



ST. JAMES-ASSINIBOIA SCHOOL DIVISION

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

Tuesday, January 12, 2021, 7:30 p.m.

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

#1564496

Meeting No. 01-21

PRESENT AND REMOTE MEETING via MICROSOFT TEAMS

PRESENT:

Cheryl Smukowich	Board Chair
Jennifer Lawson	Vice-Chair (joined at 8:00 p.m.)
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	Superintendent
Carrie Melville	Acting Secretary-Treasurer / Chief Financial Officer
Jenness Moffatt	Assistant Superintendent, Education (K-12), Student Services and Administration
Sharon O'Neil	Senior Executive Assistant

REGRETS

NIL

CALL TO ORDER / RECESS TO COMMITTEE OF THE WHOLE IN-CAMERA

The Chair called the meeting to order at 7:00 p.m. Attendance – recorded above.

01-01-20

MOVED: Trustee Craig Johnson

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

CARRIED

RETURN TO REGULAR BOARD MEETING – 7:26 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 Bryan Metcalfe

"That the minutes of the Board Meeting of December 8, 2020 be adopted."

CARRIED**REPORT ON EDUCATION**

There was no Report on Education.

TRUSTEE STATEMENTS

There were no Trustee Statements.

HEARING OF DELEGATIONS

1. Winnipeg Indigenous Education Circle – T. Simms, Co-Director CEDA, T. Christensen, St. James School Division resident

Mr. Simms and Ms. Christensen presented on the State of Equity in Education Report on behalf of the Winnipeg Indigenous Education Circle. The report was well received and was followed by a question-and-answer period.

01-03-21 Moved: Trustee Holly Hunter

"That the State of Equity in Education Report presentation be referred to the Education and Personnel Committees for further consultation;

And further,

That the Board receive the CEDA delegation presentation on the State of Equity in Education Report as information."

CARRIED**COMMITTEE REPORTS****PERSONNEL COMMITTEE REPORT No. 09-10**

Meeting held December 15, 2020

Committee Chair: Sandy Lethbridge

1. Attendance
2. Approval of Agenda
3. Covid-19 Staffing Updates

01-04-21 MOVED: Trustee Sandy Lethbridge

"That the Covid Staffing Updates be received as information."

4. Excluded Staff Job Descriptions

01-05-21 MOVED: Trustee Sandy Lethbridge

"That revisions to AP1-11, Manager Human Resources, AP2-21 Mental Health Worker, and the salary for AP2-21 be approved;

And further,

That the job description and salary grid for Human Resources Generalist be approved."

CARRIED

5. MANTE Job Descriptions

01-06-21 MOVED: Trustee Sandy Lethbridge

"That revisions to the following job descriptions be approved:

- AP3-9 Secretarial Assistant
- AP3-22 Purchasing Clerk
- AP3-26 Assistant Accounts Payable Clerk

- AP3-27 Receptionist
- AP3-28 Maintenance Systems Clerk
- AP3-31 International Education, Head Administrative Assistant;

And further,

That the following new job descriptions be approved:

- Program Assistant – Online Learning
- InformNet Clerk.”

CARRIED

01-07-21

6. Policy GCBBA Excluded Staff Compensation Benefits

MOVED: Trustee Sandy Lethbridge

“That term employees hired greater than 60 consecutive days pay all of the premiums associated with the dental coverage afforded them under the plan.”

CARRIED

01-08-21

7. Electrician – Contractors License

MOVED: Trustee Sandy Lethbridge

“That the job description and salary grid for Electrician 2 be approved.”

CARRIED

01-09-21

8. Personnel Report to the Board

MOVED: Trustee Sandy Lethbridge

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

CARRIED

01-10-21

9. CPI Update

MOVED: Trustee Sandy Lethbridge

“That the CPI Update as referred from the Board meeting held November 24, 2020 be received as information.”

CARRIED

01-11-21

10. State of Equity in Education

MOVED: Trustee Sandy Lethbridge

“That the State of Equity in Education referral be received as information.”

CARRIED

CONCLUDED: Report of the Education Committee

FILED

FINANCE/FACILITIES REPORT No. 01-21

Meeting held January 5, 2021

Committee Chair: Craig Glennie

1. Attendance
2. Approval of Agenda
3. Financial Statements
 - October 2020
 - November 2020
4. PSFB Correspondence
 - Collège Sturgeon Heights Collegiate – Welding Shop – Re-engage Consultant Team
 - École Assiniboine - Foundation Renewal – Additional Project Support
5. Westwood Collegiate Courtyard

- 01-12-21** **MOVED: Trustee Craig Glennie**
“That Phase One of the Westwood Collegiate Courtyard project be approved;
And further,
That the project be subject to final inspection and approval of the Manager, Facilities & Maintenance;
And further,
That there will be no additional costs to the St. James-Assiniboia School Division.”
- CARRIED**
6. Manitoba Education Correspondence
7. Airport Area West Industrial Secondary Plan
8. Inclusive Washrooms
9. Holiday Giving Campaign
- 01-13-21** **MOVED: Trustee Craig Glennie**
“That the discussion on the Holiday Giving Campaign be received as information;
And further,
That the Holiday Giving Campaign item be listed as a pending item on the Finance/Facilities Agenda.”
- CARRIED**
- 01-14-21** **MOVED: Trustee Craig Glennie**
“That the following items be received as information:
- Financial Statements for October and November 2020
 - PSFB Correspondence
 - Collège Sturgeon Heights Collegiate – Welding Shop – Re-engage Consultant Team
 - École Assiniboine - Foundation Renewal – Additional Project Support
 - Manitoba Education Correspondence re: Safe Schools Funding allocations
 - Airport Area West Industrial Secondary Plan
 - Inclusive Washrooms.”
- MOTION TO DIVIDE:**
- 01-15-21** **MOVED: Trustee Craig Glennie**
“That the Main Motion 01-14-21 be divided into two parts with Inclusive Washrooms to be a separate item.”
- CARRIED**
- 01-16-21** **MOVED: Trustee Craig Glennie**
“That the following items be received as information:
- Financial Statements for October and November 2020
 - PSFB Correspondence
 - Collège Sturgeon Heights Collegiate – Welding Shop – Re-engage Consultant Team
 - École Assiniboine - Foundation Renewal – Additional Project Support
 - Manitoba Education Correspondence re: Safe Schools Funding allocations
 - Airport Area West Industrial Secondary Plan.”
- CARRIED**
- 01-17-21** **MOVED: Trustee Craig Glennie**
“That the discussion on Inclusive Washrooms be received as information.”

