



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

REMOTE MEETING

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

Board Room, Aidan Conklin Building, 2574 Portage Avenue

June 23, 2020

7:30 p.m.

Meeting No. 13-20

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 June 9, 2020

REPORT ON EDUCATION

There is no Report on Education scheduled.

HEARING OF DELEGATIONS

There are no Delegations

COMMITTEE REPORTS

Personnel Committee
Education Committee

REPORT OF THE SUPERINTENDENT

REPORT OF THE SECRETARY-TREASURER/CHIEF FINANCIAL OFFICER

CORRESPONDENCE

Action Correspondence

There are no Action Correspondence items

Information Correspondence

1. Manitoba School Boards Association (MSBA)
 - a. e-News June 17, 2020
 - b. Youth Reconnect Intro and Reconnect Documents
 - c. Op Ed Re: Pandemic Amplifies School Boards' Value (long and short version)
 - d. Op Ed Re: Winnipeg Free Press Article Prairie Spirit School Division

UNFINISHED BUSINESS/BUSINESS ARISING FROM THE MEETING

There are no Unfinished Business items

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. Congratulations Patrol Award – Trustee Holly Hunter
2. Congratulations MPower Challenge – Trustee Holly Hunter
3. Congratulations Schulich Leadership Scholarship – Trustee Sandra Lethbridge
4. Fitness Facility Discussion re: Access and Expansion in Senior Years schools - Trustee Nicole Bowering

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 05-10**

June 23, 2020

Meeting Held: Tuesday, June 16, 2020, Board Room, 5:30 p.m.

Present: Sandy Lethbridge, Chair
Holly Hunter, Trustee
Craig Johnson, Trustee

Cheryl Smukowich, Board Chair
Nicole Bowering, Trustee
Bruce Chegus, Trustee

Mike Wake, Superintendent
Carrol Harvey, Manager, Human Resources

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

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. CUPE Organizing Effort

Administration shared information concerning the status of a recent CUPE organizing effort.

The Personnel Committee recommends:

That the update be received as information.

4. CBA/AP1-1 Duties and Responsibilities of Superintendent re: Strat Plan

The Committee discussed the suggestion to incorporate targets from the Division's Strategic Plan, as well as the document: *Leading Together* from MASS and MSBA into the Duties and Responsibilities of the Superintendent in an effort to align the performance assessment of the Superintendent with these documents.

The Personnel Committee recommends:

That the Chair work together with Administration to suggest revisions to CBA/AP1-1 Duties and Responsibilities of [the] Superintendent.

5. Parking Refund re Laid Off Employees

Administration shared their recommendation that schools reimburse laid off employees for parking fees paid in the month of June, 2020.

The Personnel Committee recommends:

That laid off employees receive reimbursement for parking fees paid in the month of June.

6. Admin Pool Timeline

Administration shared plans for the process of establishing the Admin Pool in the fall.

The Personnel Committee recommends:

That the plans shared be received as information.

7. MSBA Correspondence

Administration shared the following correspondence from MSBA:

- Salary Bulletin - Seine River Custodial
- Salary Bulletin - Seine River Secretarial and Library
- Salary Bulletin - Seine River Educational Assistants
- Salary Bulletin - Lord Selkirk Board Office Staff
- CPI Unemployment Update May 2020
- Salary Bulletin – Pembina Trails Non-Teaching

The Personnel Committee recommends:

That the MSBA Correspondence be received as information.

8. Personnel Report to the Board

Administration shared the Personnel Report to the Board updated to June 12, 2020.

The Personnel Committee recommends:

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

The meeting adjourned at 5:55

Next Committee Meeting: Tuesday, September 15, 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. 9 ~ 19-20

LL#1479602

June 23, 2020

Meeting Held: Tuesday, June 16, 2020 Board Room, 6:30 p.m.

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

Cheryl Smukowich, Board Chair
 Nicole Bowering, Trustee

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

Regrets: NIL

DISCUSSION AND RECOMMENDATIONS

1. Call to Order / Attendance

Trustee Bruce Chegus called the meeting to order at 6:32 p.m.

Attendance recorded above

2. Approval of Agenda

Agenda approved as circulated.

