



## ST. JAMES-ASSINIBOIA SCHOOL DIVISION

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

Tuesday, November 23, 2021, 7:30 p.m.

*2574 Portage Avenue*

#1621301

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
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 7:01 p.m. Attendance – recorded above.

**21-01-21      MOVED: Trustee Nicole Bowering**  
“That the Board recess to Committee of the Whole In-Camera.”

**CARRIED**

#### **RETURN TO REGULAR BOARD MEETING – 7:31 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 November 9, 2021 were adopted.

#### **REPORT ON EDUCATION**

**Successful Physical Activity Programs in SJASD**

**Presented By:** JJ Ross, Coordinator of Physical Education

The presentation highlighted the different ways that staff and students got moving while still following covid protocols. This get moving initiative began in 2020 with a wheel challenge that was a barrier free activity and inclusive for all and encouraged staff and students to be active outdoors to improve mental and physical health. The challenge consisted of using a bicycle, scooter, wheelchair, roller blades or anything with wheels and completing all squares on a bingo card. In every case, the Division was able to provide for every student who indicated they didn't have access to wheels through partnerships with the community.

The feedback from this challenge was outstanding and it naturally evolved into the bike education and skills program in the middle years schools. Every middle years school participated and were assigned an instructor and 6 lessons. The lessons consisted of learning how to ride a bike, safety, road safety signals and helmet fittings. One tremendous outcome was 41 middle years students who didn't know how to ride a bike can now do so confidently.

The next progression was a step challenge for staff and students. Like the wheel challenge, but a step initiative. The overall feedback for all initiatives has been very positive.

### **TRUSTEE STATEMENTS**

Trustee Nicole Bowering is the Board's representative for the Assiniboia Chamber of Commerce and as such received a tour of the new Aviation Museum on Wellington Avenue. The tour included viewing the new classroom space set up for student learning through field trips in the future. The Aviation Museum is set to open to the public in early 2022.

### **HEARING OF DELEGATIONS**

*There were no Delegations.*

### **COMMITTEE REPORTS**

#### **COMMUNITY ENGAGEMENT COMMITTEE REPORT No. 2 - 21-22**

Meeting held November 1, 2021

Committee Chair: Nicole Bowering

1. Call to Order/Attendance
2. Approval of Agenda
3. Community Representation

**21-02-21**

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

"That further updates and discussion regarding community representation options take place at the Committee of the Whole In-Camera meeting on November 23, 2021."

**CARRIED**

4. Virtual Community Forums

CONCLUDED: Report of the Community Engagement Committee

**FILED**

**GOVERNANCE COMMITTEE REPORT No. 04-21**

Meeting held November 2, 2021

Committee Chair: Bruce Chegus

1. Call to Order/Attendance
2. Approval of Agenda
3. Excluded Staff Member/Board Self-Evaluation Process and Timeline in 2022
4. Board Self-Evaluation

CONCLUDED: Report of the Governance Committee

**FILED**

**PERSONNEL COMMITTEE REPORT No. 03-22**

Meeting held November 16, 2021

Committee Chair: Sandy Lethbridge

1. Call to Order/Attendance
2. Approval of Agenda
3. COVID-19 Staffing Update
4. Excluded Staff Member Evaluation Process
5. MTS Collective Agreement Revision

**21-03-21**

**MOVED: Trustee Sandy Lethbridge**

"That the agreed-to COLA language be added to page 44 of the current Collective Agreement with MTS."

**CARRIED**

6. Employee Secondment Request

**21-04-21**

**MOVED: Trustee Sandy Lethbridge**

"That the request from Manitoba Education to apply the coordinator allowance for this particular employee for the 21/22 school year be granted."

**CARRIED**

7. Con Ed Instructor and Secretarial Trainer Pay Rates

**21-05-21**

**MOVED: Trustee Sandy Lethbridge**

"That the casual pay rates for Continuing Education Instructors and Secretarial Trainers be increased as recommended."

**CARRIED**

8. Personnel Report to the Board

CONCLUDED: Report of the Personnel Committee

**FILED**

**REPORT OF THE COMMITTEE OF THE WHOLE IN CAMERA – 8:25 p.m.**

1. Notice of Intent to Rescind Motion 14-03-21

**21-06-21**

Trustee Jennifer Lawson provided notice of intent to rescind motion 14-03-21 at the Board Meeting of December 14, 2021, relating to the public consultation session

jointly led by Homes for Heroes, Manitoba Housing and Manitoba Central Services and adopted at the Board Meeting of July 27, 2021.

