



# **Park West School Division**

## **Board Agenda**

## **Regular Session**

**Thursday, November 14, 2024**

**6:00 p.m.**

- 1. Call to Order/Greetings and Acknowledgement**

Park West School Division recognizes our history as an organization and as settlers to these Lands on Treaty 2 and Treaty 4, the original lands of the Anishinaabe, Cree, Oji-Cree, Dakota, and Dene peoples, and on the homeland of the Metis Nation. Park West School Division respects the Treaties that were made on these territories, we acknowledge the harms and the mistakes of the past, and we dedicate ourselves to move forward in partnership with Indigenous communities, in the spirit of reconciliation and collaboration.
- 2. Appoint Opening for Next Meeting and Opening of Meeting**
  - a) Louise Langevin
- 3. Addition to and Adoption of Agenda**
- 4. Delegations**
- 5. Approval of Minutes of Previous Meeting(s)**
  - a) Minutes of the Regular Board Meeting, October 10, 2024 ([attached](#))
- 6. Unfinished Business Arising Out of Minutes**
  - a) Region 1 Meeting
  - b) Board Vacancy
- 7. Board Education and Vision**
  - a) Respect in School Training
  - b) Trustee PD
  - c) Data Session #1
- 8. Information from Trustees**
  - a) Chair/Vice Chair Report
  - b) Advocacy Committee Report (attached)
- 9. Senior Administration Report**
  - a) Superintendent/CEO ([attached](#))
  - b) Assistant Superintendent ([attached](#))
  - c) Secretary-Treasurer ([attached](#))
- 10. Other Reports**
- 11. New Business**
- 12. Questions of Clarification or Comments Regarding the Current Meeting from the Public**
- 13. Correspondence/PD Opportunities**
  - a) Response to Hamiota Student Council ([attached](#))
  - b) Response to Morning Star Daycare ([attached](#))
- 14. In-Camera**
- 15. Motions from In-Camera (as needed)**
- 16. Date(s) of Future Meeting(s)**
  - a) October 28, 2024, Region 1 Meeting
  - b) November 14, 2024, Regular Board Meeting
  - c) Budget Meetings
    - I) December 5
    - II) January 16
    - III) January 30
    - IV) February 6
    - V) February 20
- 17. Adjournment**

**Regular Board Meeting  
October 10, 2024  
Division Office**

<b>TRUSTEES PRESENT:</b>	Sandy Szwaluk, James Roszell, Debby Lee, Lorra Eastcott, Taras Daneluk, Patsy Chuha, Danielle Arran, Jennifer Andrew, Erica Lowe
<b>Trustees ABSENT:</b>	None
<b>ADMIN PRESENT:</b>	Stephen David, Louise Langevin, Rick Hrycak
<b>RECORDER:</b>	Jody Percival

The meeting was called to order at 6:00 pm.

It was decided by consensus to adopt the agenda as amended.

Additions to the agenda:

8(c) Trustee Concerns – Debby Lee

R27-24

Debby Lee, Taras Daneluk

I MOVE to support the request of Prairie View Municipality to sub-divide/re-zone at Birtle Collegiate in support of Morning star Daycare.

R28-24 Finance Committee

I MOVE to approve the accounts payable cheques dated April 1, 2024 to April 30, 2024, as presented in the amount of \$1,383,486.39 and payroll for the month of April in the amount of \$2,131,252.50.

R29-24 Finance Committee

I MOVE to approve the accounts payable cheques dated May 1, 2024 to May 31, 2024, as presented in the amount of \$1,239,226.14 and payroll for the month of May in the amount of \$2,132,398.87.

R30-24 Finance Committee

I MOVE to approve the accounts payable cheques dated June 1, 2024 to June 30, 2024, as presented in the amount of \$2,428,548.07 and payroll for the month of June in the amount of \$4,363,411.52.

R31-24

I MOVE THAT the June 30, 2024, audited financial statements for Park West School Division be adopted, as discussed, and recommended by the Secretary-Treasurer, and that a copy be placed on file in the Division Office for public access, as well as on our website.

Sandy Szwaluk left the Chair and Danielle Arran took over as Chair.

It was decided by consensus to move in camera at 8:00 pm.

It was decided by consensus to move out of in camera at 8:49 pm.

Danielle Arran left the Chair and Sandy Szwaluk took over as Chair.

