



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

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

Board Room, Aidan Conklin Building, 2574 Portage Avenue

February 25, 2020

7:30 p.m.

Meeting No. 04-20

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 February 11, 2020

REPORT ON EDUCATION

Our Continuous Improvement Journey - John Taylor Collegiate

HEARING OF DELEGATIONS

There are no delegations registered.

COMMITTEE REPORTS

Personnel Committee
Education Committee
Finance/Facilities Committee

REPORT OF THE CHIEF SUPERINTENDENT

REPORT OF THE SECRETARY-TREASURER/CHIEF FINANCIAL OFFICER

CORRESPONDENCE

Action Correspondence

There are no items for action.

Information Correspondence

1. Manitoba School Boards Association (MSBA)
 - a. Governance Core Snapshots Part 1 Webinar
 - b. Important Updates Memorandum
 - c. Transport Canada School Bus Safety Report – February 2020
 - d. Travel Health Insurance Reminder
 - e. Re/Max Quest for Excellence 2020 Bursary
2. Social Planning Council of Winnipeg - Concerns Regarding in School Screenings of Methamphetamine Community Under Siege

UNFINISHED BUSINESS/BUSINESS ARISING FROM THE MEETING

1. First Reading - Debenture By-Law 305-20

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 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 PERSONNEL COMMITTEE 02-10**

February 25, 2020

Meeting Held: Tuesday, February 18, 2020, Board Room, 5:30 p.m.

Present: Sandy Lethbridge, Chair
Holly Hunter, Trustee

Cheryl Smukowich, Board Chair

Mike Wake, Acting Superintendent
Carrol Harvey, Manager, Human Resources

Regrets: Cindy Labaty, Manager, Human Resources
Craig Johnson, Trustee
Jennifer Lawson, Board Vice Chair

DISCUSSIONS AND RECOMMENDATIONS:

1. Call to Order/Attendance

The meeting was called to order at 5:30 p.m. Attendance recorded above.

2. Approval of Agenda

The agenda was approved as distributed.

3. Policy GCF – Hiring of Professional Staff and Appointment of School-Based Administrators

The Committee discussed further edits made to the policy including that the Board will approve all appointments of Senior Administration and School-Based Administrators prior to hire.

The Personnel Committee recommends:

That Administration incorporate suggestions made by the Committee and bring the policy back for further discussion at the next meeting.

4. AC-R Respect for Human Diversity

Administration shared revisions to the regulation allowing all staff and student records to be kept by a name and pronoun that corresponds to the person's gender identity

The Personnel Committee recommends:

That the changes to regulation AC-R Respect for Human Diversity be received as information.

5. Arbitration Bulletin Brandon SD and Brandon Teachers' Association

The Arbitration bulletin prepared by MSBA was shared with the Committee.

The Personnel Committee recommends:

That the Brandon Arbitration Bulletin be received as information.

6. CPI Unemployment Update 2019 Year End

Administration provided the Committee with the CPI Unemployment Year End Update 2019 referred from the Board meeting held January 28, 2020.

The Personnel Committee recommends:

That the CPI Year End Update 2019 as referred from the Board meeting held January 28, 2020 be received as information.

7. Personnel Report to the Board

Administration shared the Personnel Report to the Board updated to February 14, 2020.

The Personnel Committee recommends:

That the Personnel Report to the Board be received as information.

The meeting adjourned at 6:30 p.m.

Next Committee Meeting: Tuesday, March 17, 2020, 5:30 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 ~ 19-20

LL#1431189

February 25, 2020

Meeting Held: Tuesday, February 18, 2020 Board Room, 6:30 p.m.

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

Cheryl Smukowich, Board Chair

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

Regrets: None

DISCUSSION AND RECOMMENDATIONS

1. Call to Order / Attendance

Trustee Bruce Chegus called the meeting to order at 6:30 p.m.

Attendance recorded above

2. Approval of Agenda

Agenda approved as circulated.

INFORMATION ITEMS: AGENDA ITEMS 3-6

3. Programme for International Student Assessment (PISA) Results - presented by Julie Cordova, Administrator Assessment and Evaluation and School and Community Support

This was the second and final PISA presentation that focused on:

- science literacy
- results by mean score points for reading, mathematics, and science
- trends over time
- common causation theories, including
- economic, social, and cultural status index scores
- immigrant status and language spoken at home
- how much effort students invest in the test

In 2021, mathematical reasoning will be assessed.

4. Early Development Instrument Report 2018-2019 Motion 02-12-20 – presented by Deidre Sagert, Early Years Support Teacher

Ms Sagert shared how the EDI data is collected, the domains assessed, and the long-term effects of being 'not ready' in one or more domains. Domain results are now interpreted using the three categories of vulnerable, at risk, or on track. The domains of Social Competence and Language & Thinking Skills continue to be strengths, with Emotional

Maturity and Communication Skills & General Knowledge being concerns. Subdomain challenges include gross and fine motor skills, prosocial and helping behaviour, and communication skills and general knowledge.

Moving forward, the Early Childhood Development Committee, with Speech-Language Pathologist involvement, will be focusing on the subdomains of concern and providing professional development to SJASD childcare centres and early years schools. As well, each school was provided with an EDI planning tool map to address their unique student needs.

