

## **Regular Meeting of the Board - March 22, 2018**

Thursday, March 22, 2018

Start time 8:30 PM

Administration Office, 181 Henlow Bay, Winnipeg, Manitoba

### **AGENDA**

1. **Attendance**
2. **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 to or 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.

**Minutes Template:**

Meeting called to order at <currentTime>

3. **AGENDA APPROVAL**
4. **Board Minutes Approval**
  - 4.1 **Regular Meeting of the Board - March 8, 2018 (2018/03/08)**
5. **STANDING COMMITTEE REPORTS, SPECIAL COMMITTEE REPORTS AND OTHER REPORTS**

5.1. **Standing Committee Reports, Special Committee Reports and Other Reports**

**Summary:**

**1. Standing Committee Reports:**

- a. Report of the Committee Meeting of the Whole held on March 8, 2018;
- b. Committee Report of the Finance and Planning Committee Meeting held on March 1, 2018;
- c. Committee Report of the Communications and Community Relations Committee Meeting held on March 1, 2018;
- d. Committee Report of the Education Committee Meeting held on March 5, 2018.

**2. Special Committee Report:**

- a. Minutes of the Pembina Trails Educational Support Fund Inc. Corporate Board Meeting held on March 8, 2018.

**3. Other Reports:**

- a. Commendation Report dated March 22, 2018;
- b. Teacher Contracts (Permanent and Term) as listed in the Teacher Contracts Report dated March 22, 2018;
- c. Teacher Contract Alterations as listed in the Teacher Contract Alterations Report dated March

- 22, 2018;
- d. Substitute Teacher Contracts as listed in the 2017-18 Substitute Teacher Contracts Report dated March 22, 2018;
- e. Resignations as listed in the Resignations Report dated March 22, 2018;
- f. Disbursements for the period January 1 - 31, 2018;
- g. Minutes from the Manitoba Institute of Trades and Technology Governing Meeting held on September 26, 2017;
- h. Minutes from the Manitoba Institute of Trades and Technology Governing Meeting held on October 16, 2017;
- i. Minutes from the Manitoba Institute of Trades and Technology Governing Meeting held on November 28, 2017.

**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 March 22, 2018 and,  
 To approve Teacher Contract Alterations as listed in the Teacher Contract Alterations Report dated March 22, 2018 and,  
 To consider ratifying Substitute Teacher Contracts as listed in the 2017-18 Substitute Teacher Contracts Report dated March 22, 2018 and,  
 To consider receiving resignations as listed in the Resignations Report dated March 22, 2018 and,  
 To consider approving Disbursements for the period January 1 to January 31, 2018.

**6. DELEGATIONS**

**7. EDUCATIONAL PRESENTATIONS**

**8. BUSINESS FROM PREVIOUS BOARD MEETINGS**

**9. BUSINESS FROM PREVIOUS FINANCE COMMITTEE OF THE WHOLE**

**10. BUSINESS FROM PREVIOUS COMMITTEE MEETING OF THE WHOLE**

**11. BY-LAWS AND/OR POLICIES**

**11.1. By-Law No. 126 (Borrowing By-Law)**

**Summary:**

THAT By-Law No.126, being a by-law of the Trustees of the Pembina Trails School Division in Manitoba, providing for the borrowing of moneys upon the credit of the said School Division to meet current expenses for the Fiscal Year 2018-19, be given first reading.

**12. CORRESPONDENCE FOR DISCUSSION**

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

**13.1. BUILDINGS, PROPERTY AND TRANSPORTATION COMMITTEE**

**13.2. COMMUNICATION AND COMMUNITY RELATIONS COMMITTEE**

**13.3. EDUCATION COMMITTEE**

**13.4. FINANCE AND PLANNING COMMITTEE**

**13.5. HUMAN RESOURCES AND POLICY COMMITTEE**

**13.6. NEGOTIATIONS COMMITTEE**

**13.7. PEMBINA TRAILS SCHOOL DIVISION EDUCATIONAL SUPPORT FUND INC.**

**13.8. PEMBINA TRAILS VOICES**

**13.9. COUNCIL OF PRESIDENTS**

13.10. **BOARD/ASSOCIATION COUNCIL ON EDUCATION (B.A.C.E.)**

14. **ADMINISTRATIVE REPORTS**

14.1. **Establishment of Capital Reserves**

**Summary:**

Purpose: To receive a report from the Administration and consider establishment of Capital Reserves for two Capital projects and the Waverley West K-8 school.

