



ST. JAMES-ASSINIBOIA SCHOOL DIVISION

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

Tuesday, April 13, 2021, 7:30 p.m.

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

#1576139

Meeting No. 08-21

PRESENT AND REMOTE MEETING via MICROSOFT TEAMS

PRESENT:

Cheryl Smukowich	Board Chair
Jennifer Lawson	Vice-Chair
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 6:59 p.m. Attendance – recorded above.

08-01-21

MOVED: Trustee Jennifer Lawson

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

CARRIED

RETURN TO REGULAR BOARD MEETING – 7:34 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

The minutes of the Board Meeting of March 23, 2021 were adopted.

The minutes of the Special Board Meeting of March 26, 2021 were adopted.

REPORT ON EDUCATION

Educational Support Services – Resiliency Events and Help Phone

Presented by: Dr. Maria Phelps School Psychologist; Kristy Wake, Coordinator, Student Services; Potoula Locken, Administrator, Educational Support Services

Dr. Phelps presented on Resiliency, a central concept in mental health promotion. Resiliency is the ability to bounce back from adversity and adapt well to changes in our life. We can become resilient by developing ways to think and behave that help us cope and adapt to challenging situations successfully, such as a pandemic and the return to a 'new' normal in a post-Covid world.

Evidence-based strategies that can be deployed by early, middle, and senior years school staff were presented. These encourage the development of resiliency skills leading to better mental health for all.

Due to previous sessions' overwhelmingly positive feedback and as a follow-up to parental requests, more sessions will be presented on Staying Well – Building Resiliency for ages 5-18 on the following dates:

Early Years – Tuesday, April 20 – 6:15 p.m. – 7:30 p.m.

Middle & Senior Years – Wednesday, April 21 from 6:15 p.m. – 7:30 p.m.

TRUSTEE STATEMENTS

Trustee Holly Hunter thanked the group of parents and staff of the April 6, 2021 Linwood Parent Council meeting she attended virtually.

HEARING OF DELEGATIONS

There were no Delegations.

COMMITTEE REPORTS

Community Engagement Committee Report 06-20/21

Meeting held April 5, 2021

Committee Chair: Nicole Bowering

1. Attendance
2. Approval of Agenda
3. Community Engagement Actions Motion 05-08-21
 - a) Little Free Libraries

08-02-21 MOVED: Trustee Nicole Bowering

"That in support of a Trustee community initiative to provide access to literacy materials on St. James-Assiniboia school grounds, the Board approve finances to provide Little Free Libraries to schools and/or to repair any existing school Little Free Libraries."

CARRIED

b) Bill 64

08-03-21 MOVED: Trustee Nicole Bowering

"That the Board host virtual Town Hall events to discuss Bill 64 in April and May 2021,

And further;

That these dates and registration information and links be emailed to all parents and advertised on all St. James-Assiniboia school webpages and media channels."

CARRIED

4. Organizational By-Law Motion 05-09-21

08-04-21 MOVED: Trustee Nicole Bowering

"That the Organizational By-Law be received as information."

CARRIED

CONCLUDED: Report of the Retirement Committee

FILED

GOVERNANCE COMMITTEE REPORT No. 03-20/21

Meeting held April 6, 2021

Committee Chair: Bruce Chegus

1. Attendance

2. Approval of Agenda

3. Policy AG - Governance Framework

08-05-21 MOVED: Trustee Bruce Chegus

"That the revisions to Policy AG – Governance Framework be approved."

CARRIED

4. Regulation AG-R Board Self-Evaluation - Deferred

5. Policy BBABB - Duties of the Vice Chair

08-06-21 MOVED: Trustee Bruce Chegus

"That the revisions to policy BBABB – Duties of the Vice Chair of the Board be approved."

CARRIED

Board Chair Smukowich, along with Trustee Chegus, thanked Vice Chair Lawson for all her work in the role of Vice Chair.

6. Policy BABA - Duties of the Chair

08-07-21 MOVED: Trustee Bruce Chegus

"That the revision to Policy BABA – Duties of the Chair be approved."

