



ST. JAMES-ASSINIBOIA SCHOOL DIVISION

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

Tuesday, November 27, 2018, 7:30 p.m.

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

No. 1275469

Meeting No. 17-18

PRESENT:

Cheryl Smukowich	Board Chair
Jennifer Lawson	Vice-Chair
Nicole Bowering	Trustee
Bruce Chegus	Trustee
Craig Glennie	Trustee
Holly Hunter	Trustee
Sandy Lethbridge	Trustee
Craig Johnson	Trustee
Bryan Metcalfe	Trustee

ALSO IN ATTENDANCE:

Brett Lough	Chief Superintendent
Mike Friesen	Secretary-Treasurer / Chief Financial Officer
Mike Wake	Asst. Superintendent, Education (6-12) and Administration
Bernice Kitsch	Senior Executive Assistant
Jennifer Cameron	Information Officer (7:35 p.m.)

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

The Chair called the meeting to order at 7:00 p.m. Attendance – recorded above.

17-01-18 MOVED: Trustee Craig Johnson
"That the Board recess to Committee of the Whole In-Camera."

CARRIED

RETURN TO REGULAR BOARD MEETING – 7:35 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

17-02-18 MOVED: Trustee Jennifer Lawson
"That the minutes of the Board Meeting of November 6, 2018 be adopted."

CARRIED

REPORT ON EDUCATION

The St. James Scholarship Foundation Annual Report

Presented By: Bruce Alexander, President, and Vanessa McKay, SJCI graduate and award recipient currently a university student

Mr. Alexander expressed appreciation to the board for support. He provided a brief history of the St. James Scholarship Foundation which began in 1938, and continues to grow. He is very proud of the recently added Indigenous award. Ms McKay discussed how the St. James Scholarship impacted her and that she is currently in her third year of University enrolled in Science mostly due to the financial assistance. Both encouraged the board to support the scholarship and continue to donate.

HEARING OF DELEGATIONS

Mr. Jim Jones, Community Resident

Mr. Jones provided the board on his perspective of how to handle Provincial funding cuts.

COMMITTEE REPORTS

FINANCE/FACILITIES COMMITTEE No. 11-18

Meeting held November 13, 2018

Committee Chair: Bryan Metcalfe

1. Attendance - for information
2. Approval of Agenda
3. Parent/Trustee Forum - Presentation

17-03-18

MOVED: Trustee Bryan Metcalfe

"That the Parent/Trustee Forum presentation as amended be approved."

CARRIED

4. MSBA Call for Nominations and Resolutions

17-04-18

MOVED: Trustee Bryan Metcalfe

"That the MSBA Call for Nominations and Resolutions be received as information."

CARRIED

5. Manitoba Pre-Budget Consultation - An Educational Perspective: Summary

17-05-18

MOVED: Trustee Bryan Metcalfe

"That the Manitoba Pre-Budget Consultation – An Educational Perspective: Summary prepared by MSBA be received as information.

And further;

That the Manitoba Pre-Budget Consultation – An Educational Perspective: Summary be forwarded to Principals to share the information with their Parent

Council/Advisory Committee.”

CARRIED

- 17-06-18** 6. Financial Statement – September 30, 2018
MOVED: Trustee Bryan Metcalfe
“That the Financial Statement for the period ending September 30, 2018 be received as information.”

CARRIED

- 17-07-18** 7. PSFB Correspondence - École Assiniboine – Stand-alone Child Care
MOVED: Trustee Bryan Metcalfe
“That the PSFB correspondence listed above be received as information.”

CARRIED

- 17-08-18** 8. Grant Request - Grant’s Old Mill
MOVED: Trustee Bryan Metcalfe
“That a grant in the amount of \$1000 be approved for Grant’s Old Mill.”

CARRIED

CONCLUDED: Report of the Finance/Facilities Committee

FILED

EDUCATION COMMITTEE No. 2~18-19

Meeting held November 19, 2018

Committee Chair: Bruce Chegus

- 17-09-18** 1. Attendance - for information
2. Approval of Agenda
3. Agenda Items 3 to 8
MOVED: Trustee Bruce Chegus
“That the following items be received as information:
• Early Development Instrument (EDI) 2016-2017 Report
• Kindergarten Literacy Links Program Report 2017-2018
• InformNet Report 2017-2018
• International Education Report /Continuing Education Report 2017-2018
• English as an Additional Language (EAL) Report 2017-2018
• Well-being and Well-becoming Working Group.”

