



# **Park West School Division**

## **Board Agenda**

## **Regular Session**

**Thursday, October 10, 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) Jennifer Andrew
- 3. Addition to and Adoption of Agenda**
- 4. Delegations**
- 5. Approval of Minutes of Previous Meeting(s)**
  - a) Minutes of the Regular Board Meeting, September 12, 2024 ([attached](#))
- 6. Unfinished Business Arising Out of Minutes**
  - a) Response to Prairie View Municipality
- 7. Board Education and Vision**
  - a) Strategic Plan
  - b) Board growth and development
- 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**
  - a) Meeting with Immigration Minister
  - b) Request from Hamiota Collegiate ([attached](#))
- 12. Questions of Clarification or Comments Regarding the Current Meeting from the Public**
- 13. Correspondence/PD Opportunities**
- 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
- 17. Adjournment**

**Regular Board Meeting  
September 12, 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

Prairie View Municipality and Morning Star Daycare present to the board regarding the subdivision of land at Birtle Collegiate.

R25-24 Jennifer Andrew, Patsy Chuha

DEFEATED

I MOVE that the Board reverses AP115 School Attendance Guidelines and provides out-of-catchment area, school of choice transportation to the family of Rae-Ann and Emery Kryshewski.

R26-24 James Roszell, Erica Lowe

CARRIED

I MOVE that the Board approves the issue of Long-Term Promissory Note LTPS0742 for the purpose of borrowing the sum of \$245,100 from the Government of Manitoba for the costs related to the Birtle Collegiate Hot Water Heating System Replacement (Project PA BTC SY 2020 1) The Province will provide funding for this project, which is now completed with final costs previously reported to the Education Funding Branch.

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

It was decided by consensus to move in camera at 7:35 pm.

It was decided by consensus to move out of in camera at 8:00 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

# Advocacy Committee Agenda & Report

October 10, 2024

1. The committee met by Zoom on Wednesday, September 12, 2024 at 6:30pm
  - In attendance: Danielle, Sandy, Lorra, Taras; Absent: Erica
2. The committee discussed the Trustee newsletter
  - Decision was made to move from 4 regular newsletters per year to 2, plus special editions as needed to support advocacy efforts
  - Newsletters will now happen in December and late May or early June
3. The committee discussed how we can ensure PWSD's concerns are brought to the Region 1 meetings and MSBA meetings
  - Committee will ensure items are discussed as a committee and as the full board in advance of these meeting deadlines
4. **For Board Discussion & Action:**
  - Are there items we would like to bring forward to the Region 1 meeting (Oct. 28th) or for an MSBA Resolution?
    - From MSBA: As described in By-law 5 (11) (c), resolutions must take the form of a by-law amendment, a policy amendment, or a request for action.
    - eg: "BE IT RESOLVED THAT the Manitoba School Boards Association lobby the Provincial Government to remove legislation that requires the start of the school year to occur after Labour Day."
    - eg: "BE IT RESOLVED THAT the Manitoba School Boards Association lobby the Provincial Government for increased support and resources in the form of settlement services and English/French as an Additional Language (EAL) support for school divisions which are experiencing higher enrollment of new immigrant families. These initiatives are crucial in ensuring successful integration and education for newcomers in our communities."
5. The committee discussed how we can foster two-way communication between the board and our school communities. We agreed further brainstorming was needed and agreed to revisit at our next meeting.
6. The committee agreed to set regular meetings for the Wednesday preceding the regular board meeting, 6:30pm by Zoom
  - November 6, 2024
  - December 4, 2024
  - January 2, 2024 (moved to Thursday due to New Year's Day)
  - February 5, 2024
  - March 5, 2024
  - April 2, 2024
  - April 30, 2024
  - June 4, 2024

Respectfully submitted by Danielle Arran



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

**Date:** October 10, 2024

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**Information items:**

1. **Enrolment:**
  - September 30<sup>th</sup> enrolment will be available at the meeting for review.
2. **Board Calendar:**
  - An updated Board calendar will be shared for Trustee input and final approval.
3. **School Visits:**
  - The superintendent has made a number of school visits since our September meeting.
4. **Promoting the Positive:**
  - We will take a slightly different focus in promoting the positive things in our schools.
  - We will select a theme and invite feedback from students and staff. We will try to align the themes with things that are happening on the calendar.
5. **Cellphones:**
  - Feedback from school principals indicate a positive start to the implementation for the new cellphone procedure.
6. **OurSCHOOL Survey:**
  - Our next implementation of the OurSCHOOL survey is scheduled for October 14-25.
  - This tool is used to gather information about the experiences and perspectives of students, parents, and educators. It aims to assess various aspects of the school environment, including student engagement, safety, relationships, and overall well-being
7. **Meetings:**
  - Here is an overview of recent and upcoming meetings for the superintendent:
    - October 3                    CUPE bargaining
    - October 8                    MASS biweekly Zoom call
    - October 15                    Implementation team
    - October 18                    Westman superintendents
    - October 24                    Indigenous teacher recruitment seminar
    - October 25                    MASS fall meeting
    - October 28                    Region 1 meeting
    - October 30                    Principal meeting

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**Action items:**

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

**Date:** October 10, 2024

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**Information items:**

1. **School Fee Survey:**

The provinces has requested all school divisions submit data summarizing the fees that may be charged to parents, guardians, or students and community members, as well as rents charged to child care centres. This information has been collected and sent to the province. A summary can be found in the Board file.

2. **Nutrition Program Survey**

The Public Schools Amendment Act (Nutrition Program) requires each division to submit information about school nutrition programs for the previous year to the Minister of Education and Early Childhood Learning. The required information includes:

- The names of all schools in the division that offered a nutrition program
- The types of nutrition programs provided at each school
- The number of students at each school who participated in the nutrition program

This information has been collected and sent to the province. A summary can be found in the Board file.

3. **Class Composition Survey**

Starting in the 2024/25 school year, school divisions must report on class sizes for K-8. Key requirements include posting the report on the division website and incorporating the reporting information into the division's annual report. Reporting is due November 30, 2024.

4. **Meetings**

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

- October 2 - HR Liaison Mtg
- October 8 - MASS monthly Zoom meeting
- October 15 - Implementation Team meeting
- October 18 - Westman Superintendents meeting
- October 24 - MASS New Members meeting
- October 25 - MASS meeting
- October 30 - Principal's meeting

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**Action items:**

- None
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# Park West School Division

Learners Today, Leaders Tomorrow

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

**Date: Thursday, October 10, 2024**

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1. PWSD June 30 Year-End Financial Statement
    - a. Draft completed
    - b. MNP - Audit underway
    - c. Sensus - Foundation FS preparation and audit underway
  2. Capital Projects:
    - a. BCI Heating System Replacement – Final reconciliation complete, payment made
    - b. Miniota Modular Classroom – Waiting on province for final reconciliation
    - c. MPS Roof Top Replacement – Waiting on province for final reconciliation
    - d. RCI Heating and Cooling Units Replacement – Approved, Not Started
  3. Martin Family Initiative Funding – Financial Reporting
  4. 2024/25 Budget Entries – MB Funding, School Purchasing Staffing
  5. Meetings (recent and upcoming):
    - MASBO ST Monthly – October 8
    - Waywayseecappo Implementation – October 15
    - PWFOC Monthly – October 16
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Respectfully submitted by,  
Rick Hrycak