14.2. **School Administration Appointments**

**Summary:**

Purpose: To receive a report from the Superintendent.

14.3. **Manitoba Education - Continuous Improvement Report**

**Summary:**

Purpose: To receive a report from the Superintendent.

14.4. **Release of Provincial Budget**

**Summary:**

Purpose: To disclose the announcement of two new schools and the next steps.

15. **NEW BUSINESS**

16. **CORRESPONDENCE FOR INFORMATION DISTRIBUTION LIST**

16.1. **Correspondence for Information Distribution List**

**Summary:**

THAT the Correspondence for Information Distribution List dated March 22, 2018, be received as information.

17. **QUESTIONS FROM TRUSTEES**

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

19. **REQUIREMENT FOR A COMMITTEE MEETING OF THE WHOLE**

20. **ADJOURNMENT**

**Minutes Template:**

Meeting adjourned at <currentTime>

**MANITOBA  
SCHOOL DIVISION/DISTRICT BORROWING BY-LAW  
BY-LAW NO. 126**

A By-Law of the Trustees of The Pembina Trails School Division in Manitoba, providing for the borrowing of moneys upon the credit of the said School Division to meet current expenses for the Fiscal Year 2018-2019.

WHEREAS the estimate of the School Division, as prepared by the Trustees thereof, of the amount required to meet the expenditures for such School Division for the year 2018-2019 is the sum of \$173,492,662 (Operating and Capital Budget).

AND WHEREAS no moneys have been previously borrowed to meet the expenditures of the year 2018-2019,

NOW THEREFORE the Trustees of The Pembina Trails School Division in session enact as follows:

- 1) THAT, pursuant to Section 221 of *The Public Schools Act*, the amount of the borrowing as set out in this By-Law shall not cause the Pembina Trails School Division at any time to exceed either (a) or (b) which ever is applicable:
  - (a) the amount of the estimate of the approved expenses of the School Division for the current year; or
  - (b) the amount of the estimate of the approved expenses of the School Division for the last preceding year, such estimate of approved expenses for the current year not yet having been calculated.
- 2) THAT the Trustees of the said School Division do borrow up to the sum of Forty Million Dollars (\$40,000,000) from TORONTO DOMINION BANK upon the credit of the said School Division, and as set out under the terms of the Demand Operating Facility Agreement with TORONTO DOMINION BANK, October 21, 2008, and do pay or agree to pay interest thereon either in advance or at maturity, at the rate of the Bank’s Prime Interest Rate minus 0.75% (per centum) per annum or Banker’s Acceptance plus 0.25%.
- 3) THAT the said borrowing may be by means of an overdraft on the account of the School Division via prime rate based loan or via Banker’s Acceptance as per the Demand Operating Facility Agreement, by cheques signed by the Chair of Finance & Planning Committee and the Secretary-Treasurer or Associate Secretary-Treasurer,
- 4) THAT the amount so borrowed shall be a first charge upon any moneys to be received by the Trustees on account of the estimate for the 2018-2019 Fiscal Year for the purposes of the said School Division, whether from the Municipality or from the Provincial Government or from any other source and, as the same are received, the said School Division shall deposit them with the said Bank in a special account as collateral security for payment of the amount so borrowed with interest thereon, but the said Bank shall not be restricted thereto for the payment of the sum or sums so borrowed, nor shall it be bound to wait for repayment of the moneys so borrowed until the Municipality or the Provincial Government has discharged its obligation to the School Division nor be obliged to see that moneys paid to the School Division are deposited or applied as aforesaid,
- 5) THAT this By-Law shall extend to and cover borrowings by the said Trustees for the year commencing the first day of July, 2018, and to the extent necessary, this By-Law shall have retroactive effect so as to be deemed in full force and effect at the commencement of said term,
- 6) THAT nothing herein contained shall waive, prejudicially affect or exclude any right, power, benefit or security by statute, common law or otherwise given to or implied in favour of the said Bank,
- 7) PRIME Interest Rate is the annual rate of interest announced from time to time by TORONTO DOMINION BANK as a reference rate then in effect for determining interest rates on Canadian dollar commercial loans in Canada.

DONE AND PASSED at a duly assembled and constituted meeting of the said Trustees held this 12th day of April, 2018.

