



## **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**

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

Board Room, Aidan Conklin Building, 2574 Portage Avenue

**February 26, 2019**

**7:30 p.m.**

**Meeting No. 04-19**

Organizational By-Law 290-18 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 February 12, 2019

### **REPORT ON EDUCATION**

---

Building Positive Relationships - École Bannatyne

---

## **HEARING OF DELEGATIONS**

---

There are no delegations.

---

## **COMMITTEE REPORTS**

---

Personnel Committee  
Education Committee  
Finance/Facilities (Budget)

---

## **REPORT OF THE CHIEF SUPERINTENDENT**

---

---

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

---

---

## **CORRESPONDENCE**

---

### **Action Correspondence**

No Action Correspondence

### **Information Correspondence**

1. Manitoba School Boards Association (MSBA)
  - a. 2019 Convention Resolutions Package
  - b. A. Campbell, President re: Notice of Rebate to Members
  - c. J. Watt, Executive Director re: Reminder of Deadline for Bear-pit Questions
  - d. J. Watt, Executive Director re: Reminder of Trustee Profile Survey
  - e. A. Campbell, President re: Editorial in Winnipeg Free Press February 12, 2019 Word version
  - f. H. Demetriooff, Director re: Board Chair Workshop Presentations
  - g. A. Campbell, President re: Start of Review Consultations
  - h. D. Thomas, Risk Manager re: The Traffic and Transportation Modernization Act
  - i. J. Watt, Executive Director re: MSBA Provincial Executive Highlights
  - j. J. Watt, Executive Director re: Board Chairs Meeting with the Minister
  - k. J. Watt, Executive Director re: Editorial Keep Education Decisions Local

---

## **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**

---

1. Notice of Motion By-Law 293-19
2. Notice of Motion By-Law 294-19 - Religious Instruction at Linwood School

**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 02-19**

**February 26, 2019**

Meeting Held: Tuesday, February 19, 2019, Board Room, 5:00 p.m.

Present: Sandy Lethbridge, Chair  
Craig Johnson, Trustee  
Bryan Metcalfe, Trustee

Cheryl Smukowich, Board Chair  
Nicole Bowering, Trustee  
Holly Hunter, Trustee

Brett Lough, Chief Superintendent  
Carrol Harvey, Manager, Human Resources  
Cindy Labaty, Manager, Human Resources

Regrets: Jennifer Lawson, Trustee

**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. CUPE – Notice of Intent to Bargain**

Administration shared CUPE's notice of intent to bargain and requested two trustees to serve on the CUPE Bargaining Committee.

**The Personnel Committee recommends:**

**That Trustees' Bryan Metcalfe and Craig Johnson be appointed to serve on the CUPE Bargaining Committee.**

**4. MANTE Update**

Administration shared information with respect to the status of negotiations with MANTE.

**The Personnel Committee recommends:**

**That the information shared be received as information.**

**5. Personnel Report to the Board**

Administration shared the Personnel Report to the Board updated to February 15, 2019.

**The Personnel Committee recommends:**

**That the Personnel Report to the Board be received as information and that starting in March leaves will be updated and reported on an ongoing basis instead of one month at a time.**

The meeting adjourned at 5:25 p.m.

**Next Committee Meeting:** Tuesday, March 19, 2019, **6:00 p.m.** (Trustee/Admin Pool Meet & Greet at 5 p.m.)

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

**ST. JAMES-ASSINIBOIA SCHOOL DIVISION**

**REPORT OF THE EDUCATION COMMITTEE NO. 5 ~ 18-19**

LL#1314347

**February 26, 2019**

**Meeting Held: Tuesday, February 19, 2019 Board Room, 6:00 p.m.**

**Present: Bruce Chegus, Chair  
Holly Hunter, Trustee  
Sandy Lethbridge, Trustee**

**Cheryl Smukowich, Board Chair  
Nicole Bowering, Trustee**

**Brett Lough, Chief Superintendent  
Mike Wake, Assistant Superintendent, Education (6-12) and Administration**

**Regrets: Doreen Cost, Assistant Superintendent, Education (K-8) and Student Services  
Jennifer Lawson, Trustee**

**DISCUSSION AND RECOMMENDATIONS**

**1. Call to Order / Attendance**

Trustee Bruce Chegus called the meeting to order at 5:45 p.m.

Attendance recorded above

**2. Approval of Agenda**

Agenda approved as circulated.

**INFORMATION ITEMS – AGENDA ITEMS 3 - 6**

**3. Policy Revisions – Regulation JLIAB-R Outdoor Recess**

The revised regulation JLIAB-R was shared with the Committee. Senior Administration will monitor recess/lunch hour cancellations until Friday, March 8, 2019.

**4. Advanced Placement Schools Report 2017/2018 Motion 02-08-19**

The St. James-Assiniboia School Division Advanced Placement program runs in both St. James and John Taylor Collegiates. In May 2018, 86 students, (up from 45 students in 16-17) wrote 113 AP exams. The report explains the school's commitment to the program and strategies to maintain enrolment. The report also compares AP scores to comparable groups.

