



ST. JAMES-ASSINIBOIA SCHOOL DIVISION

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

Tuesday, September 8, 2020, 7:30 p.m.

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

#1524823

Meeting No. 15-20

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
Jenness Moffatt	Asst. Superintendent, Education (6-12) and Administration
Carrie Melville	Assistant Secretary-Treasurer
James Dunlop	Accounting Supervisor (7:45 p.m.)
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 7:09 p.m. Attendance – recorded above.

15-01-20

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.**

WELCOME & INTRODUCTION:

Michael Friesen, Secretary-Treasurer/Chief Financial Officer of the St. James-Assiniboia School Division, presided as Chair at the Annual Meeting of the St. James-Assiniboia School Division Board in accordance with Section 29(2) of the Public Schools Act.

VOTING PROCEDURES

The Chair requested Board direction on the voting procedures to be used.

15-02-20

MOVED: Trustee Jennifer Lawson

“That the Board vote by secret ballot;

That the ballots be destroyed after each vote;

That Mike Wake and Carrie Melville act as scrutineers;

That only the outcome and not the count of each vote be announced;

That, in the event of a tie vote:

The Chair will initial one ballot of the set.

And further;

That the School Board will determine by lot which ballot will be received by each trustee.

And further;

That the ballots will be counted and in the case of another tie vote the initialed ballot will be the deciding vote.

And further;

That the Secretary-Treasurer/CFO remain in the Chair until all elections are completed.”

CARRIED

The Chair called for nominations for Board positions according to the order on the agenda.

ELECTION OF CHAIR AND VICE CHAIR

CHAIR OF THE BOARD

Nominated: Trustee Cheryl Smukowich

15-03-20

MOVED: Trustee Jennifer Lawson

“That nominations cease.”

CARRIED

Since no further nominations were received, the Chair declared Trustee Cheryl Smukowich Chair of the Board for the period September 08, 2020 to the Annual meeting of the Board in September 2021.

VICE CHAIR OF THE BOARD

Nominated: Trustee Jennifer Lawson

15-04-20

MOVED: Trustee Nicole Bowering

“That nominations cease.”

CARRIED

Since no further nominations were received, the Chair declared Trustee Jennifer Lawson Vice Chair of the Board for the period September 08, 2020 to the Annual meeting of the Board in September 2021

ELECTION OF CHAIRS OF STANDING COMMITTEES

CHAIR, EDUCATION COMMITTEE

Nominated: Trustee Holly Hunter

15-05-20 MOVED: Trustee Nicole Bowring
"That nominations cease."

CARRIED

Since no further nominations were received, the Chair declared Trustee Holly Hunter Chair of the Education Committee for the period September 08, 2020 to the Annual meeting of the Board in September 2021.

CHAIR, FINANCE/FACILITIES COMMITTEE

Nominated: Trustee Craig Glennie

15-06-20 MOVED: Trustee Holly Hunter
"That nominations cease."

CARRIED

Since no further nominations were received, the Chair declared Trustee Craig Glennie Chair of the Finance/Facilities Committee for the period September 08, 2020 to the Annual meeting of the Board in September 2021.

CHAIR, PERSONNEL COMMITTEE

Nominated: Trustee Sandy Lethbridge

15-07-20 MOVED: Trustee Holly Hunter
"That nominations cease."

CARRIED

Since no further nominations were received, the Chair declared Trustee Sandy Lethbridge Chair of the Personnel Committee for the period September 08, 2020 to the Annual meeting of the Board in September 2021.

CHAIR, COMMUNITY ENGAGEMENT COMMITTEE

Nominated: Trustee Nicole Bowering

15-08-20 MOVED: Trustee Sandy Lethbridge
"That nominations cease."

CARRIED

Since no further nominations were received, the Chair declared Trustee Nicole Bowering Chair of the Community Engagement Committee for the period September 08, 2020 to the Annual meeting of the Board in September 2021.

CHAIR, GOVERNANCE COMMITTEE

Nominated: Trustee Bruce Chegus

15-09-20 MOVED: Trustee Nicole Bowering
"That nominations cease."

CARRIED

Since no further nominations were received, the Chair declared Trustee Bruce Chegus Chair of the Governance Committee for the period September 08, 2020 to the Annual meeting of the Board in September 2021.