(CORPORATE SEAL)

\_\_\_\_\_  
Julie Fisher, Chair of the Board

\_\_\_\_\_  
Craig M. Stahlke, Secretary-Treasurer

I, Craig Stahlke, Secretary-Treasurer of the above-mentioned School Division, hereby certify the above to be a true and correct copy of By-Law No. 126 of the Trustees of the said School Division and that the same was duly enacted and passed by the Trustees of the said School Division at a duly assembled and constituted meeting thereof held on the 22<sup>nd</sup> day of March, 2018.

(CORPORATE SEAL)

\_\_\_\_\_  
Craig M. Stahlke, Secretary-Treasurer

# e-bulletin

March 7, 2018

191 Provencher Blvd. Winnipeg, MB R2H 0G4  
Phone: 204-233-1595 Toll Free: 1-800-262-8836

[www.mbschoolboards.ca](http://www.mbschoolboards.ca)

Follow us on Twitter [@MBSchoolBoards](https://twitter.com/MBSchoolBoards)

## FINAL COUNTDOWN TO CONVENTION

With only one week to go until convention, it's a good time to remind everyone about some of the changes you'll be seeing this year.

- Our program will be starting a little earlier, at 8:45 a.m. on both Thursday and Friday. Breakfast will be available starting at 7:30 a.m.
- The final call for nominations will take place at the call to order on Thursday, March 15. To find out more about current nominees, check out the [report of the nominating committee and candidate profiles](#) on our website.
- Elections, [resolutions and special business](#), and reports from the President and Executive Director will all take place on Friday, March 16.
- The board chairs meeting with the Minister of Education and Training takes place at 4:30 p.m. on Thursday, March 15, in the Assiniboine B room on the concourse level of the Delta Hotel.
- Award presentations have been incorporated throughout the program. Student awards will be presented at lunch on Thursday, and the Premier Award for School Board Innovation on Friday. The Presidents' Council Award presentation and long service trustee and retiring executive recognition will take place at the Friday evening President's Banquet.

The full [program](#) is posted on our website. It will also be included in delegate kits.



## ADVOCACY UPDATE

Several additions have been made to our [advocacy page](#) in recent weeks. These include:

- an [editorial](#) by association President Ken Cameron, in response to the most recent provincial schools funding announcement;
- a [letter](#) to James Wilson, Deputy Minister of Education and Training, expressing the association's appreciation for the past work that has been done by the Manitoba Education Research Network (MERN), and asking that the department explore alternate means of facilitating the sharing of educational research upon MERN's cessation of operations later this year;
- a [letter](#) to Minister of Education and Training Ian Wishart, requesting that the province begin consultations with school boards and teachers on its announced move to provincial bargaining for teachers as soon as possible.

## IMAGINE A CANADA

The deadline for submissions for Imagine a Canada has been extended to April 2, 2018, so there is still time to get involved! Now entering its third year, Imagine a Canada is a national arts and leadership program that invites young people, kindergarten to post-secondary, to share their thoughts on what the future of Canada will look like through the lens of reconciliation. One entry from each province and territory will be selected to attend a national celebration of Imagine a Canada and take part in a leadership workshop to become Reconciliation Ambassadors in their own community. The [Imagine a Canada](#) website has background information and tools to get involved.



## DID YOU KNOW . . .

That the Government of Canada has information and resources about our [national anthem](#) on the Canadian Heritage website? These include a downloadable [poster](#) with the recently-adopted revised English-language lyrics, and audio files of the English, French, and bilingual versions of the anthem. The site also contains information about the history of the anthem, rules of timing and etiquette for anthem use, and answers questions about copyright and commercial use of the anthem.



## TEACHING ABOUT THE HOLOCAUST

From June 27 to 29, the [Montreal Holocaust Museum](#), in partnership with the [USC Shoah Foundation](#), is offering a training session on "Teaching about the Holocaust and Human Rights in Canada." The seminar, which will be held at the museum, will explore the teaching of difficult subjects, with particular attention on the Holocaust and human rights from a contemporary Canadian perspective. Interested educators can apply until April 15 by filling out a [pre-registration form](#) on the museum's website. Scholarships for accommodation and transportation are available to qualified candidates.

