



Park West School Division

Board Agenda Regular Session

Thursday, September 12, 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

3. Addition to and Adoption of Agenda

4. Delegations

- a) Prairie View Municipality

5. Approval of Minutes of Previous Meeting(s)

- a) Minutes of the Regular Board Meeting, August 29, 2024 ([attached](#))
- b) Minutes of the Inaugural Meeting, September 3, 2024 ([attached](#))

6. Unfinished Business Arising Out of Minutes

- a) Response to Transportation Delegation

7. Board Education and Vision

- a) Strategic Plan

8. Information from Trustees

- a) Chair/Vice Chair Report
- b) Advocacy Committee Report

9. Senior Administration Report

- a) Superintendent/CEO ([attached](#))
- b) Assistant Superintendent ([attached](#))
- c) Secretary-Treasurer ([attached](#))

10. Other Reports

11. New Business

- a) By-Election

12. Questions of Clarification or Comments Regarding the Current Meeting from the Public

13. Correspondence/PD Opportunities

- a) MSBA Learning Opportunities ([attached](#))

14. In-Camera

15. Motions from In-Camera (as needed)

16. Date(s) of Future Meeting(s)

- a) October 10, 2024, Regular Board Meeting
- b) October 28, 2024, Region 1 Meeting

17. Adjournment

**Regular Board Meeting
August 29, 2024
Division Office**

TRUSTEES PRESENT: Sandy Szwaluk, James Roszell, Lorra Eastcott, Taras Daneluk, Debby Lee, Erica Lowe, Patsy Chuhai

Guests Present: Rae-Ann and Emery Kryshewski

Trustees ABSENT:

ADMIN PRESENT: Stephen David, Louise Langevin, Rick Hrycak

RECORDER: 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: Trustee Concerns

Rae- Anne and Emery Kryshewski presented to the board regarding a transportation request.

It was decided by consensus to approve the minutes as prepared.

Trustee Lowe arrived at 6:18.

R15-24 Debby Lee, Patsy Chuhai

CARRIED

I MOVE that the Board approves the recommendation of the Secretary-Treasurer to allow Rossburn Elementary School to carry forward an additional \$3119.58 of unspent 2023-24 budget, over and above the allowed 5% to purchase a ViewSonic motorized, height adjustable TV stand in 2024-25.

R16-24 Debby Lee, Lorra Eastcott

CARRIED

I MOVE to approve the addition of one new bus route as required in the Strathclair catchment area, at the cost of a approximately\$60,000 for the 2024/25 school year.

Notice was received from Trustee Lisa Makwebak that she would be retiring from her positions as Trustee of Ward 10, effective immediately.

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

It was decided by consensus to move in camera at 7:01 pm.

It was decided by consensus to move out of in camera at 7:36 pm.

Items discussed In-Camera:

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

5. Other

R17-24 Patsy Chu Hai, Debby Lee

CARRIED

I MOVE that Park West School Division approves the Park West Fibre Optic Cooperative bylaws dated November 17, 2022.

It was decided by consensus to adjourn and meet again at the call of the Secretary-Treasurer for the Inaugural Meeting scheduled for September 3, 2024.

ADOPTED:

Chairperson

Secretary-Treasurer

**Inaugural Meeting
August 29, 2024
6:00 pm
Division Office**

TRUSTEES PRESENT: Sandy Szwaluk, James Roszell, Lorra Eastcott, Taras Daneluk, Debby Lee, Erica Lowe, Patsy Chu Hai, Danielle Arran, Jennifer Andrew

Guests Present:

Trustees ABSENT :

ADMIN PRESENT: Stephen David, Louise Langevin, Rick Hrycak

RECORDER: Jody Percival

Nominations for Chair of the Board.

Taras Daneluk nominated Sandy Szwaluk as Chairperson.

Debby Lee nominated James Roszell as Chairperson. Trustee Roszell declined the nomination.

R18-24 Danielle Arran, Erica Lowe

CARRIED

I MOVE that we cease nominations for Board Chairperson.

