



## ST. JAMES-ASSINIBOIA SCHOOL DIVISION

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

Tuesday, November 26, 2019, 7:30 p.m.

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

#1399093

Meeting No. 19-19

#### **PRESENT:**

Cheryl Smukowich	Board 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:**

Brett Lough	Chief Superintendent
Mike Friesen	Secretary-Treasurer / Chief Financial Officer
Doreen Cost	Asst. Superintendent, Student Services (K-12)
Randy Calvert	Manager, Facilities & Maintenance
Gillian Muir	Senior Executive Assistant

#### **REGRETS:**

Jennifer Lawson	Vice-Chair
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#### **CALL TO ORDER**

The Chair called the meeting to order at 6:59 p.m. Attendance – recorded above.

19-01-19

#### **MOVED: Trustee Nicole Bowering**

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

**CARRIED**

#### **RETURN TO REGULAR BOARD MEETING – 7:29 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**

19-02-19

#### **MOVED: Trustee Craig Johnson**

"That the minutes of the Board Meeting of November 12, 2019 and Special Board Meeting of November 16, 2019 be adopted."

**CARRIED**

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**REPORT ON EDUCATION**

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St. James Scholarship Foundation Annual Report

Presented by: Bruce Alexander, President

Mr. Alexander expressed appreciation to the Board for the continued support. A brief history of the St. James Scholarship Foundation, a review of donor profiles and award recipients as well as an update of the foundation funds was provided. Mr. Alexander explained the risk exposure the foundation could face under the K-12 Education Review if the result is an amalgamation of school divisions. The Board of Directors have been thinking ahead, reviewing multiple opportunities, and remaining positive but will be prepared for a seamless transition should it be required.

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**HEARING OF DELEGATIONS**

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*There were no Delegations registered.*

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**COMMITTEE REPORTS**

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*There were no Committee Reports.*

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**REPORT OF THE CHIEF SUPERINTENDENT**

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Brett Lough, Chief Superintendent  
Report 18-19

**FOR ACTION**

19-03-19

1. Extended Field Trip Proposal – Westwood Collegiate

**MOVED: Trustee Craig Johnson**

“It is recommended that the Board approve the extended field trip proposal from Westwood Collegiate for Grade 10-12 students to travel to Italy on Spring Break 2021; 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**

19-04-19

2. K-12 Annual Report on Continuous Improvement Fall 2019

**MOVED: Trustee Bruce Chegus**

“It is recommended that the K-12 Annual Report on Continuous Improvement Fall 2019 be referred to the Education Committee for review.”

**CARRIED**

**FOR INFORMATION**

1. Board Actions and Referrals
2. Invitation – Legally Blonde: The Musical - December 4-7, 2019
3. Invitation – Little Shop of Horrors – December 5-7, 2019
4. Invitation – GWMS Santa Shop – Thursday, December 12, 2019
5. Invitation – Seniors Christmas Dinner – Thursday, December 12, 2019

CONCLUDED: Report of the Chief Superintendent No. 18-19

**FILED**

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

Mike Friesen, Secretary-Treasurer  
Report 18-19

**FOR ACTION**

1. PSFB Correspondence – Policy Changes
2. City of Winnipeg Portioned Assessment
3. Parent/Staff Budget Survey Results
4. Stevenson-Britannia Adult Learning Centre 2018-2019 Audit Report
5. Regulation JM-R Awards and Scholarships
6. St. James Public Library Land Transfer

**19-05-19**

**MOVED: Trustee Craig Glennie**

“That items #1-6 be referred to the Finance/Facilities Committee.”

**CARRIED**

7. Appointment of the Division Auditor for 2019/2020

**19-06-19**

**MOVED: Trustee Craig Glennie**

“That PricewaterhouseCoopers LLP be appointed to conduct the audit of the Division’s 2019/2020 financial records.”

