

MASBO 2023 Convention Report Booklet



2023 CONVENTION REPORT BOOKLET

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**REPORT OF THE 2022 ANNUAL MEETING
BUSINESS PROCEEDINGS of the
Manitoba Association of School Business Officials**

1. Welcome/Call to Order – President Brian Spurrill
2. On behalf of the Nominating Committee, Dave Funk has been submitted as nominee for President-Elect, Robert Warkentin as nominee for Provincial Director-Transportation and Elise Downey as nominee for Provincial Director-Finance Urban. There have been two calls for nominations from the membership and after a final call, there being no further nominations for the positions of President-Elect, Dave Funk is declared the successful candidate. There being no further nominations for the position of Provincial Director- Transportation, Robert Warkentin is declared the successful candidate. There being no further nominations for the position of Provincial Director-Finance Urban, Elise Downey is declared the successful candidate.
3. Review of Minutes from 2021 AGM
-Kathy Siatecki moves to accept, Amanda Senkowski seconds
4. Election/Acclamation of new Executive Members
5. Review of Financials/Financial review/Presentation of budget
-Jamie Rudnicki moves to accept 2021-2022 Financial Review, Cari Ann Dorian seconds
-Elise Downey moves to accept 2022-23 Budget, Dave Funk seconds
6. Reports as per convention report booklet
 - a) President’s Message
 - b) Executive Director Message
 - c) Past President’s Message
 - d) President Elect
 - e) Membership
 - f) Nominating Committee
 - g) Provincial Finance
 - h) Provincial Maintenance
 - i) Provincial Transportation
 - j) North/Western Region
 - k) South/Interlake Region
 - l) Winnipeg Region
 - m) Publications Committee
 - o) Manitoba Public Schools Employee Benefits Trust Committee
 - p) MSBA Non-Teaching Pension Plan Committee
 - q) MSBA General Insurance Management Committee
 - r) Central Bus Tender Committee

-Amanda Senkowski moves to accept all reports as presented, Claude Plante seconds

7. Nominating Committee Representative
Rachael Geirnaert nominated Robyn Collette for the Nominating Committee, Dave Funk seconds
8. Proposed Changes to Code of Ethical Conduct
-Bart Michaleski moves to accept Proposed Changes as presented, Robyn Collette seconds
9. Appointment of Auditors for 2021-22
-Marlene Michno moves to appoint The Exchange Group as Auditors, Elise Downey seconds
10. Advisement of 2024 Convention Site
11. Adjournment
Bart Michaleski moves to adjourn meeting, Dave Funk seconds

AGM AGENDA, June 1,2023
Manitoba Association of School Business Officials

1. Welcome/Call to Order
2. Review of Minutes from 2022 AGM
3. Election/Acclamation of new Executive Members
4. Review of Financials/Financial review/Presentation of budget
5. Reports as per convention report booklet
 - a) President's Message
 - b) Executive Director Message
 - c) Past President's Message
 - d) Membership
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 - k) Winnipeg Region
 - l) Publications Committee
 - m) Manitoba Public Schools Employee Benefits Trust Committee
 - n) MSBA Non-Teaching Pension Plan Committee
 - o) MSBA General Insurance Management Committee
 - p) Central Bus Tender Committee
6. Nominating Committee Representative
7. Appointment of Auditors for 2023-24
8. Advisement of 2025 Convention Site
9. Adjournment

**Manitoba Association of School Business Officials Inc.****Budget Report****MASBO Budget 2023-24**

The proposed budget supports a plan to continue all of the great MASBO events that we know and love!

As reported last year, we had intended to incrementally increase membership fees each year to keep pace with rising costs. We have decided to forgo the fee increase for the current year as a way to utilize some of the surplus that was resultant of the pandemic, and to acknowledge the financial pressures that many divisions are facing.

During the year there were also free, value-added professional development opportunities, such as the book club and virtual meetings, that were offered to the membership and organized by our executive director. We were fortunate to secure our executive director for another 3-year term. The secretary-treasurers also get together on a monthly basis, virtually, to discuss a myriad of topics hosted by the Executive Director.

