



ST. JAMES-ASSINIBOIA SCHOOL DIVISION

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

Tuesday, February 7, 2023, 7:30 p.m.

2574 Portage Avenue, Winnipeg

#1729726

PRESENT:

Holly Hunter	Vice Chair
Michael Cabral	Trustee
Angela Dunn	Trustee
Craig Glennie	Trustee
Sandy Lethbridge	Trustee
Fiona Shiells	Trustee
Tara Smith	Trustee
Rachelle Wood	Trustee

ALSO IN ATTENDANCE:

Jenness Moffatt	Acting Superintendent
Carrie Melville	Secretary-Treasurer / Chief Financial Officer
Jordana Buckwold	Acting Assistant Superintendent, Education (K-12), Student Services and Administration
Gillian Muir	Senior Executive Assistant

REGRETS:

Cheryl Smukowich	Board Chair
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CALL TO ORDER

The Chair called the meeting to order at 6:01 p.m. Attendance – recorded above.

02-01-23

MOVED: Trustee Craig Glennie

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

CARRIED

RETURN TO REGULAR BOARD MEETING – 7:32 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 homelands of the Red River Métis Nation.

ADOPTION OF MINUTES – PREVIOUS MEETING

The minutes of the Board Meeting of January 10, 2023, were adopted.

REPORT ON EDUCATION

Indigenous Education in St. James-Assiniboia School Division
Presented by: April Waters, Administrator of Indigenous Academic & Community Support and Richelle North Star Scott, Coordinator of Inclusive Indigenous Education (K-12)

April Waters and Richelle North Star Scott provided an overview of how the Indigenous Education Team operates in the St. James-Assiniboia School Division. They are currently an eight-person team that consists of an administrator, coordinator, teachers, and educational assistants with clear goals identified from our scholar in residence report by Dr. Niigaan Sinclair as well as the Manitoba Education policy document Mamahtiwisin. They aim to empower division staff, plan for student strengths, deepen land-based education, develop more language programming and ensure our schools are culturally safe spaces for all. Lastly, Trustees were invited to the upcoming Grad Pow Wow taking place on Thursday, June 8, 2023 at 4:00 p.m. at St. James Collegiate and co-hosted by Jameswood Alternative School.

TRUSTEE STATEMENTS

There were no Trustee statements.

HEARING OF DELEGATIONS

There were no delegations registered.

COMMITTEE REPORTS

COMMUNITY ENGAGEMENT COMMITTEE REPORT

Meeting held: January 17, 2023

Presented by: Trustee Angela Dunn

1. Attendance
2. Approval of Agenda
3. Trustee Attendance at St. James-Assiniboia School Division Parent Councils

02-02-23

MOVED: Trustee Angela Dunn

"That ADE-A Multi-Year Strategic Planning and Priorities Appendix A Four-Year Planning Cycle be archived."

CARRIED

4. The Purpose and Intent of Board Social Media Accounts

CONCLUDED: Report of the Community Engagement Committee

FILED

HUMAN RESOURCES/GOVERNANCE COMMITTEE REPORT

Meeting held: January 17, 2023

Presented by: Trustee Sandy Lethbridge

1. Attendance
2. Approval of Agenda
3. Proposed Revisions to GCF Hiring of Staff, GCF-R Hiring Staff

02-03-23

MOVED: Trustee Sandy Lethbridge

"That revisions to Policy GCF Hiring of Staff be approved."

CARRIED

- 02-04-23
4. Proposed Revision to GCF-R Hiring of Professional Staff and Appointments of School-Based Administrators
 5. MSBA Correspondence re: By-Laws
- MOVED: Trustee Sandy Lethbridge**
“That Administration gather information on the use of electronic signatures for further review.
And further;
That the MSBA Correspondence be listed as a pending item on the Human Resources/Governance Agenda.”
- CARRIED**

- 02-05-23
6. Personnel Report to the Board
 7. Draft Policy CCA Organizational Chart
- MOVED: Trustee Sandy Lethbridge**
“That revisions to Policy CCA Organizational Chart be approved.”
- CARRIED**