DEFEATED

In accordance with Organizational By-Law 300-19 Board Meeting Procedures, the vote of Motion 01-17-21 was recorded as follows:

Record of the Vote:

<u>For:</u>	<u>Against:</u>
Craig Glennie	Nicole Bowering
Craig Johnson	Bruce Chegus
Jennifer Lawson	Holly Hunter
Bryan Metcalfe	Sandy Lethbridge
	Cheryl Smukowich

CONCLUDED: Report of the Finance/Facilities Committee

FILED

TRUSTEE COMMITTEE UPDATES

Trustee Committee Update from Trustee Sandy Lethbridge

Trustee Lethbridge reviewed the SJASD Mental Health Promotion Advisory meeting minutes.

REPORT OF THE SUPERINTENDENT

Presented by Mike Wake, Superintendent
Report 01-21

FOR ACTION

There were no Action Items.

FOR INFORMATION

1. Travel Abroad by Elected Officials
2. COVID-19 Public Update
 - Manitoba Remote Learning Support Centre – At a Glance
 - Update on Remote Learning
3. Board Actions and Referrals

CONCLUDED: Report of the Superintendent No. 01-21

FILED

REPORT OF THE SECRETARY-TREASURER / CHIEF FINANCIAL OFFICER

Carrie Melville, Acting Secretary-Treasurer/CFO
Report 01-21

FOR ACTION

1. City of Winnipeg – Portioned Assessment
2. PSFB Correspondence
 - École Assiniboine – New Stand-Alone Child Care – additional Project

Support

3. Energy Consumption Report
4. Financial Statement

- December 2020

01-18-21

MOVED: Trustee Craig Glennie

"That the following items be referred to the Finance/Facilities Committee:

- City of Winnipeg – Portioned Assessment
- PSFB Correspondence – École Assiniboine – New Stand-Alone Child Care – Addition project support
- Energy Consumption Report
- Financial Statement – December 2020."

CARRIED**FOR INFORMATION**

1. Cheque Registers

Attached are the Cheque Registers for payments issued:

- a) December 8, 2020 (Payroll)
- b) December 8, 2020
- c) December 17, 2020
- d) December 24, 2020(Payroll)
- e) December 24, 2020

2. Tender Award Summary

Attached is the tender award summary for January 4, 2021

CONCLUDED: Report of the Secretary-Treasurer/CFO

FILED**CORRESPONDENCE****Action Correspondence**

There were no action correspondence items.

Information Correspondence

1. Manitoba School Boards Association (MSBA)
 - a. E-News Bulletin – December 16, 2020
 - b. E-News Bulletin – January 6, 2021
 - c. 2021 DATA Privacy Week Feb 1 – 4, 2021
 - d. B'Nai Brith Canada Creative Writing Competition
 - e. Convention 2021 Program Overview
 - f. Awards – Recognition and Awards Deadline Extended to February 5, 2021
 - g. Letter of Congratulations to Honourable Cullen from Seven Oaks School Division

CONCLUDED: Correspondence

FILED**UNFINISHED BUSINESS**

1. First Reading, Organizational By-law 311-20

01-19-21

MOVED: Trustee Jennifer Lawson

"It is recommended that the Board give first reading to the Consolidated Organizational By-Law 311-20 of the St. James-Assiniboia School Board."

AGENDA-BASED QUESTIONS FROM THE PUBLIC

There were no Agenda-Based Questions from the Public.

TRUSTEE PD SUMMARIES

There were no Trustee PD Summaries.

NEW BUSINESS

- 01-20-21** 1. Trustee Holly Hunter - 2020 Anne Lindsey Protecting Out Earth Award

MOVED: Trustee Holly Hunter

"I move that the Board send a letter of congratulations over signature of the Board Chair to the staff of Brooklands School for being selected for the 2020 Anne Lindsey Protecting Out Earth Award."

CARRIED

- 01-21-21** 2. Trustee Bruce Chegus – Regulation AG-R re: Board Self Evaluation

MOVED: Trustee Bruce Chegus

"I move that the Governance Committee review Regulation AG-R Board Self-Evaluation;

And Further,

That the Governance Committee consider the current self-evaluation instrument used for the 2019-2020 evaluation as well as the following two samples (as per the links below) with a view to incorporating an evaluation instrument as an exhibit to the said regulation:

<http://ndsba.org/index.php/resources/>

https://www.hrce.ca/sites/default/files/hrsb/nssba_self-assessment.pdf."

CARRIED

- 01-22-21** **RECESS TO THE COMMITTEE OF THE WHOLE IN CAMERA – 9:25 p.m.**

MOVED: Trustee Craig Johnson

"That the Board recess to Committee of the Whole in Camera."

CARRIED

ADJOURNMENT

On motion of Trustee Craig Johnson, the regular board meeting adjourned 10:52 p.m.

Cheryl Smukowich
Chair of the Board

Mike Wake
Superintendent