

**Regular Meeting of the Board
Agenda**

Thursday, April 25, 2024

8:00 PM

Craig M. Stahlke Board Room

Administration Office

181 Henlow Bay, Winnipeg, MB R3Y 1M7

1. Recognition of Treaty Land

We acknowledge we are on the lands of Turtle Island where Indigenous Peoples have lived since time began. These are the ancestral lands of the Anishinaabe, Ininew, and Dakota Nations as well as the traditional trade and travel routes of the Anishinew, Dene, and Inuit. We also acknowledge we are on Treaty One territory and the National Homeland of the Red River Métis. Pembina Trails School Division is committed to working together in partnership with Indigenous communities in a spirit of reconciliation.

Nous reconnaissons que nous sommes sur les terres de l'île de la Tortue où les peuples autochtones vivent depuis le début des temps. Il s'agit des terres ancestrales des nations Anishinaabe, Ininew et Dakota, ainsi que des routes traditionnelles de commerce et de voyage des Anishinew, des Dénés et des Inuits.

Nous reconnaissons également que nous sommes sur le territoire du Traité un et la patrie nationale des Métis de la rivière Rouge. La Division scolaire Pembina Trails s'est engagée à travailler ensemble en partenariat avec les communautés autochtones dans un esprit de réconciliation.

2. ATTENDANCE

3. CALL TO ORDER

Comments:

The content of the Informational Reports has been reviewed by Trustees prior to the Board Meeting. The reports reflect discussions and activities of the Committees. At Board Meetings, if Trustees wish to speak or to ask questions regarding a particular report included in the Information Reports section of the Board Meeting agenda - that needs to be identified at the time the agenda is amended. Recommended motions from Committees are addressed separately in the agenda.

4. AGENDA APPROVAL

5. BOARD MINUTES APPROVAL

6. STANDING COMMITTEE REPORTS, SPECIAL COMMITTEE REPORTS AND OTHER REPORTS

1. Standing Committee Reports:

- a. Meeting Notes from the Committee Meeting of the Whole held on April 11, 2024;
- b. Committee Report of the Budget Study Committee Meetings held on February 5, February 13, February 20, 2024;
- c. Committee Report of the Finance, Buildings, Property and Transportation Committee Meeting held on February 20, 2024;
- d. Committee Report of the Finance, Buildings, Property and Transportation Committee Meeting held on February 20 and March 18, 2024;
- e. Committee Report of the BACE Committee Meetings held on December 11, 2023 and February 5, 2024.

2. Special Committee Reports:

- a. Minutes of the Pembina Trails Educational Support Fund, Inc. Corporate Board Meeting held on April 10, 2024.

3. Other Reports:

- a. Disbursements List
- b. Teacher Contracts (Permanent and Term) as listed in the Teacher Contracts Report dated April 25, 2024;
- c. Teacher Contract Alterations as listed in the Teacher Contract Alterations Report dated April 25, 2024;
- d. Substitute Teacher Contracts as listed in the 2023-24 Substitute Teacher Contracts Report dated April 25, 2024;
- e. Resignations as listed in the Resignations Report dated April 25, 2024.

Purpose:

To consider approving Disbursements for the period March 15 to April 11, 2024 and,

To consider receiving the Standing Committee Reports, Special Committee Report and Other Reports as information, and

To consider ratifying Teacher Contracts (Permanent and Term) as listed in the Teacher Contracts Report dated April 25, 2024, and

To approve Teacher Contract Alterations as listed in the Teacher Contract Alterations Report dated April 25, 2024, and

To consider ratifying Substitute Teacher Contracts as listed in the 2023-24 Substitute Teacher Contracts Report dated April 25, 2024, and

To consider receiving resignations as listed in the Resignations Report dated April 25, 2024.

7. **DELEGATIONS**
8. **EDUCATIONAL PRESENTATIONS**
9. **BUSINESS FROM PREVIOUS BOARD MEETINGS**
10. **BUSINESS FROM PREVIOUS FINANCE COMMITTEE OF THE WHOLE**
11. **BUSINESS FROM PREVIOUS COMMITTEE MEETING OF THE WHOLE**
12. **BY-LAWS AND/OR POLICIES**
13. **CORRESPONDENCE FOR DISCUSSION**
14. **STANDING AND SPECIAL/ADVISORY COMMITTEE REPORTS**
 - 14.1 **Communication and Community Relations Committee**
 - 14.2 **Education Committee**
 - 14.3 **Finance, Buildings, Property and Transportation**

Purpose: To consider approving.

 - 14.3.1 **RFQ #2024-003-ST Grass Cutting Services**

Purpose: To consider approving.
 - 14.3.2 **Tender - 2024 Crawlspace Upgrades**

Purpose: To consider approving.
 - 14.3.3 **RFP #2024-003-ST - Bus Radio System**

Purpose: To consider approving.
 - 14.4 **Human Resources and Policy Committee**
 - 14.4.1 **Policy ACC, Regulation ACC-R and Exhibit ACC-E - Accessibility Standard for Customer Service.**

Policy ACC, Regulation ACC-R and Exhibit ACC-E - Accessibility Standard for Customer Service be given first reading.
 - 14.4.2 **Policy ACE, Regulation ACE-R and Exhibit ACE-E - Accessibility Standard for Employment**

THAT Policy ACE, Regulation ACE-R and Exhibit ACE-E - Accessibility Standard for Employment be given first reading.