March 7, 2018

**TO: MAINTENANCE/FACILITY SUPERVISORS  
SECRETARY-TREASURERS**

**FROM: DARREN THOMAS, RISK MANAGER**

**RE: WATER ALARMS IN SCHOOLS**

The water alarm detector is a self-contained electronic device that sounds an alarm when its sensor is in contact with water. Risk Management recommends that these alarms be used near water heaters, washing machines, sump pumps, toilets, dishwashers, and high-efficiency furnace pumps.

Claims from water damage is rising and the amount of damage is significant. One way to help mitigate these losses is with an active water detector alarm. Electricians can install these devices as they are wired into your alarm system and will signal you when the presence of water is beginning to form.

As some schools have already installed systems into place, MSBA Risk Management would like to remind everyone that some of the older models do not last as long as ones compared to the technology of today. Some of the older detectors, once wet, are no longer useful in detecting water. We have had numerous claims where the older units have failed to detect water due to age and wear and tear. Installers have informed us that they no longer recommend these types of detectors (as seen in picture #1).

Picture #1



Some schools have models which are still useful in detection but require a yearly inspection to ensure that they are functioning properly. It should become a standard annual practice to ensure these detectors are operating as expected. Some of these detectors might look similar to picture #2.



## Appendix 2 for 16.1.: MSBA Memo Water Alarms

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March 7, 2018

Picture #2



Ideally, the water alarms MSBA Risk Management recommends is the use of the Water Bug Leak Sensors. One unit can monitor up to six sensors at a time and are meant to withstand repeated water detection. Fontaine Electric has provided us with some examples (picture #3) if anyone is interested.

Picture #3



I hope this information is helpful. Please contact me if you have any further questions or concerns.

Thank you

DT:cs



LEADERSHIP, ADVOCACY AND SERVICE FOR MANITOBA'S PUBLIC SCHOOL BOARDS

March 6, 2018

**TO: MAINTENANCE/FACILITY SUPERVISORS  
SAFETY OFFICERS  
SECRETARY-TREASURERS**

**FROM: DARREN THOMAS, RISK MANAGER**

**RE: SCHOOL ROOFS**

There have been a number of requests to use school roofs for a variety of projects with spring almost upon us. MSBA Risk Management strongly recommends that only authorized individuals be allowed access to the roof for any reason. This would exclude teachers and students. Workplace Safety and Health does not permit individuals to use ladders and/or roof access without proper training and awareness as well our insurance program advises strict controls due to liability exposure.

If you have any question or concerns, please do not hesitate to contact me.

Thank you.

DT:cs





## Working Collaboratively with Schools, Colleges and Universities to support Technology in Learning



### What's New?

#### Network Updates -

To support network usage that continues to increase at 50% a year, MERLIN has upgraded its Internet feed from 10 Gb to 20 Gb as well as upgraded the Agency's connection to MRnet/CANARIE from 10 Gb to 20 Gb.

#### DDoS Attacks –

January saw some of the biggest DDoS attempts MERLIN has ever seen using new techniques that pushed our DDoS protection systems to their limit.

- At least 11 DDoS attacks were attempted using novel Layer 3 DDoS techniques, such as GRE packets.
- At least three of these attacks exceeded or would have exceeded the capacity of MERLIN's commercial Internet connection.
- Working with BellMTS, MERLIN staff deployed new mitigation strategies to address the new attacks.
- January 27<sup>th</sup> saw the largest DDoS attack against MERLIN and our clients to date, clocking in at 22.54 Gbps, which was successfully mitigated due to the efforts of MERLIN staff and BellMTS.
- At least 53 separate DDoS attacks were attempted against MERLIN clients in January alone. – Seven of which exceed 5 Gbps in total volume.

#### Olympics – Internet Traffic

Olympics viewing pushed MERLIN's Internet traffic almost 30% higher than our normal average. The Agency's Akamai service, which CBC Sports used to serve video streaming, saw a 300% increase over normal average.

