



Park West School Division

Board Agenda Regular Session

Thursday, January 11, 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**
- 5. Approval of Minutes of Previous Meeting(s)**
 - a) Minutes of the Regular Board Meeting, November 9, 2023 ([attached](#))
- 6. Unfinished Business Arising Out of Minutes**
 - a) OURSCHOOL Survey
 - b) Continuous Improvement Plan
- 7. Board Education and Vision**
 - a) Influences on Student Achievement
 - b) February meeting - Indigenous Sharing Circle
- 8. Information from Trustees**
 - a) Chair/Vice Chair Report
 - b) Advocacy Committee Report
 - c) CSBA Planning Committee - Lisa Makwebak
- 9. Senior Administration Report**
 - a) Superintendent/CEO ([attached](#))
 - b) Secretary-Treasurer ([attached](#))
- 10. Other Reports**

MSBA regional director nominations
- 11. New Business**
 - a) Student Citizenship
- 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) January 18 - Budget meeting
 - b) February 1 - Budget meeting
 - c) February 8 - Regular Board Meeting
 - d) February 15 - Budget meeting
 - e) February 22 - Student Citizenship Awards
- 17. Adjournment**

**Regular Board Meeting
December 14, 2023
Division Office**

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

Trustees ABSENT: James Roszell

ADMIN PRESENT: Stephen David

RECORDER: Jody Percival

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

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

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

It was decided by consensus to move in camera at 6:52 pm.

It was decided by consensus to move out of in camera at 8:03 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

R39-23 Finance Committee

CARRIED

I MOVE to approve the accounts payable cheques dated July 1, 2023 to July 31, 2023, as presented in the amount of \$1,018,920.81 and payroll for the month of July in the amount of \$486,664.74.

R40-23 Finance Committee

CARRIED

I MOVE to approve the accounts payable cheques dated August 1, 2023 to August 31, 2023, as presented in the amount of \$1,134,935.41 and payroll for the month of August in the amount of \$483,531.42.

R41-23 Finance Committee

CARRIED

I MOVE to approve the accounts payable cheques dated September 1, 2023 to September 30, 2023, as presented in the amount of \$1,710,402.31 and payroll for the month of September in the amount of \$2,054,463.02.

R42-23 Finance Committee

CARRIED

I MOVE to approve the accounts payable cheques dated October 1, 2023 to October 31, 2023 as presented in the amount of \$1,717,541.43 and payroll for the month of October in the amount of \$2,114,796.84.

It was decided by consensus to adjourn to meet again in regular session at 6:00 pm on Thursday, January 11, 2024.

ADOPTED:

Chairperson

Secretary-Treasurer



Topic: Superintendent's Report to the Board of Trustees

Date: January 11, 2024

Information items:

1. **March PD:**

- We are planning for a March PD session focusing on school safety/lockdowns. It will be facilitated by Bob Keber. Bob is a retired Winnipeg police officer who does school safety consultation. He provided a similar session for teachers in 2018 and completed a safety audit of all of our divisional buildings.

2. **Rosburn Daycare Request:**

- The Rosburn Daycare has requested Board approval for their expansion plans. ([attached](#))

3. **Meetings:**

- Here is an overview of recent and upcoming meetings for the superintendent:
 - Jan. 8 – Russell Education and Training
 - Jan. 9 – MASS (Superintendents) monthly meeting
 - Jan. 16 – Principal meeting
 - Jan. 17 – Park West Fibre Co-op
 - Jan. 22 – Implementation team
 - Jan. 25 – Brandon University Education Career Fair

Action items:

- None

Rossburn Early Learners, Inc.
Rossburn Nursery School
Little Cub's Den ELC



P.O. Box 637
Rossburn, MB
R0J 1V0

204-859-3311
lcubs@mts.net

December 18, 2023

To the Park West School Board of Trustees,

Re: Development Proposal

I am writing this letter on behalf of Rossburn Early learners Inc. We are interested building/developing a new daycare facility in the town of Rossburn and we are hoping that Park West School Division would allow us to build on the Elementary school property, in Rossburn. We are looking at building a new 40 space Centre and would need the building to be 80 feet by 50 feet in dimensions to accommodate these spaces. We have included a schematic example of a typical Child Care Center, as designed and recommended by Manitoba Childcare Association. Our proposed facility would very similar to this design. We would like to build on the West end of the property adjacent to the rink. This would allow us to be close but not in the way of the school and its daily routines. We would hope to create our own loop they would enter appropriately through the school's bus loop and then exit on the north side of the rink, this would keep traffic flowing effectively and safely.

Currently, our daycare is at full capacity, with a substantial waiting list, underscoring the need for immediate expansion. We currently have 25 children on our wait list who are needing care. Each day we are receiving calls for the waitlist, further exhibiting the need for an expansion. Expanding would benefit many families with in the town and the surrounding area of Rossburn. It would also allow new families to move to our community who would benefit from our Centre which provides quality care. We anticipate the following:

Attraction for New Families: A daycare on school grounds creates an attractive proposition for families considering a move to our town. At the moment, young families moving here are not able to find childcare for their young children. The convenience of having quality daycare services close to the school not only

addresses a crucial need for parents but also serves as a significant factor in attracting new families to our community.

Convenience for Families: Placing the daycare on school grounds would significantly ease the transition for families with young children entering the school system. It offers a seamless and convenient solution for parents, making it easier for them to drop off and pick up their children.

We firmly believe that this collaboration aligns with the shared goal of enhancing the overall well-being of our small town. The daycare executive is committed to working closely with the school to ensure a seamless integration that benefits all parties involved.

We currently have capacity to seek financial means to assist with this project, if need be. Our engineer is preparing the engineered drawing schematic and associated drawings that will be available soon. We have reached out to the Provincial Government and hope to meet with their delegates and associated in the new year in hopes that we can move on with this project quickly. Providing the Park West School Board of Trustees is agreeable, we would like to see this project commence in early spring 2024.

We very much appreciate your consideration of our request, and we look forward to the possibility of working together for the betterment of our children and community. As it becomes available, we will be able to provide further pertinent details.

If you are needing anything further, please contact Marilyn Lawless, Director or Rossburn Early Learners Inc. at 204-859-3311 or 431-761-0058.

Sincerely,

Marilynn Lawless

Executive Director ECE3

Emily Sawchuk

President

Rosburn Early Learners Inc Board of Directors



Park West School Division

Learners Today, Leaders Tomorrow

Topic: Secretary-Treasurer Report to the Board of Trustees

Date: Thursday, January 11, 2024

1. PWSD Foundation – Finalized FCU Bank account negotiations to earn interest.
Worked with Kyle, FCU Manager to change bank account type for day-to-day banking as well as to earn interest so that we can transfer funds from Scotiabank to FCU.
 2. Working on WW First Nation accumulated surpluses as of June 30, 2023
 3. PWSD Budget workings 2024-2025
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Respectfully submitted by,
Inderjeet Singh, CPA, CGA