CARRIED

7. Policy BC - Board Member Conduct –re: Resolutions and new section Non-Pecuniary

08-08-21 MOVED: Trustee Bruce Chegus

"That the revisions to policy BC - Board Member Conduct be approved."

CARRIED

8. New Policy – BCB Board Member Conflict of Interest - Deferred
9. New Policy - Electronic Communication by Board Members - Deferred
10. Update re: School Messenger
 - Referenced in new policy – Electronic Communication by Board Members
 - Revision to KBD-R Communication with Parents Using School Messenger

08-09-21 **MOVED: Trustee Bruce Chegus**

“That the revisions to Regulation KBD-R – Communication with Parents Using School Messenger be received as information.”

CARRIED

11. Update re: Superintendent Evaluation - Deferred

CONCLUDED: Report of the Governance Committee

FILED

FINANCE/FACILITIES COMMITTEE REPORT No. 06 – 21

Meeting held April 6, 2021

Committee Chair: Craig Glennie

1. Attendance
2. Approval of Agenda
3. PSFB Correspondence
 - Expanded Capital Support Program

08-10-21 **MOVED: Trustee Craig Glennie**

“That the PSFB correspondence on Expanded Capital Support Program be received as information.”

CARRIED

4. Financial Statement – February 2021

08-11-21 **MOVED: Trustee Craig Glennie**

“That the Financial Statement for the period ended February 2021 be received as information.”

CARRIED

5. Review of Organizational By-Law

08-12-21 **MOVED: Trustee Craig Glennie**

“That the Organizational By-Law be received as information.”

CARRIED

6. Policy Review

08-13-21 **MOVED: Trustee Craig Glennie**

“That Policy EBCA Emergency Response Plans be approved,
And further;

That Regulation EBCA-R Emergency, Disaster, Pandemic, and Crisis Response Plans, Exhibit ACE-E-1 Employee Safety During Emergencies and Exhibit ACE-E-2 Individualized Employee Response Plan be received as information.”

CARRIED

08-14-21 7. Allard Proposal
MOVED: Trustee Craig Glennie
"That the Allard Proposal be received as information,
And further;
That Administration send correspondence to the Province of Manitoba exploring the transfer of the Allard property to the Province."
CARRIED

08-15-21 8. Assiniboine Children's Centre
MOVED: Trustee Craig Glennie
"That the Assiniboine Children's Centre update be received as information."
CARRIED

CONCLUDED: Report of the Finance/Facilities Committee
FILED

AWARDS AND SCHOLARSHIP ADVISORY COMMITTEE REPORT No. 01 – 21
Meeting held March 11, 2021
Committee Chair: Bryan Metcalfe

08-16-21 1. Attendance
2. Approval of Agenda
3. Review of Minutes from May 28, 2020 meeting
4. Fall Awards/Grade Level Awards
MOVED: Trustee Nicole Bowering
"That the discussion on Fall Awards/Grade Level awards be received as information."
CARRIED

CONCLUDED: Report of the Awards and Scholarship Advisory Committee
FILED

REPORT OF THE COMMITTEE OF THE WHOLE IN CAMERA – 8:42 P.M.

Board Chair Smukowich requested that Vice Chair Lawson assume the Chair for the Committee of the Whole item Memorandum of Agreement - SJASD and STJATA.

08-17-21 1. Request of the Board Chair to Abstain from the Vote due to Conflict of Interest
MOVED: Trustee Sandy Lethbridge
"That the Board vote in respect of the merit of Board Chair Smukowich's request to abstain due to stated conflict of interest, as per Organizational By-Law 311-20 Section 11, Voting 6(a)."
CARRIED

MAIN MOTION

08-18-21 2. Memorandum of Agreement – SJASD and STJATA
MOVED: Trustee Sandy Lethbridge
"That the Board agrees to approve the Agreement-in-Committee reached on March 26, 2021 for the renewal of the collective agreement between the Division and STJATA, which was ratified by STJATA on April 8, 2021."

And further;

That the Division signing officers be authorized to execute the agreement.”

CARRIED

Board Chair Smukowich resumed the chair for the remainder of the meeting.

