



# ST. JAMES-ASSINIBOIA SCHOOL DIVISION

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

Tuesday, May 23, 2023, 5:30 p.m.

*2574 Portage Avenue*

#1758356

Present and Remote Meeting via Microsoft Teams

Meeting No. 07-23

### **PRESENT:**

Cheryl Smukowich	Board Chair
Holly Hunter	Board Vice Chair (Teams)
Michael Cabral	Trustee (Teams)
Angela Dunn	Trustee (Teams)
Craig Glennie	Trustee (Teams)
Sandy Lethbridge	Trustee
Fiona Shiells	Trustee (Teams)
Tara Smith	Trustee (Teams)
Rachelle Wood	Trustee(Teams)

### **ALSO IN ATTENDANCE:**

Carrie Melville	Secretary-Treasurer / Chief Financial Officer
Jenness Moffatt	Acting Superintendent
Al Stechishin	Manager, Information Technology (Teams)
Gillian Muir	Senior Executive Assistant (Teams)

### **REGRETS:**

Jordana Buckwold	Acting Assistant Superintendent, Education (K-12), Student Services and Administration
------------------	---

### **CALL TO ORDER**

The Chair called the meeting to order at 5:02 p.m. Attendance – recorded above.

**07-01-23      MOVED: Trustee Tara Smith**

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

**CARRIED**

### **RETURN TO SPECIAL BOARD MEETING – 5:32 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.**

### **REPORT OF COMMITTEE OF THE WHOLE IN CAMERA**

1. Letter of Understanding between St. James-Assiniboia School Division and Manitoba Association of Non-Teaching Employees

**07-02-23      MOVED: Trustee Sandy Lethbridge**

"That the Board approve the changes to the current collective Agreement for Article 32.02 for the period of May 24, 2023, to June 28, 2024 between St. James-Assiniboia School Division and Manitoba Association of Non-Teaching Employees.

And further;

That the Division signing officers be authorized to execute the agreement and letter of understanding."

**CARRIED**

2. Superintendent Appointment

**07-03-23 MOVED: Trustee Sandy Lethbridge**

"The Board of Trustees has concluded a thorough competition process for the appointment of the Superintendent for the St. James-Assiniboia School Division. In the applicant selection and interview process, the Board carefully considered the requirements of the position in relation to key strategic priorities for the School Division.

The Committee of the Whole In-Camera recommends:

That the Board appoint Jenness Moffatt as Superintendent of the St. James-Assiniboia School Division effective May 24, 2023.

And further;

That a personal services contract with Jenness Moffatt be executed by the signing officers of the St. James-Assiniboia School Division."

**CARRIED**

3. Assistant Superintendent Appointment

**07-04-23 MOVED: Trustee Sandy Lethbridge**

"That Jordana Buckwold, Acting Assistant Superintendent, Education (K-12), Student Services and Administration, be appointed as the Assistant Superintendent, Education (K-12), Student Services and Administration effective May 24, 2023."

**CARRIED**

4. Director of Curriculum, Assessment and Professional Learning Appointment

**07-05-23 MOVED: Trustee Sandy Lethbridge**

"That Sandra Melo, Acting Director, Curriculum, Assessment and Professional Learning, be appointed as the Director, Curriculum, Assessment and Professional Learning effective May 24, 2023."

**CARRIED**

**ADJOURNMENT**

On motion of Trustee Holly Hunter, the regular board meeting adjourned 5:36 p.m.

**Cheryl Smukowich**  
Chair of the Board

**Jenness Moffatt**  
Acting Superintendent

**Carrie Melville**  
Secretary-Treasurer/CFO