



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

June 22, 2021

7:30 p.m.

Meeting No. 13-21

Organizational By-Law 311-20 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 8, 2021

REPORT ON EDUCATION

There is no Report on Education.

TRUSTEE STATEMENTS

Trustee Hunter – Celebrating Human Diversity and Acceptance - Pride

HEARING OF DELEGATIONS

There are no Delegations.

COMMITTEE REPORTS

- Community Engagement Committee Report – June 7, 2021
- Personnel Committee Report – June 15, 2021

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 are no action correspondence items.

Information Correspondence

1. Manitoba School Boards Association (MSBA)
 - a. E-News Bulletin – June 16, 2021
2. Correspondence to the Minister of Education from Frontier School Board of Trustees
3. Letter from Honourable Cliff Cullen on Financial Management and Funding
4. Correspondence from St. James Scholarship Foundation

UNFINISHED BUSINESS/BUSINESS ARISING FROM THE MEETING

1. Second Reading - By-Law 313-21 Amending By-law 311-20 Organizational By-Law
2. Third and Final Reading - By-Law 313-21 Amending By-law 311-20 Organizational By-Law

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

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. 8 – 20-21

June 22, 2021

MEETING HELD: Monday, June 7, 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
Sandy Lethbridge, Trustee

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. Bill 64 Community Engagement Opportunities Motion 11-03-21

The Committee discussed options for informing the St. James-Assiniboia community of Bill 64 information related to the proposed dissolution of School Boards and relevant public education topics.

The Community Engagement Committee recommends:

“That the Community Engagement Committee monitors events in the community over summer 2021 and looks for opportunity to provide information related to Bill 64,

And further,

That the Community Engagement Committee continues to inform the public of Bill 64 in keeping with Public Health protocols and subject to approval by the Board Chair,

And further,

That the Community Engagement Committee oversees the creation of a Bill 64 fact sheet for use/distribution in the future, subject to approval by the Board Chair.”

4. MSBA Advocacy Campaign Correspondence on Bill 64 Motion 11-16-21

The update of actions from MSBA Local Voices, Local Choices, Stop Bill 64 campaign was provided to the Committee.

The Community Engagement Committee recommends:

“That the correspondence from MSBA Advocacy Campaign Correspondence on Bill 64 is received as information.”

5. Trustee Grad Video

The theme was discussed for the message to graduates. A video will be developed for a virtual message to the graduating class of 2021.

The Community Engagement Committee recommends:

“That a virtual grad video will be developed in collaboration as a Board for the St. James-Assiniboia School Division graduates of 2021.”

6. Date of the Next Meeting

The next meeting is to be determined in Fall 2021.

7. Adjournment

The committee adjourned at 7:47 pm.

Minutes submitted by Nicole Bowering, Chair

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

**ST. JAMES-ASSINIBOIA SCHOOL DIVISION
REPORT OF THE PERSONNEL COMMITTEE 04-21**

June 22, 2021

Meeting Held: Tuesday, June 15, 2021, Board Room, 5:30 p.m.

Present: Sandy Lethbridge, Chair
Jennifer Lawson, Board Vice Chair (Item #3 only)
Bruce Chegus, Trustee
Craig Johnson, Trustee

Cheryl Smukowich, Board Chair

Mike Wake, Superintendent
Carrol Harvey, Manager, Human Resources
Cindy Labaty, Manager, Human Resources

Carrie Melville, Acting Secretary-Treasurer/CFO (Item #3 only)

Regrets: Nil

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. Staff Appreciation

The Committee discussed options for spending money available from this year's Trustee PD Fund including sending a per employee amount to each school as well as the possibility of a mural celebrating diversity and inclusion on the outside of the Board Office.

The Personnel Committee recommends:

That the matter of Staff Appreciation be referred back to the Board for a final decision to expend the Trustee's PD Fund.

4. GCBBA Excluded Staff Compensation and Benefits

Administration shared a revision to policy GCBBA Excluded Staff Compensation and Benefits that allows the Superintendent to approve vacation carry-over in excess of 5 days for Group 1 Administrators.

The Personnel Committee recommends:

That the revision to policy GCBBA Excluded Staff Compensation and Benefits be approved.

5. MANTE Job Description

Administration reviewed the revisions to Job Description AP3-25 Accounts Payable Clerk.

The Personnel Committee recommends:

That the revisions to Job Description AP3-25 Accounts Payable Clerk be approved.

6. MANTE Casual Rates

Administration requested that support staff casual rates receive increases consistent with the recent MANTE collective agreement settlement effective July 1, 2021 and July 1, 2022.

The Personnel Committee recommends:

That the casual rates be increased as requested.

7. Casual/Substitute Sign-Off Sheet re: Covid

Administration shared the idea that we permit a one-time exemption on the need to re-do child abuse and criminal record checks for casual/substitute employees that have worked consecutively for five years and/or who were previously retired from the Division if they did not work this year due to Covid.

The Committee instead suggested that this same group of employees be required to re-do their checks, but that the Division pay the cost of the checks.

The Personnel Committee recommends:

The Division pay the cost to re-do child abuse and criminal record checks for casual/substitute employees who are either previously retired from the Division or who have five years of service if they wish to work again next year.

8. Vaccination Policy Discussion Paper

The Committee discussed a Canadian legal paper regarding mandatory vaccination policies.

The Personnel Committee recommends:

That the Discussion Paper be received as information;

And further,

That the Vaccination Policy Issue be discussed again in September.

9. Personnel Report to the Board

Administration shared the Personnel Report to the Board updated to June 11, 2021.

The Personnel Committee recommends:

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

The meeting adjourned at 6:15 p.m.

Next Committee Meeting: Tuesday, September 21, 2021, 5:30 p.m.

Report presented by Sandy Lethbridge, Chair, Personnel Committee
Minutes recorded by Carrol Harvey, Manager, Human Resources