

**Regular Meeting of the Board  
Agenda**

Thursday, January 27, 2022

8:00 PM

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**

**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. Report of the Committee Meeting of the Whole held on January 13, 2022.

**2. Other Reports:**

- a. Teacher Contracts (Permanent and Term) as listed in the Teacher Contracts Report dated January 27, 2022;

- b. Teacher Contract Alterations as listed in the Teacher Contract Alterations Report dated January 27, 2022;
- c. Substitute Teacher Contracts as listed in the 2021-22 Substitute Teacher Contracts Report dated January 27, 2022;
- d. Resignations as listed in the Resignations Report dated January 27, 2022.

Purpose:

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 January 27, 2022, and

To approve Teacher Contract Alterations as listed in the Teacher Contract Alterations Report dated January 27, 2022, and

To consider ratifying Substitute Teacher Contracts as listed in the 2021-22 Substitute Teacher Contracts Report dated January 27, 2022, and

To consider receiving resignations as listed in the Resignations Report dated January 27, 2022.

- 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**
  - 14.4. **Human Resources and Policy Committee**

- 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. **COVID-19 Update**  
Purpose: To receive an update from the Administration.
  - 15.2. **Optic Fibre License Agreements**  
Purpose: To consider approving.
  - 15.3. **Contract of Employment - Assistant Superintendent, Curriculum and Learning**  
Purpose: To consider ratifying.
- 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**

## AWARDS PROGRAM SURVEY



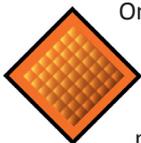
Since 2005, the Manitoba School Boards Association's (MSBA) Student Citizenship Awards program for public school students in Manitoba recognizes outstanding young people who are active participants in their communities and schools. The Awards program has not seen changes in many years, and MSBA is inviting input from boards on what they would like the program to look like in the future.



An online [survey](#) has been created and will be open from January 12 to February 9. Individual replies to the survey are encouraged in order to provide the most comprehensive feedback for analysis.

If you have questions about the survey, please contact [Jennifer Esau](#) at MSBA. The Student Citizenship Awards have been a traditional and very popular part of the Association's annual convention program. Thank you for taking the time to complete this important survey.

## MEASURES FOR K-12 SCHOOLS AT THE LEVEL ORANGE RESTRICTED LEVEL



On Monday, January 10, 2022, Manitoba public schools began a one-week shift to remote learning for most Manitoba students after the winter break to ensure schools can implement enhanced measures for in-person learning.

A phased in-approach will be applied January 10-17, 2022, to allow students of critical service workers in Kindergarten to Grade 6 and all high-risk students and students with special learning needs in Kindergarten to Grade 12 to attend school if no alternate care is available.

Current plans are to have all other students return to in-person learning on January 17, 2022.

Manitoba Education is directing that remote learning be undertaken from January 10-17, with the above exceptions, to allow schools time to prepare to move to the restricted (Orange) level on Manitoba's Pandemic Response System, once students return to class on January 17, 2022.

For more information on changes associated with Orange Restricted pandemic response in schools please visit the Manitoba Government's pandemic response [website](#).



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[get the e-bulletin delivered to your inbox](#)

## REMOTE LEARNING SUPPORTS



The provincial [Remote Learning Support Centre](#) was established to provide a coordinated effort in addressing the goal of the Manitoba provincial remote learning strategy.

In partnership with Manitoba Education, representatives from metro, rural, and northern divisions have come together to oversee the design and implementation of a provincial strategy for school leaders, teachers, students, and families.

The website contains a growing collection of learning resources (English and French) and supports to help guide parents, caregivers and educators through periods of remote learning. Check it out today!



## LABOUR RELATIONS CAREER OPPORTUNITY AT MSBA

Reporting to the Director of Labour Relations and Human Resources and working with school boards, the Labour Relations Consultant (LRC) provides labour relations and human resource advice to school divisions regarding union and non-union employee workplace issues, collective agreement and legislation interpretation, grievances, arbitration matters, and Manitoba Labour Board issues. Visit the [MSBA website](#) to view the [full position description](#) and how to apply. Deadline for applications is January 21, 2022.



