



# ST. JAMES-ASSINIBOIA SCHOOL DIVISION

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

Tuesday, December 10, 2019, 7:30 p.m.

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

#1404127

Meeting No. 20-19

### 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:

Brett Lough	Chief Superintendent
Mike Friesen	Secretary-Treasurer / Chief Financial Officer
Mike Wake	Asst. Superintendent, Education (K-12) and Administration
Doreen Cost	Asst. Superintendent, Student Services (K-12)
Carrie Melville	Asst. Secretary-Treasurer
Elizabeth Rothery	Executive Assistant

### REGRETS:

### CALL TO ORDER

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

20-01-19

**MOVED: Trustee Craig Johnson**

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

**CARRIED**

**RETURN TO REGULAR BOARD MEETING – 7:28 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

20-02-19

**MOVED: Trustee Jennifer Lawson**

“That the minutes of the Board Meeting of November 26, 2019 be adopted.”

**CARRIED**

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**REPORT ON EDUCATION**

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Divisional Musical Theatre Group

Presented by: Paula Olko, Divisional Musical Theatre Group Director

The Divisional Musical Theatre Group presented several songs from their upcoming musical *Frozen Jr.*

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**HEARING OF DELEGATIONS**

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*There were no Delegations registered.*

**20-03-19**

**MOVED: Trustee Craig Johnson**

"That the rules for delegations be waived to allow MLA Scott Johnston to present."

**CARRIED**

MLA Scott Johnston Presented a Certificate of Merit on behalf of his constituency to Chief Superintendent Brett Lough.

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**COMMITTEE REPORTS**

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**FINANCE/FACILITIES COMMITTEE No. 12-19**

Meeting held December 3, 2019

Committee Chair: Craig Glennie

1. Attendance
2. Approval of Agenda
3. Budget Location Review
4. PSFB Correspondence
  - a. John Taylor Collegiate – Chiller Replacement – Project Authorization
  - b. Changes to Policies Pertaining to Capital Reserves and Disposition of Surplus Properties

**20-04-19**

**MOVED: Trustee Craig Glennie**

"That the PSFB correspondence listed above be received as information.

And further;

That Administration send correspondence to PSFB requesting further clarification on the use of capital reserves for previously approved projects as well as reserves for various equipment."

**CARRIED**

**20-05-19**

5. Hedges Fundraising

**MOVED: Trustee Craig Glennie**

"That the discussion on Hedges Fundraising be received as information.

And further;

That Policy DD: Fundraising be referred to an Administrative Council meeting for review with Principals."

**CARRIED**

6. Financial Statement
7. City of Winnipeg – Portioned Assessment

20-06-19 8. Parent/Staff Survey Results  
**MOVED: Trustee Craig Glennie**  
"That the information from the Parent/Staff Survey be considered in the preparation of the 2020-21 Budget."  
**CARRIED**

20-07-19 9. Stevenson-Britannia Adult Learning Centre  
10. Regulation JM-R Awards and Scholarships  
11. St. James Public Library Land Transfer  
**MOVED: Trustee Craig Glennie**  
"That the St. James Public Library Transfer item be deferred until the January 7, 2020 Finance/Facilities meeting."  
**CARRIED**

20-08-19 **MOVED: Trustee Craig Glennie**  
"That the Budget Location Review of various locations, Financial Statement (October 2019), City of Winnipeg – Portioned Assessment as at November 8, 2019, Stevenson-Britannia Adult Learning Centre Financial Statement and Audit Report for the period ending June 30, 2019, and revisions to Regulation JM-R Awards and Scholarships be received as information."  
**CARRIED**

CONCLUDED: Report of the Finance/Facilities Committee

**FILED**

**RETIREMENT COMMITTEE No. 02-19**  
Meeting held November 21, 2019  
Committee Member: Craig Glennie

Trustee Craig Glennie reviewed the Report of the Retirement Plan Committee for Trustees' information.

CONCLUDED: Report of the Retirement Committee

**FILED**

#### **REPORT OF THE CHIEF SUPERINTENDENT**

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Brett Lough, Chief Superintendent  
Report 19-19

#### **FOR ACTION**

20-09-19 1. Building Capacity Report December 2019  
**MOVED: Trustee Craig Glennie**  
"That the Building Capacity Report December 2019 be referred to the Finance/Facilities Committee."  
**CARRIED**

20-10-19 2. Regulation GCKA-R Instructional Staff Assignments and Transfers  
**MOVED: Trustee Sandy Lethbridge**  
"That Regulation GCKA-R Instruction Staff Assignments and Transfers be referred to the Personnel Committee."

**CARRIED**

**FOR INFORMATION**

1. Board Actions and Referrals
2. Letter to Parents re Re-Organization

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

**FILED**

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

Mike Friesen, Secretary-Treasurer  
Report 19-19

**FOR ACTION**

Nil

**FOR INFORMATION**

1. Cheque Registers:
  - a) November 27, 2019
  - b) November 29, 2019 (Payroll)
  - c) November 29, 2019

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

**FILED**

**CORRESPONDENCE**

**Action Correspondence**

There were no items for action.

