



ST. JAMES-ASSINIBOIA SCHOOL DIVISION

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

Tuesday, April 12, 2022, 7:30 p.m.

2574 Portage Avenue, Winnipeg

#1655154

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

REGRETS

CALL TO ORDER

The Chair called the meeting to order at 6:59 p.m. Attendance – recorded above.

08-01-22

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 RED RIVER MÉTIS NATION.

ADOPTION OF MINUTES – PREVIOUS MEETING

The minutes of the Board Meeting of March 22, 2022 and Special Board Meeting of March 25, 2022 were adopted.

REPORT ON EDUCATION

There was no Report on Education scheduled.

TRUSTEE STATEMENTS

There were no Trustee Statements.

HEARING OF DELEGATIONS

There were no Delegations registered.

COMMITTEE REPORTS

FINANCE/FACILITIES COMMITTEE REPORT No. 5-22

Meeting held April 5, 2022

Committee Chair: Craig Glennie

1. Call to Order/Attendance
2. Approval of Agenda
3. Financial Statement February 2022
4. Organizational By-Law
5. Grant Request – St. James-Assiniboia Historical Museum

08-02-22

MOVED: Trustee Craig Glennie

“That a grant in the amount of \$1,100 be awarded to the Historical Museum Association of St. James-Assiniboia.”

CARRIED

08-03-22

6. Jameswood Garden Project

MOVED: Trustee Craig Glennie

“That the request from Jameswood Alternative School to construct a garden project be approved.

And further;

That the project be subject to final inspection and approval of the Manager, Facilities & Future Development.

And further;

That there will be no additional costs to the St. James-Assiniboia School Division.

And further;

That ongoing maintenance costs are the responsibility of Jameswood Alternative School.”

CARRIED

08-04-22

7. Revised Policy DIAC – School Board Grants

MOVED: Trustee Craig Glennie

“That the revisions to policy DIAC – School Board Grants (Appendix 1) be approved.”

CARRIED

08-05-22

8. Community Information Newsletter

MOVED: Trustee Craig Glennie

“That the Barbecue and Community Information Newsletter items be referred to the Committee of the Whole for discussion.

And further;

That Administration provide a cost estimate for the Barbecue and Community Information Newsletter for review of the Committee of the Whole.”

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 07-22

FOR ACTION

- 08-06-22** 1. State of Equity in Education 2021 Reports
MOVED: Trustee Sandy Lethbridge
“That the State of Equity in Education 2021 Reports be referred to the Personnel Committee for review.”

CARRIED

2. Graduation Ceremonies 2022
The Trustees will discuss and determine attendance after this evening’s meeting.

FOR INFORMATION

1. Return to Safe School Updates
- Travel Requirements for travelers upon return to Canada as of April 1, 2022
2. Good News – External Grants
3. Good News – Manitoba’s Excellence in Education Awards
- 08-07-22** **MOVED: Trustee Craig Johnson**
“That the Board send a congratulations letter, over the signature of the chair, to Kelly Hiebert and Shannon Siemens.”

CARRIED

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 07-22

FOR ACTION

1. Manitoba Education Correspondence
 - a) St. James Collegiate – Structural upgrade to canopies – Initial Project Support
 - b) Various Schools – Expanded Capital Support Program – Project Support
2. City of Winnipeg
 - a) Senior Election Official Agreement for the 2022 Trustee Elections
 - b) Council By-Laws – Education and School Levies
3. Financial Statement

- 08-08-22 a) March 2022
4. Stevenson-Britannia Playground
MOVED: Trustee Craig Glennie
"That items 1-4 be referred to the Finance/Facilities Committee."

CARRIED**FOR INFORMATION**

1. Cheque Registers
 - a) March 15, 2022 (Payroll)
 - b) March 15, 2022
 - c) March 22, 2022
 - d) March 30, 2022 (Payroll)
 - e) March 30, 2022
 - f) March 31, 2022 (US)
2. Tender Award Summary – April 1, 2022

CONCLUDED: Report of the Secretary-Treasurer/CFO

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

- 08-09-22 1. Manitoba School Boards Association Memo re: Building Capacity for Our Future
MOVED: Trustee Sandy Lethbridge
"That the document provided by MSBA be shared on the Division website, social media accounts and networks."