ELECTION OF COMMITTEE MEMBERSHIPS

MEMBERSHIP, EDUCATION COMMITTEE (3)

Nominated: Trustee Nicole Bowering
Trustee Sandy Lethbridge
Trustee Bryan Metcalfe
Trustee Jennifer Lawson (Respectfully Declined)

15-10-20 **MOVED: Trustee Jennifer Lawson**
"That nominations cease."

CARRIED

Since no further nominations were received, the Chair declared Trustees Nicole Bowering, Sandy Lethbridge and Bryan Metcalfe members of the Education Committee for the period September 08, 2020 to the Annual meeting of the Board in September 2021.

MEMBERSHIP, FINANCE/FACILITIES COMMITTEE (3)

Nominated: Trustee Bruce Chegus
Trustee Craig Johnson
Trustee Jennifer Lawson

15-11-20 **MOVED: Trustee Nicole Bowering**
"That nominations cease."

CARRIED

Since no further nominations were received, the Chair declared Bruce Chegus, Craig Johnson and Jennifer Lawson members of the Finance/Facilities Committee for the period September 08, 2020 to the Annual meeting of the Board in September 2021.

MEMBERSHIP, PERSONNEL COMMITTEE (3)

Nominated: Trustee Bruce Chegus
Trustee Craig Johnson
Trustee Jennifer Lawson

15-12-20 **MOVED: Trustee Craig Glennie**
"That nominations cease."

CARRIED

Since no further nominations were received, the Chair declared Bruce Chegus, Craig Johnson and Jennifer Lawson members of the Finance/Facilities Committee for the period September 08, 2020 to the Annual meeting of the Board in September 2021.

MEMBERSHIP, COMMUNITY ENGAGEMENT COMMITTEE (3)

Nominated: Trustee Craig Glennie
Trustee Holly Hunter
Trustee Bryan Metcalfe

15-13-20 **MOVED: Trustee Nicole Bowering**
"That nominations cease."

CARRIED

Since no further nominations were received, the Chair declared Trustees Craig Glennie, Holly Hunter and Bryan Metcalfe members of the Community Engagement Committee for the period September 08, 2020 to the Annual meeting of the Board in September 2021.

MEMBERSHIP, GOVERNANCE COMMITTEE (2)

Nominated: Trustee Craig Johnson
Trustee Jennifer Lawson

15-14-20 MOVED: Trustee Craig Glennie

"That nominations cease."

CARRIED

Since no further nominations were received, the Chair declared Trustees Craig Johnson and Jennifer Lawson members of the Governance Committee for the period September 08, 2020 to the Annual meeting of the Board in September 2021.

MEMBERSHIP, RETIREMENT PLAN COMMITTEE (2)

Nominated: Trustee Bruce Chegus
Trustee Craig Glennie
Trustee Bryan Metcalfe

15-15-20 MOVED: Trustee Craig Johnson

"That nominations cease."

CARRIED

Following a vote taken by secret ballot, the Chair declared Trustees Bruce Chegus and Craig Glennie members of the Retirement Plan Committee for the period September 08, 2020 to the Annual meeting of the Board in September 2021.

MEMBERSHIP, SCHOOL BOARD/MUNICIPAL COUNCIL LIAISON (2)

Nominated: Trustee Holly Hunter
Trustee Craig Johnson

15-16-20 MOVED: Trustee Sandy Lethbridge

"That nominations cease."

CARRIED

Since no further nominations were received, the Chair declared Trustees Holly Hunter and Craig Johnson members of the School Board/Council Liaison Committee for the period September 08, 2020 to the Annual meeting of the Board in September 2021.

MEMBERSHIP, BOARD/TEACHERS' ASSOCIATION LIAISON (2)

Nominated: Trustee Craig Johnson
Trustee Jennifer Lawson
Trustee Holly Hunter (Respectfully Declined)

15-17-20 MOVED: Trustee sandy Lethbridge

"That nominations cease."

CARRIED

Since no further nominations were received, the Chair declared Trustees Craig Johnson and Jennifer Lawson members of the Board/Association Liaison Committee for the period September 08, 2020 to the Annual meeting of the Board in September 2021.

MEMBERSHIP, AWARDS AND SCHOLARSHIPS COMMITTEE/SCHOLARSHIP FOUNDATION

Nominated: Trustee Bryan Metcalfe

15-18-20 **MOVED: Trustee Jennifer Lawson**
"That nominations cease."

CARRIED

Since no further nominations were received, the Chair declared Trustee Bryan Metcalfe the member of the Awards and Scholarships Committee & Scholarship Foundation for the period September 08, 2020 to the Annual meeting of the Board in September 2021.