## SPEAKING OF CAREER OPPORTUNITIES

Do you know someone who has considered a meaningful career in Manitoba's public schools? New career opportunities may be available in your community. School divisions throughout Manitoba are currently hiring for permanent, temporary, & supply positions within the public school systems. This includes teaching & non-teaching (custodial, transportation, clerical and instructional support) positions. To find out more and apply, please visit [www.k12careers.ca](http://www.k12careers.ca)



follow us [@MBSchoolBoards](https://twitter.com/MBSchoolBoards)



## SECRETARY-TREASURER/CFO

Bulletin No. 22A-002

January 2022

River East Transcona School Division (RETSO) is the province's second largest school division, a division committed to providing educational opportunities to all students in a safe and secure environment. The division has an enrollment of over 16,700 students, approximately 3,000 employees, total of 49 schools and departments and a budget of approximately \$200 million.

### The Opportunity

Reporting to the superintendent/CEO, the secretary-treasurer is the chief financial officer of the school division. The position is part of the division's senior administrative team comprised of the superintendent, four assistant superintendents, and the secretary-treasurer and performs secretary-treasurer functions for the board of trustees as stipulated in the Manitoba Public Schools Act.

This senior management position is responsible for the overall leadership and management of the financial, legal and business services for the division. Supervision, staff development, and administration in the areas of accounting, financial and educational records, purchasing, payroll, budgets, maintenance, transportation and any other areas of responsibility specifically assigned by the superintendent.

Detailed roles and responsibilities specific to this position can be found by contacting Nancy Robinson at [nrobinson@retsd.mb.ca](mailto:nrobinson@retsd.mb.ca).

### Attributes:

- Demonstrated leadership ability in finance and administration
- Demonstrated success working as a member of a collaborative team
- Ability to work effectively with trustees, divisional and school staff, parents, students and community members
- Possess excellent interpersonal, communication, project management, technology and problem-solving skills

### Qualifications:

- A recognized professional accounting designation (CPA)
- Minimum ten (10) years of progressively responsible relevant leadership, management and business experience
- Experience in the public education sector and/or other public sectors
- Knowledge of the Public Schools Act and the Department of Central Services
- Experience with collective bargaining and labour relations

**Anticipated start date:** May 1, 2022 or as mutually agreed upon

External applicants must supply a Criminal Record Search and a cleared Child Abuse Registry check upon hire.

Applicants are requested to submit a cover letter and comprehensive resumé, including the names of three references, all of whom have knowledge of the applicant's performance in their current or recent assignment, by 4:00 p.m. on **January 25, 2022** to:

**Mr. Kelly Barkman, Superintendent/CEO**

River East Transcona School Division  
589 Roch St.

Winnipeg MB R2K 2P7

Email: [kbarkman@retsd.mb.ca](mailto:kbarkman@retsd.mb.ca)

We wish to thank all applicants for your interest in this opportunity, however only those selected for an interview will be contacted.

RETSO employment opportunities are advertised on our website at [www.retsd.mb.ca](http://www.retsd.mb.ca) – Careers.

RETSO supports diversity in its teaching, learning and work environments. We aim to employ a workforce that is representative of the communities in which we work and serve.



## CEO/SUPERINTENDENT

The Board of Garden Valley School Division invites applications for the above position. Duties will commence August 1, 2022, or as mutually agreed.

### The Division

The Garden Valley School Division is located in the heartland of industrialized south central Manitoba. It has a student population of 3,600 students and a staff of 750. The city of Winkler, the industrial hub and home to the division's administrative office, has all the amenities of a larger city in a rural setting. It is a seventy-five minute drive south of Winnipeg. The Division's operating budget for the 2020-2021 school year is 52.8M.

### The Position

The Superintendent of Schools, as Chief Executive Officer shall:

- Provide professional advice to the Board of Trustees in determining education direction
- Assist the Board in planning for the organization of the system
- Will model and adhere to the Beliefs and Mission of the division
- Exercise general supervision over all schools, programs, employees, properties, and services within the Division and will hold final administrative authority for the execution of the Board's policies, regulations, and directives

### Qualifications:

- Qualify for a Manitoba teaching certificate
- A Master's Degree in Education or related field
- At least five years of teaching experience
- A minimum of five years' experience in educational administration

Successful applicants will be required to remain compliant with Manitoba Public Health Guidelines.

### Applications

Please send a cover letter & resume by January 28, 2022, to:

CEO/Superintendent Search  
c/o ROAR Leadership Consultants Inc.  
**Email:** [royseidler@roarleadership.com](mailto:royseidler@roarleadership.com)

*Employment will be subject to satisfactory criminal record, vulnerable sector and child abuse registry checks. We will confirm receipt of all applicants received by email, however only those selected for follow-up will be contacted. We thank all applicants for their interest.*



## Career Opportunity CFO/Secretary-Treasurer

The Board of Garden Valley School Division invites applications for the above position. Duties will commence March 1, 2022, or as mutually agreed.

