

The One Thousand, One Hundred and Ninety Second Regular Meeting of the **Lakeshore School Division**
Board held on **Tuesday, April 29, 2025**

Members Present: In Person - Donny Thorkelson, Chairperson; Teresa Johnson, Vice Chairperson; Marvin Coverdale; Online – Kelly Webb; Shaun Lindal (7:30 p.m.)

Members Absent with Regret: Tetiana Vasylieva; Allison Moman

Administrative Staff Present: Darlene Willetts, Superintendent/CEO; Donald Nikkel, Superintendent of HR; Arlene Brandson Darknell, Secretary-Treasurer

Administrative Staff Absent with Regret: Mark Parkes, Director of Operations and Infrastructure

1. Chairperson Donny Thorkelson called the meeting to order at 6:01 p.m.

2. Adoption of the Agenda

M25.04.75 M/S T. Johnson, M. Coverdale that the agenda be adopted as amended.

Carried

3. Adoption of the Minutes of the last Board Meeting

M25.04.76 M/S M. Coverdale, T. Johnson that the minutes of the 1191st Regular Meeting held on Tuesday, April 08, 2025, be adopted as presented.

Carried

4. Monitoring Reports

M25.04.77 M/S M. Coverdale, T. Johnson that the Student Services Monitoring Report be accepted as presented.

Carried

M25.04.78 M/S T. Johnson, M. Coverdale that the Quarterly Financial Monitoring Report for the period of July 1, 2024, to March 31, 2025, be accepted as presented.

Carried

M25.04.79 M/S M. Coverdale, T. Johnson that the Operations & Infrastructure Capital D Requests and 5 Year Capital Plan Quarterly Monitoring Report be accepted as verbally presented.

Carried

5. Division Reports
5.1 Department Reports

Superintendents' Report

Human Resources

- Alanna Kiesman on leave, effective October 05, 2025, to October 06, 2026
- Hiring Kiara Shergold, casual Substitute Teacher, effective April 15, 2025
- Resignation Lauren Paslawsky, Teacher at Fisher Branch Early Years School, effective June 30, 2025
- Hiring Michelle Arstall, casual Cleaner, effective April 17, 2025
- Hiring Sharon Maytwayashing, casual Educational Assistant, effective April 21, 2025
- Mackenzie Gibson on leave, effective April 25, 2025, to September 01, 2026
- Hiring Sharon Pokotylo, 100% permanent Teacher at Fisher Branch Collegiate, effective September 02, 2025
- Hiring Mikki Thorkelson, full-time permanent Educational Assistant, 6.0 hours/day, at Eriksdale School Hockey Academy, effective April 21, 2025
- Hiring Nicole Jeffers, casual at the Division Office, effective April 21, 2025
- Hiring Vanesa Insaurralde, spare Bus Driver, effective April 21, 2025
- Hiring Michelle Arstall, full-time term Cleaner, 8.0 hours/day, at Ashern Central School and Ashern Early Years School, effective April 21, 2025, to June 30, 2025
- Resignation Jennifer Ellis, Teacher at Lundar School, effective June 30, 2025
- Hiring Jennifer Scott, full-time permanent Educational Assistant, 6.0 hours/day, at Inwood School, effective April 28, 2025
- Hiring Tammy Heinrichs, 100% term Teacher at Fisher Branch Early Years School, effective September 02, 2025, to June 30, 2026
- Resignation Lora-Lee McKay, Administrative Assistant at the Division Office, effective May 07, 2025
- Hiring Emily Mazur, casual Educational Assistant/Substitute Teacher, effective May 01, 2025
- Retirement Cindy Harrison, Secretary at Lundar School, effective June 27, 2025

5.2 Information requested by the Board

5.3 Decision Information – Required Approvals

.01 Secretary-Treasurer – Accounts Payable

M25.04.80 M/S T. Johnson, M. Coverdale that the following accounts payable cheques/direct debits and payroll vouchers be approved for payment;

- Employee EFTs, dated April 11, 2025, \$368,814.70
- Employee EFTs, dated April 14, 2025, \$29,353.17
- Cheque 32787, Voided by Atrieve
- Cheques 32788-32824, dated April 15, 2025, \$203,907.27
- OLC #0657, Minister of Finance & Taxation, dated April 14, 2025, \$23,788.12
- Cheque 32825, Voided by Atrieve
- Cheques 32826-32863, dated April 21, 2025, \$435,794.44
- OLC #0658, Receiver General, dated April 21, 2025, \$173,335.18
- OLC #0659, Manitoba Hydro, dated April 21, 2025, \$39,652.44
- OLC #0660, Bell MTS, dated April 21, 2025, \$1,759.65
- OLC #0661, Minister of Finance, dated April 22, 2025, \$173.56
- Employee EFTs, dated April 25, 2025, \$362,970.18
- Cheques 32864-32881, dated April 28, 2025, \$57,730.38

