



# **Park West School Division**

## **Board Agenda Regular Session**

**Thursday, October 13, 2022**

**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**

Tiffany Priestley

**3. Addition to and Adoption of Agenda**

**4. Delegations**

- a) Auditor's Report - Meyers Norris Penny

**5. Approval of Minutes of Previous Meeting(s)**

- a) Minutes of the Regular Board Meeting, September 8, 2022 [\(attached\)](#)

**6. Unfinished Business Arising Out of Minutes**

**7. Board Education and Vision**

**8. Information from Trustees**

- a) Chair/Vice Chair Report

**9. Senior Administration Report**

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

**10. Other Reports**

**11. New Business**

- a) Trustee Elections and New Board
- b) Transfer of Accumulated Surplus Funds

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

**13. Correspondence/PD Opportunities**

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

**14. In-Camera**

**15. Motions from In-Camera (as needed)**

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

- a) Regular Board Meeting - October 13, 2022
- b) Inaugural Board Meeting - November 3, 2022
- c) Regular Board Meeting - November 10, 2022
- d) Board Orientation - November 19, 2022

**17. Adjournment**



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

**Date:** October 13, 2022

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**Information items:**

1. **Respect in School/Respect in Sport:**
  - Manitoba Education has issued directions that all school, division staff, and coaches be required to complete Respect in School, and, when applicable, Respect in Sport.
  - The training programs teach personnel working and volunteering in schools how to recognize and prevent bullying, abuse, harassment, and discrimination
  - Respect in Sport has the additional goal of ensuring that sport is safe and welcoming for all participants.
2. **Provincials:**
  - Park West schools will host the following provincial championships this fall:
    - A-AAA Soccer, October 14-15, girls Birtle and boys Rosburn
    - A/AA JV Volleyball, November 24-26, girls Russell and boys Hamiota
3. **Teacher Recognition:**
  - Teresa Boucher, a Major Pratt teacher, is a recipient of the Prime Minister Award for Teacher Excellence, Certificate of Achievement. The Certificate recognizes Ms. Boucher's innovative teaching approaches and her commitment to student success in a diverse learning environment.
4. **School Closures for Inclement Weather:**
  - The division will review the administrative procedure for school closures.
5. **Meetings:**
  - Here is an overview of meetings scheduled for the superintendent:
    - October 3 Principal meeting
    - October 4 Park West/Waywayseecappo implementation team
    - October 5 Elders in the school initiative
    - October 7 MASS Fall members meeting
    - October 11 Indigenous education committee
    - October 12 Mental wellness committee
    - October 14 MASS executive
    - October 17 Russell education and training
    - October 21 Westman superintendents
    - October 20 and 25 Provincial bargaining team

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**Action items:**

1. **Board Calendar:**
    - The Board calendar for 2022-2023 will be shared for approval.
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**Topic: Secretary-Treasurer Report to the Board of Trustees**

**Date: Thursday, October 13, 2022**

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1. PWSD Year End Audit – Coordinating with auditors & finalizing financials
2. PWSD Foundation – Year end audit coordination and preparations (ongoing)
3. Setting up budgets carry overs & financial reports – New school year 2022/23
4. Preparing for Finance Committee meeting
5. Meetings:

Implementation meeting (WW's) – Oct 4

PWFOC meeting – Sep 21

Secretary Treasurer bi-weekly meeting – Sep 13

Miniota Modular Classroom meeting – Aug 31

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Respectfully submitted by,  
Inderjeet Singh, CPA, CGA



Our **2022-2023 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. Events to be held in-person are indicated, if known.

Our [on-line calendar](#) contains the most up-to-date details about these and other events, so visit our website often!

## 2022

September to November	Manitoba School Boards Association and Manitoba Teachers' Society Workplace Safety & Health sessions, various locations
September 13	Manitoba School Boards Association Candidate Information Session, Virtual
September 19 – 20	Treaty Relations Commission of Manitoba (TRCM) Open K-12 Regional Treaty Education Training, Virtual
October 21	Special Area Groups of Educators (SAGE) Day
October 22 – 24	Canadian Association of Communicators in Education Annual Conference, Victoria
October 26	School Board Elections
November 23	TRCM Grade 12 SIC: Treaty Education Training, Virtual
November 23 – 25	National Gathering for Indigenous Education, Winnipeg
December 1 – 2	Manitoba School Boards Association Fall General & Regional Meetings, Winnipeg
December 6 – 7	TRCM School Admin Treaty Education Training, Virtual

