



## ST. JAMES-ASSINIBOIA SCHOOL DIVISION

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

Tuesday, September 13, 2022, 7:30 p.m.

**2574 Portage Avenue, Winnipeg**

#1698515

#### **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

#### **ALSO IN ATTENDANCE:**

Jenness Moffatt	Acting Superintendent
Carrie Melville	Secretary-Treasurer / Chief Financial Officer
Jordana Buckwold	Acting Assistant Superintendent, Education (K-12), Student Services and Administration
Elizabeth Gwilliam	Executive Assistant

#### **REGRETS:**

Bryan Metcalfe	Trustee
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#### **CALL TO ORDER**

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

#### **17-01-22 MOVED: Trustee Sandy Lethbridge**

"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 homelands of the Red River Métis Nation.

#### **ADOPTION OF MINUTES – PREVIOUS MEETING**

The minutes of the Board Meeting of August 23, 2022 Board Meeting were adopted.

#### **REPORT ON EDUCATION**

*There was no Report on Education.*

#### **TRUSTEE STATEMENTS**

*There were no Trustee Statements.*

**HEARING OF DELEGATIONS**

*There were no delegations registered.*

**COMMITTEE REPORTS****FINANCE/FACILITIES COMMITTEE REPORT**

Meeting held: September 6, 2022

Presented by: Trustee Craig Glennie

1. Attendance
2. Approval of Agenda
3. Manitoba Education Correspondence
  - a. Ecole Assiniboine – Request for Modular Classroom Units – Analysis Study
  - b. Phoenix School – Authorization to Proceed – Design Only Project
4. Financial Statements
  - a. April 2022
  - b. May 2022
5. CPI Update
  - a. May 2022
  - b. June 2022
  - c. July 2022
6. Military Service Recognition Book Advertisement

17-02-22

**MOVED: Trustee Craig Glennie**

“That a Veteran Support Ad in the Military Service Recognition book in the amount of \$690 be purchased.”

**CARRIED**

17-03-22

7. Bright Beginnings Educare

**MOVED: Trustee Craig Glennie**

“That the Bright Beginnings Educare item be listed as a pending item on the Finance/Facilities Agenda.”

**CARRIED**

8. Maintenance Project Status Update

CONCLUDED: Report of the Finance/Facilities Committee

**FILED**

**REPORT OF THE COMMITTEE OF THE WHOLE IN CAMERA – 7:33 p.m.**

17-04-22

1. MFRC Out of Catchment Bussing

**MOVED: Trustee Craig Glennie**

“That the Board approve transportation from the Military Family Resource Centre to École Bannatyne for non-resident students on a purchase seat basis for the 2022-2023 school year.

And further;

That Administration be given permission to assess and approve this arrangement going forward.”

**CARRIED**

- 17-05-22 2. Correspondence from MP Marty Morantz  
**MOVED: Trustee Craig Johnson**  
“That the Board meet with our Member of Parliament regarding Bill C-240 as was requested and that the time we schedule be arranged at a mutually suitable time for both parties.”

**CARRIED**

**TRUSTEE COMMITTEE UPDATES**

*There were no Trustee Committee Updates.*

**REPORT OF THE SUPERINTENDENT**

Presented by Jenness Moffatt, Acting Superintendent  
Report 14-22

**FOR ACTION**

- 17-06-22 1. Extended Field Trip Proposal – Westwood Collegiate – Florida  
**MOVED: Trustee Craig Johnson**  
“It is recommended that the Board approve the extended field trip proposal from Westwood Collegiate for Grade 10 to 12 students to travel to Fort Lauderdale, Florida on November 9, 2022 until November 14, 2022; with the understanding that the Superintendent monitors each out of country trip with due diligence and that these trips are subject to cancellation following a negative travel advisory from Global Affairs Canada 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**

- 17-07-22 2. Extended Field Trip Proposal – John Taylor Collegiate – Florida  
**MOVED: Trustee Sandy Lethbridge**  
“It is recommended that the Board approve the extended field trip proposal from John Taylor Collegiate for Grade 10 to 12 students to travel to Fort Lauderdale, Florida on November 9, 2022 until November 14, 2022; with the understanding that the Superintendent monitors each out of country trip with due diligence and that these trips are subject to cancellation following a negative travel advisory from Global Affairs Canada 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**