As your provincial finance directors, we both sit on the funding model review committee. Since the cancelation of the new funding model for the 2023-24 budget year in December 2022, no further committee meetings have been called.

The Executive will continue to assess the membership fee as well as the surplus on an annual basis and are attuned to the budgetary constraints being faced by all divisions at this time.

Amanda Senkowski & Elise Downey
Provincial Finance Directors

MASBO Budget 2023-24

<i>REVENUE</i>	<i>Budget 21-22</i>	<i>Budget 22-23</i>	<i>Budget 23-24</i>
Membership Fees	94,000	95,000	95,000
Convention	0	92,000	90,000
Professional Development	0	25,000	25,000
Trans/Maintenance Conference	0	35,000	35,000
Fall Regional Meeting	0	5,000	7,000
Magazine/Facility Rebate	4,000	4,000	5,000
Interest/Misc	-	1,000	2,000
TOTAL	\$98,000	\$257,000	\$259,000
EXPENDITURES			
Accounting Fees	3,000	3,200	3,400
Bank Charges	500	500	500
Clerical - Wages	20,500	23,000	23,000
Clerical - Benefits	1,500	1,500	1,500
Committee Meeting Expenses	0	2,000	2,000
Convention Expenses	0	83,000	80,000
Executive Director	60,000	66,000	68,400
- Non-Discretionary PD/Meetings	1,000	3,000	3,000
- Discretionary PD	1,000	1,000	1,000
- Travel	500	500	500
- Office	200	200	200
Executive Meeting Expenses	1,200	5,000	5,000
Executive Planning/Orientation	500	3,000	3,000
Executive Travel - Fraternal	0	7,600	9,000
MSBA Convention/Hospitality	0	400	400
Miscellaneous	-	-	-
Office - Equipment	700	700	700
Office - Insurance	700	700	700
Office - Mileage	1,000	1,000	1,000
Office - Printing	-	-	-
Office - Rental	-	-	-
Office - Supplies	800	800	800
Office - Telephone	1,300	1,300	1,300
Plaques	-	-	-
Professional Development	0	15,000	16,000
Fall Regional Meeting	0	7,000	7,000
Trans/Maint Conference	0	27,000	27,000
Website	3,600	3,600	3,600
TOTAL	\$98,000	\$257,000	\$259,000
SUPLUS/(DEFICIT)	\$0	\$0	\$0

M.A.S.B.O. PAST PRESIDENTS

<i>NAME</i>	<i>YEAR</i>	<i>DIVISION</i>
Henry Benningen	1962	Winnipeg #1
Henry Benningen	1963	Winnipeg #1
Jack Cundall	1964	Portage la Prairie #24
Tom MacGregor	1965	St. James-Assiniboia #2
Murdoc McIvor	1966	Ft. La Bosse #41
Jean Cummings	1967	Norwood #8
Nicholas Solilak	1968	River East #9
Stan Bisson	1969	Seine River #14
Allan Patterson	1970	Midland #25
Glen Hansen	1971	Seven Oaks #10
Ross Johnson	1972	Pembina Valley #27
Maurice Miller	1973	Fort Garry #5
Stan Oleson	1974	Tiger Hills #29
Neil McDonald	1975	Birdtail River #38
Jack Coulthart	1976	Swan Valley #35
Laverne Cherrey	1977	Agassiz #13
Don Cornell	1978	Brandon #40
Todd Baraniuk	1979	Transcona-Springfield. #12
Bud Hanson	1980	Beautiful Plains #31
Ron Mann	1981	St. Vital #6
Wayne Sutherland	1982	Lord Selkirk #11
Rose-Marie Ariko	1983	Flin Flon #46
Craig Stahlke	1984	Fort Garry #5
Jack Hrehirchuk	1985	Dauphin-Ochre A1
Frances Ross	1986	Turtle River #32
Malcolm Kirkland	1987	River East #9
Bert Pearson	1988	Swan Valley #35
Don Cornell	1989	Brandon #40
Garry Drewlo	1990	Fort Garry #5
Gordon Arbuckle	1991	Pembina Valley #27
Francis Plessis	1992	River East #9
Gerard Lesage	1993	Mountain #28
Denis Lemay	1994	Morris-MacDonald #19
David Bell	1995	Winnipeg #1
Barbara Bloodworth	1996	Leaf Rapids #2460
Ed Klassen	1997	Rhineland #18
Wayne Shimizu	1998	Seven Oaks #10
Bruce Cairns	1999	Lord Selkirk #11
Agnes Gaultier	2000	Midland #25
Bart Michaleski	2001	Dauphin-Ochre SA#1
Ed Johns	2002	Seven Oaks SD