#### CONTACT OUR OFFICE FOR MORE INFORMATION

P: 204-474-7800 | TF: 1-800-430-6404 | [info@merlin.mb.ca](mailto:info@merlin.mb.ca)

**[merlin.mb.ca](http://merlin.mb.ca)**



# Backgrounder

## INNOVATING THE DELIVERY OF NEW PUBLIC SCHOOLS IN MANITOBA

GRADES	PROGRAM	LOCATION	DOOR OPENING STUDENT CAPACITY	STUDENT CAPACITY WITH FUTURE EXPANSION	CHILD-CARE CAPACITY
Kindergarten to Grade 5	French Immersion	Seven Oaks SD Precinct E	450	600	66
Kindergarten to Grade 8	Dual Track	Winnipeg SD Waterford Green	600	825	74
Kindergarten to Grade 8	English	Brandon SD South East	450	675	74
Grades 9 to 12	English	Pembina Trails SD Waverley West	1,000	1,200	104
Kindergarten to Grade 8	English	Pembina Trails SD Waverley West	800	800	74
<b>TOTALS</b>			<b>3,300</b>	<b>4,100</b>	<b>392</b>

In Manitoba, one new public school has been built each year over the past two decades. The delivery approach for new schools has been traditionally completed through a design-bid-build process (DBB) that includes a distinct design phase, a tendering and procurement phase, and a construction phase.

In recent years, Manitoba has seen unprecedented enrolment growth in certain communities and in response, the province has identified the need for five additional schools. This magnitude of construction opened the door to consider a Private Public Partnership (P3) delivery model that has been successfully used in recent years in other jurisdictions including Saskatchewan and Alberta. In 2017, the province initiated a *P3 Business Case – Value for Money* study to examine the benefits that could be realized through a P3 approach. Upon the completion of the P3 study, it was evident that many of the principles, innovations and methodologies of a P3 approach could be transferred and applied to the Public Schools Finance Board (PSFB) traditional DBB method of delivering schools.

In applying the expertise gained from the P3 study, the Manitoba government determined that enhancing the DBB approach for the five new schools would result in the greatest value for money, while ensuring projects remain on schedule and on budget. For the delivery of five new schools, the traditional DBB delivery model will integrate lessons learned from the P3 Business Case study. The PSFB estimates that there are savings of at least \$18 million that can be realized over its conventional delivery methods.

These enhancements include:

- **Innovations to Project Design**

A compressed design schedule is possible for the Seven Oaks School Division, Winnipeg School Division and Brandon School Division projects if the PSFB prepares the schematic stage documents using its existing complement of design professionals. Design efficiencies that improve cost and schedule will also be realized by bundling the design of the Seven Oaks kindergarten to Grade 5 school with the Winnipeg kindergarten to Grade 8 school. Many common elements of design can be used across both schools (such as wall system design and material choices).

The two Pembina Trails schools (kindergarten to Grade 8 and grades 9 to 12) will be bundled as one package and will follow a design-build (DB) process. The DB process has been selected as it will allow for design and construction activities to occur concurrently. This will allow for design efficiencies, cost savings and a compressed design schedule. Both schools will be tendered as one package, as they will be located on the same site and have the same completion timeline.

- **Innovations to Project Delivery Method**

The P3 study identified packaged bundling of school procurement and a DB approach as key elements to create an environment for innovation and cost savings.

The two Pembina Trails schools will be bundled as a single DB package, allowing for greater economies of scale and compression of schedule as both schools are located on the same site.

The Seven Oaks, Winnipeg and Brandon schools will proceed in an enhanced DBB delivery method as these schools can be readily designed and put out to tender in short order to capture favourable market conditions. Each school will be individually tendered to facilitate competitive bidding.