Sandy Szwaluk was selected as Chairperson by acclamation.

Nominations for Vice-Chairperson of the Board:

Debby Lee nominated James Roszell.

Jennifer Andrew nominated Danielle Arran.

R19-24 Jennifer Andrew, Lorra Eastcott

CARRIED

I Move that we cease nomination for Vice-Chairperson

Danielle Arran was elected as Vice-Chairperson.

R20-24 Jennifer Andrew, James Roszell

CARRIED

I MOVE to destroy the ballots.

R21-24 Jennifer Andrew, Taras Daneluk

CARRIED

I MOVE that By-Law #01-24, Board Operating Procedures, be read a first time, the rules of procedure be waived and be taken as read a second and third time, be done passed and signed by the proper officials.

R22-24 Danielle Arran, Taras Daneluk

CARRIED

I MOVE that By-Law 02-24, re the appointment of the necessary officers and committees of Park West School Division, be read a first time, the rules of procedure waived and be taken as read a second and third time, be done, passed, and signed by the proper officials.

R23-24 James Roszell, Lorra Eastcott

CARRIED

I MOVE that By-Law 03-24, Trustees' indemnities, mileage, and special meetings rates, be read a first time, the rules of procedure be waived and be taken and read a second and third time, be done, passed and signed by the proper officials.

R24-24 Taras Daneluk, Jennifer Andrew

CARRIED

I MOVE that By-Law #04-24, re borrowing the sum of 8 million dollars (8,000,000) to meet current expenditures of the board for the current year 2024-25 be read a first time, the rules of procedure be waived and be taken and read a second and third time, be done, passed and signed by the proper officials.

It was decided by consensus to adjourn and meet again in regular session at 6:00 pm on Thursday, September 12, 2024.

ADOPTED:

Chairperson

Secretary-Treasurer



Topic: Superintendent's Report to the Board of Trustees

Date: September 12, 2024.

Information items:

1. **Enrolment:**
 - Draft enrolment will be available at the meeting for review.
 2. **Board Calendar:**
 - A draft Board calendar will be shared for Trustee input.
 3. **Student Teachers:**
 - Park West has seven student teachers from Brandon University joining us for the fall session from October 15 to November 15. They will work in six schools across the division.
 4. **Meetings:**
 - Here is an overview of recent and upcoming meetings for the superintendent:
 - September 10 MASS Biweekly Zoom call
 - September 12 Implementation team mtg
 - September 16 MHSAA Board of Directors
 - September 19 Principal meeting
 - September 23 Russell Education and Training
-

Action items:

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

Date: Thursday, September 12, 2024

1. School visits - Sept 5-13
 2. Data collection
 - School fees
 - Nutrition Programs
 3. Meetings and Professional Development
 - MASS New Members - Sept 10
 - Waywayseecappo Implementation - Sept 12
 - MSBA HR Liaison - Oct 2
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Respectfully submitted by,
Louise Langevin



Park West School Division

Learners Today, Leaders Tomorrow

Topic: Secretary-Treasurer Report to the Board of Trustees

Date: Thursday, September 12, 2024

1. PWSD June 30 Year-End Audit Preparations – in progress
 2. Capital Projects:
 - a. BCI Heating System Replacement – Final reconciliation complete, awaiting payment
 - 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. Meetings (recent and upcoming):
 - MSBA Teacher Agreement Info Session – Sept 6
 - Divisional PD – Sept 9
 - Waywayseecappo Implementation – Sept 12
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Respectfully submitted by,
Rick Hrycak



Our **2024-2025 Learning Opportunities calendar** will help trustees and boards plan for the upcoming year. This calendar provides an overview of conferences, workshops and other learning opportunities that will be of interest to trustees and administrators. Where possible, we have included preliminary program and registration information, and links to relevant websites.

Our [on-line calendar](#) contains the most up-to-date details about these and other events, so visit our website often! And, don't forget to follow us on Facebook and X (Twitter).

