



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

October 9, 2018

7:30 p.m.

Meeting No. 15-18

Organizational By-Law 280-17 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 September 25, 2018

REPORT ON EDUCATION

Stevenson-Britannia Adult Learning Centre, Inc.

HEARING OF DELEGATIONS

There are no delegations registered

COMMITTEE REPORTS

Finance/Facilities Committee

REPORT OF THE CHIEF SUPERINTENDENT

REPORT OF THE SECRETARY-TREASURER/CHIEF FINANCIAL OFFICER

CORRESPONDENCE

Action Correspondence

Nil

Information Correspondence

1. Manitoba School Boards Association (MSBA)
 - a. MSBA Advocacy Initiative Overview
 - b. MSBA ACSM Water Quality Testing
 - c. Elections Canada Resources
 - d. Call for Nominations and Resolutions 2019
 - e. 2018 Safe Grad Seminar
 - f. Notice to All Schools re Insurance Name Change
 - g. Three Quick Question Poll/Survey
 - h. School Safety Patrol Perks
 - i. Winnipeg Free Press Opinion Piece – September 26, 2018
 - j. Memo re Minimum Wage Increase
 - k. Retirement Party Poster
 - l. Respect in School – Access Information

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

There are no Trustee PD Summaries

NEW BUSINESS

There are no new business items

RECESS TO COMMITTEE OF THE WHOLE IN CAMERA

REPORT OF THE COMMITTEE OF THE WHOLE

ADJOURNMENT

ST. JAMES-ASSINIBOIA SCHOOL DIVISION

REPORT OF THE FINANCE/FACILITIES COMMITTEE No. 10-18

Meeting Held: Thursday, October 4, 2018, Aidan Conklin Building, 5:30 p.m.

Present: Craig Johnson, Chair
 Bruce Chegus, Trustee
 John Mulligan, Trustee
 Peter Woods, Trustee

 Sandy Lethbridge, Trustee
 Craig McGregor, Board Chair
 Cheryl Smukowich, Trustee

Present: Brett Lough, Chief Superintendent
 Michael Friesen, Secretary-Treasurer/Chief Financial Officer
 Mike Wake, Assistant Superintendent, Education (6-12) and Administration
 Randy Calvert, Manager, Facilities & Maintenance
 Carrie Melville, Assistant Secretary-Treasurer

Present for Item #3, PricewaterhouseCoopers LLP
 Nicole Murray, CPA, CA, Audit and Assurance Group Engagement Leader
 Steve Zacharias, CPA, Senior Associate

DISCUSSION AND RECOMMENDATIONS

1. Attendance

As per above.

2. Approval of the Agenda

The agenda was approved as circulated.

3. PricewaterhouseCoopers LLP - 2017/2018 Audit Presentation

Nicole Murray, CPA, CA, Audit and Assurance Group Engagement Leader and Steve Zacharias, CPA, Senior Associate from PricewaterhouseCoopers LLP, presented the draft 2017/2018 Financial Statements in conjunction with their Supplementary Audit Report. Audit services were provided for the June 30, 2018 Financial Statements, March 31, 2018 PSAB Statements, Bill 57 compliance, St. James-Assiniboia School Division Retirement Fund for the year ended December 31, 2017 and the St. James-Assiniboia School Division Enrolment Report as at September 30, 2017.

PricewaterhouseCoopers reported that the 2017/2018 Audit results were excellent and no internal control recommendations were noted. The Committee was advised that the audit went very well with total cooperation from the Division management and staff.

PricewaterhouseCoopers will issue an unqualified audit opinion on the 2017/2018 Consolidated Financial Statements. The unqualified opinion indicates that the consolidated financial statements present fairly, in all material respects, the financial position of the St. James-Assiniboia School Division as at June 30, 2018. The results of operations and cash flows for the 2017/2018 year are in accordance with Canadian Generally Accepted Accounting Principles (GAAP) and the Public Sector Accounting Standards (PSAS).

The Committee complimented Administration on an excellent audit report.

Administration reviewed the June 30, 2018 Operating Accumulated Surplus and outstanding commitments.

The Finance/Facilities Committee recommends:

That the 2017/2018 Audit Report presented by PricewaterhouseCoopers be received as information.

And further;

That the Draft 2017/2018 Financial Statements be approved.

And further;

That the 2017/2018 FRAME Statements be forwarded to the Public Schools Finance Branch.

And further;

That the Administration handout on Accumulated Surplus be received as information.

4. Flagpole Installation

The Administration presented guidelines for flying the National Flag of Canada alongside other flags. The Government of Canada website indicates that the National Flag of Canada should be on the left of the observer facing the flags and both flags should be at the same height. Due to the varying heights of existing flagpoles at schools, the addition of a second flagpole may result in the flagpole on the left being the same height or slightly higher than the flagpole on the right.

The Finance/Facilities Committee recommends:

That the discussion on the guidelines for flying the National Flag be received as information.

5. Strathmillan Parking Lot Concern

The Administration advised the Committee that the concern raised by the delegation at the September 25, 2018 Board Meeting was brought to the attention of the School Resource Officer. Further, quotes for lighting, gates and bollards have been requested for consideration.

The Finance/Facilities Committee recommends:

That the discussion on the Strathmillan Parking Lot Concern related to the September 25, 2018 delegation be received as information.

6. Financial Statement

- a) July 2018**
- b) August 2018**

The Committee reviewed the Financial Statement for the periods ended July 31, 2018 and August 31, 2018.

The Finance/Facilities Committee recommends:

That the Financial Statement for the periods ended July 31, 2018 and August 31, 2018 be received as information).

Adjournment: 6:35 p.m.

Next Meeting: Finance/Facilities Meeting
Tuesday, November 13, 2018, 5:30 p.m.

Report submitted by Craig Johnson, Chair, Finance/Facilities Committee
Minutes recorded by Carrie Melville, Assistant Secretary-Treasurer