### The Division

The Garden Valley School Division is located in the heartland of industrialized south central Manitoba. It has a student population of 3,600 students and a staff of 750. The city of Winkler, the industrial hub and home to the division office has all the amenities of a larger city in a rural setting. The Division's operating budget for the 2020-2021 school year is 52.8M.

### The Position

As Chief Financial Officer/Secretary-Treasurer, you will be an integral member of the senior management team, reporting to the Superintendent on all matters pertaining to the planning and control of financial and business administration. You will be responsible for the development and implementation of procedures in the areas of budgeting, finance, purchasing, payroll, transportation, and facilities maintenance. You will also participate in Board proceedings by providing guidance and support for Board operations and governance as well as the functions stipulated in the Public Schools Act, Education Administration Act and other related legislation and Board policy.

### Qualifications:

- A professional accounting designation – CPA (or legacy designation CA, CGA, or CMA)
- Demonstrated successful experience at the management level
- Experience with provincial legislation and compliance requirements
- Management experience in finance and business operations
- Experience with support of board governance would be an asset
- Experience in the areas of purchasing, operations, transportation and health and safety would be an asset

Successful applicants will be required to remain compliant with Manitoba Public Health Guidelines.

### Applications

Please send a cover letter & resume by January 28, 2022, to:

CFO/Secretary-Treasurer Search  
c/o ROAR Leadership Consultants Inc.  
Email: [royseidler@roarleadership.com](mailto:royseidler@roarleadership.com)

*Employment will be subject to satisfactory criminal record, vulnerable sector and child abuse registry checks. We will confirm receipt of all applicants received by email, however only those selected for follow-up will be contacted. We thank all applicants for their interest.*

## **SUPERINTENDENT OF EDUCATION**

The Pembina Trails School Division is looking for a passionate and dynamic educational leader to assume the duties of Superintendent of Education effective September 1, 2022. The Superintendent will have the opportunity to work with a School Division strongly committed to educational excellence, inclusion, and collaborative decision-making. The Division serves over 15,000 students in 35 schools in the southwest part of Winnipeg. As the fastest growing division in Manitoba, two (2) new schools are currently under construction with two (2) more in the provincial approval queue. It employs approximately 2,000 full and part-time teaching and non-teaching staff and has an annual budget of approximately \$185 million. Pembina Trails is a vibrant and active multi-cultural and multi-lingual community with a robust and growing French Immersion program alongside our English Program. The Pembina Trails community endeavours every day to live into the mantra that our students can *#AccomplishAnything* they set their minds to with appropriate supports in place.

As Superintendent and CEO for the School Division, the successful candidate will provide leadership to the Board of Trustees in determining the educational direction of the school system and assist the Board in planning for and organization of the system. As educational leader, the Superintendent will model and adhere to the Mission, Vision and Values of Pembina Trails. The Superintendent will exercise general supervision over all schools, programs, employees, properties and services within the Division and will hold final administrative authority for the execution of Board policies, regulations and directives. The successful candidate will work alongside the Board of Trustees in its commitment to an equity focus to impact policy, administrative action, de-colonization and anti-racism instructional practice, and workforce representation. To that end, we encourage applications from the full breadth of diversity within Canadian society.

Applicants will have:

- A demonstrated commitment to excellence in teaching and learning
- A demonstrated commitment to professional development and personal growth planning
- A demonstrated commitment to the development and support of a learning community that values, and practices shared decision-making, divisional planning and school-based planning
- Excellent skills in interpersonal communication, problem-solving, facilitation, and technology
- Demonstrated success working as a member of a collaborative team
- Knowledge of current and emerging issues in Education
- An understanding of governance, educational finance and the budget process

Qualifications:

- Extensive and varied teaching and administrative experience
- Master's Degree in Education or related fields
- Ability to communicate fluently in both of Canada's Official Language will be an asset
- Valid Manitoba Teacher's Certificate or equivalent
- Valid Manitoba Level II Principal's Certificate or equivalent

Applicants are requested to submit a comprehensive resume including a Statement of Educational Philosophy and the names of three (3) references, all of whom have direct knowledge of the applicant's performance in the current or recent assignment. Please forward applications by 4:00 p.m. Wednesday, February 2, 2022 to:

Superintendent Search Committee  
c/o Kathleen McMillan, Chair of the Board  
Pembina Trails School Division  
181 Henlow Bay  
Winnipeg, Manitoba R3Y 1M7  
Email: [Superintendent.Search@pembinatrails.ca](mailto:Superintendent.Search@pembinatrails.ca)



## **RURAL MUNICIPALITY OF ALEXANDER**

### **INVITES APPLICATIONS FOR CHIEF ADMINISTRATIVE OFFICER**

The Rural Municipality of Alexander located 113 km north-east of Winnipeg, invites written applications for the position of Chief Administrative Officer (CAO). Reporting to the municipal Council the CAO is responsible for the administration, supervision and coordination of all staff, policies and programs approved by Council.