**5. International Baccalaureate Schools Report 2017/2018 Motion 02-09-19**

The International Baccalaureate Schools Report is a report on the pre-university divisional IB program. This program runs at both Collège Sturgeon Heights Collegiate and Westwood Collegiate. The report provides statistics for the Division. In general, St. James-Assiniboia School Division IB students performed well in 2017-2018 and compare favorably nationally, internationally and globally.

**6. Trustee PD Summary - Sandy Lethbridge Canadian School Board Association Annual Conference – July 4-7, 2018 Conference/Workshop Report**

Trustee Lethbridge shared her learning experiences from the CSBA conference and made special mention of how powerful the blanket activity was in providing indigenous perspectives.

**The Education Committee Recommends:**

**That the following items be received as information:**

- **Regulation JLIAB-R Outdoor Recess**
- **Advanced Placement Schools Report 2017/2018**
- **International Baccalaureate Schools Report 2017/2018**
- **Trustee PD Summary from S. Lethbridge on the July 2018 Canadian School Board Association Annual Conference**

The meeting adjourned at 7:30 p.m.

**Next meeting: March 18, 2019**

Report presented by Bruce Chegus, Chair, Education Committee

Minutes recorded by Mike Wake, Assistant Superintendent, Education (6-12) and Administration

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

### **REPORT OF THE FINANCE/FACILITIES COMMITTEE No. 03-19**

Meeting Held: Wednesday, February 13, 2019, Aidan Conklin Building, 5:30 p.m.

Present: Bryan Metcalfe, Chair (5:45 p.m.)  
Nicole Bowering, Trustee  
Craig Glennie, Trustee  
Craig Johnson, Trustee

Bruce Chegus, Trustee  
Holly Hunter, Trustee (5:45 p.m.)  
Jennifer Lawson, Board Vice Chair  
Sandy Lethbridge, Trustee  
Cheryl Smukowich, Board Chair

Present: Brett Lough, Chief Superintendent  
Michael Friesen, Secretary-Treasurer/Chief Financial Officer  
Doreen Cost, Assistant Superintendent, Education (K-8) and Student Services  
Mike Wake, Assistant Superintendent, Education (6-12) and Administration  
Rob Carnegie, Director, Information Technology  
Randy Calvert, Manager, Facilities & Maintenance  
Carrie Melville, Assistant Secretary-Treasurer

### **DISCUSSION AND RECOMMENDATIONS**

#### **1. Attendance**

As per above.

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

The agenda was approved as listed.

#### **3. Budget 2019/2020**

##### **- Trustee Working Papers**

The Committee reviewed the 2019/2020 Budget Working Papers. Financial scenarios were presented by the Administration for consideration.

**The Finance/Facilities Committee recommends:**

**That the 2019/2020 Budget Working Papers be received as information.**

**And further;**



**That the Secretary-Treasurer/CFO prepare the Draft Budget presentation based on Draft 3, with changes as discussed, for the Public Parent Budget Meeting to be held on February 28, 2018 at 7:00 p.m.**

Adjournment: 8:30 p.m.

Next Meeting: Finance/Facilities Meeting – Budget  
Wednesday, February 20, 2019, 5:30 p.m.

Public Parent Budget Meeting  
Thursday, February 28, 2019, 7:00 p.m.

Regular Finance/Facilities Meeting  
Tuesday, March 5, 2019, 5:30 p.m.

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

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

### **REPORT OF THE FINANCE/FACILITIES COMMITTEE No. 04-19**

Meeting Held: Wednesday, February 20, 2019, Aidan Conklin Building, 5:30 p.m.

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

Present: Brett Lough, Chief Superintendent  
Michael Friesen, Secretary-Treasurer/Chief Financial Officer  
Doreen Cost, Assistant Superintendent, Education (K-8) and Student Services  
Mike Wake, Assistant Superintendent, Education (6-12) and Administration  
Rob Carnegie, Director, Information Technology  
Randy Calvert, Manager, Facilities & Maintenance  
Carrie Melville, Assistant Secretary-Treasurer

Regrets: Craig Glennie, Trustee  
Jennifer Lawson, Board Vice Chair

#### **DISCUSSION AND RECOMMENDATIONS**

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

As per above.

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

The agenda was approved as listed.

##### **3. Budget 2019/2020**

###### **- Trustee Working Papers**

The Committee reviewed two draft budget scenarios as well as the presentation for the 2019/2020 Parent Public Budget Meeting on February 28, 2019.

**The Finance/Facilities Committee recommends:**

**That the presentation for the 2019/2020 Parent Public Budget Meeting be approved with changes to budget Draft 3 as discussed.**

Adjournment: 7:15 p.m.

Next Meeting: Public Parent Budget Meeting  
Thursday, February 28, 2019, 7:00 p.m.

Regular Finance/Facilities Meeting  
Tuesday, March 5, 2019, 5:30 p.m.

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