SCHOOL BOARD/STUDENT COUNCIL LIAISON

Nominated: Trustee Sandy Lethbridge

15-19-20 **MOVED: Trustee Craig Glennie**
"That nominations cease."

CARRIED

Since no further nominations were received, the Chair declared Trustee Sandy Lethbridge Student Council Liaison representative for the period September 08, 2020 to the Annual meeting of the Board in September 2021.

ASSINIBOIA CHAMBER OF COMMERCE

Nominated: Trustee Nicole Bowering

15-20-20 **MOVED: Trustee Sandy Lethbridge**
"That nominations cease."

CARRIED

Since no further nominations were received, the Chair declared Trustee Nicole Bowering Assiniboia Chamber of Commerce representative for the period September 08, 2020 to the Annual meeting of the Board in September 2021.

DIVISION EARLY CHILDHOOD EDUCATION COMMITTEE

Nominated: Trustee Jennifer Lawson

15-21-20 **MOVED: Trustee Craig Johnson**
"That nominations cease."

CARRIED

Since no further nominations were received, the Chair declared Trustee Jennifer Lawson Board representative on the Division Early Childhood Education Committee for the period September 08, 2020 to the Annual meeting of the Board in September 2021.

NEW CHAIR PRESIDES

Trustee Cheryl Smukowich assumed the Chair at 7:54 p.m.

DIVISION SIGNING OFFICERS

15-22-20 **MOVED: Trustee Cheryl Smukowich**
"That the signing officers for the St. James-Assiniboia School Division be as follows:
Cheryl Smukowich, Chair of the Board
Jennifer Lawson, Vice Chair of the Board"

Mike Wake, Superintendent
Michael Friesen, Secretary-Treasurer/Chief Financial Officer
Carrie Melville, Assistant Secretary-Treasurer
James Dunlop, Accounting Supervisor."

CARRIED

AFFIRMATION OF ORGANIZATIONAL BY-LAW

15-23-20

MOVED: Trustee Cheryl Smukowich

"In accordance with the requirement set out in Organizational By-Law No. 300-19: That the Board affirm and adopt By-Law 300-19 and subsequent amending By-Law 307-20, to regulate the proceedings of the Board of Trustees of the St. James-Assiniboia School Division for the period September 08, 2020 to the annual meeting of the Board in September 2021."

CARRIED

15-24-20

MOVED: Trustee Bruce Chegus

"That the voting ballots of the September 8, 2020 Annual Elections be destroyed"

CARRIED

BOARD MEETING DATES

15-25-20

MOVED: Trustee Cheryl Smukowich

"That the St. James-Assiniboia School Division Board hold its meetings on the second and fourth Tuesdays of each month in the Board Room of the Aidan Conklin Building, 2574 Portage Avenue at 7:30 p.m. in accordance with the Board Organizational By-Law 300-19 and subsequent Amending By-Law 307-20."

CARRIED

RETURN TO REGULAR BOARD MEETING – 7:56 p.m.

ADOPTION OF MINUTES – PREVIOUS MEETING

15-26-20

MOVED: Trustee Craig Johnson

"That the minutes of the Board Meeting of August 25, 2020 be adopted as amended."

CARRIED

TRUSTEE STATEMENTS

There were no Trustee statements.

REPORT ON EDUCATION

No Report on Education due to summer break.

HEARING OF DELEGATIONS

There were no delegations at this time.

COMMITTEE REPORTS

FINANCE/FACILITIES COMMITTEE No. 08-20
Meeting held August 25, 2020
Committee Chair: Craig Glennie

1. Attendance
2. Approval of Agenda
3. MSBA Correspondence
 - Bill 28 Charter Challenge – Court of Queens Bench Decision June 11, 2020
4. Fitness Facilities – Access and Expansion

15-27-20

MOVED: Trustee Craig Glennie

“That the Administration provide further information on the existing fitness facilities. And further;
That the Fitness Facilities – Access and Expansion be listed as a pending item on the Finance/Facilities Agenda.

CARRIED

5. Treasury Board Secretariat Correspondence

6. Discovery Children’s Centre Lease Update
7. Horizons Children’s Centre – Play Yard Request

15-28-20

MOVED: Trustee Craig Glennie

“That the request from Horizons Children’s Centre to improve the play yard on the Britannia field be approved in principle, pending further detail plans.”