Carried

.02 Request

- M25.04.81** M/S M. Coverdale, T. Johnson that the Board approve the request from Nadine Thorvardson for the Inwood School Advisory Council to use a Lakeshore School Division school bus to take the Inwood School students to swimming lessons on April 28, May 07, 08, and 16, at the Lord Selkirk Regional Comprehensive Senior School, at no cost to the Division for fuel or drivers.

Carried

.03 Overnight Trip Requests

- M25.04.82** M/S K. Webb, T. Johnson that the Board approve the request from Lindsay Rindall and Delaney Appleyard, teachers at Fisher Branch Collegiate, to take Grades 5 and 6 students on an overnight trip to Circle Square Ranch in Austin, Manitoba from June 24 to 25, 2025; provided all regulations, procedures and guidelines are followed.

Carried

- M25.04.83** M/S T. Johnson, K. Webb that the Board approve the request from Jennifer Bjornson, teacher at Ashern Central School, to take approximately fifteen Grade 9 to 11 students on an overnight trip to Winnipeg to attend numerous musical arts related activities from May 01 to 02, 2025; provided all regulations, procedures and guidelines are followed.

Carried

- M25.04.84** M/S M. Coverdale, T. Johnson that the Board approve the request from Amie Whiteside, teacher at Eriksdale School, to take Grades 3 and 4 students on an overnight trip to Spruce Woods Provincial Park from June 23 to 24, 2025; provided all regulations, procedures and guidelines are followed.

Carried

.04 Finance

- M25.04.85** M/S M. Coverdale, T. Johnson that the Board approve the purchase of the following school buses for the 2024-2025 Fiscal Year;
Maxim Truck & Trailer for two - 2025 International School Buses in the amount of \$373,894 and Premier Truck Group for two - 2025 Thomas School Buses in the amount of \$379,902.

Carried

- M25.04.86** M/S M. Coverdale, K. Webb that the Board approve a withdrawal from the Technology Reserve of up to \$125,000.00 for the 2024-2025 Fiscal Year for Fiber Optic Installation.

Carried

6. Ownership Linkage
 - 6.1 Visitors and Delegations
 - 6.2 Ownership Linkage Plan

7. Policy Development/Review

The following regulations and procedures were reviewed.

- 7.0 Safe Schools – Violence in the Workplace
- 7.0 Safe Schools – Working Alone

8. Governance

- MSBA E-News April 02, 2025
- MSBA E-News April 16, 2025
- MSBA Convention 2025 Record of Proceedings

M25.04.87 M/S M. Coverdale, T. Johnson that the Board move into Committee of the Whole in Camera at 7:12 p.m.

Carried

9. In Camera

- 9.1 Staffing Update
- 9.2 Student Suspensions
- 9.3 Employee Request
- 9.4 Trustee Discussion

M25.04.88 M/S S. Lindal, K. Webb that the Board rise and report at 8:06 p.m.

Carried

M25.04.89 M/S M. Coverdale, K. Webb that the Board approve leave of absence without pay from September 02, 2025, to June 30, 2026, as per request from employee no. 101085.

Carried

M25.04.90 M/S T. Johnson, S. Lindal that the Board approve the leave of absence without pay date amendment of May 15, 2025, to June 26, 2025, as per request from employee no. 102421.

Carried

M25.04.91 M/S K. Webb, S. Lindal that the Board approve leave of absence without pay from April 25, 2025, to June 30, 2025, as per request from employee no. 102476.

Carried

M25.04.92 M/S T. Johnson, M. Coverdale that the Board approve leave of absence without pay from April 07, 2025, to May 02, 2025, as per request from employee no. 102446.

Carried

M25.04.93 M/S K. Webb, S. Lindal that the Board approve leave of absence from support position, without pay from September 02, 2025, to June 30, 2026, as per request from employee no. 104815.

Carried

10. Self-Evaluation of Governance Process
11. Adjournment: M. Coverdale, at 8:10 p.m.

Donny Thorkelson, Board Chair

Arlene Brandson Darknell, Secretary-Treasurer