



# ST. JAMES-ASSINIBOIA SCHOOL DIVISION

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

Tuesday, February 12, 2019, 7:30 p.m.

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

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No. 1304567

Meeting No. 03-19

### **PRESENT:**

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

### **ALSO IN ATTENDANCE:**

Brett Lough	Chief Superintendent
Mike Friesen	Secretary-Treasurer / Chief Financial Officer
Mike Wake	Asst. Superintendent, Education (6-12) and Administration
Cindy Labaty	Manager Human Resources (7:30 p.m.)
Gillian Muir	Senior Executive Assistant
Jennifer Cameron	Information Officer (7:30 p.m.)

### **REGRETS:**

### **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.

**03-01-19      MOVED: Trustee Craig Johnson**

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

**CARRIED**

### **RETURN TO REGULAR BOARD MEETING – 7:30 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**

**03-02-19      MOVED: Trustee Craig Johnson**

“That the minutes of the Board Meeting of January 22, 2019 be adopted.”

**CARRIED****REPORT ON EDUCATION****Linwood and Sansome Schools - Continuous Improvement****Presented By: Ryan Miller, Principal Linwood School, Kyle Lizotte, Principal Sansome School**

The presentation began with each principal discussing the vision they have for their schools and the time it takes to implement. Photos of re-designed space at Linwood and Sansome were shared with Trustees that showed students and staff fully engaged and the benefits of having the multi-use space in their schools for this type of learning. Photos of a bulletin board containing student writing samples from the beginning of the school year compared to the end of the semester showing the improvement by grade were shared. Having this data showcased has been a tremendous benefit to students who can see firsthand how much they have improved and continue to do so. Both schools acknowledged using data to help identify trends, discrepancies and areas for growth as well as a strong collaboration with others to achieve long term goals in literacy and numeracy.

**HEARING OF DELEGATIONS**

Ms. Tracey Drexler, Community Resident

Ms. Drexler expressed concerns regarding the change in trustee indemnity and the transportation policy that affect residents in the community.

**COMMITTEE REPORTS****GOVERNANCE COMMITTEE No. 01-19**

Meeting held January 28, 2019

Committee Chair: Bruce Chegus

1. Attendance - for information
2. Approval of Agenda
3. Code of Conduct and Policy BC School Board Member Conduct - Motion 18-16-18
4. Conflict of Interest
5. Inaugural Meeting - Annual Reaffirmation - Motion 10-04-18

**MOVED: Trustee Bruce Chegus**

"That the Organizational By-law be amended to delete the reaffirmation of the integrity and conduct statement listed above."

**CARRIED****03-03-19**

6. Trustee PD Summary
7. Governance Model - E2G
8. Hourly Indemnity - Motion 18-19-18
9. Organizational By-Law 290-18, Section 6, Board Meetings
10. Government Board Risk Management PowerPoint Presentation

CONCLUDED: Report of the Governance Committee

**FILED**

**MARKETING COMMITTEE No. 1-19**

Meeting held January 24, 2019

Committee Chair: Nicole Bowering

1. Attendance - for information
2. Approval of Agenda
3. Marketing Budget
4. CONTACT and Divisional Calendar Cost Summary
5. Report to the Community
6. Non-Resident Update 2018-2019

**03-04-19**

**MOVED: Trustee Nicole Bowering**

"That the Non-Resident Update 2018-2019 be received as information."

**CARRIED**

7. Non-Resident Entrance and Exit Survey Results

**03-05-19**

**MOVED: Trustee Nicole Bowering**

"That the Non-Resident Entrance and Exit Survey Results be received as information."

**CARRIED**

8. MSBA Local Voice Local Choices

CONCLUDED: Report of the Marketing Committee

**FILED**

**FINANCE/FACILITIES COMMITTEE No. 02-19**

Meeting held February 6, 2019

Committee Chair: Bryan Metcalfe

1. Attendance - for information
2. Approval of Agenda
3. Parent Council E-Transfer and Online Payment Option

**03-06-19**

**MOVED: Trustee Bryan Metcalfe**

"That a deviation from policy DIA to allow a Parent Council clearing account through the School's funds be approved for two pilot locations.

And further;

That Administration provide a report on the Parent Council School Cash Online pilot to the Finance/Facilities Committee at a subsequent meeting."

