



## ST. JAMES-ASSINIBOIA SCHOOL DIVISION

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

Tuesday, November 1, 2022, 7:00 p.m.

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

#1711336

Meeting No. 21-22

#### **PRESENT:**

Michael Cabral	Centre Ward
Angela Dunn	East Ward
Craig Glennie	Centre Ward
Holly Hunter	East Ward
Sandy Lethbridge	West Ward
Fiona Shiells	West Ward
Tara Smith	East Ward
Cheryl Smukowich	West Ward
Rachelle Wood	Centre Ward

#### **ALSO IN ATTENDANCE:**

Jenness Moffatt	Acting Superintendent
Carrie Melville	Secretary-Treasurer / Chief Financial Officer
James Dunlop	Assistant Secretary-Treasurer
Gillian Muir	Senior Executive Assistant
Elizabeth Gwilliam	Executive Assistant
Michelle Lancaster	Communications Officer

#### **REGRETS:**

Jordana Buckwold	Acting Assistant Superintendent, Education and Administration
------------------	---

#### **CALL TO ORDER**

The Chair called the meeting to order at 7:00 p.m. Attendance – recorded above.

#### **WELCOME & INTRODUCTION**

Carrie Melville, Secretary-Treasurer / Chief Financial Officer of the St. James-Assiniboia School Division, presided as Chair at the Inaugural Meeting of the St. James-Assiniboia School Division Board in accordance with Section 29(2) of the Public Schools Act. Ms. Melville congratulated the trustees on their election and welcomed those present in the gallery at the Inaugural meeting.

**The St. James-Assiniboia School Division acknowledges that we are on Treaty One Land, the traditional territory of the Anishinaabe, Ininiw, and Dakota and homelands of the Red River Métis Nation.**

### **OATHS OF OFFICE**

In accordance with the Public Schools Act, Section 25(8), Ms. Melville called each trustee-elect forward to take the Oath of Office and Allegiance, and to present their Affidavit of Qualifications and Declarations.

Following the induction ceremony, the Chair proceeded to the posted agenda.

### **VOTING PROCEDURES**

The Chair requested Board direction on the voting procedures to be used.

**21-01-22      MOVED: Trustee Sandy Lethbridge**

“That the Board vote by secret ballot;  
That the ballots be destroyed after each vote;  
That Jenness Moffatt and James Dunlop act as scrutineers;  
That only the outcome and not the count of each vote be announced;  
That, in the event of a tie vote,  
The Chair will initial one ballot of the set; and further,  
That the School Board will determine by lot which ballot will be received by each trustee; and further,  
That the ballots will be counted and in the case of another tie vote the initialed ballot will be the deciding vote;  
And further,  
That the Secretary-Treasurer/Chief Financial Officer remain in the Chair until all elections are completed.”

**CARRIED**

The Chair called for nominations for board positions according to the order on the agenda.

### **ELECTION OF CHAIR AND VICE CHAIR**

#### **CHAIR OF THE BOARD**

Nominated: Trustee Cheryl Smukowich

**21-02-22      MOVED: Trustee Holly Hunter**

“That nominations cease.”

**CARRIED**

Since no further nominations were received, the Chair declared Trustee Cheryl Smukowich, Chair of the Board for the period November 1, 2022 until the annual meeting September 2023.

**VICE CHAIR OF THE BOARD**

Nominated: Trustee Holly Hunter  
Trustee Michael Cabral

**21-03-22**     **MOVED: Trustee Sandy Lethbridge**  
"That nominations cease."

**CARRIED**

Following a vote by secret ballot, the Chair declared Trustee Holly Hunter Vice Chair of the Board for the period November 1, 2022 until the annual meeting September 2023.

**NEW CHAIR PRESIDES**

Trustee Cheryl Smukowich assumed the Chair at 7:14 p.m.

**DIVISION SIGNING OFFICERS**

**21-04-22**     **MOVED: Trustee Craig Glennie**  
"That the signing officers for the St. James-Assiniboia School Division be as follows:  
Cheryl Smukowich, Chair of the Board  
Holly Hunter, Vice Chair of the Board  
Jenness Moffatt, Acting Superintendent  
Carrie Melville, Secretary-Treasurer/Chief Financial Officer  
James Dunlop, Assistant Secretary-Treasurer  
Monika Kananowicz, Accounting Supervisor."

**CARRIED**

**AFFIRMATION OF ORGANIZATIONAL BY-LAW**

**21-05-22**     **MOVED: Trustee Holly Hunter**  
"That the Board affirm and adopt By-Law 316-21 and Amending By-Law 323-22 to regulate the proceedings of the Board of Trustees of the St. James-Assiniboia School Division for the period November 1, 2022 until the annual meeting September 2023."

**CARRIED**

**MEETING DATES, TIME AND PLACE**

**21-06-22**     **MOVED: Trustee Fiona Shiells**  
"That the St. James-Assiniboia School Division Board hold its meetings on the first Tuesday of each month in the Board Room of the Aidan Conklin Building, 2574 Portage Avenue at 7:30 p.m., in accordance with By-Law No. 316-21 and Amending By-Law 323-22."

**CARRIED**

**ADOPTION OF MINUTES - PREVIOUS MEETING**

The minutes of the Board Meeting of October 25, 2022 were adopted.

### **REPORT ON EDUCATION**

*There was no report on education scheduled.*

### **TRUSTEE STATEMENTS**

The following statement was read aloud by Trustee Craig Glennie:

Several years ago, before becoming a School Board Trustee, I had a lapse in judgement at a time when I was facing a wave of negative emotions and rage following an event that occurred. In that moment, when I felt like I was in a complete haze, I made comments that are hurtful and unacceptable in any context. I am not only embarrassed but sickened that those thoughts would have even crossed my mind.