14.5 Negotiations Committee

14.6 Pembina Trails School Division Educational Support Fund Inc.

14.7 Council of Presidents

14.8 Boards/Association Council on Education (B.A.C.E)

15. ADMINISTRATIVE REPORTS

15.1 School Start and End Time

Purpose: To receive a report from the Superintendent.

15.2 Extension to Interchange Agreement

Purpose: To consider approving.

15.3 School Administration Appointments

Purpose: The interview and selection process has now been completed for the Principalship of École South Pointe School. It would now be in order to ratify the appointment.

15.4 Kindergarten Enrolment Report

Purpose: To receive a report from the Assistant Superintendent, Personnel and Education Services.

16. NEW BUSINESS

17. CORRESPONDENCE FOR INFORMATION DISTRIBUTION LIST

18. QUESTIONS FROM TRUSTEES

19. QUESTIONS FROM MEMBERS OF THE PUBLIC IN ATTENDANCE

20. REQUIREMENT FOR A COMMITTEE MEETING OF THE WHOLE

21. ADJOURNMENT



The Board of Trustees invites applications
for the position of
SUPERINTENDENT / CEO
for the Prairie Rose School Division
Duties will commence September 2, 2024 - or earlier
Competition: #020-24-25

The Prairie Rose School Division acknowledges that it is in Treaty 1 territory and that the land on which we gather is the traditional territory of the Anishinaabe, and the homeland of the Métis Nation. We respect the Treaties that were made on these territories, we acknowledge the harms and mistakes of the past, and we dedicate ourselves to move forward in partnership with Indigenous communities in a spirit of reconciliation and collaboration.

THE DIVISION

Located in Carman, Manitoba, the Prairie Rose School Division supports a vast geographical area from St. Laurent to Miami and St. Francois Xavier to Eagle Creek Hutterian Colony, including 9 community schools and 13 Hutterian colony schools. Prairie Rose School Division has approximately 2400 students and 400 staff. The division provides English programming, French Immersion, Advanced Placement programming, Applied Commerce Education, and Adult Education.

THE POSITION

The Board of Trustees is seeking a Superintendent who reports to and is accountable to the Board of Trustees for managing the schools in accordance with its policies and strategic plan.

The Superintendent's role is to provide direction, assistance, advice, and support to the school community. The Superintendent is responsible for all functions directly related to the education of students including staffing, student achievement, wellness, professional development, and performance evaluations.

REQUIRED QUALIFICATIONS, SKILLS, AND ABILITIES:

- Holds or is eligible for certification as a teacher in Manitoba;
- A minimum of a Master's degree or near completion, preferably in Educational Administration;
- A minimum of 8 (combined) years of teaching and administrative experience preferably at various grade levels/schools;
- Exceptional communication, interpersonal and relationship building skills; with the ability to work and communicate effectively with Staff, Students, Parents, and Community Stakeholders;
- Diplomacy and the ability to achieve results through cooperation, collaboration, and innovative problem solving within a public school system;
- Integrity and the ability to exercise sound judgment in meeting division needs and priorities with available resources;
- Knowledgeable educational leader with demonstrated leadership skills and the ability to develop leadership capacity in others;
- Knowledgeable of the PSA, Education Administration Act, MEECL mandates and guidelines, and Prairie Rose School Division Policies in order to effectively create and align all PRSD Administrative Procedures;

PREFERENCE WILL BE GIVEN TO APPLICANTS WHO HAVE:

- Experience as a Superintendent, Assistant Superintendent or Senior Administrator;
- An understanding of governance and human resources;
- Strong organizational skills and time management;
- Strong knowledge of research and good practice with respect to diverse student populations and program adaptations;
- Knowledge of current issues in education, Manitoba curriculum, instructional pedagogy, and project-based learning;
- Fluency in both English and French;

Please send a cover letter and resume via:

Email – alachance@g.prsdmb.ca (.pdf preferred format)

Mail – Superintendent Search - Confidential, ATTN: Ashley Lachance, Board Chair c/o Prairie Rose School Division, Box 1510, 45 Main Street South, Carman, MB R0G 0J0

Only those selected for follow-up will be contacted. Thank you to all applicants for your interest.

Prairie Rose School Division acknowledges that individuals may face barriers that hinder their full and equal participation in the workplace and is committed to providing reasonable accommodation to all employees and candidates. Accommodation is available on request for candidates taking part in all aspects of the selection process.

Posted Date: April 9, 2024

Closing Date: May 10, 2024

Clear criminal record and abuse checks are required of all employees of the school division. Prairie Rose School Division reserves the right to verify the authenticity of all submitted references. We thank all for applying, but only applications leading to interviews will be acknowledged. Accessibility resources will be provided upon request. This document is available in alternate formats by request.