**CARRIED**

- 03-07-19** 4. Bright Beginnings Educare Request  
**MOVED: Trustee Bryan Metcalfe**  
“That the request from Bright Beginnings Educare for temporary use of the gym at Phoenix School for a Before and After School expansion be approved until August 31, 2020.  
And further;  
That Administration prepare a letter of understanding for Bright Beginnings Educare specifying the terms and conditions for the temporary use of the gym at Phoenix School.”  
**CARRIED**
- 03-08-19** 5. Policy EEAD - Bus Service Purchase Plan  
**MOVED: Trustee Bryan Metcalfe**  
“That the revisions to policy EEAD – Bus Service Purchase Plan (Appendix 1) be approved.”  
**CARRIED**
- 03-09-19** 6. PSFB Correspondence  
a) École Assiniboine - Roof Replacement - Project Support  
b) George Waters Middle School - Roof Replacement - Project Authorization  
**MOVED: Trustee Bryan Metcalfe**  
“That the PSFB correspondence listed above be received as information.”  
**CARRIED**
- 03-10-19** 7. City of Winnipeg  
a) 2019 Assessments as at January 11, 2019  
b) Residential Units Statistics Report to December 31, 2018  
**MOVED: Trustee Bryan Metcalfe**  
“That the City of Winnipeg Portioned Assessments as at January 11, 2019 and the Residential Units Statistics Report to December 31, 2018 be received as information.”  
**CARRIED**
- 03-11-19** 8. December Financial Statement  
**MOVED: Trustee Bryan Metcalfe**  
“That the Financial Statement for the period ending December 31, 2018 be received as information.”  
**CARRIED**
- 03-12-19** 9. 130 Allard  
**MOVED: Trustee Bryan Metcalfe**  
“That correspondence be forwarded to the Public Schools Finance Board requesting authorization to sell the 130 Allard site (Appendix 2).  
And further;  
That the Division request from the Public Schools Finance Board that 100% of the sale proceeds be retained by the School Division in an Undesignated Capital Reserve for future use.”  
**CARRIED**

- 03-13-19** 10. Pilot Roll Away Program  
**MOVED: Trustee Bryan Metcalfe**  
"That Administration be authorized to approach five Childrens Centres to discuss a pilot roll away program."

**CARRIED**

CONCLUDED: Report of the Finance/Facilities Committee

**FILED**

**REPORT OF THE CHIEF SUPERINTENDENT**

Brett Lough, Chief Superintendent  
Report 03-19

**FOR ACTION**

- 03-14-19** 1. Revised Transportation Policies EEAA, EEAA-E-3, EEAA-R and JC  
**MOVED: Trustee Bryan Metcalfe**  
"That the revised Policies: EEAA, EEAA-E-3, EEAA-R and JC be referred to the Finance/Facilities Committee for review."

**CARRIED**

- 03-15-19** 2. Revised Policy JLIAB-R - Outdoor Recess Guidelines  
**MOVED: Trustee Bruce Chegus**  
"That the revised Policy JLIAB-R – Outdoor Recess Guidelines be referred to the Education Committee for review."

**CARRIED**

- 03-16-19** 3. George Waters Middle School Therapy Dog Proposal  
**MOVED: Trustee Craig Johnson**  
"That the Board of Trustees waive Division Policy ECACB – Dogs Prohibited on School Property at George Waters Middle School for the six-week pilot Therapy Dog Program from February 13, 2019 to March 22, 2019."

**CARRIED**

4. The 53<sup>rd</sup> Annual Divisional Science Fair - April 3, 2019  
"That Board Chair, Cheryl Smukowich will bring greetings and present awards at the Divisional Science Fair on April 3, 2019."

**FOR INFORMATION**

1. Board Actions and Referrals
2. Local Voices, Local Choices - SJASD Submission

CONCLUDED: Report of the Superintendent No. 03-19

**FILED**

**REPORT OF THE SECRETARY-TREASURER/ CFO**

Mike Friesen, Secretary-Treasurer  
Report 02-19

**FOR ACTION**

- 03-17-19 1. Winnipeg Youth Orchestra  
2. PSFB Correspondence  
**MOVED: Trustee Bryan Metcalfe**  
"That items #1 and #2 be referred to the Finance/Facilities Committee."