We are seeking a graduate of the University of Manitoba Continuing Education Division Certificate Program for Municipal Administrators, or equivalent education, with a minimum of 10 years experience in municipal administration. Incumbent will be a strong team builder and have demonstrated leadership, supervisory, and conflict resolution skills and will be able to deal effectively with the public. An in-depth working knowledge of operations, administration, financial management and reporting, including budget preparation is required. Knowledge of Municipal and Provincial legislation is required along with experience in working with MuniWare, MuniSight, All-Net Meetings and Microsoft Office.

The successful candidate will possess the following:

- Ability to communicate effectively with the public, employees and external stakeholders;
- Ability to manage and direct employees of the municipality including those in Public Works, Utility Operations and Administration;
- Ability to problem solve and possess analytical skills;
- Ability to develop, interpret and administer agreements, statutes and by-laws;
- Demonstrated ability to multi-task and manage and adhere to strict deadlines in a fast-paced office environment.

Please provide a detailed resume, salary expectations and 3 references and copies of applicable certificates/diplomas along with the ability to provide a current Criminal Background Check.

The Rural Municipality of Alexander provides an excellent group benefits and pension program. The position will remain open until filled. Only those selected for an interview will be contacted.

For more information go to [www.rmalexander.com](http://www.rmalexander.com)

Please submit your resume to:

Roger A. Bouvier  
Municipal Advisor  
Rural Municipality of Alexander  
[municipalsolutions@mts.net](mailto:municipalsolutions@mts.net)  
1-204-792-0849

Dear educators,

Happy New Year. I hope you are all doing well.

First of all, I wanted to send you my best wishes for the new semester, especially under these circumstances. January 27<sup>th</sup> is International Holocaust Remembrance Day. Once again, we are pleased to partner with the Canadian Museum for Human Rights. This year, the local Portuguese community joins us as we honour the memory of Aristide de Sousa Mendes with a film about this courageous diplomat followed by a Q & A. The Ambassador of Portugal to Canada will also be bringing greetings.

Aristides de Sousa Mendes served as the Portuguese Consul in Bordeaux, France during World War II. He defied his government by providing visas to some 30,000 people, including approximately 10,000 Jews. A Portuguese visa would allow them safe passage through Spain to Lisbon, where they could travel to other parts of the world. For his act of defiance Sousa Mendes was severely punished by Portuguese dictator, Antonio de Oliveira Salazar, stripped of his diplomatic position and forbidden from earning a living.

Before his death in 1954, Sousa Mendes asked his children to clear his name and have the honor of the family restored. His sons and daughters, along with their children – now scattered all over the world – have fought for decades to have his deeds posthumously recognized. On October 18, 1966, Yad Vashem recognized Aristides de Sousa Mendes as Righteous Among the Nations.

On July 19, 2021, the day of his 136th birthday, his bust was unveiled inside Portugal's Parliament chamber and on October 2021, a ceremony honoring him took place at the National Pantheon, following a resolution approved by the Portuguese Parliament. De Sousa Mendes' heroic efforts were thus finally recognized by his country and his honour officially restored. As well, the US Senate passed a resolution on March 3, 2021, honoring Aristides de Sousa Mendes. A public space in Paris, France, will be dedicated to him, in 2022, with a plaque on his honor.

The program will be offered in French in the morning and in English in the late afternoon.

