



ST. JAMES-ASSINIBOIA SCHOOL DIVISION

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

Tuesday, March 8, 2022, 7:30 p.m.

2574 Portage Avenue, Winnipeg

#1647826

PRESENT:

Cheryl Smukowich	Board Chair
Nicole Bowering	Trustee
Bruce Chegus	Trustee
Craig Glennie	Trustee
Holly Hunter	Trustee
Craig Johnson	Trustee
Bryan Metcalfe	Trustee

ALSO IN ATTENDANCE:

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

REGRETS

Sandy Lethbridge	Trustee
Jennifer Lawson	Vice-Chair

CALL TO ORDER

The Chair called the meeting to order at 7:30 p.m. Attendance – recorded above.

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 RED RIVER MÉTIS NATION.

ADOPTION OF MINUTES – PREVIOUS MEETING

The minutes of the Board Meeting of February 22, 2022 were adopted.

REPORT ON EDUCATION

There was no Report on Education.

TRUSTEE STATEMENTS

There were no Trustee Statements.

HEARING OF DELEGATIONS

There were no Delegations registered.

COMMITTEE REPORTS

FINANCE/FACILITIES COMMITTEE REPORT No. 03-22

Meeting held February 23, 2022

Committee Chair: Craig Glennie

1. Call to Order/Attendance
2. Approval of Agenda
3. Parking Rate Review

05-02-22**MOVED: Trustee Craig Glennie**

"That the proposed 2022/2023 parking rates be approved."

CARRIED

4. City of Winnipeg
Portioned Assessment as at February 14, 2022

05-03-22

5. Summary Multi-Year Draft

MOVED: Trustee Craig Glennie

"That the Draft 2022/2023 Budget be based on Draft Scenario 1."

CARRIED

6. 2022/2023 Budget – Parent Council/Public Presentation

05-04-22**MOVED: Trustee Craig Glennie**

"That the 2022/2023 Draft Budget Parent Council/Public Presentation with amendments as discussed be approved.

And further;

That the Draft Budget information be posted on the Division website."

CARRIED

CONCLUDED: Report of the Finance/Facilities Committee

FILED

Trustee Craig Johnson acknowledged that this was the most challenging year for the Secretary-Treasurer/CFO and Superintendent teams and thanked them for their service.

FINANCE/FACILITIES COMMITTEE REPORT No. 04-22

Meeting held March 3, 2022

Committee Chair: Craig Glennie

1. Call to Order/Attendance
2. Approval of Agenda
3. Draft Budget 2022/2023

05-05-22**MOVED: Trustee Craig Glennie**

"That the 2022/2023 Draft Budget be approved with a Total Operating Revenue Budget of \$119,555,624 and a Total Operating Expenditure Budget of \$118,092,259 for the twelve-month period July 1, 2022 to June 30, 2023.

And further;

That the Special Requirement for the 2022/2023 Budget be \$70,909,199.

And further;

That the Special Levy for 2022 be \$66,430,497.

And further;

That the final budget of the St. James-Assiniboia School Division as noted above in the categories as required under the FRAME reporting system be forwarded to the Education Funding Branch.

And further;
That a News Release be prepared for release.”

CARRIED

4. Financial Statement – January 2022
5. Student Enrolment Projections 2021-2022
6. CPI Update – January 2022
7. Purchasing Procedures

05-06-22 **MOVED: Trustee Craig Glennie**

“That the tendering threshold be increased to \$75,000.

And further;

That the quote requirement threshold be increased to \$5,000.

And further;

That revisions to Policy DJEA Bidding Requirements be approved.”

CARRIED

CONCLUDED: Report of the Finance/Facilities Committee

FILED

TRUSTEE COMMITTEE UPDATES

There were no Trustee Committee Updates

REPORT OF THE SUPERINTENDENT

Presented by Mike Wake, Superintendent

Report 05-22

FOR ACTION

1. Annual Re-Affirmation of the Organizational By-Law

05-07-22 **MOVED: Trustee Craig Glennie**

“That the Organizational By-Law be referred to the Board's standing committees for review.”

CARRIED

2. Safe and Caring Schools: A Policy Directive Enhancing Proactive Supports to Minimize the Use of Seclusion

05-08-22 **MOVED: Trustee Holly Hunter**

“That the revised Policy JLIG Standards for Seclusion and Restraint in Schools, revised Regulation JLIG-R Seclusion and Physical Restraint and corresponding exhibits be referred to the Education Committee for review.”

CARRIED

FOR INFORMATION

1. Return to Safe School Updates
 - March 1 SJASD Parent Update
2. Indigenous Education Presentation for Certificate Programs
3. Family Access Service/Social Work Team
4. Board Actions and Referrals

CONCLUDED: Report of the Superintendent

FILED

REPORT OF THE SECRETARY-TREASURER / CHIEF FINANCIAL OFFICER

Presented by Carrie Melville, Secretary-Treasurer/CFO
Report 05-22

FOR ACTION

- 05-09-22 1. Borrowing By-Law 319-22
Trustee Craig Glennie provided notice that Borrowing By-Law 312-21, a By-Law to borrow monies to meet current expenses, be given first reading at the Board Meeting of March 22, 2022.

2. Financial Statement
a) February 2022

- 05-10-22 3. Grant Request
MOVED: Trustee Craig Glennie
"That items #2-#3 be referred to the Finance/Facilities Committee."

CARRIED

FOR INFORMATION

1. Cheque Registers
a) February 16, 2022
b) February 28, 2022 (Payroll)

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 February 23, 2022
 - b. Letter to Alan Campbell re: School Board Property Assessment and Taxation
 - c. Lakeshore School Division Secretary-Treasurer Job Posting
 - d. Seine River School Division Superintendent Job Posting
2. St. James Scholarship Foundation – Letter from Bruce Alexander, President
3. Manitoba Parents for Ukrainian Education – Youth Stand with Ukraine K-12 Student Initiative

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 PD Summaries.

NEW BUSINESS

05-11-22 1. New Directives for School Divisions re: Human Trafficking
MOVED: Trustee Craig Johnson
“That Administration reviews our policies and see how St. James-Assiniboia School Division may act to work to protect our students and our community. Also encourage Administration and Trustees to bring this matter to the attention of decisionmakers including the Province and Stakeholder organizations.”

CARRIED

05-12-22 2. Revision to Bi-Annual Suspension Report
MOVED: Trustee Nicole Bowering
“That the information in the bi-annual Suspensions Report have the data points organized by individual school.”

CARRIED

RECESS TO THE COMMITTEE OF THE WHOLE IN CAMERA – 7:59 p.m.

05-13-22 **MOVED: Trustee Craig Johnson**
“That the Board recess to Committee of the Whole in Camera.”

CARRIED

REPORT OF THE COMMITTEE OF THE WHOLE IN CAMERA – 9:27 p.m.

05-14-22 1. Ukraine Flag
MOVED: Trustee Nicole Bowering
“That the Ukraine Flag be flown at all four senior years schools and the Board Office for one month or at the discretion of senior administration.”

CARRIED

ADJOURNMENT

On motion of Trustee Craig Johnson, the regular board meeting adjourned 7:59 p.m. and 9:28 p.m.

Cheryl Smukowich
Chair of the Board

Mike Wake
Superintendent