2024

September 21	Canadian Parents for French Manitoba Annual General Meeting, Winnipeg
September – November	Manitoba School Boards Association and Manitoba Teachers' Society Workplace Safety & Health sessions, various locations
October 25	Special Area Groups of Educators (SAGE) Day
October 24 – 27	Canadian Association of Communicators in Education Annual Conference, Calgary
October – November	Manitoba School Boards Association Fall Regional Meetings, various locations
November 5	Professional Development Day (Virtual)
November 20 – 24	National Gathering for Indigenous Education, Winnipeg

2025

February 2– 4	National School Boards Association Advocacy and Equity Institute, Washington, D.C.
March 20 – 21	Manitoba School Boards Association Annual Convention, Winnipeg
April 4 – 6	National School Boards Association Annual Convention, Atlanta
April 9 – 11	Canadian Association for the Practical Study of Law in Education, Banff
Dates TBD	Aboriginal Education Research Forum, Winnipeg
July 2 - 5	National Trustee Gathering on Indigenous Education and Canadian School Boards Association Congress, Winnipeg



CSBA—ACCCS 2025
JULY 2-5 | JUILLET 2-5 | WINNIPEG

SCHOOL BOARD ASSOCIATION CONFERENCES

MSBA Annual Convention

March 20 – 21, 2025

Delta Hotels by Marriott, Winnipeg

MSBA's Annual Convention will be held March 20 and 21 at the **Delta Hotels Winnipeg**. One day will be devoted exclusively to professional development, and one day will be dedicated to the business of the Association. The President's Banquet will again be held on Thursday night (March 20). Presentation of recognition awards will be showcased throughout the program.

Watch for program details early in the New Year on the convention [webpage](#), in the e-bulletin, and in the weekly divisional mail.

National Trustee Gathering on Indigenous Education and CSBA Congress

July 2 – 5, 2025

Delta Hotels by Marriott, Winnipeg

MSBA is pleased to be hosting the 2025 NTGIE and CSBA Congress in July. Planning is well underway, and the event promises to be both informative and inspirational. The program will include renowned keynote speakers, engaging workshops, opportunities to connect with peers and time to explore all that Winnipeg and surrounding areas have to offer.



CSBA—ACCCS 2025

JULY 2-5 | JUILLET 2-5 | WINNIPEG

Over the next few months, the [2025 CSBA Congress website](#) will be updated with program and registration information, which will also be included in the e-bulletin.



Plan to join us next year as we welcome trustees and school board staff from across the country.

For future planning, the National Trustee Gathering on Indigenous Education and CSBA Congress in 2026 will be held July 5 - 8 in Whistler, July 2027 in Saskatoon, and July 2028 in Montreal.

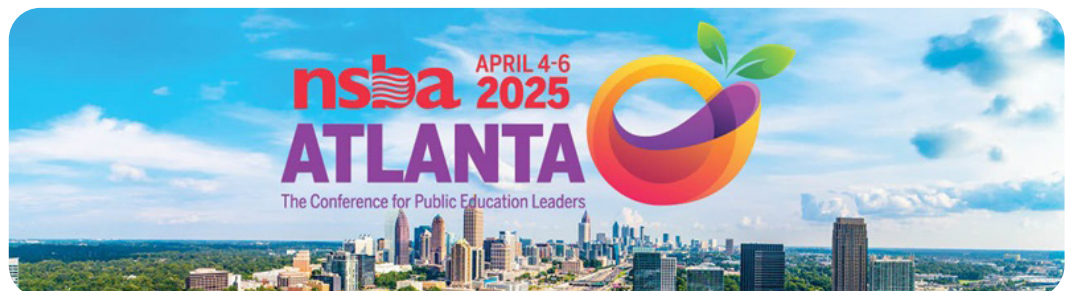
National School Boards Association Annual Conference

April 4 – 6, 2025

Georgia World Congress Center, Atlanta

This national event brings together education leaders from across the country, offering a unique opportunity to learn about best governance practices, gain insights into child development, and explore cutting-edge programs and technology to enrich student learning. Plan to join other trustees and administrators in Atlanta for an empowering experience of national school board leadership learning and networking with like-minded professionals.