Items discussed In-Camera:

1. Personnel
2. Negotiations
3. Committee Reports
4. Trustee Concerns

5. Other

ADOPTED:

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Secretary-Treasurer



**Topic:** Superintendent's Report to the Board of Trustees

**Date:** November 14, 2024

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**Information items:**

1. **Board Calendar:**
    - The [Board calendar](#) has been updated to include the four sessions on data literacy and data analysis.
  2. **Divisional PD:**
    - The November 4 PD Day hosted at Birtle Collegiate focused on the infusion of ICT in teaching and learning.
  3. **Reporting to the Province:**
    - The annual reports to the province were recently completed. This includes our divisional [continuous improvement plan](#).
  4. **Student Presentations:**
    - Principals were informed at our last meeting that the Board is interested in possible presentations by student groups. Topics could include topics such as academics, school groups, or wellness, or other things of local interest.
  5. **Stakeholder Survey:**
    - A survey will be distributed to stakeholders to help inform both the update of our divisional strategic plan as well as our budget for 2025-2026.
  6. **Meetings:**
    - Here is an overview of recent and upcoming meetings for the superintendent:
      - November 1 Implementation team meeting
      - November 12 MASS biweekly Zoom call
      - November 14 Divisional PD committee
      - November 15 MB Ed online session of Phys Ed curricula
      - November 21 MB Ed Framework for Learning
      - November 28 Divisional ICT team meeting
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**Action items:**

- None
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**Topic: Assistant Superintendent's Report to the Board of Trustees**

**Date:** November 14, 2024

***Information items:***

1. **Nutrition funding update**

Rossburn Elementary received approval for \$30,000 in federal nutrition funding.

2. **Senior Years Subject Area Groups**

The division is exploring the possibility of facilitating subject group meetings to enhance collaboration and learning among high school teachers. Feedback from high school teachers has been received regarding interest and

3. **Divisional PD**

A session at the Divisional PD day was facilitated by the assistant superintendent in using Canva to support and enhance student learning.

5. **Class Size Reporting**

The divisional class size and composition data will be shared at the board meeting.

[\(Attached\)](#)

6. **Meetings**

Here is an overview of recent and upcoming meetings for the assistant superintendent:

- Nov. 1 - Numeracy Achievement Project 2.0
- Nov. 5 - Biannual Partnership meeting
- Nov. 8 - MASS New Members Meeting
- Nov. 14 - PD meeting
- Nov. 21 - MB Framework for Learning

***Action items:***

- None

**Park West School Division**

School	Kindergarten to Grade 8 Class Composition and Size									Support for classes with <u>more</u> than 20 students in grades K-3 and <u>more</u> than 25 students in grades 4-8
Binscarth School	K - 13	Gr. 1/2 - 25	Gr. 3/4 - 19	Gr. 5/6 - 16	Gr. 7/8 - 20					Gr. 1/2 is single graded for 50% of instructional time
Birtle Collegiate	Gr. 5 - 22	Gr. 6 - 22	Gr. 7 - 16	Gr. 8 - 16						
Birtle Elementary	K - 13 K - 13	Gr. 1 - 18	Gr. 2 - 16	Gr. 3 - 22	Gr. 4 - 20					
Decker Colony	K/1 - 13	Gr. 2/3 - 7	Gr. 4/5 - 5	Gr. 6-8 - 12						
Hamiota Collegiate	Gr. 6 - 24	Gr. 7 - 27	Gr.8 - 22							Gr. 7 has 0.9 general EA time
Hamiota Elementary	K - 13	Gr. 1 - 17	Gr. 2 - 17	Gr. 3 - 26	Gr. 4 - 15	Gr. 5 - 21				Gr. 3 is split for ELA and Math
Inglis School	K/1 - 10	Gr. 2/3 - 18	Gr. 4/5 - 9	Gr. 6-8 - 14						
Major Pratt	K - 20 K - 20	Gr. 1 - 17 Gr. 1 - 16	Gr. 2 - 22 Gr. 2/3 - 21	Gr. 3 - 19	Gr. 4 - 20 Gr. 4 - 18	Gr. 5 - 16 Gr. 5 - 17	Gr. 5/6 - 18 Gr. 6 - 19	Gr. 7 - 23 Gr. 7/8 - 22	Gr. 8 - 25	
Miniota School	K - 12	Gr. 1/2 - 13	Gr. 3/4 - 17	Gr. 5/6 - 18	Gr. 7/8 - 16					
Monarch Colony	K-3 - 9	Gr. 4-8 - 8								
Rossburn Elementary	K/1 - 17	Gr. 2/3 - 16	Gr. 4/5 - 28	Gr. 6 - 16	Gr. 7/8 - 24					Gr. 4/5 has 2 teachers for ELA
Shoal Lake School	K/1 - 18	Gr. 2/3 - 25	Gr. 4 - 16	Gr. 5/6 - 22	Gr. 7/8 - 25					Gr. 2/3 is single graded for 60% of instructional time
Strathclair School	K/1 - 12	Gr. 2/3 - 16	Gr. 4/5 - 17	Gr. 6 - 15	Gr. 7/8 - 13					
Waywayseecappo Community School	K - 16 K - 16	Gr. 1 - 17 Gr. 1 - 18	Gr. 2 - 14 Gr. 2 - 14 Gr. 2 - 14	Gr. 3 -13 Gr. 3 -13	Gr. 4 - 18 Gr. 4 - 18	Gr. 5 - 15 Gr. 5 - 15	Gr. 6 - 16 Gr. 6 - 16	Gr. 7 - 16 Gr. 7 - 17	Gr. 8 - 16 Gr. 8 - 17	