3. Revised Policy JKD - Safe and Caring Schools: Appropriate Interventions and Disciplinary Consequences and Regulation JKD-R -Safe and Caring Schools: Appropriate Interventions and Disciplinary Consequences Motion 11-12-20

Committee reviewed the revised Regulation JKD-R - Safe and Caring Schools: Appropriate Interventions and Disciplinary Consequences to discuss the frequency and contents of the student suspension reports to the Board.

The Education Committee Recommends:

That the amended Policy JKD - Safe and Caring Schools: Appropriate Interventions and Disciplinary Consequences be approved,

and Further;

That the revisions to Regulation JKD-R - Safe and Caring Schools: Appropriate Interventions and Disciplinary Consequences, under the section Suspension from the School – Principal #2 include: A brief divisional report will be provided to the Board in January and September by the Superintendent. The report will include the level (early, middle, senior), the number of in-school and out-of-school suspensions, incident types as listed in PowerSchool, and the number of serious incidents.”

and Further;

That the annual student suspension report in October include a summary of the level (early, middle, senior), the number of in-school and out-of-school suspensions, incident types as listed in PowerSchool, the number of students in care, and the number of serious incidents.

**4. Reporting Educational Priorities in respect to Numeracy and Literacy
Motion 08-16-20**

After discussion it was decided that the reporting on numeracy and literacy could be considered by the Governance committee and then to the Committee as a Whole, due to its possible connection to the strategic plan.

The Education Committee Recommends:

That the Reporting Educational Priorities in respect to Numeracy and Literacy be tabled.

INFORMATION ITEMS – AGENDA ITEMS 3, and 5-8

a) Learn to Swim Program for Newcomers Motion 02-09-20

The Learn to Swim Program for Newcomers did not start for 19-20 due to Covid-19 but a summary of interest was provided and the program hopes to continue for 2020-2021.

b) Regulation IJOA-R Field Trips and Supervision Revisions Motion 12-18-20

Committee reviewed the revisions to IJOA-R Field Trips regulation. Currently, the regulation indicates that a teacher must be on site to supervise extra-curricular events.

The recommendations are not intended to reduce the safety and considerations for students but instead meant to offer safe and meaningful opportunities for students with adequate supervision.

The recommendations effectively do the following:

- Primary supervisors can be designated by the school administrator for co-curricular activities such as practices and games that are identified as a home event. This supervisor must be over the age of 18, not a current student of SJASD and meet the criteria outlined in IJOC, Volunteer Child Abuse Registry Check and Criminal Record Check.
- Away games and away tournaments require a teacher supervisor.
- Teacher supervisors must be a SJASD MTS member that is assigned to the participating school or Division office.

c) Grade 12 Student Feedback Survey for Strategic Planning Reference

The survey was shared with the committee. An addition to the survey will be the contact information of Superintendent Wake and Assistant Superintendent Moffatt, encouraging students to share specific concerns. A question arose regarding the inclusion of demographics and a concern was student privacy. To develop a deeper understanding around student privacy, a suggestion was made to have a Board professional development session on FIPPA in 2020-2021.

d) French Immersion Programming - Follow-up Motion 09-16-20, 11-13-20

The Committee further discussed the French Immersion Programming questions from Trustee Bowering.

Discussion occurred and it was agreed that French Immersion Schools will participate in the Report on Education agenda item at Board meetings which will provide the Board insight on programming that is currently in place.

The use of PowerSchool will continue to track trends including growth and program retention success of French Immersion.

It was noted that the Board approved a French Immersion Vice Principal of InformNet to help create on-line courses in French Immersion.

Superintendent Wake will request from Metro divisions data for retention rates.

The Education Committee Recommends:

That the following items be received as information:

- **Learn to Swim Program for Newcomers information**
- **Revisions to IJOA-R Regulation**
- **Grade 12 Student Feedback Survey**
- **French Immersion Programming follow-up**

PENDING ITEMS:

- K-12 Annual Report on Continuous Improvement – Interventions Focus
- K-12 Annual Report on Continuous Improvement - Indigenous Education Presentation Motion 06-09-20
- K-12 Annual Report on Continuous Improvement – Literacy Focus

The meeting adjourned at 8:13 pm

Next meeting: September 15, 2020

Report presented by Bruce Chegus, Chair, Education Committee

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