M.A.S.B.O. PAST PRESIDENTS (Continued)

Kevin McKnight	2003	Turtle Mountain SD
Ken Bergen	2004	Garden Valley SD
Cliff Meder	2005	Seven Oaks SD
Pat Shuttleworth	2006	Winnipeg SD
Anne Malyon	2007	Border Land SD
Marlene Michno	2008	Lakeshore SD
Glynn Warnica	2009	Southwest Horizon SD
Tom Bobby	2010	Winnipeg SD
Kent Reid	2011	Fort La Bosse SD
Alma Mitchell	2012	Red River Valley SD
Barry Friesen	2013	Border Land SD
Curtis Basso	2014	Lakeshore SD
Paul Ilchena	2015	Seine River SD
Gaylene Schroeder Nishimura	2016	Seven Oaks SD
Anita Werbowski	2017	River East Transcona SD
Kathy Siatecki	2018	Turtle Mountain SD
Kathy McNabb	2019	Rolling River SD
Terry Penner	2020	Garden Valley SD
Marna Kenny	2021	Louis Riel SD
Brian Spurrill	2022	Frontier SD



Manitoba Association of School Business Officials Inc.

President's Message

Dear Members of the Manitoba Association of School Business Officials,

As the President of our esteemed association, I wanted to take a moment to reflect on the importance of cultivating leadership in our roles as school business officials.

Leadership is a vital quality that empowers us to make a lasting impact on our educational institutions and the communities they serve. It is not solely about holding positions of authority, but rather about inspiring others, fostering collaboration, and driving positive change.

In our roles as school business officials, we have the privilege of shaping the financial and operational landscape of our schools. We are responsible for managing resources, developing budgets, and ensuring the efficient allocation of funds to support educational programs and initiatives. However, true leadership goes beyond these technical aspects. It involves embracing a holistic approach that considers the well-being and success of our students, staff, and communities.

To cultivate leadership, we must first look within ourselves. It starts with self-reflection and a commitment to personal growth. We should continuously seek opportunities to enhance our knowledge, skills, and abilities, allowing us to stay ahead of the ever-evolving challenges and demands of our profession. By investing in our own development, we set an example for others and create a culture of continuous learning within our organizations.

Leadership also thrives in an environment of collaboration and teamwork. As school business officials, we have the unique opportunity to work closely with various stakeholders, including school administrators, teachers, support staff, and community members. By fostering open communication, encouraging diverse perspectives, and valuing the contributions of all, we create an atmosphere where ideas flourish and innovation can thrive. Let us actively seek out opportunities to build strong partnerships, leveraging the collective wisdom and expertise of our colleagues.

Furthermore, leadership is about inspiring and empowering others. Our actions and attitudes have a profound impact on those around us. By demonstrating integrity, fairness, and transparency in our decision-making, we foster trust and credibility. We should actively encourage the professional growth of our team members, providing mentorship and guidance to help them reach their full potential. Recognizing and celebrating the achievements of our colleagues further strengthens the bonds within our profession.

Lastly, let us remember the importance of servant leadership. Our ultimate goal is to serve the best interests of our students and the broader educational community. We must be advocates for equitable access to resources, ensuring that every student has the opportunity to succeed. By embracing empathy and compassion, we create an inclusive environment where diversity is celebrated and everyone feels valued and supported.