- 17-08-22 3. Extended Field Trip Proposal – Westwood Collegiate – Belize  
**MOVED: Trustee Sandy Lethbridge**  
“It is recommended that the Board approve the extended field trip proposal from Westwood Collegiate for Grade 9 to 12 students to travel to Belize on March 23, 2023 to March 31, 2023; with the understanding that the Superintendent monitors each out of country trip with due diligence and that these trips are

subject to cancellation following a negative travel advisory from Global Affairs Canada 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**

- 17-09-22 4. Flag Request  
**MOVED: Trustee Nicole Bowering**  
“It is recommended that the Survivor’s Flag be flown annually during Truth and Reconciliation Week at all sites with a secondary flagpole.”

**CARRIED**

5. 2022 Senior Years Fall Awards  
Trustee attendance – 2022 Senior Years Fall Awards ceremonies.

**FOR INFORMATION**

- 17-10-22 1. Board Actions and Referrals  
2. JFABB-R International Student Program Application Procedures  
3. Transportation of Students in the St. James-Assiniboia School Division  
4. Good News – 2022 Pow Wow Pitch Competition  
**MOVED: Trustee Sandra Lethbridge**  
“That the Board sent a letter of congratulations to Simon Monteith by signature of the Board Chair.”

**CARRIED**

CONCLUDED: Report of the Superintendent

**FILED**

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

Presented by Carrie Melville, Secretary-Treasurer/CFO  
Report 14-22

**FOR ACTION**

There were no items for action.

**FOR INFORMATION**

1. Cheque Registers  
a) August 22, 2022 (Payroll)  
b) August 29, 2022 (Payroll)  
2. Permit Report as of September 7, 2022

CONCLUDED: Report of the Secretary-Treasurer/CFO

**FILED**

**CORRESPONDENCE**

**Action Correspondence**

*There were no Action Correspondence items.*

**Information Correspondence**

1. Manitoba School Boards Association (MSBA)
  - a. Memo re: Manitoba Minimum Wage to increase to \$15 by October 2023
  - b. Open the Window: A Nationwide Celebration of Arts Education and Canadian Musical Theatre
  - c. Horizon: A Manitoba Map of Supports and Resources for Indigenous Students Navigating Post-Secondary
  - d. E-News – September 7, 2022
  - e. Learning Opportunities Calendar 2022-2023
2. Manitoba Education and Early Childhood Learning
  - a. Letter re Strengthening Student Support and Learning Fund Reporting Requirements
3. News Release – Manitoba Government Acknowledges Day of Mourning to Honor Her Late Majesty Queen Elizabeth II. *(correspondence item added during the meeting)*

CONCLUDED: Correspondence

FILED

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

- 17-11-22      1. Second Reading By-Law 323-22 Amending By-Law 316-21 Board Organizational By-Law  
**MOVED: Trustee Jennifer Lawson**  
“That the Board give second reading of By-Law 323-22 Amending By-Law 316-21 Board Organizational By-Law effective November 1, 2022.”

CARRIED

- 17-12-22      2. Third/Final Reading By-Law 323-22 Amending By-Law 316-21 Board Organizational By-Law  
**MOVED: Trustee Jennifer Lawson**  
“That the Board give third and final reading of By-Law 323-22 Amending By-Law 316-21 Board Organizational By-Law effective November 1, 2022.”

CARRIED

#### **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**

*There were no New Business items.*

#### **RECESS TO THE COMMITTEE OF THE WHOLE IN CAMERA – 8:02 p.m.**

- 17-13-22      **MOVED: Trustee Craig Johnson**  
“That the Board recess to Committee of the Whole in Camera.”

CARRIED

**ADJOURNMENT:**

On motion of Trustee Craig Johnson, the regular board meeting adjourned at 8:03 p.m.

**Cheryl Smukowich**  
**Chair of the Board**

**Jenness Moffatt**  
**Acting Superintendent**