



ST. JAMES-ASSINIBOIA SCHOOL DIVISION

MISSION STATEMENT

In fulfilling our purpose and journeying towards our vision, St. James-Assiniboia School Division will aim to provide a meaningful, safe and caring educational environment so that all students are prepared to be responsible citizens in a democratic society.

AGENDA

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

Bruce Chegus Boardroom, Aidan Conklin Building, 2574 Portage Avenue

October 3, 2023

7:00 p.m.

Meeting No. 11-23

Organizational By-Law 316-21 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

The community of St. James-Assiniboia has deep Indigenous roots. These lands and waters are the traditional territories of the Anishinaabeg, the Ininewak, the Dakota, the Dene, and Anishinewak peoples. It is the birthplace and homeland of the Red River Métis nation. It is also home to members of the Inuit nation. Our community is bound by Treaty One.

Our water flows from Shoal Lake 40 First Nation in Treaty Three, and our buildings are powered by Northern Manitoba in Treaty Five. We are all tied together through the treaties that were signed across these lands. These treaties come with a responsibility- to the land, the waters, the animals, and each other. We are committed to honour and learn about the true history of this place, and to do our parts to move our community forward in a true spirit of justice and reconciliation.

RECESS TO COMMITTEE OF THE WHOLE IN-CAMERA

ELECTION OF COMMITTEES

VOTING PROCEDURE:

Motion for Voting Procedure

"That the Board vote by secret ballot;

That the ballots be destroyed after each vote;

That Carrie Melville tally the votes;

That Jenness Moffatt and Jordana Buckwold act as scrutineers;

That only the outcome and not the count of each vote be announced;
That, in the event of a tie vote,
The Chair will initial one ballot of the set;
And further,
That the School Board will determine by lot which ballot will be received by each trustee;
and further,
That the ballots will be counted and in the case of another tie vote the initialed ballot will be the deciding vote.”

ELECTION OF CHAIRS OF STANDING COMMITTEES**ELECTION OF STANDING COMMITTEE MEMBERS****ELECTION OF MEMBERS OF OTHER COMMITTEES****RETURN TO REGULAR MEETING**

ADOPTION OF MINUTES

Board Meeting of September 5, 2023

REPORT ON EDUCATION

Tipis and Telescopes – Indigenous Education Department

TRUSTEE STATEMENTS

There are no Trustee Statements.

HEARING OF DELEGATIONS

There are no registered delegations.

COMMITTEE REPORTS

Community Engagement Committee – September 12, 2023
Committee of the Whole Education – September 19, 2023
Committee of the Whole Finance/Facilities – September 19, 2023

TRUSTEE COMMITTEE UPDATES

There are no trustee committee updates.

REPORT OF THE SUPERINTENDENT

REPORT OF THE SECRETARY-TREASURER/CHIEF FINANCIAL OFFICER

CORRESPONDENCE

Action Correspondence

There is no Action Correspondence.

Information Correspondence

1. Seven Oaks School Division Board Chairs Announcement 2023-2024
2. Pembina Trails School Division Board Chairs Announcement 2023-2024
3. Louis Riel School Division Board Chairs Announcement 2023-2024
4. River East Transcona School Division Board Chairs Announcement 2023-2024
5. Manitoba School Boards Association (MSBA)
 - a. Memo re MSBA Email Distribution Groups
 - b. E-News September 27, 2023
 - c. Memo Update Student Accident Insurance
 - d. Winnipeg Model United Nations Assembly Invite
6. Manitoba Education and Early Childhood Learning
 - a. National Day for Truth and Reconciliation
 - b. Public Health Respiratory Virus Guidance

UNFINISHED BUSINESS/BUSINESS ARISING FROM THE MEETING

1. Second Reading – By-Law 328-23 Amending By-Law 41-78 Retirement Plan
2. Third and Final Reading – By-Law 328-23 Amending By-Law 41-78 Retirement Plan

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. Trustee Sandy Lethbridge – Cheerleading

RECESS TO COMMITTEE OF THE WHOLE IN CAMERA

REPORT OF THE COMMITTEE OF THE WHOLE

ADJOURNMENT

St. James-Assiniboia School Division

COMMUNITY ENGAGEMENT COMMITTEE REPORT - NO. 1 – 23-24

September 12, 2023

MEETING HELD: Tuesday, September 12, 2023, at 12:00 p.m. via Microsoft Teams

PRESENT: Angela Dunn, Chair
Craig Glennie, Trustee
Fiona Shiells, Trustee
Rachelle Wood, Trustee
Cheryl Smukowich, Trustee
Holly Hunter, Chair of the Board
Jordana Buckwold, Assistant Superintendent
Michelle Lancaster, Communications Officer

REGRETS: NIL

DISCUSSIONS AND RECOMMENDATIONS

1. Call to Order / Attendance

Trustee Angela Dunn called the meeting to order at 12:00 p.m.

Attendance recorded above.

2. Approval of Agenda

The agenda was approved as distributed.