## 2023

January 31 – February 1	TRCM Open K-12 Regional Treaty Education Training, Virtual
February 20 – 21	TRCM French Language K-12 Treaty Education Training, Virtual
Dates TBD	North American Association of Educational Negotiators
March 16 – 17	Manitoba School Boards Association Annual Convention, Winnipeg
Dates TBD	National Congress on Rural Education, Saskatoon
April 1 – 3	National School Boards Association Annual Convention, Orlando
April 30 – May 2	Canadian Association for the Practical Study of Law in Education
May 17 – 18	Aboriginal Education Research Forum
July 3 - 5	National Trustee Gathering on Indigenous Education and Canadian School Boards Association Congress, Banff

# ASSOCIATION EVENTS AND RESOURCES

## Trustee Candidate Information Session (Virtual)

7:00 p.m. on September 13, 2022

The Manitoba School Boards Association launched a mentorship program to recruit and support a more diverse array of candidates to run for school trustee this year. On September 13, MSBA will be hosting a (virtual) candidate information [session](#) for new candidates or for incumbents who would like a refresher. A recording of this session will be available on MSBA's website following the event.

## Safe Grad Seminar

November 19, 2022

Victoria Inn & Conference Centre, Winnipeg



This informative half-day [seminar](#) equips schools and graduation committees with pertinent information to plan and host an enjoyable and incident free graduation celebration. Presentations offered at the seminar include planning a Safe Grad, an overview of the committee's responsibilities under the *Liquor, Gaming and Cannabis Authority of Manitoba's Control Act* and a review of the liability insurance coverage and application process required of every school hosting a Safe Grad celebration. Details will be sent to schools in the fall.

## Fall General and Regional Meetings

December 1 – 2, 2022

Victoria Inn & Convention Centre, Winnipeg

# WELCOME NEW TRUSTEES!

Mark your calendars now to join us on December 1 and 2 for two days of learning, sharing, and association business. Day 1 (Thursday, December 1) will be dedicated to professional development for both new and seasoned trustees, and Day 2 (Friday, December 2) will include the general meeting, regional meetings, and other items related to association business. Watch for full program and registration information coming this fall.

## Governance and Professional Development Services

As education leaders in their community and as advocates for public education, effective school boards are committed to ongoing professional development. The leadership provided by both a board and individual trustees has a direct effect on the school division, its students and staff and, ultimately, the communities it serves.

MSBA offers free workshops, webinars, and videos to build knowledge of good governance practices, and to further develop skills as ethical leaders, community advocates, inclusive policy makers, and strategic thinkers. On-line, self-directed learning resources are also available. Member boards are encouraged to take advantage of these free services available through MSBA. Contact [Janis Arnold](#), Director, Governance and Professional Development Services, for more information.

Also, keep an eye on the Trustee Education tab of the association's website or subscribe to the e-bulletin for more information on other events, new resources and learning opportunities throughout the year.

## Risk Management Services

Sessions on playground safety and maintenance are offered upon request. A series of full-day sessions on workplace safety and health, held in conjunction with The Manitoba Teachers' Society, will be held throughout the province this fall. For more information on these sessions or other risk management services, contact [Darren Thomas](#) at the association office.



### Leading with Intent

is a new Division Dispatches video series produced to assist boards and senior administration teams develop a shared understanding of governance and how to enhance its effectiveness. A wide range of topics will be explored beginning on October 12. A new video will be released on the 2nd Wednesday of each month thereafter. Links will be posted on the website.

# STAKEHOLDER WORKSHOPS/SPECIAL EVENTS/ CONFERENCES/RESOURCES

**CACE-ACACÉ Conference**  
**October 22 – 24, 2022**  
**Victoria, British Columbia**



**CACE - ACACE**

Canadian Association of Communicators in Education  
L'Association Canadienne des Agents de Communication en Éducation

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.

With a theme focused on “Reconnecting”, this year’s annual [conference](#) will deliver an event full of inspiring keynotes, breakout sessions and workshops in all facets of school communication, public relations, marketing and public engagement. Registration is open.

**Pan-Canadian Summit on K-12 Workplace Wellbeing**  
**November 7 – 9, 2022**  
**JW Marriot Edmonton ICE District Hotel**

K-12 educators experience stress and burnout at a greater rate than in other professions. The impact of this ripples beyond the health and other effects on individual employees. There are secondary effects on the wellbeing and academic success of children and youth.

With concurrent workshops and in-depth training sessions delivered by top-tier staff wellbeing experts and tailored to every K-12 employee group, this [Summit](#) will provide an exclusive professional learning experience for district teams of staff wellbeing champions seeking concrete ways to embed and sustain a happier and healthier workplace culture. Registration is open.