**Topic: Secretary-Treasurer Report to the Board of Trustees**

**Date: Thursday, November 14, 2024**

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1. PWSD Year End Reporting:
  - a. Financial Statement submission
  - b. Categorical Funding financial reporting completed
2. PWSD Foundation – Sensus draft FS ready for review at AGM
3. Capital Projects:
  - a. MPS Roof Top Replacement – Final reconciliation complete, awaiting payment
  - b. Miniota Modular Classroom – Waiting on province for final reconciliation
  - c. RCI Heating and Cooling Units Replacement – Approved, Not Started
4. Martin Family Initiative Funding – Financial Reporting
5. First Nation tuition fee calculations for 2024/25 billing
6. Meetings (recent and upcoming):
  - MASBO – November 19-20
  - Bus Driver Inservice – Nov 22
  - CUPE Negotiations – Nov 27

Respectfully submitted by,  
Rick Hrycak





# Park West School Division

Learners Today, Leaders Tomorrow

Stephen David  
Superintendent/CEO

Sandy Szwaluk  
Chairperson

Danielle Arran  
Vice Chairperson

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October 11, 2024

Tara Knight  
Student Council President  
Hamiota Collegiate

Dear Tara,

Thank you for your thoughtful letter on behalf of the Hamiota Collegiate student council regarding the proposal for a live stream camera for our gym. We were truly impressed by the enthusiasm and foresight demonstrated in your request. It's clear that you and your fellow students are committed to enhancing the sports program and creating a more inclusive environment for all members of our community.

While we appreciate the benefits that such technology could bring, I must clarify that funding requests like this generally fall outside the scope of the Board's usual responsibilities. The Board allocates a budget to each school, and it is up to the principal and staff to determine how best to utilize those funds to meet the needs of students. I encourage you to discuss this proposal directly with your principal. Ms. Ardiel may be able to identify ways to offset some of the costs through existing school budgets or programs. Collaborating with school staff could also open up additional avenues for funding or support.

Additionally, your request has prompted our Trustees to consider future opportunities for engaging with student representatives during our meetings. We believe that having a direct line of communication with students will foster even more innovation and collaboration within our schools.

Thank you once again for your initiative and for advocating on behalf of your fellow students. We look forward to seeing how this project unfolds and hope it can come to fruition with the support of your school community.

Respectfully,

Sandy Szwaluk  
Chair, Park West School Division Board of Trustees

cc. Beccy Ardiel, Principal of Hamiota Collegiate  
Tana Huberdeau, HCI Staff Liaison to Student Council



**Date:** Friday, October 11, 2024  
**Topic:** **Morning Star Daycare Expansion Proposal**

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Thank you for your presentation to the Board on September 10, 2024, regarding the proposal for the construction of a new daycare facility adjacent to Birtle Collegiate. We appreciate the detailed information you provided, particularly regarding the significant waitlist challenges faced by Morning Star Daycare.

As affirmed by the recent motion (R27-24) from our Board on October 10, 2024, we are supportive of the request from Prairie View Municipality to subdivide and rezone land adjacent to Birtle Collegiate for this purpose, with the understanding that this will be at no cost to the Park West School Division. This aligns with our ongoing commitment to support community initiatives that enhance childcare accessibility. Regarding your inquiry about potential financial assistance for legal fees, we typically maintain our practice of providing support without incurring additional costs to the school division.

The actual motion is shown below:

*R27-24, October 10/24 - Debby Lee, Taras Daneluk (CARRIED)*

*I move to support the request of Prairie View Municipality to subdivide/re-zone land at Birtle Collegiate in support of Morning Star Daycare at no cost to the division.*

We recognize the importance of this project and we believe that granting the necessary permissions to proceed with the subdivision and consolidation of lots will greatly benefit the community.

Please let us know how we can assist as you move forward with this initiative. We look forward to collaborating with you to bring this project to fruition. Thanks again for your dedication to improving childcare options in the community.

Respectfully,

Stephen David  
Superintendent

cc. Nan Stadnyk, Morningstar Daycare  
Stacie Stonehouse, Birtle Collegiate Principal  
Sandy Szwaluk, Board Chair PWSD