In conclusion, cultivating leadership is an ongoing journey that requires self-reflection, collaboration, and a commitment to service. As school business officials, we have a unique opportunity to lead by example and make a profound difference in the lives of our students and communities. Let us embrace this responsibility with enthusiasm and dedication, knowing that our leadership has the power to shape a brighter future.

I would like to extend my sincere gratitude to our Executive Director, Paul Ilchena and Executive Assistant, Michelle Munford as well as Past President, Kathy McNabb and the entire executive for all of their help and support in filling in this role for the past several months. Without them, it wouldn't have been possible.

I would also like to thank the entire membership for your continued commitment and for being a driving force in our association.

Lori Slepicka, CGA, CPA



Manitoba Association of School Business Officials Inc.

Executive Director's Message

Executive Director's Annual Report to the Membership
Respectfully submitted by Paul Ilchena
May 16, 2023

As the 2022/23 school year is nearing completion, we look back over the year from an association perspective and can appreciate that we have returned to regular planning and activity cycles. Our annual events and learning opportunities continue to be developed, planned, and offered.

We were able to hold our joint regional meetings and Fall PD in November as well as the Maintenance PD and Transportation conference in February. The three regions held spring regional meetings in April, and we are happy to once again be holding our annual general meeting and conference from May 31 to June 2 in Brandon, MB. Member participation in our events continues to be strong with over 82% of members taking the opportunity to learn with colleagues in at least one event.

As a provincial election is slated for October, we await the results and will continue to work with the elected government to support the education system in our province. The anticipated continued development of a new funding model for education and its subsequent release is something that we will continue to be involved in and look forward to positive results.

Last year, the government developed and released the 'Education Action Plan' in response to the K-12 Education Commission Report. The work on this plan has been on-going and recently the department held an update meeting on the plan for the education partner groups. The action plan outlines a 5-year roadmap with 43 actions – 7 complete, 19 underway and 17 for future work. The partners expressed appreciation for the work of the department and the meeting had a positive vibe and excitement for the future.

Our association and its members continue to be involved and provide advice and input on a provincial level on the many issues that arose during the year; SIS steering committee, funding review committee, provincial teacher bargaining, just to name a few.

For myself as executive director, I am involved in several working groups and committees including the newly formed provincial education council; Emergency planning group; the care for all in education

mental health working group led by the Canadian Mental Health Association; the teacher idea fund; and continue to share and promote the role of our association and the important work of our members.

The executive is looking forward to continuing our work in planning and offering learning opportunities and reviewing association goals and objectives at our annual planning retreat planned for August 24 & 25.

Our June AGM and conference is a great opportunity for members to connect and learn together as colleagues and friends. There is a great line-up of speakers and learning opportunities planned and I look forward to seeing you there! Our theme this year is 'Cultivating Leadership'. All leaders, regardless of their level of experience, need to continually cultivate and develop the skills needed to model leadership. Our members show leadership in the roles they play in supporting public education daily.

I would like to commend all the executive members, acting President Lori Slepicka and Past President, Kathy McNabb (who came back again to support the executive this year and next) and Michelle Munford for their work on behalf of the association. As my initial three-year term as executive director is ending and has been approved to continue for another two years, I appreciate the support and trust that has been given to me to work on behalf of the association as executive director. It has been an honour to serve in this role and look forward to continuing the work of the executive and supporting and representing our association!

The future is bright, and we should be optimistic as we know that MASBO members are valuable pieces to the work of the education system as we all strive to provide great learning opportunities for our young people in our communities. Keep up the great work!

Take care!



**Manitoba Association of School Business Officials Inc.
Past President's Message**

Dear MASBO Members:

Due to employment changes for recent MASBO Presidents and Past Presidents, I assumed the role of Past President midway through the 21-22 school year and have remained in that role through the 22-23 school year. I was pleased to continue in the role of past President on the MASBO executive for the past school year.