3. Community Engagement Ideas

The Committee discussed ideas of how to engage with the community. These included the rollout of the Strategic Plan, surveying various community groups, meeting with MLAs/city councillors/RM, and engaging with respective ward communities at Parent Council meetings and school community events.

4. Date of the Next Meeting

The next meeting is Tuesday, October 10, 2023 at 12:00 p.m.

5. Adjournment

The committee adjourned at 12:36 p.m.

Minutes submitted by Angela Dunn, Committee Chair
Minutes recorded by Jordana Buckwold, Assistant Superintendent

ST. JAMES-ASSINIBOIA SCHOOL DIVISION

REPORT OF THE COMMITTEE OF THE WHOLE EDUCATION – No. 05-23

Meeting Held: Tuesday, September 19, 2023, 2574 Portage Avenue Board Room, 5:50 p.m.

Present: Holly Hunter, Chair
Sandy Lethbridge, Vice Chair
Michael Cabral, Trustee
Angela Dunn, Trustee
Craig Glennie, Trustee
Fiona Shiells, Trustee
Tara Smith, Trustee
Cheryl Smukowich, Trustee
Rachelle Wood, Trustee

Present: Jenness Moffatt, Superintendent
Carrie Melville, Secretary-Treasurer / Chief Financial Officer
Jordana Buckwold, Assistant Superintendent, Education and Administration

Regrets: Michael Cabral, Trustee

DISCUSSION AND RECOMMENDATIONS

1. Attendance

As per above.

2. Approval of Agenda

3. Update – Assessment Week

Information regarding the communication plan of assessment week to schools and the community was discussed. The website has been updated to reflect current practices and information will be shared with families and students as soon as their schools have completed their planning processes.

4. InformNet Program Presentation 6:00 p.m.

Tom Tarrant, Principal, and Mark Leeman, Vice Principal, presented the history of the InformNet program and the online courses the program offers to students across Manitoba. Further discussion of the program included information on current enrolment and the development of future courses.

10. Time Sensitive Correspondence

The following time sensitive correspondence was shared:

- a. MSBA Memo – Board Delegation Procedure
- b. MSBA Memo – Student Accident Insurance MB Health Coverage
- c. MSBA Reminder – MSBA Strat Plan Survey Deadline September 29, 2023
- d. E-News September 13, 2023
- e. MSBA Registration October 2023 – Fundamentals of Collective Bargaining and Governance Workshops

- f. MSBA Fall General and Regional Meetings – November 23-24, 2023
- g. MSBA Learning Opportunities Calendar
- h. MSBA Membership Form
- i. MSBA Call for Nominations and Resolutions
- j. MSBA Quick Tips Election Information

Adjournment: 6:50 p.m.

Next Meeting: October 17, 2023 at 6:00 p.m.

Report submitted by Holly Hunter, Board Chair
Minutes recorded by Jenness Moffatt, Superintendent

ST. JAMES-ASSINIBOIA SCHOOL DIVISION

REPORT OF THE COMMITTEE OF THE WHOLE FINANCE/FACILITIES No. 09-23

Meeting Held: Tuesday, September 19, 2023, Aidan Conklin Building/Teams, 6:55 p.m.

Present: Holly Hunter, Board Chair
Sandy Lethbridge, Vice Chair
Michael Cabral, Trustee
Angela Dunn, Trustee
Craig Glennie, Trustee
Fiona Shiells, Trustee
Tara Smith, Trustee
Cheryl Smukowich, Trustee
Rachelle Wood, Trustee

Present: Jenness Moffatt, Superintendent
Carrie Melville, Secretary-Treasurer/Chief Financial Officer
Jordana Buckwold, Assistant Superintendent, Education (K to 12) and Administration
Mari Aguirre, Manager, Facilities & Future Development
Bruce Brown, Assistant Secretary-Treasurer

Regrets:

DISCUSSION AND RECOMMENDATIONS

1. Attendance

As per above.

2. Approval of the Agenda

The Agenda was approved as circulated.

3. CPI Update

- May 2023
- June 2023
- July 2023

The Committee reviewed the CPI updates from MSBA as at May, June and July 2023

4. Manitoba Education and Early Childhood Learning Correspondence

a) École Assiniboine – Request for Modular Classroom – Analysis Study

The Committee reviewed correspondence from Manitoba Education and Early Childhood Learning.

5. Military Service Recognition Book Advertisement

The Committee reviewed a request for financial support from the Royal Canadian Legion.

The Committee of the Whole Finance/Facilities recommends:

That a Veteran Support Ad in the Military Service Recognition book in the amount of \$690 be purchased.

6. Project Status Update

The committee reviewed a report prepared by Mari Aguirre, Manager of Facilities & Future Development. There are approximately 225 projects for the 2023/24 budget year. A list of all projects projected to cost over \$5,000 were provided along with brief comments of the status. The overall progress for all 225 projects is 46% complete.

Adjournment: 7:05 p.m.

Next Meeting: Committee of the Whole Finance/Facilities
Tuesday, October 17, 2023 at 5:00 p.m.

Report submitted by Holly Hunter, Board Chair
Minutes recorded by Bruce Brown, Assistant Secretary-Treasurer