General registration opened on September 4. For program, registration, and accommodation details, visit the conference [website](#).



MSBA EVENTS AND RESOURCES

Fall Regional Meetings October – November Various Locations

The Fall Regional Meetings format will be returning to the past practice of hitting the road and coming to a town/location near you instead of hosting one large event in Winnipeg. The MSBA executive will be visiting each region on the following dates:

- Region 1 - Monday, October 28, Victoria Inn and Convention Centre, Brandon
- Region 2 - Wednesday, October 30, Crossroads United Pastoral Church, Carman
- Region 3 - Friday, November 1, Larters Golf and Country Club, St. Andrews
- Region 4 - Saturday, October 26 (Virtual)
- Regions 5 & 6 - Saturday, November 2, Victoria Inn and Convention Centre, Winnipeg

Regional meeting packages will be distributed when available.



The names and photographs of the 2024 MSBA Student Citizenship Awards will be showcased at the MSBA fall regional meetings. The formal award presentations were made at a meaningful time at the local school level earlier this year.



Fall Professional Development Day Building Capacity for Our Future (BC4F) – Head Start Succession Planning for your Board November 5, 2024 Virtual via Zoom

Succession planning helps to ensure that boards are prepared for board members to come and go from the board. Even outside of an election year, boards can do much to promote their work with members of the community. The more people see and understand the board's role in providing for the educational needs of the community's school-aged children, the more likely they will be to put themselves forward for election.

To help boards achieve that goal, the association launched a mentorship program (BC4F) in 2022 to recruit and support a more diverse array of candidates to run as candidates in school board elections held that year. Picking up on that theme in preparation for the 2026 elections, this half-day session will provide guidance in general recruitment practices, involving your community, building relationships and running targeted campaigns.

Join us on November 5th for a half-day session to get a head start on developing strategies to promote recruitment and succession planning to keep our school boards strong!

Workplace Safety and Health Sessions September – November Various Locations

This fall, Leonard Zdrill, the Association's Director of Operational Risk, Safety, Health, and Liability Management will team up with staff from MTS for a series of full-day sessions on workplace safety and health. For more information on these sessions or other risk, safety, health or liability management services, contact [Leonard Zdrill](#) at the Association office.

EXTERNAL CONFERENCES

Canadian Parents for French, Manitoba September 21, 2024 Norwood Hotel, Winnipeg

Canadian Parents for French (CPF) is a national network of parents, educators, and volunteers who value French as an integral part of Canada.

CPF Manitoba believes in a Manitoba where French and English-speaking people live together in mutual respect with an understanding and appreciation of each other's language and culture, and where linguistic duality forms an integral part of society to support the vision of a bilingual Canada.



CPF-MB invites you to attend its Annual General Meeting (AGM) on Saturday, September 21, at The Norwood Hotel. Deadline to [register](#) is September 13.

CACE-ACACÉ Conference October 24 – 27, 2024 Fairmont Palliser, Calgary

The Canadian Association of Communicators in Education is looking forward to celebrating 40 years and making a return to Calgary for the 2024 National CACE Conference. Dates are October 24 to 27, 2024. The conference hotel is the Fairmont Palliser.



CACE is a national association of professionals committed to encouraging and enhancing excellence in communications in education. As a bilingual organization, it offers a national conference, webinars, virtual training, regional workshops, and networking opportunities for members across Canada.

Visit the convention [website](#) for program highlights and for information on hotel and travel. [Registration](#) is now open.

National Gathering on Indigenous Education November 20 – 24, 2024 RBC Convention Centre, Winnipeg

This year's [National Gathering for Indigenous Education](#) will take place at the RBC Convention Centre. Just like the previous gatherings, the 2024 National Gathering will take a hybrid approach, allowing educators from across the country to attend virtually or in person.

