



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

May 28, 2019

7:30 p.m.

Meeting No. 09-19

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 May 14, 2019

REPORT ON EDUCATION

Non-Permanent Vertical Surfaces in Math (Building Thinking Classrooms) - Golden Gate Middle School

HEARING OF DELEGATIONS

There are no delegations registered.

COMMITTEE REPORTS

Personnel Committee
Education Committee

REPORT OF THE CHIEF SUPERINTENDENT

REPORT OF THE SECRETARY-TREASURER/CHIEF FINANCIAL OFFICER

CORRESPONDENCE

Action Correspondence

1. Community Resident Re: Middle Years Exams
2. Community Resident Re: Formal Instruction for Exam Preparation

Information Correspondence

No Information Correspondence

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

1. Trustee Bruce Chegus - CAPSLE 2019 Conference Report - May 4 - 7, 2019

NEW BUSINESS

1. Student Council Liaison Report - Trustee Nicole Bowering

2. Notice of Motion By-Law 299-19 - Religious Instruction at Strathmillan School
3. Canada Wide Science Fair Recognition - Trustee Holly Hunter

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 05-19**

May 28, 2019

Meeting Held: Tuesday, May 21, 2019, Board Room, 5:00 p.m.

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

 Cheryl Smukowich, Board Chair
 Bruce Chegus, Trustee
 Holly Hunter, Trustee

 Brett Lough, Chief Superintendent
 Carrol Harvey, Manager, Human Resources
 Cindy Labaty, Manager, Human Resources
 Mike Friesen, Secretary-Treasurer (For Items #1-3 Only)

Regrets: Nil

DISCUSSIONS AND RECOMMENDATIONS:

1. Call to Order/Attendance

The meeting was called to order at 5:03 p.m. Attendance recorded above.

2. Approval of Agenda

The agenda was approved as distributed.

3. PWC Audit Report

The Committee briefly discussed the report findings and determined to defer this item for further discussion at the June Personnel Committee.

4. Policy Revisions – GCMA Instructional Staff Planning Time

Administration shared suggested updates to this policy regarding the removal of additional preparation time for early years teachers when moving to new subject areas.

The Personnel Committee recommends:

That revisions to policy GCMA Instructional Staff Planning Time be approved.

5. Job Descriptions

Administration shared revisions to existing job descriptions revising the reporting to the new Administrator of A&E and School & Community Support within the policy manual as well as discussed job descriptions to be archived.

The Personnel Committee recommends:

That revisions to the following job descriptions be approved:

- **AP2-36 English as an Additional Language Support Teacher**
- **AP2-38 Indigenous Education Support Teacher**

And further,

That the following job descriptions be archived:

- **AP2-30 Coordinator of Assessment & Evaluation**
- **AP2-31 Coordinator of Instruction**
- **AP2-32 Coordinator of Curriculum**
- **AP2-34 Coordinator of School and Community Support**

6. Consultation with Parent Organizations – Administrative Staffing

Administration shared information collected in consultation with parent organizations with respect to administrative staffing.

The Personnel Committee recommends:

That the Consultation with Parent Organizations – Administrative Staffing data be received as information.

7. CPI Update

Administration provided the Committee with the CPI Updates as referred from the Board meetings held April 23, 2019.

The Personnel Committee recommends:

That the CPI Updates as referred from the Board meeting held April 23, 2019 be received as information.

8. MSBA Collective Bargaining Update

Administration provided the Committee with the MSBA Collective Bargaining Updates as referred from the Board meetings held April 23 and May 14, 2019.

The Personnel Committee recommends:

That the MSBA Collective Bargaining Update as referred from the Board meetings held April 23 and May 14, 2019 be received as information.

9. MSBA Salary Bulletin

Administration provided the Committee with the MSBA Salary Bulletin as referred from the Board meetings held May 14, 2019.

The Personnel Committee recommends:

That the MSBA Salary Bulletin as referred from the Board meeting held May 14, 2019 be received as information.

10. Personnel Report to the Board

Administration shared the Personnel Report to the Board updated to May 17, 2019.

The Personnel Committee recommends:

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

The meeting adjourned at 5:43 p.m.

Next Committee Meeting: Tuesday, June 18, 2019, 5:00 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. 8 ~ 18-19

LL#1343468

May 28, 2019

Meeting Held: Tuesday, May 21, 2019 Board Room, 5:30 p.m.

Present: Bruce Chegus, Chair
Holly Hunter, Trustee
Jennifer Lawson, Trustee
Sandy Lethbridge, Trustee

Cheryl Smukowich, Board Chair

Doreen Cost, Assistant Superintendent, Education (K-8) and Student Services
Brett Lough, Chief Superintendent
Mike Wake, Assistant Superintendent, Education (6-12) and Administration

Regrets: NIL

DISCUSSION AND RECOMMENDATIONS

1. Call to Order / Attendance

Trustee Bruce Chegus called the meeting to order at 5:34 p.m.

Attendance recorded above

2. Approval of Agenda

Agenda approved as circulated.

3. Policy Revisions

The following exhibits now exist in CLEVR and will be archived:

IGBAB-E Individual Transition Plan, IHBA-E-1 Individual Education Plan (IEP), IHBA-E-2 Behaviour Intervention Plan, IHBA-E-3 Adapted Learning Plan

The Education Committee Recommends:

That the following exhibits be archived:

IGBAB-E Individual Transition Plan, IHBA-E-1 Individual Education Plan, IHBA-E-2 Behaviour Intervention Plan, IHBA-E-3 Adapted Learning Plan

4. Exam Preparation and Study Skills at Middle Schools

Exam preparation, study skills, and note-taking at middle and senior years schools were discussed. Discussion will continue at the June 2019 Education Committee meeting.

The meeting adjourned at 6:10 pm.

Next meeting: June 18, 2019

Report presented by Bruce Chegus, Chair, Education Committee
Minutes recorded by Doreen Cost, Assistant Superintendent, Education (K-8) and Student Services