



ST. JAMES-ASSINIBOIA SCHOOL DIVISION

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

Tuesday, June 9, 2020, 7:30 p.m.

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

#1471330

Meeting No. 12-20
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
Mike Friesen	Secretary-Treasurer / Chief Financial Officer
Doreen Cost	Assistant Superintendent, Student Services
Jenness Moffatt	Assistant Superintendent, Education (K-12) and Administration
Carrie Melville	Assistant Secretary-Treasurer
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 6:50 p.m. Attendance – recorded above.

12-01-20 **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 MÉTIS NATION.**

ADOPTION OF MINUTES – PREVIOUS MEETING

12-02-20 **MOVED: Trustee Craig Glennie**
"That the minutes of the Board Meeting of May 26, 2020 be adopted."

CARRIED

REPORT ON EDUCATION

There was no Report on Education.

HEARING OF DELEGATIONS

Mr. Kent McPherson – STJATA President

Mr. McPherson thanked the St. James-Assiniboia Administrators and Senior Administration for their full support and open lines of communication during the Covid-19 pandemic.

COMMITTEE REPORTS

GOVERNANCE COMMITTEE No. 02-20

Meeting held June 2, 2020

Committee Chair: Craig Johnson

1. Attendance
2. Approval of Agenda
Referred item, Organizational By-Law 300-19, was added as item 7 and the Agenda was approved.

12-03-20

3. Review of BABA – Duties of the Chair of the Board

MOVED: Trustee Craig Johnson

“That the revisions to Policy BABA Duties of the Board Chair be approved.”

CARRIED

12-04-20

4. Review of AG Board Governance Framework

MOVED: Trustee Craig Johnson

“That a review of Policy AG Board Governance Framework be deferred until the completion of Trustee PD sessions provide by MSBA.”

CARRIED

12-05-20

5. Review of AD Educational Philosophy/Mission

MOVED: Trustee Craig Johnson

“That a review of Policy AD Education Philosophy/Mission be held as a pending item on the Governance Agenda.”

CARRIED

12-06-20

6. Review of BDE Board Committees

MOVED: Trustee Craig Johnson

“That the revisions to Policy BDE Board Committees be approved.”

CARRIED

12-07-20

7. Organizational By-Law 300-19

MOVED: Trustee Craig Johnson

“That Administration prepare an amendment to the Organizational By-Law 300-19, Section 11, paragraph 6.a to read that all Trustees are required to vote on every motion unless excused by the Chair for a particular reason. If the Chair is abstaining, the Board shall vote as to the validity of the reason.”

12-08-20

REFERRAL MOTION

MOVED: Trustee Craig Johnson

That the amendment to the Organizational By-Law 300-19, Section 11, paragraph 6.a be referred to the Governance Committee for further revision and review.

CARRIED

CONCLUDED: Report of the Governance Committee

FILED**FINANCE/FACILITIES COMMITTEE No. 07-20**

Meeting held June 2, 2020

Committee Chair: Craig Glennie

1. Attendance
2. Approval of Agenda
3. Bright Beginnings Educare – Gym Request

12-09-20**MOVED: Trustee Craig Glennie**

“That the request from Bright Beginnings to lease the gym at Phoenix School for before and after school care be approved for the 2020/21 school year,
And further;

That the lease fees for Bright Beginnings use of the gym at Phoenix School be waived for the 2020/21 school year,

And further;

That a letter of understanding detailing the contributions of the RM of Headingley and the St. James-Assiniboia School Division be included as part of the lease for the gymnasium,

And further;

That the request from Bright Beginnings to lease the music room at Phoenix School for after school care be approved for the 2020/21 school year.”

CARRIED

4. PSFB Correspondence - John Taylor Collegiate – Chiller Replacement – Initial Project Support

5. Stevenson-Britannia School 50th Anniversary

12-10-20**MOVED: Trustee Craig Glennie**

“That the request from Stevenson-Britannia School for a grant in the amount of \$1300 in support of the 50th anniversary celebration be approved.”

CARRIED

6. Sansome School Student Fee Levy

12-11-20**MOVED: Trustee Craig Glennie**

“That the request from Sansome School to levy a fundraising fee in lieu of a school-wide fundraiser be approved, provided subsidy information is readily available to families in need.”

CARRIED

7. City of Winnipeg – Proposed St. Charles Wading Pool Improvement Project

12-12-20**MOVED: Trustee Craig Glennie**

“That the request from the City of Winnipeg to renew the wading pool on the John Taylor Collegiate property be approved,

And further;

That any applicable permits for the construction be forwarded to the Manager of Facilities and Maintenance,

And further;

That all maintenance and repair for the wading pool be the responsibility of the City of Winnipeg,

And further:
There be no cost to the School Division."

CARRIED

12-13-20

8. Stevenson-Britannia School Playground Improvement

MOVED: Trustee Craig Glennie

"That the request from Stevenson-Britannia School to plant trees in accordance with the concept drawing submitted be approved,

And further;

That there be no additional cost to the School Division over the increased water consumption in the tree planting year."

CARRIED

12-14-20

9. City of Winnipeg – McBey Playground Renewal Follow Up

MOVED: Trustee Craig Glennie

"That the request from the City of Winnipeg to renew the playground at Lincoln School be approved,

And further;

That all maintenance and repair for the playground be the responsibility of the City of Winnipeg,

And further;

That there be no cost to the School Division."

CARRIED

12-15-20

10. Discovery Children's Centre – Trailer Trial

MOVED: Trustee Craig Glennie

"That the request from Discovery Children's Centre to have a trailer in the parking lot at the Britannia property be approved,

And further;

That any issues arising from the trailer in the parking lot could result in the removal of the trailer at the expense of Discovery Children's Centre."