A message sent on behalf of the RCMP Musical Ride

Hello!

Our annual, uniquely Canadian Name the Foal contest, which allows children and classrooms from across Canada to name our new foals (baby horses), is taking place from April 8 to 26, 2024. This year, we're looking for names that begin with the letter "A."

This is a great opportunity to explore the RCMP's history with your classes as inspiration for your submission – you can visit the [RCMP's website](#) to learn more about our history.

The contest is open to individual children aged 14 years and younger, as well as classrooms with children aged 14 years and younger, in Canada. To submit your entry, visit the [classroom entry page](#).

We also encourage you to post the attached poster throughout your school.

For any questions, please reach out to the RCMP at Melanie.St-Denis@rcmp-grc.gc.ca.

We look forward to your participation.

The RCMP Musical Ride

Message envoyé au nom du Carrousel de la GRC

Bonjour,

Notre concours annuel « Nommez un poulain », où les enfants et les groupes scolaires partout au Canada sont invités à nommer nos nouveaux poulains, se déroulera du 8 au 26 avril 2024. Cette année, les noms doivent commencer par la lettre « A ».

C'est une excellente occasion d'étudier l'histoire de la GRC avec vos classes afin que celles-ci s'en inspirent pour leur proposition. Vous pouvez visiter le [site Web de la GRC](#) pour en apprendre plus sur notre histoire.

Le concours s'adresse aux enfants de 14 ans et moins ainsi qu'aux classes d'élèves de 14 ans et moins au Canada. Pour soumettre une proposition, visitez la [page Web sur les propositions par une classe](#).

Nous vous invitons à apposer l'affiche ci-jointe dans votre école.

Si vous avez des questions, veuillez communiquer avec la responsable à la GRC, à Melanie.St-Denis@rcmp-grc.gc.ca.

Nous espérons vivement que vos classes participeront à notre concours!

L'équipe du Carrousel de la GRC



NAME THE FOAL

The RCMP needs your help naming newborn horses that may be part of the Musical Ride someday!

- ➔ Names must begin with the letter "A"
- ➔ Submission deadline is April 26, 2024 at 11:59 EST

Up to 10 winning names will be selected from across Canada, including one classroom entry. One could be yours!



Scan the qr code to visit the contest page.



STUDENTS LEADING THE CHANGE

Each year, TADD Manitoba sponsors two scholarships and two bursaries to deserving Manitoba high school students. Preference will be given to those students who are actively involved in their TADD school groups/committees; however, it is not a requirement.

Complete details of the 2024 program, including eligibility rules and applications forms, are now available [online](#). Applications will be accepted until 3:00 pm on Friday, May 24.



Students Leading Change
Scholarships

KEEP US IN THE KNOW

Has there been a change in school board membership, senior administration, or contact coordinates since your school division completed our membership form last fall? Please, let us know! We depend on your help to keep our databases up to date. When a change occurs (or is about to occur), please provide the particulars to [Jennifer Esau](#) at the Association office. Thank you!



A CALL TO BE KIND

This year's [Mental Health Week](#) is centered on the healing power of compassion. While suffering is unavoidable – for adults and children alike – the Canadian Mental Health Association (CMHA) emphasizes that kindness is equally intrinsic to our humanity. Everyone can learn and practice compassion, and we know that doing so can make an enormous difference in our lives and communities.



 **MAY 6-12, 2024**
MentalHealthWeek.ca

From May 6 to 12, celebrate Mental Health Week by embracing *A Call to be Kind* in the classroom. CMHA has created a downloadable [toolkit](#) to support teacher's invaluable work in nurturing young minds.

STUDENT CITIZENSHIP AWARDS – UPDATE

The nomination period to apply for MSBA's Student Citizenship Awards has now closed. There were nominations from all regions for individual awards and two submissions in the group category. The seven regional directors who serve on the Association's provincial executive will act as the selection committee. They will select winners from regions other than their own. All nominees will be notified of the results on or before Friday, May 3. The presentation of awards is to be made at the local school level at a meaningful time (school assembly or graduation exercises). MSBA regional directors, board chairs from winning divisions along with school leaders from winners' schools, will have the responsibility of planning the details of the formal presentation. Learn more about this and other Association sponsored awards by visiting the Awards & Recognition [page](#) of our website.



EARTH DAY IS APRIL 22!

The theme for Earth Day 2024, Planet vs. Plastics, calls to advocate for widespread awareness on the health risk of plastics, rapidly phase out all single use plastics, urgently pushes for a strong UN Treaty on Plastic Pollution, and demands an end to fast fashion. Learn more about building a plastic-free planet for generations to come at www.earthday.org



PREPARE FOR TORNADO SEASON

Manitoba is one of three Canadian provinces that lie at the northern end of "Tornado Alley." Tornadoes are most probable from May through August, with June and July being the most likely months.

MSBA has produced a best practices [bulletin](#) to assist member boards and their schools to be prepared for a weather emergency.



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