CONCLUDED: Report of the Human Resources/Governance Committee

FILED

COMMITTEE OF THE WHOLE FINANCE/FACILITIES REPORT

Meeting held: January 24, 2023

Presented by: Trustee Sandy Lethbridge

1. Attendance
2. Approval of Agenda
3. Tech Update
4. CPI Update
 - a. November 2022
 - b. December 2022
5. Financial Statement November 2022
6. City of Winnipeg Portioned Assessment (as of December 16, 2022)
7. Stevenson-Britannia Adult Learning Centre Audit Report
8. Draft ECG-R Divisional Storage
9. Energy Consumption Report

CONCLUDED: Report of the Committee of the Whole Finance/Facilities

FILED

COMMITTEE OF THE WHOLE EDUCATION REPORT

Meeting held: January 24, 2023

Presented by: Trustee Sandy Lethbridge

- 02-06-23
1. Attendance
 2. Approval of Agenda
 3. School Resource Officers Presentation
 4. Draft Policy IJOAB, Regulation IJOAB-R, Exhibit IJOAB-E Sweatlodges
- MOVED: Trustee Sandy Lethbridge**
“That Policy IJOAB Sweatlodges be approved.”

CARRIED

5. MSBA Correspondence re: Performance Based Funding for Manitoba Universities and Colleges

02-07-23

MOVED: Trustee Sandy Lethbridge

"That a letter be sent, over signature of the Board Chair, to the Manitoba government opposing the performance-based funding model for Manitoba Universities and Colleges."

CARRIED

6. MSBA Student Citizenship Award
7. Registration
8. Superintendent Update
9. Wayfinders Program
10. Time Sensitive Correspondence

CONCLUDED: Report of the Committee of the Whole Education

FILED**REPORT OF THE COMMITTEE OF THE WHOLE IN CAMERA - 8:20 p.m.**

1. Assiniboine Children's Centre Appliance Request

02-08-23

MOVED: Trustee Tara Smith

"That the purchase of appliances totaling \$25,000 required for the partial relocation of Assiniboine Children's Centre to Linwood School be funded from the Lease Reserve."

CARRIED**TRUSTEE COMMITTEE UPDATES****EARLY CHILDHOOD EDUCATION COMMITTEE REPORT**

Presented by: Trustee Tara Smith

Report of the Meeting of January 16, 2023

1. Trends
2. Challenges
3. Early Development Instrument Data Collection
4. Community Partnership Session April 20, 2023

CONCLUDED: Report of the Early Childhood Education Committee

FILED**MEETING BETWEEN SJASD AND RM OF HEADINGLEY**

Meeting held January 25, 2023

Presented by: Trustee Craig Glennie

1. Snow Clearing
2. Phoenix School Expansion
3. Community Use of Gym for Youth Programs/Camps
4. Before and After Daycare Program/Space
5. Calculation Used by SJASD to Determine Potential School Aged Children Based on Number of New Builds in the Area

CONCLUDED: Report of the meeting between SJASD and RM of Headingley

FILED

**MEETING BETWEEN SJASD AND MEMBER OF PARLIAMENT (MP),
MARTY MORANTZ**

Meeting held January 25, 2023

Presented by: Trustee Craig Glennie

1. Bill C-240
2. Access to Grants/Funds

CONCLUDED: Report of the Meeting between SJASD and MP Marty Morantz

FILED

REPORT OF THE SUPERINTENDENT

Presented by Jenness Moffatt, Acting Superintendent
Report 02-23

FOR ACTION

- 02-09-23** 1. Policy IMDE Smudging Practises in Schools
MOVED: Trustee Rachelle Wood
"That the revisions to Policy IMDE Smudging Practices in Schools be approved."

CARRIED

- 02-10-23** 2. Policy IJOA Field Trips
MOVED: Trustee Sandy Lethbridge
"That the revision to Policy IJOA Field Trips be approved."