5. Indigenous Steering Committee Report

The process of developing a plan using Niigaan Sinclair's Report was shared. Short- and long-term goals were identified, with many of them bearing no cost. A sustainability plan for the work is essential and thus an update on the work being done from the Indigenous Education Steering Committee's Report and Recommendations will be a monthly standing item on the Superintendent's Report. This will provide opportunity for further dialogue.

Key items that are currently being addressed include:

- **Educational Assistant scholarships for Indigenous students, and**
- **Elders in Residence.**

Items currently under review include:

- **the building of a sweat lodge, and**
- **Policy IMDE Smudging Practices with Regulation and Exhibits**

6. External Grants in School 2019-20 Motion 03-08-20

Schools were asked to share which grants they attempted to access, including the dollar amount, reason, and whether they were granted or denied.

The Education Committee Recommends:

That the following items be received as information:

- **Programme for International Student Assessment (PISA) Results**
- **Early Development Instrument Report 2018-2019**
- **Indigenous Steering Committee Report**
- **External Grants in School 2019-20**

The meeting adjourned at 9:00 pm

Next meeting: March 17, 2020

Report presented by Bruce Chegus, Chair, Education Committee

Minutes recorded by Doreen Cost, Assistant Superintendent, Student Services (K-12)

ST. JAMES-ASSINIBOIA SCHOOL DIVISION

REPORT OF THE FINANCE/FACILITIES COMMITTEE No. 03-20

Meeting Held: Tuesday, February 12, 2020, Aidan Conklin Building, 5:30 p.m.

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

Bruce Chegus, Trustee
Holly Hunter, Trustee
Craig Johnson, Trustee
Cheryl Smukowich, Board Chair
Jennifer Lawson, Vice-Chair

Present: Mike Wake, Acting Superintendent
Michael Friesen, Secretary-Treasurer/Chief Financial Officer
Jenness Moffatt, Assistant Superintendent, Education (K-12) and Administration
Doreen Cost, Assistant Superintendent, Student Services K-12
Randy Calvert, Manager, Facilities & Maintenance
Carrie Melville, Assistant Secretary-Treasurer
James Dunlop, Accounting Supervisor
Al Stechishin, Manager, Information Technology

Regrets: Bryan Metcalfe, Trustee

DISCUSSION AND RECOMMENDATIONS

1. Attendance

As per above.

2. Approval of the Agenda

The Agenda was approved as circulated.

3. Budget 2020/2021 – Trustee Working Papers

The Committee reviewed the 2020/2021 Budget Working Papers. Financial scenarios were presented by the Administration for consideration. Administration was complimented on the high standard of information that was provided to the Trustees.

The Finance/Facilities Committee recommends:

That the 2020/2021 Budget Working Papers be received as information.

And further;

That the Secretary-Treasurer/CFO prepare the Draft Budget presentation based on Draft 1A for the Public Budget Consultation Meeting to be held on February 27, 2020 at 7:00 p.m.

And further;

That an alternative scenario (1B) be provided as discussed.

Adjournment: 7:30 p.m.

Next Meeting: Finance/Facilities Committee (Budget)
Wednesday, February 19, 2020, 5:30 p.m.

Report submitted by Craig Glennie, Chair, Finance/Facilities Committee
Minutes recorded by Mike Friesen, Secretary-Treasurer/CFO

ST. JAMES-ASSINIBOIA SCHOOL DIVISION

REPORT OF THE FINANCE/FACILITIES COMMITTEE No. 04-20

Meeting Held: Tuesday, February 19, 2020, Aidan Conklin Building, 5:30 p.m.

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

Bruce Chegus, Trustee
Holly Hunter, Trustee
Craig Johnson, Trustee
Bryan Metcalfe, Trustee
Cheryl Smukowich, Board Chair

Present: Mike Wake, Acting Superintendent
Michael Friesen, Secretary-Treasurer/Chief Financial Officer
Carrie Melville, Assistant Secretary-Treasurer
James Dunlop, Accounting Supervisor
Al Stechishin, Manager, Information Technology

Regrets: Jennifer Lawson, Vice-Chair

DISCUSSION AND RECOMMENDATIONS

1. Attendance

As per above.

2. Approval of the Agenda

The Agenda was approved as circulated.

3. Summary Multi-Year Draft

The Committee reviewed the latest City of Winnipeg portioned assessment summary as at February 13, 2020, the summary for Draft 1A and Draft 1B, and the Draft Budget website information.

The Finance/Facilities Committee recommends:

That the City of Winnipeg portioned assessment summary as at February 13, 2020 be received as information.

And further;

That the Draft 2020/2021 Budget be based on Draft Scenario 1A.

And further;

That the Draft Budget information be posted on the Division website.

4. 2020/2021 Public Draft Budget Consultation

The Committee reviewed the presentation for the 2020/2021 Public Draft Budget Consultation.

The Finance/Facilities Committee recommends:

That the 2020/2021 Public Draft Budget Consultation presentation with amendments as discussed be approved.

Adjournment: 8:15 p.m.

Next Meeting: Finance/Facilities Committee
Tuesday, March 3, 2020, 7:00 p.m.

Report submitted by Craig Glennie, Chair, Finance/Facilities Committee
Minutes recorded by Mike Friesen, Secretary-Treasurer/CFO