At no time did I, or have I ever, believed in these comments. This comment was intended to create hate, during a time when I should have been focused on taking care of my loved one in their time of need.

Once posted, I almost immediately knew the comments I had made were unacceptable and I deleted the post. But that lack of judgement has led to hurt. Knowing that I had created harm, I took time to educate myself and have grown as an individual. I quickly realized I was under-educated and naïve, which needed to change not only for myself, but for my family and community. I took to books, documentaries, and cultural events to learn more. I am far from the person I once was, in many ways. But I know there is always more to learn.

I am proud of my accomplishments as a Trustee in my first 4 years in office regarding Indigenous Education. I intend to spend a significant amount of time over the next 4 years as a Trustee working on continuing to educate myself and grow as an individual. I want to ensure that all our students receive authentic, meaningful Indigenous Education so that they never make the same mistakes I made. We need to focus on Reconciliation and becoming one community, united for the betterment of all. I plan to take time to meet with and learn from leaders in the Indigenous community. And while I will never be able to walk in the shoes of another human being, I would like to be an ally, listen to their stories, and continue learning. It's my hope that over the next 4 years and for the rest of my life, I will work towards Reconciliation.

I know these comments have come as a complete surprise to everyone who has had a chance to get to know me and work with me over the past 4 years on the School Board.

I am sincerely sorry for the hurt and pain that I have caused to the Indigenous community. This is not who I am or who I want to be. I do not, and never have, believed in the comments made, and I will work hard to prove to myself and the community that I can do better. And I am sorry.

I hope that the community can forgive me, and we can work together towards Truth and Reconciliation for our students, staff, and caregivers.

### **HEARING OF DELEGATIONS**

*There were no delegations registered.*

### **COMMITTEE REPORTS**

*There were no committee reports.*

### **TRUSTEE COMMITTEE UPDATES**

*There were no trustee committee updates.*

### **REPORT OF THE SUPERINTENDENT**

Jenness Moffatt, Acting Superintendent  
Report 18-22

#### **FOR ACTION**

- 21-07-22 MOVED: Trustee Craig Glennie**  
1. Policy CCA Organizational Chart  
“That the revised Policy CCA Organizational Chart be referred to the Human Resources/Governance Committee for review.”

**CARRIED**

- 21-08-22 MOVED: Trustee Holly Hunter**  
2. 2022-2023 SJASD Priorities: Executive Summary  
“That the 2022-2023 SJASD Priorities: Executive Summary be referred to the Committee of the Whole Education for review.”

**CARRIED**

3. Division Choir Fall Concert – November 10, 2022  
Trustee Tara Smith will represent the Board at the November 10, 2022 Divisional Choir Fall Concert.
4. Remembrance Day Services – November 11, 2022  
Trustee Holly Hunter will represent the Board at the November 11, 2022 Remembrance Day Service at Bruce Park/St. James Branch of the Royal Canadian Legion.
5. Divisional Candlelight Choral Concert – December 5, 2022  
Cheryl Smukowich, Board Chair, will represent the Board at the December 5, 2022 Divisional Candlelight Choral Concert.

#### **FOR INFORMATION**

1. Board Actions and Referrals
2. Transportation Purchase Seats
3. Board Pictures & Trustee Bio's
4. Educational Conferences 2022-2023

CONCLUDED: Report of the Superintendent

FILED

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

Carrie Melville, Secretary-Treasurer/CFO  
Report 18-22

**FOR ACTION**

1. Internal Audit Summary

21-09-22 **MOVED: Trustee Craig Glennie**

"That item #1 be referred to the Finance/Facilities Committee."

CARRIED

**FOR INFORMATION**

1. Attached are the Cheque Registers for payments issued:

a) October 19, 2022 (Payroll)

b) October 19, 2022

2. Permit Report – October 27, 2022

CONCLUDED: Report of the Secretary-Treasurer/CFO

FILED

**CORRESPONDENCE****Action Correspondence**

*There were no action correspondence items.*

**Information Correspondence**

1. Manitoba School Boards Association:

a. 2022-23 Association Membership Form

b. Memo re: Establishment by Provincial Executive of One-Time Fund to Support Member Participation and Attendance at MSBA 22/23 Meetings

c. Interlake School Division Accounting Manager Job Advertisement

d. Forum Invitation – Equitable Supports for Neurodivergent Children and Adults

e. Manitoba Association of Parliamentarians Fall Meeting and Education Seminar – November 5, 2022

f. The Learning Partnership Update

g. 2022 Fall General & Regional Meetings Registration Package

CONCLUDED: Correspondence

FILED

**UNFINISHED BUSINESS/BUSINESS ARISING FROM THE MEETING**

*There were no unfinished business items.*

**AGENDA-BASED QUESTIONS FROM THE PUBLIC**

Kent McPherson, President of the St. James-Assiniboia Teachers' Association brought greetings and congratulations to the re-elected and elected Trustees,

and expressed gratitude to the past Trustees.

**TRUSTEE PD SUMMARIES**

*There were no trustee PD summaries.*

**NEW BUSINESS**

*There were no new business items.*

**RECESS TO THE COMMITTEE OF THE WHOLE IN CAMERA – 7:35 p.m.**

21-10-22

**MOVED: Trustee Craig Glennie**

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

**CARRIED**

**ADJOURNMENT:**

On motion of Trustee, the regular board meeting adjourned at 7:35 p.m.

**Cheryl Smukowich  
Chair of the Board**

**Jenness Moffatt  
Acting Superintendent**