**CARRIED**

**FOR INFORMATION**

1. Cheque Registers:
  - a) November 18, 2019 (Payroll)
  - b) November 20, 2019
2. Permit Report
3. Fundraising Report – College Sturgeon Heights Collegiate

CONCLUDED: Report of the Secretary-Treasurer/CFO No. 18-19

**FILED**

**CORRESPONDENCE****Action Correspondence**

There were no items for action.

**Information Correspondence**

1. Manitoba School Boards Association (MSBA)

**19-07-19**

- a. FIPPA Request – Student Violence/Bullying Incidents  
**MOVED: Trustee Holly Hunter**  
“That the FIPPA Request correspondence be referred to the Education Committee for review.”

**CARRIED**

- b. CSBA President’s Bulletin  
c. Seven Oaks School Division Assistant Secretary-Treasurer Career Opportunity  
d. The Accessibility for Manitobans Act (AMA) Discussion Paper, Transportation Accessibility Standard  
e. Annual Convention Meeting Room Booking  
f. Annual Convention Award Program  
g. E-Bulletin November 20, 2019  
h. Skills Manitoba Upcoming 2020 Winter Programs  
2. Community Resident Letter re: Sturgeon Heights Craft Sale

CONCLUDED: Correspondence

**FILED**

### **UNFINISHED BUSINESS**

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**19-08-19**

1. First Reading – Debenture By-Law 303-19  
**MOVED: Trustee Bruce Chegus**  
“That the Board give first reading of By-Law 303-19, a debenture by-law for various projects totaling \$593,600.”

**CARRIED**

### **AGENDA-BASED QUESTIONS FROM THE PUBLIC**

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*There were no questions from the public.*

### **TRUSTEE PD SUMMARIES**

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1. Trustee Holly Hunter – ASCD Association for Supervision and Curriculum Development Report – November 8-10, 2019

### **NEW BUSINESS**

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**19-09-19**

1. Notice of Motion – By-Law 304-19 – Religious Instruction at Linwood School  
Trustee Bruce Chegus provided notice that By-Law 304-19 shall be given first reading at the December 10, 2019 Board Meeting.

**19-10-19**

2. Hedges Middle School Fundraising  
**MOVED: Trustee Sandy Lethbridge**  
“That the correspondence received regarding Hedges Middle School Fundraising be referred to the Finance/Facilities Committee for review.”

**CARRIED**

- 19-11-19      3. Interview Process  
**MOVED: Trustee Holly Hunter**  
"That the interview process that was put in place after the PricewaterhouseCoopers Human Resources Audit be reviewed by the Personnel Committee."  
**CARRIED**
- 19-12-19      4. French Immersion Administrative Staffing  
**MOVED: Trustee Holly Hunter**  
"That the Personnel Committee review French Immersion Administration Staffing at the French Immersion early years school for the 2020-2021 school year."  
**CARRIED**
- 19-13-19      5. Review Policy GBEA and Regulation GBEA-R  
**MOVED: Trustee Holly Hunter**  
"That the Personnel Committee review the Conflict of Interest Policy GBEA and Regulation GBEA-R."  
**CARRIED**

**REPORT OF COMMITTEE OF THE WHOLE IN CAMERA – 8:36 p.m.**

- 19-14-19      1. SJASD Hockey Academy  
**MOVED: Trustee Bruce Chegus**  
"That Senior Administration bring back more information regarding the SJASD Hockey Academy to the Education Committee with a plan, if needed, to implement changes in the 2021-2022 school year."  
**CARRIED**
- 19-15-19      2. Manitoba School Boards Association  
**MOVED: Trustee Sandy Lethbridge**  
"That the MSBA Salary Bulletin SJASD & MANTE and the CPI Unemployment Update October 2019 be referred to the Personnel Committee for review."  
**CARRIED**
- 19-16-19      3. Media Relations  
**MOVED: Trustee Nicole Bowering**  
"That the Community Engagement Committee discuss opportunities for media relations at the next committee meeting."  
**CARRIED**

**ADJOURNMENT**

On motion of Trustee Holly Hunter, the regular board meeting adjourned at 8:37 p.m.

Cheryl Smukowich  
Chair of the Board

Brett Lough  
Chief Superintendent