



## ST. JAMES-ASSINIBOIA SCHOOL DIVISION

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

Tuesday, May 28, 2019, 7:30 p.m.

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

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#1340569

Meeting No. 09-19

#### **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:**

Brett Lough	Chief Superintendent
Mike Friesen	Secretary-Treasurer / Chief Financial Officer
Doreen Cost	Asst. Superintendent, Education (K-8) and Student Services
Gillian Muir	Senior Executive Assistant
Jennifer Cameron	Information Officer (7:30 - 8:19 p.m.)

#### **REGRETS:**

#### **CALL TO ORDER / RECESS TO COMMITTEE OF THE WHOLE IN-CAMERA**

The Chair called the meeting to order at 6:58 p.m. Attendance – recorded above.

**09-01-19      MOVED: Trustee Craig Johnson**  
"That the Board recess to Committee of the Whole In-Camera."

**CARRIED**

#### **RETURN TO REGULAR BOARD MEETING – 7:28 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**

**09-02-19      MOVED: Trustee Craig Johnson**  
"That the minutes of the Board Meeting of May 14, 2019 be adopted."

**CARRIED**

## **REPORT ON EDUCATION**

### **Golden Gate Middle School - Vertical Non-Permanent Surfaces in Math (Building Thinking Classrooms)**

**Presented By: T. Scott, Dempster, Classroom Teacher and Students**

Mr. Dempster and three students provided a presentation on the benefits of vertical non-permanent surfaces and the effect on student learning. The classroom is set up without any desks or chairs, has white boards on all of the walls and students are placed in random groupings to work through a variety of math problems. Research has shown that problem solving is two minutes quicker using this method rather than standard desks and that random groupings encourages a safe environment and encourages all students to work together. By using vertical non-permanent surfaces it makes students learning and thinking visible to their peers and the teacher. It has been noted that student engagement in math has increased as seen through time on task in the classroom.

## **HEARING OF DELEGATIONS**

There were no delegations registered.

## **COMMITTEE REPORTS**

### **PERSONNEL COMMITTEE 05-19**

Meeting held May 21, 2019

Committee Chair: Sandy Lethbridge

1. Attendance - for information
2. Approval of Agenda
3. PWC Audit Report
4. Policy Revisions - GCMA Instructional Staff Planning Time

**09-03-19**

**MOVED: Trustee Sandy Lethbridge**

"That revisions to policy GCMA Instructional Staff Planning Time be approved."

**CARRIED**

5. Job Descriptions

**09-04-19**

**MOVED: Trustee Sandy Lethbridge**

"That revisions to the following job descriptions be approved:

- AP2-36 English as an Additional Language Support Teacher
- AP2-38 Indigenous Education Support Teacher

And further;

That the following job descriptions be archived:

- AP2-30 Coordinator of Assessment & Evaluation
- AP2-31 Coordinator of Instruction
- AP2-32 Coordinator of Curriculum
- AP2-34 Coordinator of School and Community Support"

**CARRIED**

**09-05-19** 6. Consultation with Parent Organizations - Administrative Staffing  
**MOVED: Trustee Sandy Lethbridge**  
"That the Consultation with Parent Organizations - Administrative Staffing data be received as information."

**CARRIED**

**09-06-19** 7. CPI Update  
**MOVED: Trustee Sandy Lethbridge**  
"That the CPI Updates as referred from the Board meeting held April 23, 2019 be received as information."

**CARRIED**

**09-07-19** 8. MSBA Collective Bargaining Update  
**MOVED: Trustee Sandy Lethbridge**  
"That the MSBA Collective Bargaining Update as referred from the Board meetings held April 23 and May 14, 2019 be received as information."

**CARRIED**

**09-08-19** 9. MSBA Salary Bulletin  
**MOVED: Trustee Sandy Lethbridge**  
"That the MSBA Salary Bulletin as referred from the Board meeting held May 14, 2019 be received as information."

**CARRIED**

**09-09-19** 10. Personnel Report to the Board  
**MOVED: Trustee Sandy Lethbridge**  
"That the Personnel Report to the Board be received as information."