- 21-07-21      2. 130 Allard Avenue  
**MOVED: Trustee Craig Glennie**  
"That the 130 Allard Avenue School Building be referred to the Finance/Facilities Committee as discussed in Committee of the Whole in Camera."

**CARRIED**

### **TRUSTEE COMMITTEE UPDATES**

#### **RETIREMENT PLAN COMMITTEE MEETING REPORT No. 02-21/22**

Meeting held November 4, 2021

Committee Chair: Craig Glennie

1. Call to Order/Attendance
2. Approval of Agenda
3. Approval of Minutes – September 16, 2021 (02-21/22)
4. Ellement Consulting Group (Consultant/Actuary)
  1. Risk Compliance and Investment Analytic Report
5. Ellement Consulting Group (Actuary)
  1. Summary of Benefit Payments and Expenses
  2. Actuarial Valuation Report as at December 31, 2020
  3. Financial Statements at December 31, 2020: Action Required
  4. Private Credit Presentation
6. Correspondence
7. Other Correspondence
8. Conference/Course Correspondence

CONCLUDED: Report of the Retirement Plan Committee Report

**FILED**

### **REPORT OF THE SUPERINTENDENT**

Presented by Mike Wake, Superintendent  
Report 21-21

#### **FOR ACTION**

NIL

#### **FOR INFORMATION**

1. Return to Safe School Updates
  - Public Health Order Update – November 15, 2021
  - Mandatory Testing Data
  - Travel and Self-Isolation Requirements
2. École Assiniboine 100<sup>th</sup> Anniversary Celebration
3. 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 19-21

**FOR ACTION**

1. Stevenson-Britannia Adult Learning Centre
2. Draft Budget Timeline
3. City of Winnipeg Portioned Assessment
4. CPI Update – October 2021
5. Province of Manitoba – Press Release

**21-08-21****MOVED: Trustee Craig Glennie**

“That items #1 - #5 be referred to the Finance/Facilities Committee.”

**FOR INFORMATION**

1. Cheque Registers
    - a) November 2, 2021 (Payroll)
    - b) November 3, 2021
    - c) November 8, 2021 (payroll)
    - d) November 9, 2021
    - e) November 15, 2021
  2. Fundraising Report
    - a) Collège Sturgeon Heights Collegiate
- 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 – November 10, 2021
  - b. Apprenticeship Manitoba – Sector Committee Application
  - c. University of Winnipeg Contact to Contract Sessions

CONCLUDED: Correspondence

**FILED****UNFINISHED BUSINESS**

1. Second Reading By-Law 316-21 Consolidated Organizational By-Law  
**21-09-21** **MOVED: Trustee Jennifer Lawson**  
“It is recommended that the Board give second reading to By-Law 316-21, a Consolidated By-Law of Organizational By-Law 311-20 and Amending By-Laws 313-21 and 314-21.”

**CARRIED**

2. Third/Final Reading By-Law 316-21 Consolidated Organizational By-Law  
**21-10-21** **MOVED: Trustee Jennifer Lawson**

"It is recommended that the Board give third and final reading to By-Law 316-21, a Consolidated By-Law of Organizational By-Law 311-20 and Amending By-Laws 313-21 and 314-21."

**CARRIED**

- 21-11-21 3. Second Reading By-Law 317-21 Consolidated Trustee Indemnity By-Law  
**MOVED: Trustee Jennifer Lawson**

"It is recommended that the Board give second reading to By-Law 317-21 Trustee Indemnity, a Consolidation of By-Laws 297-19, 309-20 and 315-21."

**CARRIED**

- 21-12-21 4. Third/Final Reading By-Law 317-21 Consolidated Trustee Indemnity By-Law  
**MOVED: Trustee Jennifer Lawson**

"It is recommended that the Board give third and final reading to By-Law 317-21 Trustee Indemnity, a Consolidation of By-Laws 297-19, 309-20 and 315-21."

**CARRIED**

**AGENDA-BASED QUESTIONS FROM THE PUBLIC**

*There were no agenda-based questions from the public.*

**TRUSTEE PD SUMMARIES**

*There were no PD Summaries.*

**NEW BUSINESS**

*There were no new business items.*

**RECESS TO THE COMMITTEE OF THE WHOLE IN CAMERA – 8:32 p.m.**

- 21-13-21 **MOVED: Trustee Nicole Bowering**

"That the Board recess to Committee of the Whole in Camera."

**CARRIED**

**ADJOURNMENT**

On motion of Trustee Sandy Lethbridge, the regular board meeting adjourned 9:28 p.m.

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

**Mike Wake**  
**Superintendent**