



ST. JAMES-ASSINIBOIA SCHOOL DIVISION

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

Tuesday, January 14, 2020, 7:30 p.m.

*Held in the Board Room of the Aidan Conklin Building
2574 Portage Avenue, Winnipeg*

#1412255

Meeting No. 01-20

PRESENT:

Cheryl Smukowich	Board Chair
Jennifer Lawson	Vice-Chair
Nicole Bowering	Trustee
Bruce Chegus	Trustee
Craig Glennie	Trustee
Holly Hunter	Trustee
Craig Johnson	Trustee
Sandy Lethbridge	Trustee
Bryan Metcalfe	Trustee

ALSO IN ATTENDANCE:

Mike Wake	Acting Superintendent
Mike Friesen	Secretary-Treasurer / Chief Financial Officer
Jenness Moffatt	Asst. Superintendent, Education (K-12) and Administration
Doreen Cost	Asst. Superintendent, Student Services (K-12)
Carrie Melville	Asst. Secretary-Treasurer
James Dunlop	Accounting Supervisor (left at 7:03 p.m.)
Elizabeth Rothery	Executive Assistant

REGRETS:

CALL TO ORDER

The Chair called the meeting to order at 6:59 p.m. Attendance – recorded above.

01-01-20

MOVED: Trustee Jennifer Lawson

“That the Board recess to Committee of the Whole In-Camera.”

CARRIED

RETURN TO REGULAR BOARD MEETING – 7:28 p.m.

**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 – PREVIOUS MEETING

01-02-20

MOVED: Trustee Craig Johnson

“That the minutes of the Board Meeting of December 10, 2019 be adopted.”

CARRIED**REPORT ON EDUCATION**

*There was no Report on Education.***HEARING OF DELEGATIONS**

*There were no Delegations registered.***COMMITTEE REPORTS**

PERSONNEL COMMITTEE No. 09-19

Meeting held December 17, 2019

Committee Chair: Sandy Lethbridge

1. Attendance
2. Approval of Agenda
3. Review of EY French Immersion Administration Staffing

01-03-20**MOVED: Trustee Sandy Lethbridge**

"That the discussion concerning EY French Immersion Administration be received as information."

CARRIED

4. Review of Interview Process

01-04-20**MOVED: Trustee Sandy Lethbridge**

"That the discussion concerning recent Administrative Appointments be received as information."

CARRIED

5. Review of Conflict of Interest Policy GBEA and Regulation GBEA-R

01-05-20**MOVED: Trustee Sandy Lethbridge**

"That the discussion concerning the Conflict of Interest Policy be received as information."

CARRIED

6. Policy GCF – Hiring of Professional Staff and Appointment of School-Based Administrators

01-06-20**MOVED: Trustee Sandy Lethbridge**

"That Administration incorporate suggestions made by the Committee and bring the policy back for further discussion at the next meeting."

CARRIED

7. GCKA-R Instructional Staff Assignments and Transfers

01-07-20**MOVED: Trustee Sandy Lethbridge**

"That revisions to regulation GCKA-R be received as information."

CARRIED

8. Student Services Coordinator (50%) Budget Proposal

01-08-20**MOVED: Trustee Sandy Lethbridge**

"That the Student Services Coordinator (50%) Budget Proposal be received as information."

CARRIED

- 01-09-20** 9. Senior Years Instructional Coaches Budget Proposal
MOVED: Trustee Sandy Lethbridge
“That the Senior Years Instructional Coaches Budget Proposal be received as information.”
CARRIED
- 01-10-20** 10. Confidential Personnel Update
MOVED: Trustee Sandy Lethbridge
“That the Confidential Personnel Update be received as information.”
CARRIED
- 01-11-20** 11. Personnel Report to the Board
MOVED: Trustee Sandy Lethbridge
“That the Personnel Report to the Board be received as information.”
CARRIED
- 01-12-20** 12. MSBA Salary Bulletins
MOVED: Trustee Sandy Lethbridge
“That the MSBA Salary Bulletins as referred from the Board meetings held October 22, 2019 and November 26, 2019 be received as information.”
CARRIED
- 01-13-20** 13. CPI Updates
MOVED: Trustee Sandy Lethbridge
“That the CPI Update as referred from the Board meetings be received as information.”
CARRIED
- CONCLUDED: Report of the Personnel Committee
FILED

EDUCATION COMMITTEE No. 03 ~ 19-20

Meeting held December 17, 2019
Committee Chair: Bruce Chegus

- 01-14-20** 1. Attendance
2. Approval of Agenda
3. K-12 Annual Report on Continuous Improvement Fall 2019 Motion 19-04-19
MOVED: Trustee Bruce Chegus
“That the K-12 Annual Report on Continuous Improvement Fall 2019 be received as information.”
CARRIED
- 01-15-20** 4. SJASD Hockey Academy Changes – 2021-2022 Motion 19-14-19
MOVED: Trustee Bruce Chegus
“That the SJASD Hockey Academy will no longer continue at Collège Sturgeon Heights Collegiate and Westwood Collegiate in the 2021-2022 school year.
And further;
That the SJASD Hockey Academy continue to be offered at St. James Collegiate and John Taylor Collegiate in the 2021-2022 school year.”
CARRIED

