



ST. JAMES-ASSINIBOIA SCHOOL DIVISION

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

Tuesday, October 27, 2020, 7:30 p.m.

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

#1549971

Meeting No. 18-20

PRESENT AND 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
Jenness Moffatt	Assistant Superintendent, Education (K-12), Student Services 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 7:00 p.m. Attendance – recorded above.

18-01-20

MOVED: Trustee Craig Johnson

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

CARRIED

RETURN TO REGULAR BOARD MEETING – 7:26 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

18-02-20**MOVED: Trustee Holly Hunter**

“That the minutes of the Board Meeting of October 13, 2020 be adopted.”

CARRIED

REPORT ON EDUCATION

There was no Report on Education.

TRUSTEE STATEMENTS

There were no Trustee Statements offered.

HEARING OF DELEGATIONS

There were no delegations registered.

COMMITTEE REPORTS

PERSONNEL COMMITTEE REPORT No. 07-10

Meeting held October 20, 2020

Committee Chair: Sandy Lethbridge

1. Attendance
2. Approval of Agenda
3. Covid-19 Staffing Updates

18-03-20**MOVED: Trustee Sandy Lethbridge**

“That the Covid-19 Staffing Updates be received as information.”

CARRIED

4. MSBA Call for Nominations and Resolutions

18-04-20**MOVED: Trustee Sandy Lethbridge**

“That the MSBA Call for Nominations and Resolutions package be received as information”

CARRIED

5. CPI Unemployment Update

18-05-20**MOVED: Trustee Sandy Lethbridge**

“That the CPI Updates as referred from the Board meetings held September 22, 2020 be received as information.”

CARRIED

6. Personnel Report to the Board

18-06-20**MOVED: Trustee Sandy Lethbridge**

“That the Personnel Report to the Board be received as information.”

CARRIED

CONCLUDED: Report of the Personnel Committee

FILED

TRUSTEE COMMITTEE UPDATES

There were no Trustee Committee Updates at this time.

REPORT OF THE SUPERINTENDENT

Presented by Mike Wake, Superintendent
Report 18-20

FOR ACTION

- 18-07-20 1. InformNet Year End Report 2019-2020
MOVED: Trustee Holly Hunter
"That the InformNet Year End Report for 2019-2020 be referred to the Education Committee for review."

CARRIED

- 18-08-20 1. New Registration Process Plan 2020-2021
MOVED: Trustee Holly Hunter
"That the New Registration Process plan for 2020-2021 be referred to the Education Committee for review."

CARRIED

- 18-09-20 2. Manitoba's Excellence in Education Awards
MOVED: Trustee Holly Hunter
"That a letter of congratulations from the Board of Trustees, over signature of the Chair, be sent to Heather Blacker at Brooklands School."

CARRIED

FOR INFORMATION

1. Board Actions and Referrals

CONCLUDED: Report of the Superintendent No. 18-20

FILED

REPORT OF THE SECRETARY-TREASURER / CHIEF FINANCIAL OFFICER

Mike Friesen, Secretary-Treasurer/CFO
Report 17-20

FOR ACTION

- 18-10-20 1. Financial Statement – September 2020
2. Draft Budget Timeline 2021/2022
3. Parent/Staff Budget Survey
MOVED Trustee Craig Glennie
"That the Financial Statement – September 2020, Draft Budget Timeline 2021/2022 and the Parent/Staff Budget Survey be referred to the Finance/Facilities Committee."

CARRIED

FOR INFORMATION

1. Cheque Registers
Attached are the Cheque Registers for payments issued:
a) October 8, 2020 (US)

- b) October 13, 2020 (Payroll)
 - c) October 13, 2020
- CONCLUDED: Report of the Secretary-Treasurer/CFO

FILED

CORRESPONDENCE

Action Correspondence

There were no action correspondence items.

Information Correspondence

1. MSBA
 - a) E-News Bulletin – October 21, 2020
 - b) Memo – Oct 19/20 - Bills re: New Legislations Session
 - c) Memo – Oct 21/20 - Labour Relations Act - Bills 16 and 21
 - d) Drug Free Kids Canada – Cannabis Talk Kit
 - e) Tree Canada – Community Tree Grants
 - f) Indspire 2020 National Gathering for Indigenous Education
2. Letter of Thanks – Student Award Recipient

CONCLUDED: Correspondence

UNFINISHED BUSINESS

There were no Unfinished Business items

AGENDA-BASED QUESTIONS FROM THE PUBLIC

There were no Agenda-Based Questions from the Public.

TRUSTEE PD SUMMARIES

Trustee Lawson provided a report summary of the October 13, 2020 Lifework Wellness PD.

NEW BUSINESS

1. Notice of Motion By-Law 310-20 Amending By-Law 300-19 Board Organizational By-Law
"Trustee Jennifer Lawson provided notice that By-Law 310-20 Amending By-Law 300-19, Organizational By-Law shall be given first reading at the November 10, 2020 Board Meeting."
2. Notice of Motion By-Law 309-21 Amending By-Law 297-19 Trustee Indemnity By-Law
"Trustee Jennifer Lawson provided notice that By-Law 309-21 Amending By-Law 297-19, Trustee Indemnity By-Law shall be given first reading at the November 10, 2020 Board Meeting."

REPORT OF THE COMMITTEE OF THE WHOLE IN CAMERA

- 18-11-20 1. Senior Administration Updates
MOVED: Trustee Jennifer Lawson
“That the Board receive formal notice of retirement from Secretary-Treasurer/Chief Financial Officer Michael James Friesen, effective January 8, 2021, as discussed in the Committee of the Whole In Camera;
And further,
That Carrie Melville, Assistant Secretary-Treasurer, be appointed Acting Secretary-Treasurer/Chief Financial Officer effective January 11, 2021 to June 30, 2021,
And further,
That James Dunlop, Accounting Supervisor, be appointed Acting Assistant Secretary-Treasurer effective January 11, 2021 to June 30, 2021.”

CARRIED

- 18-12-20 2. Proposal – Phoenix Outdoor Learning Space
MOVED: Trustee Nicole Bowering
“That the request from the Phoenix School Parent Council to construct an outdoor classroom be approved in principle.
And further;
That an outdoor classroom development grant in the amount of \$5000 be approved and awarded at the time of construction.”

CARRIED

RECESS TO COMMITTEE OF THE WHOLE IN CAMERA – 7:44 p.m.

- 18-13-20 **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 8:22 p.m.

Cheryl Smukowich
Chair of the Board

Mike Wake
Superintendent