CARRIED**Information Correspondence**

1. Manitoba School Boards Association (MSBA)
 - a. E-News March 23, 2022
 - b. Mark Dickof Memorial Scholarship
 - c. MSBA Annual Convention 2022 Record of Proceedings
 - d. Letter re: Provincial Teacher Bargaining
 - e. Border Land School Division Assistant Superintendent Job Posting
 - f. Clearview Public Schools Superintendent/CEO Job Posting
 - g. Email re Bill 3 Public Services Act
 - h. E-News April 6, 2022

CONCLUDED: Correspondence

FILED**UNFINISHED BUSINESS/BUSINESS ARISING FROM THE MEETING**

- 08-10-22 1. Second Reading – By-Law 319-22 Borrowing By-Law
MOVED: Trustee Jennifer Lawson
"That the Board give second reading of By-Law 319-22, a by-law to allow for the borrowing of monies to meet current expenses July 1, 2022 to June 30, 2023."

CARRIED

- 08-11-22 2. Third/Final Reading – By-Law 319-22 Borrowing By-Law
MOVED: Trustee Jennifer Lawson
“That the Board give third and final reading of By-Law 319-22, a by-law to allow for the borrowing of monies to meet current expenses July 1, 2022 to June 30, 2023.”
CARRIED

AGENDA-BASED QUESTIONS FROM THE PUBLIC

D. Floyd, Community Resident, asked why Board Minutes were not available on the Division website since January 25, 2022. Cheryl Smukowich, Board Chair, responded that the matter would be investigated, and minutes uploaded as soon as possible. The Board thanked Ms. Floyd for bringing this to their attention.

TRUSTEE PD SUMMARIES

There were no PD Summaries.

NEW BUSINESS

- 08-12-22 1. Amendments to Policy BC Trustee Code of Conduct
MOVED: Trustee Bruce Chegus
“That the following revisions to Policy BC Trustee Code of Conduct be referred to the Governance Committee for its consideration and recommendation:
Under the subsection headed 'Process':
• above paragraph one, insert the italicized sub-heading 'Informal Complaints';
• after paragraph four, insert the italicized sub-heading 'Formal Complaints' and add the paragraph below directly under it:
'Serious or recurring breaches of the Code by a Trustee are handled through a formal process'.
And further;
Insert Section 3 Code of Behaviour into Policy BC, attached and develop an action plan to be incorporated in a document housed on the Division website addressing the Code of Behaviour, including a statement about how the Board is addressing the legislative requirements therein (with appropriate links).”
CARRIED

RECESS TO THE COMMITTEE OF THE WHOLE IN CAMERA – 8:09 p.m.

- 08-13-22 **MOVED: Trustee Sandy Lethbridge**
“That the Board recess to Committee of the Whole in Camera.”
CARRIED

REPORT OF THE COMMITTEE OF THE WHOLE IN CAMERA – 10:02 p.m.

- 08-14-22 1. Committee Restructuring Proposal
MOVED: Trustee Bruce Chegus
“That the Committee Restructuring Proposal as discussed in Committee of the Whole In Camera be approved.
And further;
That all relevant policy updates and by-laws be reviewed at the next Governance Committee meeting.”

08-15-22**MOVED: Trustee Nicole Bowering**

"That the vote of the previous motion be recorded."

CARRIED**Consideration of Main Motion 08-14-22 with Recorded Vote**

"That the Committee Restructuring Proposal as discussed in Committee of the Whole In Camera be approved.

And further;

That all relevant policy updates and by-laws be reviewed at the next Governance Committee meeting."

Record of the VoteFor

Bruce Chegus

Craig Glennie

Craig Johnson

Jennifer Lawson

Sandy Lethbridge

Bryan Metcalfe

Cheryl Smukowich

Against

Nicole Bowering

Holly Hunter

CARRIED**ADJOURNMENT**

On motion of Trustee Sandy Lethbridge, the regular board meeting adjourned 8:09 p.m. and 10:03 p.m.

Cheryl Smukowich
Chair of the Board

Mike Wake
Superintendent