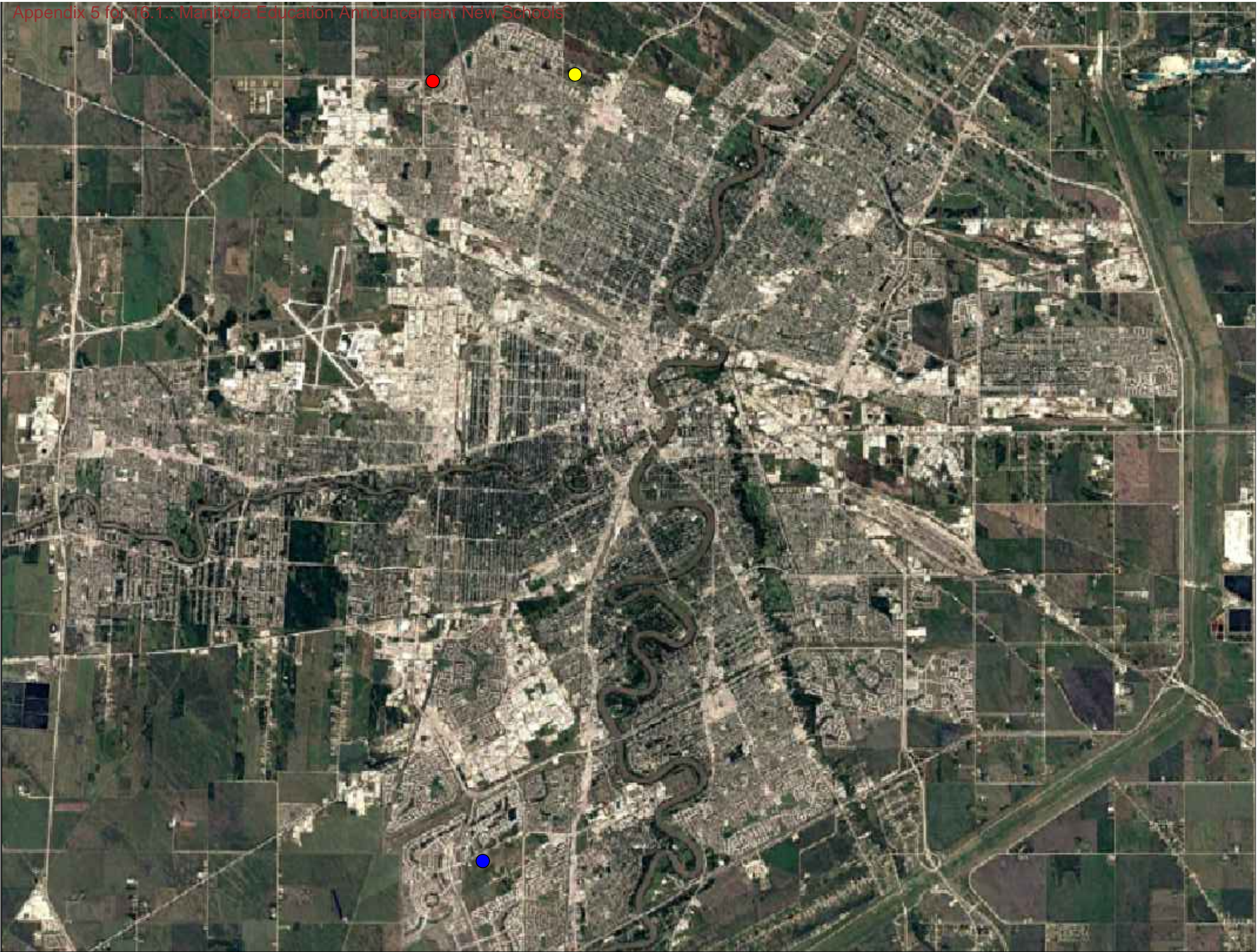
## **SUMMARY**

PROJECT	DESIGN PROCESS	TENDER METHOD
Brandon, kindergarten to Grade 8	DBB	Open-individual
Waterford Green, kindergarten to Grade 8	DBB*	Open-individual
Precinct 'E', kindergarten to Grade 5	DBB*	Open-individual
<b>Two schools on a single site:</b>		
Waverley West, grades 9 to 12	DB**	Open DB**
Waverley West, kindergarten to Grade 8	DB**	Open DB**

\*Bundled together DBB – one consultant

\*\*Bundled together DB – general contractor/consultant team





LOCATION OF WINNIPEG SCHOOLS

- WINNIPEG SCHOOL DIVISION NEW SCHOOL
- SEVEN OAKS NEW SCHOOL
- PEMBINA TRAILS NEW SCHOOLS









**Prairie Rose School Division is recruiting for  
1.0 FTE Assistant Secretary-Treasurer  
Competition: # 128-17-18  
Administration Office, Carman, Manitoba**

Prairie Rose School Division is dedicated to the development of lifelong learners for responsible global citizenship. As our learners advance through their early, middle, and senior years' education, we strive to ensure that our students experience a broad education that is relevant to their individual needs and prepares them to be successful in an increasingly complex world. We strive to ensure that our learners are emotionally invested, actively engaged, and reflective in their learning.

Our school division employs over 400 employees and provides educational services to over 2290 students in our nine community schools that are located in Carman, Elie, Elm Creek, Miami, Roland, St. Eustache, St. Francois Xavier, and St. Laurent, Manitoba, and to our seventeen Hutterian schools across our school division.