CARRIED

15-29-20

MOVED: Trustee Craig Glennie

“That the following items be received as information:

- MSBA Correspondence, Bill 28 Charter Challenge – Court of Queens Bench Decision June 11, 2020
- Treasury Board Secretariat Correspondence
- Discovery Children’s Centre Lease Update”

CARRIED**CONCLUDED: Report of the Finance/Facilities Committee****REPORT OF THE SUPERINTENDENT**

Mike Wake, Superintendent
Report 15-20

FOR ACTION

There were not action items at this time.

FOR INFORMATION

1. Annual Report on 2019-2020 Enrolment
2. Board Actions and Referrals

CONCLUDED: Report of the Superintendent No. 15-20

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

Mike Friesen, Secretary-Treasurer
Report 14-20

FOR INFORMATION

1. Cheque Registers:
 - a) August 25, 2020 (Payroll)

- b) August 25, 2020
- c) August 31, 2020
- 2. PricewaterhouseCoopers Audit 2019/2020 will be conducted September 14-25, 2020

CONCLUDED: Report of the Secretary-Treasurer/CFO

FILED

CORRESPONDENCE

Action Correspondence

There were no items for action.

Information Correspondence

- 1. River East Transcona School Division – Media Release – Board Elections 20-21

CONCLUDED: Correspondence

FILED

UNFINISHED BUSINESS

15-30-20

- 1. First Reading, Debenture By-Law 308-20

MOVED: Trustee Jennifer Lawson

“It is recommended that the Board give first reading of By-Law 308-20, a debenture by-law for various projects totaling \$5,719,200.”

CARRIED

AGENDA-BASED QUESTIONS FROM THE PUBLIC

Mr. MacGillivray asked if the September 8, 2020 meeting was going to be posted online i.e. YouTube as per the Board agenda item. Mr. Wake responded that this was not planned for this meeting at this time.

TRUSTEE PD SUMMARIES

Trustee Jennifer Lawson updated the Board on the Shannon Gander, Life Work Wellness: Resilience Skills for Stress, Uncertainty & Positive Mental Health PD provided to all Trustees on September 1, 2020.

Trustee Craig Johnson thanked Trustee Lawson for her hard work in organizing and providing this professional development for Trustees and guest.

NEW BUSINESS

15-31-20

- 1. Active Transportation

MOVED: Trustee Craig Glennie

“That the St. James - Assiniboia School Division identify that active transportation, including but not limited to walking and cycling, be the preferred method of transportation to and from school, and further;

That all publications and communications from the Division and Schools include active transportation options as the primary transportation method. This will be followed by bussing and passenger vehicle drop offs.”

CARRIED

- 15-32-20 1. Bicycle Education
MOVED: Trustee Craig Glennie
“That the St. James - Assiniboia School Division Physical Education Coordinator, in collaboration with school physical education teachers, create a division wide bicycle curriculum plan for the 2021-22 school year and that this plan be included in the 2021-22 budget request documents during the budget working session. This program shall focus on 1) Basic cycling lessons and safety at the early years level; 2) Road rules and etiquette at the middle years level; and 3) Basic bicycle maintenance and additional road rules/etiquette at the senior years level, and further;

That this program find a partnership with a non-profit organization such as THE WRENCH to ensure that students without access to bicycles can partake and possibly take ownership of their own a bicycle.”

- 15-33-20 **REFERRAL MOTION**

MOVED: Trustee Bruce Chegus

“That the Bicycle Education item be referred to Education for discussion.”

CARRIED

- 15-34-20 2. After School Drop in Programming
MOVED: Trustee Holly Hunter

“That the Education Committee review the feasibility of piloting free after school drop in programming at multiple early years site in SJASD in the 2021-2022 school year.”

CARRIED

RECESS TO COMMITTEE OF THE WHOLE IN CAMERA - 8:17 p.m.

- 15-35-20 **MOVED: Trustee Craig Johnson**

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

CARRIED

REPORT OF COMMITTEE OF THE WHOLE IN CAMERA – 10:16 p.m.

- 15-36-20 1. New Personnel Business Item

MOVED: Trustee Holly Hunter

“That the new business personnel item from Trustee Hunter be referred to the Personnel Committee and Finance/Facilities Committee.”

- 15-37-20 2. Trustee Statements

MOVED: Trustee Bruce Chegus

That the Board agenda item of Trustee Statements be referred to the Governance Committee for further clarification and direction.”

ADJOURNMENT

On motion of Trustee Craig Johnson, the regular board meeting adjourned at 10:25 p.m.

Cheryl Smukowich
Chair of the Board

Mike Wake
Superintendent