3. Administrative Slate

08-19-21 **MOVED: Trustee Sandy Lethbridge**

“That the 2021-2022 Administrative recommendations be approved as presented.”

CARRIED

CONCLUDED: Report of the Committee of the Whole In-Camera

FILED

TRUSTEE COMMITTEE UPDATES

There were no Trustee Committee Updates

REPORT OF THE SUPERINTENDENT

Presented by Mike Wake, Superintendent
Report 07-21

FOR ACTION

There were no action items.

FOR INFORMATION

1. COVID-19 Public Update

Superintendent Wake reminded all that mask wearing and isolation attention is paramount as this third wave threatens. Further direction will be sent to all schools on this including information on carpooling and other areas, to avoid any cross cohorting. An update will be forthcoming on transportation/bussing options to ensure French Immersion students can easily attend.

2. In Person Board Meeting – Superintendent Wake hoped to return to in person Board meetings with one Trustee per Ward plus Board Chair and opened it to discussion. It was decided to not return to in person meetings at this time.

3. Board Actions and Referrals

CONCLUDED: Report of the Superintendent No. 07-21

FILED

REPORT OF THE SECRETARY-TREASURER / CHIEF FINANCIAL OFFICER

Presented by Carrie Melville, Acting Secretary-Treasurer/CFO
Report 07-21

FOR ACTION

There were no action items.

FOR INFORMATION

Cheque Registers

Attached are the Cheque Registers for payments issued:

- a) March 15, 2021 (Payroll)
- b) March 18, 2021
- c) March 26, 2021

Tender Award Summary

Attached is a tender award summary dated April 1, 2021

CONCLUDED: Report of the Secretary-Treasurer/CFO

FILED

CORRESPONDENCE

Action Correspondence

There were no action correspondence items.

Information Correspondence

Manitoba School Boards Association (MSBA)

- E-News Bulletin – April 7, 2021
- MSBA 2021 Annual Convention – Record of Proceedings
- Mark Dickof Memorial Scholarship

2. MASS – Media Articles related to Bill 64

CONCLUDED: Correspondence

FILED

UNFINISHED BUSINESS

1. Borrowing By-Law 312-21

08-20-21 **MOVED: Trustee Jennifer Lawson**

“That the Board give second reading of By-Law 312-21, a by-law to allow for the borrowing of monies to meet current expenses July 1, 2021 to June 30, 2022.”

CARRIED

2. Borrowing By-Law 312-21

08-21-21 **MOVED: Trustee Jennifer Lawson**

“That the Board give third and final reading of By-Law 312-21, a by-law to allow for the borrowing of monies to meet current expenses July 1, 2021 to June 30, 2022.”

CARRIED

AGENDA-BASED QUESTIONS FROM THE PUBLIC

There was one question from the public.

Question: Mr. Love asked if the lending libraries will be made by the woodworking students?

Response: Superintendent Wake responded that they will be reaching out to the woodworking shops in the schools to inquire on availability of time, as they do hope to have them made by the students. Some lending libraries only require maintenance, and that will likely be addressed by the initial supplier.

TRUSTEE PD SUMMARIES

There were no Trustee PD Summaries.

NEW BUSINESS

Trustee Chegus - Whereas the Board has established good governance protocols as per policy AG - Board Governance Framework, it would be appropriate for the Board to set out a policy to provide formal direction to trustees who receive correspondence from students, parents or members of the greater community.

The policy would include correspondence received through any medium by the Board or individual trustees i.e. written, e-mail or social media, and would incorporate provisions set out in section 10 of the Organizational By-Law regarding Correspondence.

08-22-21 MOVED: Trustee Bruce Chegus

"That the Governance Committee establish a policy to address Board Communication with the Public: Correspondence from the School Community."

CARRIED

RECESS TO THE COMMITTEE OF THE WHOLE IN CAMERA – 9:10 P.M.

08-23-21 MOVED: Trustee Craig Johnson

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

CARRIED

ADJOURNMENT

On motion of Trustee Holly Hunter, the regular board meeting adjourned 10:16 p.m.

Cheryl Smukowich
Chair of the Board

Mike Wake
Superintendent