



## ST. JAMES-ASSINIBOIA SCHOOL DIVISION

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

Tuesday, October 26, 2021, 7:30 p.m.

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

#1616971

#### **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
Carrie Melville	Secretary-Treasurer / Chief Financial Officer
Jenness Moffatt	Assistant Superintendent, Education (K-12), Student Services and Administration
Gillian Muir	Senior Executive Assistant

#### **REGRETS**

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

The Chair called the meeting to order at 6:58 p.m. Attendance – recorded above.

**19-01-21**     **MOVED: Trustee Jennifer Lawson**  
"That the Board recess to Committee of the Whole In-Camera."

**CARRIED**

#### **RETURN TO REGULAR BOARD MEETING – 7:34 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**

The minutes of the Board Meeting of October 12, 2021, were adopted.

#### **REPORT ON EDUCATION**

**French Immersion Programming in SJASD**

**Presented by:** Jordana Buckwold, Administrator, Assessment and Evaluation and Community Support, Laura Koslowsky, French Immersion Coach and Rolande Galka, Literacy Coach.

The presentation provided an overview of the vision, strengths, next steps, and opportunities in French Immersion Programming as seen by the instructional support team.

### **TRUSTEE STATEMENTS**

*There was no Trustee Statement.*

### **HEARING OF DELEGATIONS**

*There were no Delegations.*

### **COMMITTEE REPORTS**

#### **PERSONNEL COMMITTEE REPORT No. 02-22**

Meeting held October 19, 2021

Committee Chair: Sandy Lethbridge

1. Call to Order/Attendance
2. Approval of Agenda
3. COVID-19 Staffing Update
4. Arbitration Update

19-02-21

#### **MOVED: Trustee Sandy Lethbridge**

"That the Letter of Understanding re Article 5.06 - Illness and Accumulation of Sick Leave be approved."

**CARRIED**

5. Excluded Staff Evaluation
6. Personnel Report to the Board

CONCLUDED: Report of the Personnel Committee

**FILED**

### **REPORT OF THE COMMITTEE OF THE WHOLE IN CAMERA – 8:05 p.m.**

1. COVID-19 Expenses Update

19-03-21

#### **MOVED: Trustee Craig Glennie**

"That COVID-19 related expenditures totaling \$600,000 be funded from the Operating Surplus for the 2021/2022 school year."

**CARRIED**

CONCLUDED: Report of the Committee of the Whole

**FILED**

### **TRUSTEE COMMITTEE UPDATES**

#### **SJASD MENTAL HEALTH PROMOTION ADVISORY MEETING**

Meeting held October 19, 2021

Trustee Sandy Lethbridge reviewed a summary of the October 19, 2021 minutes of the SJASD Mental Health Promotion Advisory Meeting.

CONCLUDED: Report of the SJASD Mental Health Promotion Advisory Meeting

**FILED**

**REPORT OF THE SUPERINTENDENT**

Presented by Mike Wake, Superintendent  
Report 19-21

**FOR ACTION**

- 19-04-21** 1. Continuing Education Program/International Student Program  
**MOVED: Trustee Holly Hunter**  
"That the 2020-2021 Continuing Education Program Report and International Student Program Report be referred to the Education Committee for review."  
**CARRIED**

**FOR INFORMATION**

1. Return to Safe School Updates
  - Voluntary Disclosure of Full Vaccination Status for Parents and Guardians
  - Manitoba Education Letter re: October 18 Testing Protocols and Data Collection Request
  - Changes to Public Health Orders – Southern Health Region
  - Immunization Clarification K-6
2. Board Actions and Referrals

CONCLUDED: Report of the Superintendent

**FILED**

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

Presented by Carrie Melville, Secretary-Treasurer/CFO  
Report 17-21

**FOR ACTION**

- 19-05-21** 1. Financial Statements
  - a) September 20212. CPI Update September 2021  
3. Internal Audit Summary 2020/2021  
**MOVED: Trustee Craig Glennie**  
"That item #1-3 be referred to the Finance/Facilities Committee."  
**CARRIED**
- 19-06-21** 4. By-Law 316-21 – Consolidated Organizational By-Law  
Trustee Jennifer Lawson provided notice that Consolidated Organizational By-Law 316-21 shall be given first reading at the Board Meeting of November 9, 2021.
- 19-07-21** 5. By-Law 317-21 – Consolidated Trustee Indemnity By-Law  
Trustee Jennifer Lawson provided notice that Consolidated Trustee Indemnity By-Law 317-21 shall be given first reading at the Board Meeting of November 9, 2021.

**FOR INFORMATION**

1. Cheque Registers
  - a) October 4, 2021
  - b) October 12, 2021 (Payroll)
  - c) October 13, 2021

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. E-News – October 13, 2021
  - b. Treaty Education Training
  - c. Believe Initiative – Teacher Flyer
  - d. Memo re: MSBA Email Distribution Lists
  - e. The Facts on PCAP 2019
2. Manitoba Education Re: New Mental Health and Well-Being Support Documents 2021-2022

CONCLUDED: Correspondence

**FILED**

**UNFINISHED BUSINESS**

There were no unfinished business items.

**AGENDA-BASED QUESTIONS FROM THE PUBLIC**

1. Can I have more information about the MSBA Correspondence item Treaty Education Training?

The Board Chair and Superintendent responded that it is a 2-day virtual training session open to all Manitoba teachers from K-12. Training sessions are dynamic and responsive and designed to offer practical tips for localizing the teaching of Treaties to your individual Treaty territory.

**TRUSTEE PD SUMMARIES**

*There were no PD Summaries.*

**NEW BUSINESS**

*There were no new business items.*

**ADJOURNMENT**

On motion of Trustee Craig Johnson, the regular board meeting adjourned 8:23 p.m.

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

**Mike Wake**  
**Superintendent**