**Information Correspondence**

1. Manitoba School Boards Association (MSBA)
  - a. Follow Up Letter re: FIPPA Request – Student Violence/Bullying Incidents
  - b. Bill 5 The Liquor Gaming and Cannabis Control Act – Cannabis Consumption in Public Spaces Prohibited
  - c. Bill 7 The Employment Standards Code Amendment Act – leave for Victims of Interpersonal Violence
    - i. Follow Up Correspondence re Bill 7 The Employment Standards Code Amendment Act
  - d. MSBA 2019 Fall Meeting Follow-up Memo
  - e. MSBA Fall 2019 Financial Presentation
  - f. Final Report of MSBA re Resolution M-01-19
  - g. MSBA School Tax Backgrounder
  - h. MSBA 2019 Member Services Survey
    - i. Final Summary Report
    - ii. Board Chairs Responses
    - iii. Superintendent Responses
    - iv. Secretary-Treasurer Responses
  - i. Insurance Information
  - j. Manitoba 150 Kickoff Event Poster

- k. Methamphetamine Documentary Price List
- l. MASBO Executive Director Position Advertisement
- m. The Facts on PISA 2018

20-11-19

**MOVED: Trustee Bruce Chegus**

"That Item 1.m. The Facts on Pisa 2018, be referred to the Education Committee."

**CARRIED**

- n. 2019/20 Trustee Indemnity Survey
- o. Bill 9 Public Sector Sustainability Amendment Act, Bill 12 Workplace Safety and Health Amendment Act, Bill 16 The Labour Relations Amendment Act Conciliation and Mediation Services, Bill 14 The Public Sector Construction Projects (Tendering Act)
- p. Bill 18 The Summary Budgeting Act, Public Sector Executive Compensation Act Enacted

CONCLUDED: Correspondence

**FILED****UNFINISHED BUSINESS**

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20-12-19

- 1. Second Reading – Debenture By-Law 303-19

**MOVED: Trustee Jennifer Lawson**

"That the Board give second reading of By-Law 303-19, a debenture by-law for various projects totaling \$593,600."

**CARRIED**

20-13-19

- 2. Third/Final Reading – Debenture By-Law 303-19

**MOVED: Trustee Jennifer Lawson**

"That the Board give third/final reading of By-Law 303-19, a debenture by-law for various projects totaling \$593,600."

**CARRIED**

20-14-19

- 3. First Reading – By-Law 304-19

**MOVED: Trustee Jennifer Lawson**

"That the Board give first reading of By-Law 304-19, a by-law to allow for religious instruction at Linwood School for the 2019-2020 school year."

**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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*There were no Trustee PD Summaries.*

**NEW BUSINESS**

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20-15-19

- 1. Elder-in-Residence

**MOVED: Trustee Holly Hunter**

“That the Education Committee explore the feasibility of having a SJASD Elder-in-Residence.”

**CARRIED**

20-16-19 2. Parent Council Presentation

**MOVED: Trustee Holly Hunter**

“That the Finance/Facilities Committee discuss the location, as well as the delivery format of the “Parent Council Budget Presentation” that will be taking place on Wednesday, February 27, 2020.”

**CARRIED**

20-17-19 3. Social Media Protocols

**MOVED: Trustee Nicole Bowering**

“That the Community Engagement Committee explore Social Media Protocols and discuss how it will be handled going forward.”

**CARRIED**

20-18-19 4. Collaboration with Assiniboine Chamber of Commerce

**MOVED: Trustee Nicole Bowering**

“That the Community Engagement Committee discuss opportunities to collaborate with the Assiniboia Chamber of Commerce”

**CARRIED**

20-19-19 5. Trustee PD Summary Presented November 26<sup>th</sup>

**MOVED: Trustee Bruce Chegus**

“That the Trustee PD Report presented at the November 26<sup>th</sup> Board Meeting be referred to the Education Committee for review.”

**CARRIED**

20-20-19 6. Volleyball Teams Provincial Wins

**MOVED: Trustee Nicole Bowering**

“That the board congratulate the coaches and players of the École Ness girls’ volleyball team, Hedges Middle School Boys’ Volleyball Team, and the College Sturgeon Heights Collegiate JV Girls Volleyball team on their Provincial wins by having the Chair send a letter on behalf of the board to the coaches congratulating them on their achievement.”

**CARRIED**

#### **REPORT OF COMMITTEE OF THE WHOLE IN CAMERA – 9:16 p.m.**

20-21-19 1. Administrative Appointment

**MOVED: Trustee Sandy Lethbridge**

“That Dan MacNeil be appointed Principal of Bruce Middle School (term), from January 1, 2020 to June 30, 2020;

And further;

That April Waters be appointed Supervising Vice Principal (term) of Collège Sturgeon Heights Collegiate effective January 1, 2020 to June 30, 2020.”

**CARRIED**

20-22-19 2. Early Years Reorganization Update

**MOVED: Trustee Jennifer Lawson**

“That Lakewood Children’s Centre be approved rooms 102 and 103 for a roll away before and after school program at Lakewood School for the 2020-21 school year.

And further;

That the YMCA be approved rooms 22, 23 and 24 for a roll away before and after school program at École Robert Browning for the 2020-21 school year.

And further;

That the YMCA be approved room 20 for dedicated kindergarten and school age childcare at École Robert Browning for the 2020-21 school year.

And further;

That Administration prepare a Letter of Understanding detailing the terms of the shared space agreement.”

**CARRIED**

**20-23-19      MOVED: Trustee Craig Glennie**

“That correspondence over the signature of the Board Chair be prepared for Manitoba Early Learning and Child Care supporting operating grant applications for school-based daycares in the St. James-Assiniboia School Division.”

**CARRIED**

**20-24-19      3. International Baccalaureate/Advanced Placement Programming**

**MOVED: Trustee Jennifer Lawson**

“Effective September 2023, Advanced Placement courses will be offered at all four Senior Years Schools.

And further;

The graduating class of 2023 will represent the final offering of International Baccalaureate programming at Westwood Collegiate and Collège Sturgeon Heights Collegiate.”

**CARRIED**

**ADJOURNMENT**

On motion of Trustee Craig Johnson, the regular board meeting adjourned at 9:18 p.m.

Cheryl Smukowich  
Chair of the Board

Brett Lough  
Chief Superintendent