



ST. JAMES-ASSINIBOIA SCHOOL DIVISION

MISSION STATEMENT

In fulfilling our purpose and journeying towards our vision, St. James-Assiniboia School Division will provide diverse and comprehensive programming in a safe and caring environment to prepare all students to be responsible citizens in a democratic society.

AGENDA

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

Board Room, Aidan Conklin Building, 2574 Portage Avenue

February 13, 2018

7:30 p.m.

Meeting No. 03-18

Organizational By-Law 280-17 govern meeting procedures of the St. James-Assiniboia School Division Board in accordance with the Public Schools Act, Sec. 33: "each school board shall pass by-laws establishing rules of procedure for the guidance of the school board in the conduct of its meetings."

CALL TO ORDER/ATTENDANCE

RECESS TO COMMITTEE OF THE WHOLE IN-CAMERA

ADOPTION OF MINUTES

Board Meeting of January 23, 2018

REPORT ON EDUCATION

Educational Support Services – School Social Work Clinicians

HEARING OF DELEGATIONS

There is no delegations.

COMMITTEE REPORTS

Finance/Facilities Committee

REPORT OF THE CHIEF SUPERINTENDENT

REPORT OF THE SECRETARY-TREASURER/CHIEF FINANCIAL OFFICER

CORRESPONDENCE

Action Correspondence

1. Manitoba School Boards Association (MSBA)
 - a. H. Demetriooff, Director, Education & Communication re Distribution of Board Ballots
 - b. St. James Scholarship Foundation Report

Information Correspondence

1. Manitoba School Boards Association (MSBA)
 - a. K. Cameron, President re Annual affidavit re trustee residency qualification
 - b. E-Bulletin – January 24, 2018
 - c. MERLIN Update
 - d. Assistant Superintendent Job Posting – Garden Valley S.D.
 - e. Assistant Superintendent Job Posting – Frontier S.D.
 - f. Assistant Superintendent Job Posting – Reminder St. James-Assiniboia S.D.
 - g. Secretary-Treasurer Job Posting – Grande Yellowhead S.D. (Alberta)
 - h. D. Thomas, Risk Manager re TADD Manitoba Conference on Road Safety for Youth
 - i. Webinar – Superintendent Series re Effective Board-Admin Retreats
 - j. Child Nutrition Council of Manitoba – Stone Soup Fundraiser
 - k. NAV Canada Aviation Summer Camp for Girls
2. K. Siatecki, President, MASBO re School Bus Procurement Process Update
3. N. Tovel re Appreciation for the Grade 8 Camp d'hiver at Camp Manitou

UNFINISHED BUSINESS/BUSINESS ARISING FROM THE MEETING

1. Second Reading – Debenture By-Law 283-17
2. Third/Final Reading – Debenture By-Law 283-17

AGENDA-BASED QUESTIONS FROM THE PUBLIC

(This time is allocated to hearing questions from the public regarding items on this agenda.)

TRUSTEE PD SUMMARIES

There are no Trustee PD summaries.

NEW BUSINESS

There are no New Business items.

RECESS TO COMMITTEE OF THE WHOLE IN CAMERA

REPORT OF THE COMMITTEE OF THE WHOLE

ADJOURNMENT

ST. JAMES-ASSINIBOIA SCHOOL DIVISION

REPORT OF THE FINANCE/FACILITIES COMMITTEE No. 02-18

Meeting Held: Tuesday, February 6, 2018, Aidan Conklin Building, 6:00 p.m.

Present: Craig Johnson, Chair
Bruce Chegus, Trustee
John Mulligan, Trustee
Peter Woods, Trustee

Jennifer Lawson, Trustee
Sandy Lethbridge, Trustee
Craig McGregor, Board Chair
Cheryl Smukowich, Trustee

Present: Brett Lough, Chief Superintendent
Michael Friesen, Secretary-Treasurer/Chief Financial Officer
Mike Wake, Assistant Superintendent, Education (6-12) and Administration
Randy Calvert, Manager, Facilities & Maintenance
Carrie Melville, Assistant Secretary-Treasurer
Nora Wood, Manager, Accounting

DISCUSSION AND RECOMMENDATIONS

1. Attendance

As per above.

2. Approval of the Agenda

The Agenda was approved as circulated.

3. 2018 Enrolment Projections

The Committee reviewed the 5-year enrolment projections. The projection indicates that by the 2022-23 school year, student enrolment will increase by 12%, or approximately 1153 students.

Discussion focused on French Immersion and Sturgeon Heights enrolment, as well as ongoing development in Headingley and future development north of Saskatchewan Avenue.

The Finance/Facilities Committee recommends:

That the 2018 Student Enrolment Projections be received as information.

4. New Draft Video Surveillance Policy ECAE and Regulation ECAE-R

The Committee reviewed new Policy ECAE Video Surveillance as well as Regulation ECAE-R Video Surveillance.

The Finance/Facilities Committee recommends:

That Policy ECAE Video Surveillance be approved.

And further;

That Regulation ECAE-R Video Surveillance be received as information.

5. Revised Policy EBCD Procedures for Storm Closures, Bus Cancellations, and Other Emergencies

The Committee reviewed revisions to policy EBCD Procedures for Storm Closures, Bus Cancellations and Other Emergencies.

The Finance/Facilities Committee recommends:

That the revisions to Policy EBCD Procedures for Storm Closures, Bus Cancellations and Other Emergencies be approved.

6. New Draft Regulation – DIA-R-3 Non-Sufficient Funds Administration Fee

The Committee reviewed new Regulation DIA-R-3 Non-Sufficient Funds Administration Fee.

The Finance/Facilities Committee recommends:

That Regulation DIA-R-3 be received as information.

**7. Financial Statement
- December 2017**

The Committee reviewed the Financial Statement for the period ended December 31, 2017.

The Finance/Facilities Committee recommends:

That the Financial Statement for the period ending December 31, 2017 be received as information.

8. City of Winnipeg – Portioned Assessment

a) As at January 15, 2018

b) Portioned Assessments Under Appeal as at January 15, 2018

The Committee reviewed the City of Winnipeg Portioned Assessments and Assessments Under Appeal as at January 15, 2018.

The Finance/Facilities Committee recommends:

That the City of Winnipeg Portioned Assessments and Portioned Assessments Under Appeal as at January 15, 2018 be received as information.

9. Brainstorming

Brainstorming focused on the St. James Scholarship Foundation – Shred Day Request item that was listed as a pending item on the Finance/Facilities Agenda, as well as a mobile comprehensive vision exam service that is currently being used by one metro school division.

The Finance/Facilities Committee recommends:

That the St. James Scholarship Foundation – Shred Day Request item be removed from the pending section of the Finance/Facilities Agenda.

And further:

That the mobile comprehensive vision exam service be referred to Administration for review.

Adjournment: 7:00 p.m.

Next Meeting: Finance/Facilities Meeting
Wednesday, February 14, 2018, 5:30 p.m.

Report submitted by Craig Johnson, Chair, Finance/Facilities Committee
Minutes recorded by Carrie Melville, Assistant Secretary-Treasurer