. Manitoba School Boards Association (MSBA)
  - a. Memo re: Recent MSBA Advocacy
  - b. Memo re: Coronavirus
  - c. Hanover School Division Superintendent Position Advertisement Withdrawn
  - d. MSBA Provincial Executive – February Meeting Highlights
  - e. Memo re: Travel Health Insurance
  - f. Memo re: Local Voices, Local Choices Radio and Social Media Campaign
  - g. MSBA 2020 Convention Resolutions Package
2. Minister of Education Letter re: Fiscal and Workforce Sustainability
3. Healthy Child Manitoba Letter re: 2020 Youth Health Survey
4. Manitoba Department of Families Letter re: Operating Grant Funding for Early Learning and Child Care Centres

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## UNFINISHED BUSINESS/BUSINESS ARISING FROM THE MEETING

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*There are no unfinished business items.*

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## AGENDA-BASED QUESTIONS FROM THE PUBLIC

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

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## TRUSTEE PD SUMMARIES

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*There are no PD Summaries.*

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## NEW BUSINESS

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*There are no New Business items.*

**RECESS TO COMMITTEE OF THE WHOLE IN CAMERA**

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**REPORT OF THE COMMITTEE OF THE WHOLE**

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**ADJOURNMENT**

## **ST. JAMES-ASSINIBOIA SCHOOL DIVISION**

### **REPORT OF THE FINANCE/FACILITIES COMMITTEE No. 02-20**

Meeting Held: Tuesday, February 4, 2020, Aidan Conklin Building, 6:30 p.m.

Present: Craig Glennie, Chair  
Nicole Bowering, Trustee  
Sandy Lethbridge, Trustee  
  
Bruce Chegus, Trustee  
Holly Hunter, Trustee  
Cheryl Smukowich, Board Chair

Present: Mike Wake, Acting Superintendent  
Michael Friesen, Secretary-Treasurer/Chief Financial Officer  
Randy Calvert, Manager, Facilities & Maintenance  
Carrie Melville, Assistant Secretary-Treasurer  
James Dunlop, Accounting Supervisor

Regrets: Craig Johnson, Trustee

#### **DISCUSSION AND RECOMMENDATIONS**

##### **1. Attendance**

As per above.

##### **2. Approval of the Agenda**

The Agenda was approved as circulated.

##### **3. PSFB Correspondence – George Waters – Roof Replacement – Project Support**

The Committee reviewed correspondence from the Public Schools Finance Board.

**The Finance/Facilities Committee recommends:**

**That the PSFB correspondence listed above be received as information.**

##### **4. Winnipeg Music Festival – Donation Request**

The Committee reviewed a request for financial assistance from the Winnipeg Music Festival.

**The Finance/Facilities Committee recommends:**

**That a grant in the amount of \$1,500 be awarded to the Winnipeg Music Festival in support of the 2020 event.**

##### **5. Financial Statement a) November 2019 b) December 2019**

The Committee reviewed the Financial Statements for the periods ended November 2019 and December 2019.

**The Finance/Facilities Committee recommends:**

**That the Financial Statement for the periods ended November 2019 and December 2019 be received as information.**

**6. Energy Consumption Report 2018-2019**

The Committee reviewed a comprehensive Energy Consumption Report for the fiscal year 2018/2019.

**The Finance/Facilities Committee recommends:**

**That the 2018/2019 Energy Consumption Report be received as information.**

**7. City of Winnipeg**

- a) Portioned Assessment (as of December 16, 2019)**
- b) Portioned Assessment (as of January 16, 2020)**
- c) Residential Units (as of January 16, 2020)**

The Committee reviewed the City of Winnipeg Portioned Assessments as at December 16, 2019 and January 16, 2020 and the Residential Units Statistics Report to January 16, 2020. Administration advised that the assessment will continue to change until March 2020.

**The Finance/Facilities Committee recommends:**

**That the City of Winnipeg Portioned Assessments as at December 16, 2019 and January 16, 2020 and the Residential Units Statistics Report as at January 16, 2020 be received as information.**

**8. Student Enrolment Projections**

The Committee reviewed the 5-year enrolment projections. The projections indicate that by the 2024/25 school year, student enrolment will increase approximately 280 students.

**The Finance/Facilities Committee recommends:**

**That the 2019/2020 Student Enrolment projections be received as information.**

**9. Discovery Children's Centre Update**

The Committee received an update on lease negotiations with Discovery Children's Centre. Discussion focused on breakeven costs for the Britannia building as well as significant upcoming projects.

Administration is currently awaiting correspondence from PSFB regarding funding for major projects at surplus buildings as well as legal counsel regarding the current lease rates.

The Committee was advised that negotiations with Discovery will resume in March 2020.

**The Finance/Facilities Committee recommends:**

**That the update on the Discovery Children's Centre negotiation be received.**

**10. Fairlane Children's Centre Leasehold Improvement Request**

The Committee reviewed a request from Fairlane Children's Centre to undertake leasehold improvements, including floor upgrades, painting and reconfiguration of room 106 in their leased space at Hedges Middle School.

**The Finance/Facilities Committee recommends:**

**That the leasehold improvement request from Fairlane Children's Centre be approved.**

**And further;**

**That conditions outlined in Regulation DFCD-R: Leasehold Improvement Requests be adhered to.**

#### **11. Funding Announcement Memo**

The Committee reviewed a 2020/21 Funding Announcement Memo prepared by the Secretary-Treasurer/CFO that provided an overview of the Provincial Funding allocation for the School Division.

**The Finance/Facilities Committee recommends:**

**That the 2020/21 Funding Announcement Memo regarding the Provincial Funding allocation for the School Division be received as information.**

Adjournment: 7:45 p.m.

Next Meeting: Finance/Facilities Committee (Budget)  
Wednesday, February 12, 2020, 5:30 p.m.

Report submitted by Craig Glennie, Chair, Finance/Facilities Committee  
Minutes recorded by Carrie Melville, Assistant Secretary-Treasurer