



# Park West School Division

**Topic:** Executive Summary of the August 27<sup>th</sup>, 2015 Regular Board Meeting  
**Date:** September 1<sup>st</sup>, 2015  
**From:** Tim Mendel, Superintendent/CEO

---

1. The board was given an update on the progress of the project at Strathclair School. The project involves the creation of a daycare, the creation of a home economics classroom and the relocation of the staff room. The daycare has been delayed because the regulations for kitchen cabinets changed which meant we had to order them instead of making them ourselves. We hope to have the daycare finished by mid-September. The staff room will be completed for the start of school. The home economics room will be completed in November.
2. The move of the grade 5/6 classroom supplies, materials, and learning materials for Birtle Elementary students to Birtle Collegiate has been completed.
3. The board had a discussion about the development of the next four year strategic plan. The CEO is to develop a process and present it to the board.
4. The division will operate four bus routes in Russell this year. The local contractor gave up the routes.
5. The Assistant Superintendent provided the board with the results of the kindergarten parent survey. Parents are generally pleased with the 0.75 fte kindergarten program.
6. The Inaugural meeting will be held on September 10<sup>th</sup>. There will not be a Regular board meeting following the Inaugural meeting. Given that there are a number of new Trustees time will be taken to carefully review the operating by-law. The Regular board meeting dates and times for the 2015/2016 year will be determined at the Inaugural meeting.
7. The board had a discussion on local trustee attendance at parent council meetings. After some good discussion it was felt that in the interest of transparency and proper governance that the following protocol would be adopted. If a parent council wants a trustee to attend then a letter requesting the attendance of a trustee should be sent to the board. The letter should also state why the attendance of a trustee is required. The board would then ask a trustee(s) to attend on the board's behalf. This may not be the local trustee. The board wants to reinforce the notion that trustees are trustees of Park West School Division and not just their local community. The CEO was asked to draft a letter to parent advisory councils outlining this new protocol.



## Park West School Division

8. The board also received a report from Trustee Barteaux and Trustee Szwaluk about the Canadian School Board Association Congress they attended in Saskatoon in July.