Some of my activities were:

- Attending all MASBO Executive Meetings
- Chair of the Nomination Committee

I want to acknowledge and extend my thanks to my staff, school division and Board of Trustees for their ongoing support of my involvement in MASBO. As well, I thank and acknowledge the hard work and dedication of your MASBO Committee members, Executive members, Executive Director Paul Ilchena and Executive Assistant, Michelle Munford.

I look forward to continuing my association with all MASBO members. We are such an incredible support to each other as we navigate these times of change and challenge in education in Manitoba.

Kathlyn McNabb
MASBO Past President



**Manitoba Association of School Business Officials Inc.
Membership Report**

At the time of writing, M.A.S.B.O. has 179 members. Please welcome the following new members who have joined us this year.

<i>MEMBERSHIP REPORT</i>		
<u><i>Name</i></u>	<u><i>Position</i></u>	<u><i>Division</i></u>
Scott Godard	WSH Coordinator	Border Land
Haifeng Xu	Senior Accountant	Frontier
Robin Pitre	Accounting Assistant	Frontier
Kathy Friesen	WSH Coordinator	Garden Valley
Deanne Froese	Assistant Secretary Treasurer	Hanover
Ryan Vogt	Warehouse/Custodial Foreman	Hanover
John Douglas	Accounting Manager	Interlake
Rick Rousson	Director of Maintenance/Transportation	Kelsey
Arlene Brandson Darknell	Secretary Treasurer	Lakeshore
Brian Nemeth	Maintenance Supervisor	Lord Selkirk
Joey Turek	Transportation Supervisor	Lord Selkirk
Rhonda Thompson	Manager of Payroll & Benefits	Louis Riel
Jocelyn Peters	Assistant Secretary Treasurer	Louis Riel
Heather McFadyen	Assistant Manager of Payroll & Benefits	Louis Riel
Richard Jubinville	Supervisor of Maintenance	Louis Riel
Ana de sa Ferreira	Workplace Safety & Health Officer	Louis Riel
Tamara Hart	Accounting Manager	Pembina Trails
Trent George	Transportation Coordinator	Pine Creek
Albert Jubinville	Facilities Supervisor	Prairie Rose
Jody Conrad	Maintenance Director	Prairie Spirit
Carole Carriere	Transportation Supervisor	Seine River
Jarret Pachkowsky	Human Resources Consultant	Seine River
Jeff Enns	Director of Operations	Seine River
Trina Cimino	Transportation Supervisor	St. James Assiniboia
Mari Aguirre	Manager, Facilities & Future Development	St. James Assiniboia
Adam Adamson	Transportation Supervisor	Western
Michael Wiebe	Operations Technician/Safety Coordinator	Western
Yuri Lebedyuk	Facilities Supervisor	Western
Hollis Zhang	Secretary Treasurer/CFO	Winnipeg
Chris Carlson	Transportation Supervisor	Winnipeg
Ken Skoleski	Building Maintenance Supervisor	Winnipeg



**Manitoba Association of School Business Officials Inc.
Nominating Committee Report**

Nomination Committee members for this last school year include:

- Kathlyn McNabb, Rolling River School Division
- Kathy Siatecki, Turtle Mountain School Division
- Robyn Collette, Red River Valley School Division

The Nominating Committee is pleased to nominate the following candidates for vacant positions on the MASBO Executive for the 2023-2024 school year.

President Elect:	Robert Warkentin, Transportation Supervisor Hanover School Division
Provincial Director - Finance Rural:	Amanda Senkowski, Secretary Treasurer Evergreen School Division
Provincial Director – Maintenance:	Gibby Finnbogosan, Building Supervisor Evergreen School Division

There will be further calls for nominations from the floor for these positions at the Annual General Meeting. Elections will take place, if required. We wish to thank each of the nominees for allowing their names to stand to serve on the Executive and our membership in the year to come.

Kathy McNabb
MASBO Past President



**Manitoba Association of School Business Officials Inc.
Provincial Finance Report**

The MASBO Finance Committee this year consisted of Elise Downey, Amanda Senkowski, Scott Carleton, Jamie Rudnicki, Lori Slepicka and Paul Ilchena.