### **The Position**

The position will be of interest to an individual who is willing to be part of a succession plan for the Secretary-Treasurer/CFO. The Assistant Secretary-Treasurer will assist the Secretary-Treasurer/CFO in all phases of the Prairie Rose School Division's financial and business administration, development and implementation of Board policy and administrative procedures. The Assistant Secretary-Treasurer will be responsible to the Secretary-Treasurer/CFO for such duties as assigned and be prepared to act for the Secretary-Treasurer/CFO in their absence or in delegated duties. The Assistant Secretary-Treasurer will work cooperatively and collaboratively with the Division's senior administration team and school administrators.

Application will include up-to-date resume detailing qualifications, experience and/or other relevant information including salary expectations and three professional references who can provide information on your ability.

Human Resources, Box 1510, 45 Main Street South, Carman, MB R0G 0J0;  
by Fax: 204-745-3699; or e-mail to: [prsd@prsdmb.ca](mailto:prsd@prsdmb.ca)

The official start date for this position is as mutually agreed upon.

### **Qualifications and Experience:**

- A recognized accounting designation (CPA) is required, or directly related training and work experience would be considered
- Minimum of five (5) years progressive experience in accounting, financial management including budget preparation and control and supervisory experience is required
- Excellent communication, interpersonal and organizational skills are required
- Demonstrated ability to work as a member of a team
- Exceptional computer/information technology skills
- Demonstrated ability to initiate, manage and grow with organizational change
- Knowledge of the Public Schools Act, the Municipal Act, and the FRAME accounting system would be an asset
- Knowledge of Board of Trustees' governance role, function and operation is an asset

**For more detailed information please contact Gerard Lesage,  
Secretary Treasurer/CFO at 204-745-2003.**

For complete job description, please visit  
[www.prsdmb.ca/careers/job-descriptions/assistant-secretary-treasurer/](http://www.prsdmb.ca/careers/job-descriptions/assistant-secretary-treasurer/)

Posted Date: March 14, 2018  
The position will remain open until filled

*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 resource will be provided upon request.*





## INVITES APPLICATIONS FOR THE FOLLOWING POSITION

**AREA 5 SUPERINTENDENT**  
**Norway House, Manitoba**  
Duties to Commence August 2018

Frontier School Division is committed to success for all learners through a focus upon student outcomes, community-based direction for schools, and a partnership approach amongst staff, parents, and the community. The Division is seeking an experienced student focused administrator to oversee the educational services for over 1,700 primarily indigenous pre-school to Grade 12 students. This individual is an accountability-based leader in terms of student results and achievement, assessment and evaluation of programs and strategic planning for growth and development.

The successful candidate must demonstrate:

- Leadership of a Divisional program portfolio
- Extensive knowledge of the Indigenous languages and cultures of the North-Central Region of Manitoba
- Excellent communication with strong interpersonal, conflict resolution and community relations skills
- Experience as a leader in the development and implementation of Indigenous focused curricula and language programs
- The ability to be a collaborative decision maker committed to a team approach with varied local partners and organizations

The preferred candidate will be:

- An administrator with five or more years' experience (at the school or Division level) in planning, managing and allocating human, financial and material resources
- An excellent financial manager responsible for an annual budget of approximately \$27 million
- A lifelong learner, with a Master's degree in education (administration, curriculum, foundations), or in the process of obtaining a Master's degree

A permanent professional Manitoba teaching certificate, or eligibility for certification, is required. This position requires travel within the Division and as such, applicants must possess a valid Manitoba driver's license.

The current salary range is \$167,832 to \$173,448 with a comprehensive benefits plan which includes Extended Health, Dental, Vision, Remoteness Allowance, vehicle allowance and subsidized Divisional Housing. The incumbent will also receive assistance with relocation costs.

Applicants interested in this unique opportunity are to submit the following by March 19, 2018:

- A curriculum vitae / detailed resume with three professional and three character references, including written permission to contact them
- A 250 word philosophy of education statement
- A 500 word paper on "the role of a leader in providing a quality educational program in Area 5"

*Forward application package to:*  
**Chief Superintendent's Office**  
**Frontier School Division**

30 Speers Road  
Winnipeg, MB R2J 1L9

*Phone:* (204) 775-9741 *Fax:* (204) 775-9940

*Email:* reg.klassen@fsdnet.ca