For registration details for the two presentations, please see <https://humanrights.ca/event/courage-and-defiance-the-story-of-aristides-de-sousa-mendes>

**Belle Jarniewski**

**Executive Director**

Jewish Heritage Centre of Western Canada

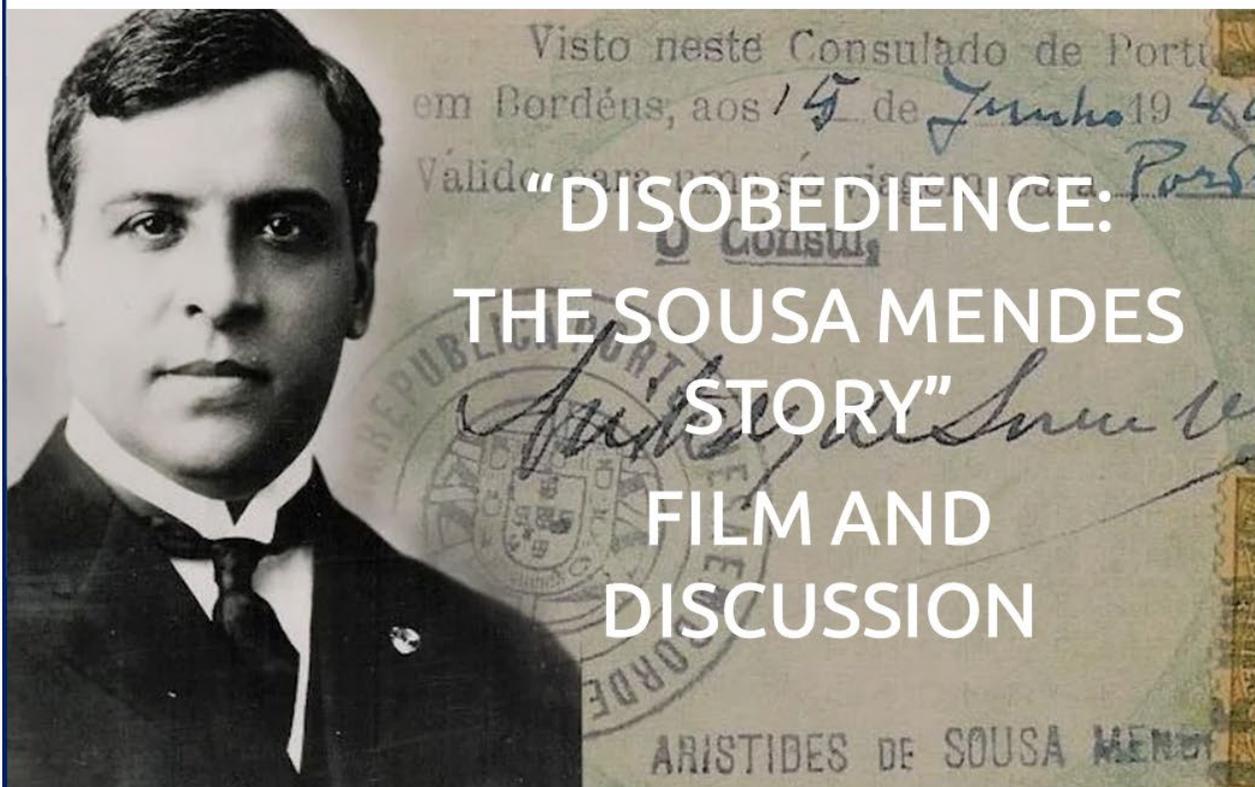
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Member of Canada's delegation to the IHRA



# International Holocaust Remembrance Day



## “DISOBEDIENCE: THE SOUSA MENDES STORY” FILM AND DISCUSSION

*The inspiring story of Aristides de Sousa Mendes, the Portuguese Consul who defied his government and saved the lives of some 30,000 people, among them, 10,000 Jews.*

**Thursday, January 27, 2022 at 5 pm CT**



CONSULADO HONORÁRIO DE PORTUGAL - WINNIPEG  
HONORARY CONSULATE OF PORTUGAL - WINNIPEG  
CONSULAT HONORAIRE DU PORTUGAL - WINNIPEG



# Journée internationale de commémoration en mémoire des victimes de l'Holocauste



## « DÉSŒBÉISSANCE: L'HISTOIRE DE SOUSA MENDES » FILM ET DISCUSSION

*L'histoire inspirante d'Aristides de Sousa Mendes, le consul portugais qui a défié son gouvernement et sauvé la vie de quelque 30 000 personnes, dont 10 000 Juifs.*

**Jeudi, le 27 janvier 2022 à 11h HC**  
**Présentation virtuelle**



CONSULADO HONORÁRIO DE PORTUGAL - WINNIPEG  
HONORARY CONSULATE OF PORTUGAL - WINNIPEG  
CONSULAT HONORAIRE DU PORTUGAL - WINNIPEG



CANADIAN MUSEUM FOR  
HUMAN RIGHTS  
MUSÉE CANADIEN POUR LES  
DROITS DE LA PERSONNE