This year has proven to be another difficult year with the anticipated change to the funding formula, and then the subsequent delay in the release. Once again, the weekly meetings for Secretary-Treasurers initiated by Paul have been extremely beneficial to facilitating connection and collaboration during another year of significant changes.

The activities of the Finance Committee during the past year were largely comprised of the committee work on the funding formula as well as organizing the finance sessions for the MASBO events. We brought in Tina Choy Pohl and Paulette Monita to answer some questions about the new capital progress reports, capital projects process as well as provide feedback on the timing of the 5-year capital planning.

We look forward to continuing our work on the funding formula in the coming year.

Respectfully Submitted

Amanda Senkowski & Elise Downey
Provincial Finance Directors



**Manitoba Association of School Business Officials Inc.
Provincial Maintenance Committee Report**

I would like to take this opportunity to thank all my fellow provincial maintenance colleagues. It has been a great year as we resume too “normal” The year has been very successful in regard to the networking and communication throughout the maintenance departments across the province.

It has been a pleasure to work with such a dedicated and collaborative group of professionals who support each other. The few times we are able to gather a year is so very valuable for all of us as we strive to provide the best possible learning environments for our youth.

In the upcoming year I am hoping to reach out even more and try and bring us closer. This will be accomplished through MASBO, MSBA, PD sessions and the AGM.

Learning is not only for our students but for us as well. MASBO gives us the opportunity to have available resources and people always willing to support one another when needed.

Sincerely,
Gibby Finnbogason
MASBO Provincial Maintenance Director



Manitoba Association of School Business Officials Inc. Provincial Transportation Committee Report

2022/23 has been a great year of getting back to normal.

Transportation had round table conversations at the fall delegate meetings in Winnipeg. We had a successful Transportation conference in February at the Vic Inn in Winnipeg. There were lots of attendees and a good showing at the trade show. All three regions had their regional meetings in spring that were well attended. Many opportunities for us to connect and share the ups and downs of the busing game.

In the last several years there has been a significant turnover of Transportation staff in school divisions, it was evident by the number of new faces at our conference. I want to welcome all the new people and want to encourage some of the more veteran members to reach out and make our newer people feel welcome. MASBO is all about connections and relationships. MASBO has always provided top notch professional development and relevant training sessions, the highlight for me is connecting with my counter parts from across the province. It is a great place to ask questions about best practices and what others have done to overcome certain challenges. I really enjoy attending the MASBO Executive meetings and a big thank you to Paul and Michelle for keeping us on task!

Robert Warkentin
MASBO Provincial Transportation Director



Manitoba Association of School Business Officials Inc. North Western Region Report

The Northwestern region of MASBO met twice as a whole in the 2022-2023 fiscal year. Our first meeting was a joint regional meeting with the Winnipeg and South Interlake Regions on November 22, 2022. The meeting started with a training session by Irene Nordheim of the Canadian Mental Health Association, called Mental Health and Awareness Response Training for Administrators. This was followed by an update from Mona Pandey, ADM of Education and Early Childhood Learning and from our Executive Director, Paul Ilchena. In the afternoon, members were given an option of attending Fishing for Salmon in a Manitoba Lake, presented by Justin Rempel, Director of Human Resource Services & Provincial Bargaining, MSBA or An Exploration of Substance Use Disorders and Addiction, presented by Shared Health, Mental Health & Addictions. The day concluded with department roundtables.

On April 13-14, 2023, we held our spring regional meeting at the Russell Inn in Russell, MB. The evening started with invaluable networking and a delicious meal. Following dinner, we had a presentation from Kirsten Thompson, ICT coordinator of Mountain View School Division. Kirsten shared 30 Tech Tips to Try This Year.

On Friday morning, we had our department breakouts where we engaged in round table topics. Each department had a presenter. Finance/HR, Employer Advisor Office; Transportation, Todd Smyth, Fleet Profit; Maintenance/WPSH, Mike Chartier, Swish.