The National Gathering is a venue where educators and partners can share their voices and work together to improve the educational outcomes of Indigenous students. This uniquely important annual conference attracts hundreds of participants each year.



EXTERNAL CONFERENCES (CONTINUED)

National School Boards Association Advocacy and Equity Institute

February 2 – 4, 2025

Marriott Marquis, Washington, D.C.

NSBA's Equity Symposium and Advocacy Institute are now united in recognizing that advocacy work and equity work are intrinsically connected in impacting meaningful change in public education. As advocacy amplifies the voices and needs of marginalized communities, equity work ensures that policies and practices are implemented to provide fair and just opportunities for all students. This new and refined conference is dedicated to advancing educational equity and advocating for policies that foster inclusive learning environments for K-12 public schools. The Advocacy & Equity Institute will explore the latest developments in education policy and legislation, aiming to empower school board members and education leaders with the knowledge, tools, and strategies needed to address barriers to equity in education.



To learn more about this conference or to register, visit the [Advocacy & Equity Institute website](#).

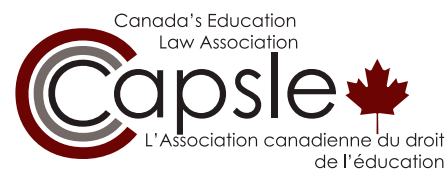
CAPSLE Conference

April 9 – 11, 2025

Fairmont Banff Springs

[CAPSLE](#) is Canada's leading resource for learning, connecting, and growing in the field of education law.

CAPSLE's annual conference, typically held in cities around the country, invites its members to meet, network, and learn together in Canada's premier professional development opportunity for practitioners in the field of education law. With keynote speakers, panels, plenaries, and a wide array of breakout sessions, the annual CAPSLE conference is a highly anticipated event.



Shawane Dagosiwin Aboriginal Education Forum

Dates: TBD 2025

Location: TBD

Shawane Dagosiwin is an Anishinabemowin word which captures the guiding principles of being respectful, caring, and passionate about Aboriginal research.

[The forum](#) will focus on knowledge, experiences, and relevant practices to research, and linking research to policy and actions.



“SHAWANE DAGOSIWIN”

The program includes keynote speakers, plenary sessions and workshops, and cultural celebrations.

SPECIAL EVENTS

Manitoba Indigenous Youth Achievement Awards (MIYAA) Gala November 20, 2024 Victoria Inn Hotel and Convention Centre, Winnipeg

The Annual Manitoba Indigenous Youth Achievement Awards Gala Dinner will be held on Wednesday evening, November 20, 2024 at the Victoria Inn Hotel and Convention Centre.

These awards celebrate outstanding Indigenous youth who have received awards for achievement in a variety of fields from academics to traditional employment to entrepreneurship. Since the awards ceremony began in 1994, over 300 youth/individuals have received a Manitoba Indigenous Youth Achievement Award for their accomplishments. The MIYAA Planning Committee, who represents Indigenous organizations, local school division representatives and past MIYAA recipients, is very excited to host this year's event.



Tickets are on sale now. For more information visit the [MIYAA 2024](#) website.

Child Nutrition Council of Manitoba Stone Soup Week March 17 –23, 2025 Various Locations

Every year in March, the Stone Soup folktale is recreated as the Child Nutrition Council of Manitoba brings the community together to enjoy a warm bowl of soup, while raising funds and awareness for school meal programs across Manitoba.



Visit the CNCM's Stone Soup [webpage](#) to learn more and to view highlights from past years.



RESOURCES

Manitoba Association of Parliamentarians

“Open the door to a world of more productive meetings!” by visiting the Manitoba Association of Parliamentarians [website](#) to learn about some of the supports MAP offers. These include in-person and e-workshops and study groups on a variety of meeting management topics. New members are welcome – from novices with no previous experience, to Professional Registered Parliamentarians.