

**Regular Meeting of the Board  
Minutes**

Thursday, November 3, 2022  
Craig M. Stahlke Board Room  
Administration Office  
181 Henlow Bay, Winnipeg, MB R3Y 1M7

**1. Recognition of Treaty Land**

We acknowledge with respect the history, spirituality and culture of the peoples with whom Treaty One was signed and the land upon which Pembina Trails School Division resides. We acknowledge our responsibility as Treaty members and honour the heritage and gifts of the Red River Métis. We commit to moving forward in partnership with Indigenous communities in a spirit of collaboration and reconciliation.

**2. ATTENDANCE**

Trustees: T. Johnson, C. Nachtigall, A. Becker, J. Brar, D. Johnson, C. Jolly, L. Karn, S. Nixon, C. Stahlke

Administration:

L. Boles, Superintendent

C. Roberts, Assistant Superintendent, Curriculum and Learning Services

T. Scott, Assistant Superintendent, Personnel and Education Services

N. Wood, Secretary-Treasurer

Regrets: Nil

**3. CALL TO ORDER**

The meeting was called to order at 8:17 pm

The Chair of Board acknowledged retirees Dianne Zuk, Jaime Glenat, and Julie Fisher for their years of service to the board both as members and in leadership roles of Chair and Vice-Chair. He also acknowledged retiree Gerry Melnyk for his 29 years of service to the Pembina Trails School Division Board of Trustees.

**4. AGENDA APPROVAL**

**Resolution # BD20221103.1001**

Moved By C. Nachtigall

Seconded By D. Johnson

THAT the agenda be approved as circulated.

**Carried**

**5. BOARD MINUTES APPROVAL**

**Resolution # BD20221103.1002**

Moved By C. Nachtigall  
Seconded By D. Johnson

THAT the minutes of the Regular Meeting of the Board held on October 12, 2022, be approved as circulated.

**Carried**

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

**Resolution # BD20221103.1003**

Moved By C. Nachtigall  
Seconded By A. Becker

THAT the Standing Committee Reports, Special Committee Report and Other Reports be received as information and,

THAT the Teacher Contracts (Permanent and Term) as listed in the Teacher Contracts Report dated November 3, 2022, be ratified and,

THAT the Teacher Contract Alterations as listed in the Contract Alterations Report dated November 3, 2022 be approved and,

THAT the Substitute Teacher Contracts as listed in the 2022-23 Substitute Teacher Contracts Report dated November 3, 2022, be ratified and,

THAT the Board accept, with regret, the Resignations as listed in the Resignations Report dated November 3, 2022.

**Carried**

**14. STANDING AND SPECIAL/ADVISORY COMMITTEE REPORTS**

**14.3 Finance, Buildings, Property and Transportation**

**14.3.1 Meeting with the Auditors re, Financial Statements for Year Ended June 30, 2022**

Shannon Magnusson, Lead Audit Engagement Partner at KPMG, presented the Audit Findings Summary to the Board of Trustees and responded to questions.

Secretary-Treasurer, Nora Wood clarified that a portion of the 8.4 million bus capital reserve is awaiting approval from the Province to be moved into another reserve in preparation for a new school build in Prairie Pointe.

Ms. Magnusson recommended that the Board consider exploring topics such as Environment Social Governance, Cybersecurity Risk, and Digital Transformation in preparation for the inevitability of provincial reporting requirements.

In response to a question from Trustee Craig Stahlke, Ms. Magnusson confirmed that the Board has an approximate surplus of 3.5 million in operating funds.

Chair of the Board, Tim Johnson and Secretary-Treasurer, Nora Wood acknowledge the efforts of KPMG team as well as Karla Maitland-Moore, Assistant Secretary-Treasurer and Tamara Hart, Accounting Manager in the preparation of the audit report.

**Resolution # BD20221103.1004**

Moved By C. Stahlke

Seconded By D. Johnson

THAT the audited Financial Statements for the year ending June 30, 2022, be approved by the Board and received as information.

**Carried**

**15. ADMINISTRATIVE REPORTS**

**15.1 Strengthening Student and Learning Fund Grant**

The Superintendent confirmed that on August 22, 2022, the Province allocated additional funds from the Strengthening Student and Learning Services Grant. Funds are being utilized by the Curriculum and Learning Services team to address student needs, and in particular rebound learning. In response to a question from Trustee Stahlke, the Superintendent confirmed that this was one time only funding.

**Resolution # BD20221103.1005**

Moved By S. Nixon

Seconded By C. Stahlke

That the Board approves the plan proposed by SAT regarding the 2022-23 Strengthening Student Support and Learning grant expenditures, up to the total combined additional funding amount of \$1,089,276.05.

Carried

**17. CORRESPONDENCE FOR INFORMATION DISTRIBUTION LIST**

Secretary-Treasurer, Nora Wood highlighted the MSBA 2022 Fall General Regional Meetings Registration Package. Trustees interested in attending will need to register with Executive Assistant, Emily Vickers by November 18, 2022.

**Resolution # BD20221103.1006**

Moved By D. Johnson  
Seconded By C. Nachtigall

THAT the Correspondence for Information Distribution List dated November 3, 2022, be received as information.

Carried

**18. QUESTIONS FROM TRUSTEES**

In response to a question from Trustee Cindy Nachtigall, the Superintendent provided an update on the construction of the new schools. She reported that Bison Run School has a projected opening date of January 30, 2023 and confirmed that students moving into the new school will return to their current school after winter break until Bison Run School opens later in the month.

In response to a question from Trustee David Johnson, the Superintendent confirmed that Pembina Trails Collegiate is on target to open in early September 2023.

**19. QUESTIONS FROM MEMBERS OF THE PUBLIC IN ATTENDANCE**

PTTA President, Lise Legal introduced herself and thanked new and returning trustees for their anticipated efforts during the upcoming year.

**21. ADJOURNMENT**

Meeting adjourned at 8:53 p.m.

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Chair of the Board

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Secretary-Treasurer