



## 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

**March 9, 2021**

**7:30 p.m.**

**Meeting No. 05-21**

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 23, 2021

### **REPORT ON EDUCATION**

Sources of Strength – Educational Support Services

### **TRUSTEE STATEMENTS**

*There are no Trustee Statements.*

### **HEARING OF DELEGATIONS**

*There are no Delegations.*

### **COMMITTEE REPORTS**

- Finance Facilities Committee Report March 2, 2021

- Community Engagement Report March 1, 2021

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**TRUSTEE COMMITTEE UPDATES**

*There are no Trustee Committee Updates*

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**REPORT OF THE SUPERINTENDENT**

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

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**CORRESPONDENCE**

**Action Correspondence**

*There are no action correspondence items.*

**Information Correspondence**

1. Manitoba School Boards Association (MSBA)
  - a. E-News Bulletin – March 3, 2021
  - b. CSBA President's Bulletin, Winter
  - c. Kelsey School Division Secretary Treasurer Ad

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**UNFINISHED BUSINESS/BUSINESS ARISING FROM THE MEETING**

*There is no Unfinished Business.*

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**AGENDA-BASED QUESTIONS FROM THE PUBLIC**

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

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**TRUSTEE PD SUMMARIES**

*There are no Trustee PD Summaries.*

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**NEW BUSINESS**

*There are no New Business items.*

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**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. 05-21**

Meeting Held: Tuesday, March 2, 2021, Aidan Conklin Building/PSDC via Teams, 5:30 p.m.

Present: Craig Glennie, Chair  
Bruce Chegus, Trustee  
Craig Johnson, Trustee  
Jennifer Lawson, Board Vice Chair

Nicole Bowering, Trustee  
Cheryl Smukowich, Board Chair

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

#### **DISCUSSION AND RECOMMENDATIONS**

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

As per above.

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

The Agenda was approved as circulated.

##### **3. Draft Budget 2021/2022**

The Committee reviewed the City of Winnipeg Portioned Assessment as at March 1, 2021 and Draft Public Budget Consultation Summary of Feedback Responses.

The Committee accepted the Draft Budget 2021/2022 as presented (Appendix 1).

The Committee thanked Administration for their work on the budget.

#### **The Finance/Facilities Committee recommends:**

**That the 2021/2022 Draft Budget be approved with a Total Operating Revenue Budget of \$113,670,836 and a Total Operating Expenditure Budget of \$112,349,742 for the twelve-month period July 1, 2021 to June 30, 2022.**

**And further;**

**That the Special Requirement for the 2021/2022 Budget be \$69,518,823.**

**And further;**

**That the Special Levy for 2021 be \$66,430,496.**

**And further;**

**That the final budget of the St. James-Assiniboia School Division as noted above in the categories as required under the FRAME reporting system be forwarded to the Public Schools Finance Branch.**

**And further;**

**That a News Release be prepared for release.**

**And further;**

**That the City of Winnipeg Portioned Assessment as at March 1, 2021 be received as information.**

**4. PSFB Correspondence**

- a) GWMS Roof Replacement – Final Project Support**
- b) Collège Sturgeon Heights Collegiate – Welding Shop Addition – Initial Project Support**
- c) Athlone School – Grooming Room – Design Authorization**
- d) Lincoln Middle School – Grooming Room – Design Authorization**

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.**

**5. Grant Request – The Historical Museum Association of St. James-Assiniboia**

The Committee reviewed a request for financial assistance from the Historical Museum Association of St. James-Assiniboia.

**The Finance/Facilities Committee recommends:**

**That a grant in the amount of \$1,100 be awarded to the Historical Museum Association of St. James-Assiniboia.**

**6. Financial Statement – January 2021**

The Committee reviewed the Financial Statement for the period ended January 31, 2021.

**The Finance/Facilities Committee recommends:**

**That the Financial Statement for the period ended January 2021 be received as information.**

**7. Holiday Giving Campaign**

The Committee received an update on the holiday giving campaign. Administration will continue to monitor the needs of the community and provide support when appropriate.

**The Finance/Facilities Committee recommends:**

**That the discussion on the Holiday Giving Campaign be received as information.**

**8. Horizons Children's Centre – Play Yard**

The Committee reviewed the final plans for Horizons Children's Centre's play yard upgrade project.

**The Finance/Facilities Committee recommends:**

**That the Horizons Children's Centre play yard project be approved.**

**And further;**

**That the project be subject to final inspection and approval of the Manager, Facilities & Maintenance.**

**And further;**

**That there will be no cost to the St. James-Assiniboia School Division, and any ongoing costs are the responsibility of Horizons Children's Centre.**

**And further;**

**That the Play Yard be maintained in accordance with CSA standards.**

Adjournment: 6:14 p.m.

Next Meeting: Finance/Facilities Committee  
Tuesday, April 6, 2021, 6:30 p.m.

Report submitted by Craig Glennie, Chair, Finance/Facilities Committee  
Minutes recorded by James Dunlop, Acting Assistant Secretary-Treasurer

**St. James-Assiniboia School Division**

**COMMUNITY ENGAGEMENT COMMITTEE REPORT - NO. 5 – 20-21**

**March 9, 2021**

**MEETING HELD:** Monday, March 1, 2021 at 7:00 p.m. via Microsoft Teams

**PRESENT:** Nicole Bowering, Chair  
Craig Glennie, Trustee  
Holly Hunter, Trustee  
Bryan Metcalfe, Trustee

Cheryl Smukowich, Chair of the Board

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

**REGRETS:** NIL

**DISCUSSIONS AND RECOMMENDATIONS**

**1. Call to Order / Attendance**

Trustee Nicole Bowering called the meeting to order at 7:00 p.m.

Attendance recorded above.

**2. Approval of Agenda**

The agenda was approved as distributed.

**3. Staff, Student and Community Engagement**

The Community Engagement Committee discussed methods to engage the community.

**The Community Engagement Committee recommends:**

**“That the Committee and Senior Administration explore trustee participation in promoting virtual school celebrations when possible,**

**And further,**

**That the Committee investigate professional learning options for possible community engagement actions in the current COVID-19 context, and return to the April 5, 2021 Community Engagement Committee meeting for further discussion.”**

**6. Date of the Next Meeting**

The next meeting will be Monday, April 5, 2021 at 7:00 pm.

**7. Adjournment**

The committee adjourned at 7:56 pm.

Minutes submitted by Nicole Bowering, Chair

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