CARRIED

Information item #4

PSFB Correspondence - John Taylor Collegiate – Chiller Replacement – Initial Project Support

12-16-20

MOVED: Trustee Craig Glennie

"That the PSFB Correspondence be received as information."

CARRIED

CONCLUDED: Report of the Finance/Facilities Committee

FILED

RETIREMENT COMMITTEE No. 04-19/20

Meeting held May 14, 2020

Committee Chair: Craig Glennie

Trustee Craig Glennie reviewed the Report of the Retirement Plan Committee for Trustees' information.

CONCLUDED: Report of the Retirement Plan Committee

FILED**AWARDS AND SCHOLARSHIP ADVISORY COMMITTEE No. 03-20**

Meeting held May 28, 2020

Committee Member: Sandy Lethbridge

1. Attendance
2. Approval of Agenda
3. Review of Minutes
4. Policy JM-R Awards and Scholarships

12-17-20

MOVED: Trustee Sandy Lethbridge

"That the suggestions for edits to Policy JM-R Awards and Scholarships be discussed by Senior Administration."

CARRIED**CONCLUDED: Report of the Awards and Scholarship Advisory Committee****FILED****REPORT OF THE CHIEF SUPERINTENDENT**

Mike Wake, Superintendent

Report 12-20

FOR ACTION

1. IJOA-R Field Trips – Revision Rationale

12-18-20

MOVED: Trustee Craig Glennie

"That the regulation IJOA-R Field Trips be referred to the Education Committee for review and revision."

CARRIED**FOR INFORMATION**

1. Board Actions and Referrals
2. Event Cancellations

CONCLUDED: Report of the Chief Superintendent No. 12-20

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

Mike Friesen, Secretary Treasurer/Chief Financial Officer

Report 12-20

FOR ACTION

1. PSFB Correspondence
 - École Assiniboine – Assiniboine Children's Centre Inc. – Lease Approval
 - St. James-Assiniboia School Division – Land Exchange Authorization – Project Authorization.

12-19-20

MOVED: Trustee Craig Glennie

“That PSFB correspondence be referred to the Finance/Facilities Committee.”

CARRIED

FOR INFORMATION

1. Cheque Registers

Attached are the Cheque Registers for payments issued:

- a) May 22, 2020
- b) May 28, 2020 (Payroll)
- c) May 28, 2020
- d) June 2, 2020 (Payroll)

2. Permit Report

3. Fundraising Reports – Linwood School

CONCLUDED: Report of the Secretary-Treasurer/CFO No. 11-20

FILED

CORRESPONDENCE

Action Correspondence

1. Winnipeg City Councillor Letter

12-20-20

MOVED: Trustee Craig Johnson

“That a letter be drafted, over signature of the Board Chair, that the correspondence has been received regarding a previously scheduled meeting and that a meeting time consideration be revisited in September.”

CARRIED

2. MSBA – Photo Request

12-21-20

MOVED: Trustee Sandy Lethbridge

“That the MSBA photo and video sharing request be shared with all school administrators as a reminder of the timeline noted by MSBA.”

CARRIED

Information Correspondence

1. Manitoba School Boards Association (MSBA)

- a. E-News June 4, 2020
- b. Executive Highlights April 6, 2020
- c. Executive Highlights May 4, 2020
- d. Kelsey School Division – Superintendent Announcement
- e. STJATA Letter – Thank You
- f. Lungs are for Life Program Proposal
- g. Graduation Letter from Premier of Manitoba

CONCLUDED: Correspondence

FILED

UNFINISHED BUSINESS

There are 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 Trustee PD Summaries.

NEW BUSINESS

12-22-20

1. Policy CBI/AF Evaluation of the Superintendent

MOVED: Trustee Bruce Chagus

“That the Strategic Plan Renewal process responsibility be considered for addition to Job Description CBA/AP1-1, Duties and Responsibilities of Superintendent,
And Further;

That Job Description CBA/AP1-1, Duties and Responsibilities of Superintendent be referred to the Personnel Committee and the Governance Committee for review,
And Further;

That the document '[Leading Together, Resource Guide for School Boards](#)' produced by MASS/MSBA be referred to the Personnel and Governance Committees as a reference re the role of the superintendent to define, with the Board, a strategic vision and plan for the Division.”

CARRIED

2. Flag Discussion

Trustees had a discussion on second flag poles, timelines for flags, and the use of reader boards.

RECESS TO COMMITTEE OF THE WHOLE IN CAMERA – 8:47 p.m.

12-23-20**MOVED: Trustee Nicole Bowering**

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

CARRIED**REPORT OF COMMITTEE OF THE WHOLE IN CAMERA – 9:33 p.m.**

12-24-20

1. Recommendation for Principal, École Robert Browning School and Vice Principal (term) École Assiniboine School

MOVED: Trustee Sandy Lethbridge

“That Jennifer Rothwell be appointed Principal of École Robert Browning School effective September 8, 2020,
And further;

That Tony McConney be appointed teaching Vice Principal (term) of École Assiniboine School effective September 8, 2020.”

CARRIED**12-25-20**

2. Manitoba School Boards Association Correspondence

MOVED: Trustee Sandy Lethbridge

“That the Salary Bulletin: Pembina Trails School Division Non-Teaching be referred to the Personnel Committee.”

CARRIED**ADJOURNMENT**

On motion of Trustee Jennifer Lawson, the regular board meeting adjourned at 9:38 p.m.

Cheryl Smukowich
Chair of the Board

Mike Wake
Superintendent