CARRIED

CONCLUDED: Report of the Education Committee

FILED

PERSONNEL COMMITTEE No. 08-18

Meeting held September 20, 2018

Committee Chair: Sandy Lethbridge

1. Attendance - for information

2. Approval of Agenda
3. K-3 Class Size Report
17-10-18 MOVED: Trustee Sandy Lethbridge
"That the K-3 Class Size Report be received as information."
CARRIED
4. Policies and Regulations
17-11-18 MOVED: Trustee Sandy Lethbridge
"That changes to Policy GCRC Consulting Activities be approved as recommended.
And further;
That the new regulation EBB-R-2 Scent Awareness, the new application form
GCRC-E for Consulting Activities, as well as the changes to GBJAE-2 Digital Media
Release Form be received as information."
CARRIED
5. Social Worker Clinician term
17-12-18 MOVED: Trustee Sandy Lethbridge
"That the hiring of a 50% term Social Worker be received as information."
CARRIED
6. Job Descriptions – Excluded Secretarial Staff
17-13-18 MOVED: Trustee Sandy Lethbridge
"That changes to the Senior Executive Assistant AP5-1 and the Executive Assistant
AP5-2 job descriptions be received as information;
And further;
That the Executive Secretary AP5-3 job description be archived."
CARRIED
7. MSBA Collective Bargaining Update
17-14-18 MOVED: Trustee Sandy Lethbridge
"That the MSBA Collective Bargaining Update as referred from the Board meeting
held September 25, 2018 be received as information."
CARRIED
8. CPI Updates
17-15-18 MOVED: Trustee Sandy Lethbridge
"That the CPI Updates as referred from the Board meetings held September 25 and
November 6, 2018 be received as information."
CARRIED
9. MSBA Call for Nominations and Resolutions
17-16-18 MOVED: Trustee Sandy Lethbridge
"That the MSBA Call for Nominations and Resolutions package be received as
information."
CARRIED
10. Parental Leave Benefit Sharing
17-17-18 MOVED: Trustee Sandy Lethbridge
"That the correspondence from MSBA regarding Parental Leave Benefit Sharing be

received as information.”

CARRIED

- 17-18-18** 11. Personnel Report to the Board – November 16, 2018
MOVED: Trustee Sandy Lethbridge
“That the Personnel Report to the Board be received as information.”

CARRIED

CONCLUDED: Report of the Personnel Committee

FILED

REPORT OF THE CHIEF SUPERINTENDENT

Brett Lough, Chief Superintendent
Report 17-18

FOR ACTION

- 17-19-18** 1. Reading Recovery Report 2017-18
MOVED: Trustee Bruce Chegus
“That the Reading Recovery Report 2017-18 be referred to the Education Committee for review.”

CARRIED

- 17-20-18** 2. Extended Field Trip Proposal – John Taylor Collegiate
MOVED: Trustee Craig Johnson
“That the Board approve the extended field trip proposal from John Taylor Collegiate for Grade 9-12 students to travel to Chicago on May 16 to May 20, 2019; with the understanding that the Chief Superintendent monitors each out of country trip with due diligence and that these trips are subject to cancellation following a negative travel advisory from Foreign Affairs and International Trade or other applicable government agencies or other emergent situations. The St. James-Assiniboia School Division will not incur any reimbursement costs as a result of any cancellation. This is above and beyond any consultation protocols with the Division-tendered tour companies/agencies.”

CARRIED

- 17-21-18** 3. Extended Field Trip Proposal – Westwood Collegiate
MOVED: Trustee Sandy Lethbridge
“That the Board approve the extended field trip proposal from Westwood Collegiate for Grade 10-12 students to travel to Spain in March 2020; with the understanding that the Chief Superintendent monitors each out of country trip with due diligence and that these trips are subject to cancellation following a negative travel advisory from Foreign Affairs and International Trade or other applicable government agencies or other emergent situations. The St. James-Assiniboia School Division will not incur any reimbursement costs as a result of any cancellation. This is above and beyond any consultation protocols with the Division-tendered tour companies/agencies.”

CARRIED

4. Divisional Candlelight Choral Concert

The Board Chair will bring greetings at the Divisional Candlelight Choral Concert on Monday, December 3, 2018.

FOR INFORMATION

1. Board Actions and Referrals
2. Arts Events 2018-19
3. Parent Council/Advisory Meeting Dates 2018-19
4. Collège Sturgeon Heights Collegiate - IB Awards Ceremony
5. Royal Canadian Air Force Band Holiday Concert – December 10, 2018
6. Senior's Christmas Dinner – Thursday, December 13, 2018

CONCLUDED: Report of the Superintendent No. 17-18

FILED

REPORT OF THE SECRETARY-TREASURER/ CFO

Mike Friesen, Secretary-Treasurer
Report 17-18

FOR ACTION

- | | | |
|----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| 17-22-18 | <ol style="list-style-type: none"> 1. City of Winnipeg 2. Voyageur School Swing Request 3. Draft Budget Timeline – 2019/2020 4. Stevenson- Britannia Adult Learning Centre (SBALC) 5. Discovery Children's Centre <ol style="list-style-type: none"> a) Tree Planting and Relocation of Berm Request b) Development Request for South End Field 6. October Financial Statement <p>MOVED: Trustee Bryan Metcalfe
 "That items #1 - #6 be referred to the Finance/Facilities Committee."</p> | CARRIED |
| 17-23-18 | <ol style="list-style-type: none"> 7. Appointment of the Division Auditor for 2018/2019 <p>MOVED: Trustee Bryan Metcalfe
 "That PricewaterhouseCoopers LLP be appointed to conduct the audit of the Division's 2018/2019 financial records."</p> | CARRIED |
| 17-24-18 | <ol style="list-style-type: none"> 8. 2019 Trustee Indemnity <p>MOVED: Trustee Craig Glennie
 "That the 2019 Trustee Indemnity be referred to the Finance/Facilities Committee for review."</p> | CARRIED |
| 17-25-18 | <p>AMENDMENT:</p> <p>MOVED: Trustee Craig Glennie
 That the previous motion be amended to read:</p> | |

"That the 2019 Trustee Indemnity be referred to the Committee of the Whole In Camera."