CARRIED

FOR INFORMATION

1. Board Actions and Referrals
2. Good News – Yes I Can! Awards

CONCLUDED: Report of the Superintendent

FILED

REPORT OF THE SECRETARY-TREASURER / CHIEF FINANCIAL OFFICER

Presented by Carrie Melville, Secretary-Treasurer/CFO
Report 02-23

FOR ACTION

- 02-11-23** 1. Financial Statement December 2022
2. City of Winnipeg Portioned Assessment – as at January 16, 2023
3. Manitoba Education and Early Childhood Learning Correspondence
 - a) École Assiniboine – Grooming Room – Tender Award Authority and Project Support
 - b) Sansome School – Grooming Room – Tender Award Authority and Project Support
 - c) St. James Collegiate – Structural Upgrade to Canopies – Additional Project Support
4. École Robert Browning Outdoor Learning Space Request
MOVED: Trustee Craig Glennie
"That items #1 - #4 be referred to Committee of the Whole Finance/Facilities."

CARRIED

- 02-12-23** 5. Promissory Note
MOVED: Trustee Craig Glennie
“That a Promissory Note in the amount of \$681,200 for various capital projects, issued under the Public Schools Act, be approved,
And further;
That the Promissory Note be signed by the Secretary-Treasurer/CFO and countersigned by the Board Chair of the School Division.”

CARRIED**FOR INFORMATION**

1. Cheque Registers
 - a) December 9, 2022
 - b) December 22, 2022 (Payroll)
 - c) December 22, 2022
 - d) January 5, 2023 (Payroll)
 - e) January 24, 2023 (Payroll)
 - f) January 30, 2023 (Payroll)
2. Permit Report as of February 2, 2023
3. Fundraising Report
 - a) Collège Sturgeon Heights Collegiate
 - b) Linwood School
4. Regulation DFBA-R-2 / KFB-R-2 Permit Conditions

CONCLUDED: Report of the Secretary-Treasurer/CFO

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

- 02-13-23** 1. Manitoba School Boards Association (MSBA)
 - a. Process for 2023 Bear-pit Session**MOVED: Trustee Sandy Lethbridge**
“That the MSBA memo regarding the Process for the 2023 Bear-Pit Session be referred to this evening's Committee of the Whole In Camera agenda.”

CARRIED

- 02-14-23** b. Distribution of Board Ballots
MOVED: Trustee Craig Glennie
“That the Board designate Cheryl Smukowich, Board Chair, and/or Sandy Lethbridge, Trustee, to receive the Board ballots at the MSBA Annual Convention to be held in March 2023.”

CARRIED**Information Correspondence**

1. Manitoba School Boards Association (MSBA)
 - a. 2023 AGM Registration Flyer
 - b. Lieutenant-Governor Requests Nominations for Annual Historical Award
 - c. MSI HUB Milnco Property & Casualty Program Update

- d. E-News January 25, 2023
- e. School District of Mystery Lake Letter re: Opposition of Performance Based Funding for Manitoba Universities and Colleges
- f. MSBA 2023 Pre-Budget Consultation Brief – January 27, 2023
- g. Use of Schools by Election Canada
2. Elections Manitoba – Mandatory Inservice Day for Election Day on Tuesday, October 3, 2023
3. Minister of Education and Early Childhood Learning
 - a. I Love to Read Month Proclamation February 2023
 - b. Manitoba Inclusive Education Month Proclamation February 2023
 - c. Teacher and Staff Appreciation Week Proclamation - February 6 to 10, 2023
 - d. International Development Week Proclamation – February 5 to 11, 2023
 - e. 2023/2024 Funding Information

CONCLUDED: Correspondence

FILED

UNFINISHED BUSINESS/BUSINESS ARISING FROM THE MEETING

There were no unfinished business items.

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

- 02-15-23** 1. Notice of Motion re: Amending November 1, 2022 Board Minutes
Trustee Craig Glennie provided notice of intent to move that the Trustee Statement section from the previously adopted Board Minutes of November 1, 2022 be revised to include the exact statement as read aloud at the meeting, at the regular scheduled Board Meeting on March 7, 2023.

RECESS TO THE COMMITTEE OF THE WHOLE IN CAMERA – 8:41 p.m.

- 02-16-23** **MOVED: Trustee Craig Glennie**
“That the Board recess to Committee of the Whole in Camera.”

CARRIED

ADJOURNMENT:

On motion of Trustee Craig Glennie, the regular board meeting adjourned at 8:56 p.m.

Holly Hunter
Vice Chair of the Board

Jenness Moffatt
Acting Superintendent

Carrie Melville
Secretary-Treasurer/CFO