**CARRIED**

CONCLUDED: Report of the Personnel Committee

**FILED****EDUCATION COMMITTEE No. 8 ~ 18-19**

Meeting held May 21, 2019

Committee Chair: Bruce Chegus

**09-10-19** 1. Attendance - for information  
2. Approval of Agenda  
3. Policy Revisions  
**MOVED: Trustee Bruce Chegus**  
"That the following exhibits be archived:  
• IGBAB-E Individual Transition Plan  
• IHBA-E-1 Individual Education Plan  
• IHBA-E-2 Behaviour Intervention Plan  
• IHBA-E-3 Adapted Learning Plan"

**CARRIED**

4. Exam Preparation and Study Skills at Middle Schools

CONCLUDED: Report of the Education Committee

**FILED**

**REPORT OF THE CHIEF SUPERINTENDENT**

Brett Lough, Chief Superintendent  
Report 09-19

**FOR ACTION**

**09-11-19** 1. Peaceful Village After School Program Report 2018-19

**MOVED: Trustee Bruce Chegus**

"That the Peaceful Village After School Program Report 2018-19 be referred to the Education Committee for review."

**CARRIED**

**09-12-19** 2. Draft Code of Conduct for Child Protection Policy

**MOVED: Trustee Sandy Lethbridge**

"That the new draft Code of Conduct for Child Protection Policy be referred to the Personnel Committee for review."

**CARRIED**

**FOR INFORMATION**

1. Board Actions and Referrals
2. Innovative Grants Approved for 2019/20
3. Annual Report 2018 - The St. James Scholarship Foundation
4. Masters Cohort - May 2020

CONCLUDED: Report of the Superintendent No. 09-19

**FILED**

**REPORT OF THE SECRETARY-TREASURER / CHIEF FINANCIAL OFFICER**

Mike Friesen, Secretary-Treasurer  
Report 09-19

**FOR ACTION**

**09-13-19** 1. Lincoln Middle School Outdoor Learning Space Development Request

**MOVED: Trustee Bryan Metcalfe**

"That item #1 be referred to the Finance/Facilities Committee."

**CARRIED**

**09-14-19** 2. Debenture By-Law 296-19 - Notice of Motion

Trustee Jennifer Lawson provided notice that Debenture By-Law 296-19 shall be given first reading at the Board Meeting of June 11, 2019.

### **FOR INFORMATION**

1. Cheque Registers:
  - a) May 10, 2019
  - b) May 16, 2019 (INP Payroll Clearing)
  - c) May 16, 2019
  - d) May 21, 2019
2. Permit Report
3. Fundraising Report

CONCLUDED: Report of the Secretary-Treasurer/CFO

**FILED**

### **CORRESPONDENCE**

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#### **Action Correspondence**

1. Community Resident Re: Middle Years Exams
2. Community Resident Re: Formal Instruction for Exam Preparation

09-15-19

#### **MOVED: Trustee Bruce Chegus**

"That the correspondence received regarding Middle Years Exams and Formal Instruction for Exam Preparation be referred to the Education Committee for review."

**CARRIED**

#### **Information Correspondence**

There were no items for information.

CONCLUDED: Correspondence

**FILED**

### **UNFINISHED BUSINESS**

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There was no unfinished business.

### **AGENDA-BASED QUESTIONS FROM THE PUBLIC**

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There was no agenda-based questions from the public.

### **TRUSTEE PD SUMMARIES**

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1. Trustee Bruce Chegus - CAPSLE 2019 Conference Report - May 4-7, 2019

### **NEW BUSINESS**

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1. Student Council Liaison Report  
Trustee Nicole Bowering provided an update for Trustees information.
2. Notice of Motion - By-Law 299-19 - Religious Instruction at Strathmillan School

**09-16-19** Trustee Jennifer Lawson provided notice that By-Law 299-19 a By-Law to provide religious instruction at Strathmillan School, shall be given first reading at the Board Meeting of June 11, 2019.

**09-17-19** 3. Canada Wide Science Fair Recognition  
**MOVED: Trustee Holly Hunter**  
"That we as a Board congratulate these students by having the Chair of the Board send a letter."

**CARRIED**

**REPORT OF COMMITTEE OF THE WHOLE IN CAMERA – 8:18 p.m.**

**08-18-19** 1. St. James-Assiniboia Teachers' Association - Secondment Request  
**MOVED: Trustee Sandy Lethbridge**  
"That the request from the St. James-Assiniboia Teacher's Association for the secondment of Kent McPherson for the 2019-2020 school year be approved."

**CARRIED**

**ADJOURNMENT**

On motion of Trustee Craig Johnson, the regular board meeting adjourned at 8:19 p.m.

Cheryl Smukowich  
Chair of the Board

Brett Lough  
Chief Superintendent