CARRIED

17-24-18

MAIN MOTION AS AMENDED:

MOVED: Trustee Craig Glennie

That the previous motion be amended to read:

"That the 2019 Trustee Indemnity be referred to the Committee of the Whole In Camera."

CARRIED

FOR INFORMATION

1. Cheque Registers:
 - a) November 5, 2018 (INP Payroll Clearing)
 - b) November 6, 2018
 - c) November 15, 2018 (INP Payroll Clearing)
 - d) November 15, 2018)
2. Permit Report – November 26, 2018
3. Fundraising Report
 - a) George Waters Middle School
 - b) John Taylor Collegiate

CONCLUDED: Report of the Secretary-Treasurer/CFO

FILED

CORRESPONDENCE

Action Correspondence

1. Manitoba School Boards Association (MSBA)
 - a. J. Watt, Executive Director – Invitation to meet MSBA Presidential candidate Kelli Riehl

17-26-18

MOVED: Trustee Sandy Lethbridge

"That the MSBA Invitation to meet MSBA Presidential candidate be referred to the Committee of the Whole In Camera."

CARRIED

Information Correspondence

1. Manitoba School Boards Association (MSBA)
 - a. H. Demetriooff, Director, Education and Communication Services - Call for Workshop Proposal – 2019 Convention Updated to reflect revised theme statement
 - b. CSBA Announcement – New Executive Director
 - c. J. Esau, Administrative Assistant - 2018-19 Association Datebook - Addendum
 - d. H. Demetriooff, Director, Education and Communication Services - Detailed Program – November Event

- e. H. Demetriooff, Director, Education and Communication Services - Detailed Program Raffle Donations for 2019 Convention
 - f. D. Thomas, Risk Manager - WHMIS 2015
 - g. J. Rempel, Labour Relations Consultant, Secretary Treasurer Position and Over-Time
 - h. Municipal Engagement Materials and Letter Template
 - i. Executive Highlights – November 8, 2018
 - j. H. Demetriooff, Director, Education and Communication Services - 2019 Convention – Booking Hotel Rooms
 - k. H. Demetriooff, Director, Education and Communication Services - 2019 Convention – Awards Program Nominations Forms
 - l. A. Kehler, Executive Assistant - Fall 2018 Regional Meetings Package
 - m. A. Kehler, Executive Assistant - Thank you letter re nominating Sandy Lethbridge
 - n. Commemorative Remembrance Day Video
 - o. J. Watt, Executive Director - Presidential Campaign Literature – Kelli Riehl
 - p. H. Demetriooff, Director, Education and Communication Services - E-Bulletin – November 21, 2018
2. Lord Selkirk S.D. – Chair and Vice-Chair Announcement
 3. Louis Riel S.D. – Chair and Vice-Chair Announcement
 4. Seven Oaks S.D. – Chair and Vice-Chair Announcement
 5. River East Transcona S.D. – Chair and Vice-Chair Announcement
 6. Interlake School Division – Nomination Alan Campbell for position of President, MSBA
 7. Swan Valley S.D. – Reaffirmed the nomination of Kelli Riehl for MSBA President
 8. Louis Riel S.D. – Christian Michalik named Superintendent

CONCLUDED: Information Correspondence

FILED

UNFINISHED BUSINESS

There was no unfinished business.

AGENDA-BASED QUESTIONS FROM THE PUBLIC

There was no agenda-based questions from the public.

TRUSTEE PD SUMMARIES

There were no Trustee PD Summaries.

NEW BUSINESS

There were no new business items.

RECONVENE TO COMMITTEE OF THE WHOLE IN-CAMERA – 8:40 p.m.

17-27-18

MOVED: Trustee Craig Johnson

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

CARRIED

REPORT OF COMMITTEE OF THE WHOLE IN CAMERA – 9:28 p.m.

- 17-28-18** 1. Update Update - CPI, Unemployment Rate, Regional Trends for November 23, 2018
MOVED: Trustee Sandy Lethbridge
“That the Update - CPI, Unemployment Rate, Regional Trends for November 23, 2018 be referred to Personnel Committee for review.”
CARRIED
- 17-29-18** 2. Collective Bargaining Update
MOVED: Trustee Sandy Lethbridge
“That the Collective Bargaining Update November 23, 2018 be referred to Personnel Committee for review.”
CARRIED
- 17-30-18** 3. 2019 Trustee Indemnity
MOVED: Trustee Craig Glennie
“That the 2019 Trustee Indemnity be referred to the Finance/Facilities Committee for review.”
CARRIED

ADJOURNMENT

On motion of Trustee Holly Hunter, the regular board meeting adjourned at 9:30 p.m.

Cheryl Smukowich
Chair of the Board

Brett Lough
Chief Superintendent