**CARRIED****FOR INFORMATION**

1. Cheque Registers:
  - a) January 18, 2019 (INP Payroll Clearing)
  - b) January 18, 2019
  - c) January 22, 2019 (US)
  - d) January 28, 2019
  - e) February 1, 2019
  - f) February 1, 2019 (INP Payroll Clearing)
2. Permit Report
3. TRAF - Reporting Assessment
4. Fundraising Report
  - a) George Waters Middle School
  - b) Sturgeon Heights Collegiate

CONCLUDED: Report of the Secretary-Treasurer/CFO

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

- 03-18-19 1. Manitoba School Board Association (MSBA)
  - a) H. Demetriooff, Director of Education and Communication Distribution of Board Ballots**MOVED: Trustee Craig Johnson**  
"That the Board designate Board Chair Cheryl Smukowich to receive the Board ballots at the MSBA Annual Convention to be held in March 2019."

**CARRIED**

- 03-19-19 b) Process for 2019 Bear-Pit Session with the Minister of Education and Training  
**MOVED: Trustee Craig Johnson**  
"That the MSBA memo regarding the revised process for the 2019 "Bear-pit Session" with the Minister of Education and Training be referred to the Committee of the Whole In Camera."

**CARRIED**

**Information Correspondence**

1. Manitoba School Boards Association (MSBA)
  - a) H. Demetriooff, Education & Communication re 2019 Convention Program and Registration Material
  - b) A. Campbell, President re News Release – Manitoba school boards welcome public education review
  - c) J. Watt, Executive Director re Local Voices, Local Choices webpage
  - d) J. Watt, Executive Director re MSBA 2019 Nominations Updates
  - e) MTS PD Opportunity for Teachers and Non-Teachers: Renowned Author Paul Gorski on “Authentic Equity”. For more info please visit <http://www.mbteach.org/mtscms/2019/01/08/authentic-equity-workshop/>
  - f) Job Posting – River East Transcona SD – Assistant Superintendent – Human Resources

- 03-20-19 2. RM of Headingley – Letter re Bright Beginnings Educare After School Program  
**MOVED: Trustee Jennifer Lawson**

“That the RM of Headingley - Letter re Bright Beginnings Educare After School Program be referred to the Finance/Facilities Committee.”

**CARRIED**

CONCLUDED: Information Correspondence

**FILED**

**UNFINISHED BUSINESS**

- 03-21-19 1. Second Reading – By-Law 291-18  
**MOVED: Trustee Jennifer Lawson**

“That the board give second reading of the By-Law 291-18, a debenture by-law for projects totaling \$903,500.”

**CARRIED**

- 03-22-19 2. Third/Final Reading – By-Law 291-18  
**MOVED: Trustee Jennifer Lawson**

“That the board give Third/Final reading of By-Law 291-18, a debenture by-law for projects totaling \$903,500.”

**CARRIED**

**AGENDA-BASED QUESTIONS FROM THE PUBLIC**

Ms. Love asked why the Division would consider selling 130 Allard rather than utilizing the building. Mr. Mike Friesen, Secretary-Treasurer/Chief Financial Officer, responded.

**TRUSTEE PD SUMMARIES**

There were no Trustee PD Summaries.

## **NEW BUSINESS**

There were no new business items.

## **REPORT OF COMMITTEE OF THE WHOLE IN CAMERA – 9:36 p.m.**

**03-23-19**

1. Process for 2019 Bear-Pit Session with the Minister of Education and Training  
**MOVED: Trustee Nicole Bowering**

“That the Board submit the following to MSBA by February 15, 2019: Although we are one city, Winnipeg is a collection of distinct communities with specific and varying needs as evident in the programming differences between the existing school divisions. With amalgamating school divisions being considered as part of the review, how will your government ensure that school divisions will be able to effectively meet the diverse needs of our distinct communities with larger divisions and fewer local representatives to understand and address those needs?”

**CARRIED**

## **ADJOURNMENT**

On motion of Trustee Jennifer Lawson, the regular board meeting adjourned at 9:37 p.m.

Cheryl Smukowich  
Chair of the Board

Brett Lough  
Chief Superintendent