- 01-16-20** 5. SJASD Elder-in-Residence Feasibility Motion 20-15-19
MOVED: Trustee Bruce Chegus
“That the Indigenous Steering Committee state the purpose and financial cost of an SJASD Elder-in-Residence and present this information and its report at the Pre-Budget Committee meeting on January 22, 2020.”
CARRIED
- 01-17-20** 6. Funding Support Proposal – Indigenous Academic Achievement Scholarship
MOVED: Trustee Bruce Chegus
“That the Funding Support Proposal – Indigenous Academic Achievement Scholarship be approved for 2020-2021.”
CARRIED
- 01-18-20** a) FIPPA Request Correspondence Motion 19-07-19
b) The Facts on PISA 2018 Motion 20-11-19
c) Trustee PD Report – Association for Supervision and Curriculum Development (ASDC) November 8-10, 2019 – Holly Hunter Motion 20-19-19
MOVED: Trustee Bruce Chegus
“That the following items be received as information:
- FIPPA Request Correspondence
- The Facts on PISA
- Trustee PD Report – Association for Supervision and Curriculum Development (ASDC) November 8-10, 2019 – Holly Hunter.”
CARRIED
- CONCLUDED: Report of the Education Committee
FILED

COMMUNITY ENGAGEMENT COMMITTEE REPORT No. 01-20

Meeting held January 7, 2020
Committee Chair: Nicole Bowering

- 01-19-20** 1. Attendance
2. Approval of Agenda
3. Opportunities for Media Relations
MOVED: Trustee Nicole Bowering
“That beginning in February, monthly communications will be sent out by trustees via Instagram, Facebook, and St. James-Assiniboia’s Division website.”
AMENDMENT
- 01-20-20** **MOVED: Trustee Holly Hunter**
“That the motion be amended to add ‘Twitter’.”
CARRIED
- 01-19-20** **MAIN MOTION AS AMENDED**
MOVED: Trustee Nicole Bowering
“That beginning in February, monthly communications will be sent out by trustees via Instagram, Facebook, Twitter, and S. James-Assiniboia’s Division website.”
CARRIED
- 01-21-20** 4. Social Media Protocols
MOVED: Trustee Nicole Bowering
“That Senior Administration follow up on existing protocols at other school divisions

regarding social media.”

CARRIED

01-22-20

5. Assiniboia Chamber of Commerce Collaboration

MOVED: Trustee Nicole Bowering

“That the Division bring in stakeholders and work on partnerships within the community.”

CARRIED

01-23-20

6. Trustee Forums

MOVED: Trustee Nicole Bowering

“That the questions and formatting be brought forward at the next Community Engagement Committee meeting.”

CARRIED

01-24-20

7. Pre-Budget Survey Responses

MOVED: Trustee Nicole Bowering

“That the Pre-Budget Survey Responses be received as information.”

CARRIED

CONCLUDED: Report of the Community Engagement Committee

FILED

FINANCE/FACILITIES COMMITTEE REPORT No. 01-20

Meeting held January 7, 2020

Committee Chair: Craig Glennie

01-25-20

1. Attendance

2. Approval of Agenda

3. Budget Location Review

MOVED: Trustee Craig Glennie

“That the presentation on various locations be received as information.”

CARRIED

01-26-20

4. Building Capacity Report

MOVED: Trustee Craig Glennie

“That the December 2019 Building Capacity Report be received as information.”

CARRIED

01-27-20

5. Parent Council Budget Presentation

MOVED: Trustee Craig Glennie

“That Administration prepare a Draft Public Budget Engagement presentation for review and implement the changes to the Budget process as discussed.”

CARRIED

CONCLUDED: Report of the Finance/Facilities Committee

FILED

REPORT OF THE CHIEF SUPERINTENDENT

Mike Wake, Acting Superintendent

Report 01-20

FOR ACTION

- 01-28-20** 1. Student Suspension Report 2018-2019
MOVED: Trustee Bruce Chegus
"That the Student Suspension Report 2018-21019 be referred to the Education Committee.
And further;
That the Student Suspension Report 2018-2019 be sent to MSBA in response to Action Correspondence item 1.a."
CARRIED
- 01-29-20** 2. Reading Recovery Report 2018-2019
MOVED: Trustee Bruce Chegus
"That the Reading Recovery Report 2018-2019 be referred to the Education Committee."
CARRIED
- 01-30-20** 3. Policy Updates
MOVED: Trustee Holly Hunter
"That policies BBC Board Member Insurance, BHC Communications with Staff and BIA New Board Member Orientation be approved."
CARRIED

FOR INFORMATION

1. Board Actions and Referrals
2. Division Concours d'art oratoire
3. Divisional Musical Theatre Production: Disney's Frozen Jr.