**National Gathering on Indigenous Education**  
**November 23 – 25, 2022**  
**RBC Convention Centre, Winnipeg**



**Indspire**

The spirit of this year’s theme: The Path Forward: Taking Stock, Accountability and Next Steps, is to bring together Indigenous and non-Indigenous educators to help foster a mutual understanding: that we all have a duty to learn and apply new teachings to help provide safer and more Indigenous educational spaces for our youth.

For the first time ever, the [National Gathering for Indigenous Education](#) will take place via a hybrid format, allowing educators from across the country to attend virtually or in person. Registration is open.

**National Congress on Rural Education**  
**Dates: TBD**  
**Saskatoon, Saskatchewan**

The [Congress](#) highlights global perspectives on rural and remote education and sustainability research, and encourages discussions between educators, school and system leaders, parents, community members, and researchers.

The dates for the 2023 Congress will be announced soon.

**Child Nutrition Council of Manitoba**  
**Stone Soup Week**  
**March 13 – 19, 2023**



The [Child Nutrition Council of Manitoba](#) is a charitable organization dedicated to helping school children learn, grow, and succeed by supporting school meal and snack programs.

[Stone Soup Week](#) brings together restaurants from all across Manitoba to create a signature soup to sell during the week of this annual fundraiser. More details can be found on the CNCM's website.

#### **CAPSLE Conference**

**Dates: April 30 – May 2, 2023**

**Location: Delta in Fredericton, New Brunswick**



[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.

#### **North American Association of Educational Negotiators (NAEN) Conference**

**Dates: TBD**

NAEN is a network of educational management experts for effective employee relations. NAEN members are management negotiators in K-12 school districts, community colleges, and universities from the United States and Canada. The NAEN Conference is held in the United States each March. Check the Naen [website](#) for updates on the event.

#### **Shawane Dagosiwin**

**Aboriginal Education Forum**

**May 17 – 18, 2023**



**"SHAWANE DAGOSIWIN"**

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

#### **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.

#### **Equity Matters**

[Equity Matters](#) is a coalition of Indigenous, newcomer/racialized, and community-based groups who believe that, in order to improve educational outcomes for all students, a Provincial Education Equity Secretariat within the provincial government and Education Equity Offices within local school districts must be established.

This group is hosting a webinar series designed to introduce equity audits to school districts and other public sector organizations.





**Treaty Relations Commission of Manitoba (TRCM)**  
**Treaty Education**  
**Various Dates (see calendar)**



**TREATY RELATIONS  
COMMISSION OF MANITOBA**

TRCM is a neutral organization that aims to strengthen, rebuild, and enhance the Treaty Relationship between First Nations and Canada. They offer training, facilitate discussion, and support research on Treaties.

In 2022 – 2023, Treaty Education is offering five synchronous online sessions with Manitoba's educational communities. These sessions will be delivered live, allowing participants to engage in discussions and meaningful dialogue with presenters and other registrants. The two-day gatherings will explore the historical and contemporary contexts of Treaties as well as best-practices and tips for successful Treaty Education implementation. Pre-registration is required. There is no fee and participants will be gifted with a Treaty Kit. Visit the TRCM [website](#) for more information.

## **SCHOOL BOARD ASSOCIATION CONFERENCES**

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**MSBA Annual Convention**  
**March 16 – 17, 2023**  
**Delta Winnipeg**

The Manitoba School Boards Association's Annual Convention will be held March 16 – 17, 2023 at the Delta Winnipeg. One day will be devoted exclusively to professional development, and one day will be dedicated to the business of the association. Presentation of recognition awards will be showcased throughout the program.

The President's Banquet will wrap up the event on Friday evening. Watch for program details later this fall on the association website, in the e-bulletin, and in the weekly divisional mail.

**National Trustee Gathering on Indigenous Education and CSBA Congress**  
**July 3 – 5, 2023**  
**Banff, Alberta**



The National Trustee Gathering on Indigenous Education and the CSBA Congress will be held July 3 – 5 in Banff. Over the next few months, the 2023 CSBA Congress [website](#) will be updated with program and registration information, which will also be included in our bi-weekly e-bulletin.

**National School Boards Association Annual Conference**  
**April 1 – 3, 2023**  
**Orlando, Florida**

The National [American] School Boards Association Annual Conference will be held in Orlando, April 1 – 3, 2023. General registration will open in October. For program, registration and accommodation details, visit the conference [website](#).



## **OPPORTUNITIES OFFERED BY PARTNER ORGANIZATIONS**

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Manitoba Teachers' Society (MTS), Manitoba Association of School Superintendents (MASS) and Manitoba Association of School Business Officials (MASBO) events often include educational components that will be of interest to school board members. Check for upcoming events by visiting our partner organization websites by following the links from our website.