CONCLUDED: Report of the Chief Superintendent No. 01-20

FILED

REPORT OF THE SECRETARY-TREASURER / CHIEF FINANCIAL OFFICER

Mike Friesen, Secretary-Treasurer
Report 01-20

FOR ACTION

1. PSFB Correspondence
 - George Waters Middle School – Roof Replacement – Project Support
2. City of Winnipeg – Portioned Assessment
3. Winnipeg Music Festival – Donation Request
4. Monthly Financial Statements
5. Energy Consumption Report

- 01-31-20** **MOVED: Trustee Craig Glennie**
"That items #1 - #5 be referred to the Finance/Facilities Committee."
CARRIED

FOR INFORMATION

1. Cheque Registers:
 - a) December 6, 2019
 - b) December 12, 2019 (US Bank)
 - c) December 18, 2019 (Payroll)
 - d) December 18, 2019

- e) December 20, 2019
- f) December 23, 2019 (Payroll)
- g) December 24, 2019
- 2. Permit Report
- 3. Fundraising Report
 - a) John Taylor Collegiate
- 4. Tender Award Summary

CONCLUDED: Report of the Secretary-Treasurer/CFO No. 01-20

FILED

CORRESPONDENCE

Action Correspondence

- 1. Manitoba School Boards Association (MSBA)
 - a. Memo re Request for Provincial Data and Information Management

Information Correspondence

- 1. Manitoba School Boards Association (MSBA)
 - a. MSBA Provincial Executive November Meeting Highlights
 - b. Kelsey School Division Superintendent Position Advertisement
 - c. Bill 19 The Public Service Act
 - d. Bill 21 The Workers Compensation Amendment Act
 - e. Western School Division Assistant Superintendent Position Advertisement
 - f. Public School Boards Association of Alberta – Executive Director Position Advertisement
 - g. Pine Creek School Division – Secretary-Treasurer Position Advertisement

CONCLUDED: Correspondence

FILED

UNFINISHED BUSINESS

- | | | |
|-----------------|---|----------------|
| 01-32-20 | <ul style="list-style-type: none">1. Second Reading – By-Law 304-19
MOVED: Trustee Jennifer Lawson
“That the Board give second reading of By-Law 304-19, a by-law to allow for religious instruction at Linwood School for the 2019-2020 school year.” | CARRIED |
| 01-33-20 | <ul style="list-style-type: none">2. Third/Final Reading – By-Law 304-19
MOVED: Trustee Jennifer Lawson
“That the Board give third/final reading of By-Law 304-19, a by-law to allow for religious instruction at Linwood School for the 2019-2020 school year.” | CARRIED |

AGENDA-BASED QUESTIONS FROM THE PUBLIC

Mr. P. Telle asked why the Sturgeon Heights hockey is discontinuing. M. Wake, Acting Superintendent provided clarification on the distinction between the hockey team and the hockey academy.

Mr. P. Telle asked what religion will be taught in relation to By-Law 304-19 that was passed. D. Cost, Assistant Superintendent, explained that historically it has been Catholic based, reinforced that it is not taught during class time and only taught to students who have signed up for religious instruction.

Mr. K. Ryback asked what the plans are for the Allard site. M. Friesen, Secretary-Treasurer/Chief Financial Officer gave an update on the status of the Allard site.

TRUSTEE PD SUMMARIES

There were no Trustee PD Summaries.

NEW BUSINESS

- 01-34-20** 1. Policy BDE Board Committees
MOVED: Trustee Holly Hunter
“That the Governance Committee review policy BDE, namely, the membership, and mandate of the Awards and Scholarship Advisory Committee.”
CARRIED
- 01-35-20** 2. Learn to Swim Program for Newcomers
MOVED: Trustee Nicole Bowering
“That we explore expanding the learn to swim program to include newcomers or those without swimming experience who enter our school division after the grade 3 swimming lessons year.
And further;
That the learn to swim program be referred to the Education Committee.”
CARRIED
- 01-36-20** 3. Evaluation of Secretary-Treasurer/CFO and Chief Superintendent
MOVED: Trustee Craig Johnson
“That the Governance Committee be tasked to research and provide recommendations to the Board on the evaluation of the Secretary-Treasurer/CFO and Chief Superintendent.”
CARRIED

REPORT OF COMMITTEE OF THE WHOLE IN CAMERA – 9:08 p.m.

- 01-37-20** 1. Fairlane Children’s Centre – Leasehold Improvement Request
MOVED: Trustee Sandy Lethbridge
“That Senior Administration provide a letter of support in principle for Fairlane Children’s Centre in pursuing grant monies for the leasehold improvement project.”
CARRIED
- 01-38-20** 2. Manitoba School Boards Association
MOVED: Trustee Sandy Lethbridge
“That the CPI Unemployment Update November 2019 be referred to the Personnel Committee for review.”
CARRIED

ADJOURNMENT

On motion of Trustee Craig Johnson, the regular board meeting adjourned at 9:09 p.m.

Cheryl Smukowich
Chair of the Board

Mike Wake
Acting Superintendent