We then had a general meeting. Reports were provided from the breakout sessions and Paul Ilchena, Executive Director gave a provincial update. A brief financial report was provided stating our bank balance was currently at \$2,665.21. Annual billings for 2022-2023 were still to be sent out. There would be a few expenses for the meeting to run through the bank such as the presenter's fees and retirement gifts.

As we hadn't met in person since 2019, new members for the past few years were introduced and retirees for the same period were recognized.

Nominations for representatives for the region were consented to as follows:

Shannon Bayes, Beautiful Plains School Division – Finance

Fred Scott, Rolling River School Division - Maintenance

Mark Johnston, Fort La Bosse School Division – Transportation

Kevin Zabowski, Southwest Horizon School Division – Regional Director

We discussed rekindling the Turtle Mountain Masters golf tournament this year and Tyler Stewart, Beautiful Plains School Division graciously agreed to take on the organization of this tournament to be held June 13, 2023 in Neepawa.

A big shout out to the regional representatives for Finance, Shannon Bayes; Transportation, Lori Couling and Maintenance, Fred Scott for all of their hard work and help to put together our regional meetings. Also, thank-you to Kathy McNabb, Rolling River School Division for taking care of the beautiful retirement baskets and thank-you gifts.

Respectfully submitted,

Lori Slepicka, CGA, CPA

Secretary Treasurer/Regional Director

Mountain View School Division/MASBO Northwestern Region



**Manitoba Association of School Business Officials Inc.
Southern/Interlake Region Report**

The Southern/Interlake Region held a regional meeting on April 27 and 28 at the Lakeview Gimli Hotel. 22 members attended. There were several presenters at the meeting including:

- Darren Thomas, MSBA, Liability 101: Risk Management for Field Trips and School Activities
- Carlos Perreira, Safe Work Manitoba, WCB, WS&H and Safe Work Manitoba roles
- Christian Clavelle, Canadian Red Cross, Opioid Harm Reduction Program
- Todd Warde, Employer and Worker Advisory Offices, Information Sessions

The round table discussions provided an opportunity to interact with other members.

Paul Ilchena provided a MASBO Executive update as well as the MASBO conference in Brandon.

The Region's new representatives will be:

- Transportation: Jason Ziprick
- Finance: Rachel Geirnaert
- Maintenance: Vacant

Respectfully submitted,

Marco Rosales

Southern/Interlake Regional Director



**Manitoba Association of School Business Officials Inc.
Winnipeg Region Report**

The spring regional meeting was held in person on Thursday, April 20th at the Louis Riel School Division. Rose Bird and Sean Oliver from the Louis Riel School Division's Indigenous Learning Team presented on Circle and the Box. Circle and the Box is a teaching tool to share the historic and contemporary relationship between Indigenous and non-Indigenous people in Canada. Participants were invited to step into the role of First Nations people and experience what it must have felt like to live in these communities during colonization, residential schools, the sixties' scoop and now. Following this presentation, new members from the region were welcomed and we received updates from our Executive Director, Paul Ilchena.

The region had two returning representatives for Maintenance and Transportation, while a new representative was elected for Finance. The representatives are:

- Finance – Jocelyn Peters – Louis Riel School Division
- Maintenance – Marcel Saltel – Louis Riel School Division
- Transportation – Steven Karalash – Louis Riel School Division

I stepped into the Winnipeg Regional Director in January in Jennifer Maitre's place, and I have agreed to let my name stand for the remainder of the three-year term. I am looking forward to building relationships with MASBO members over my term.

Respectfully submitted,
Brigitte Levesque, CPA, CGA
Winnipeg Region Director



Manitoba Association of School Business Officials Inc. Publications Committee Report

The committee consisted of the following members for 2022-23:

Barry Friesen
Kevin Zabowski
Zena van Rooyen
Michelle Munford
Paul Ilchena

The theme for this year's conference and the MASBO News publication is Cultivating Leadership. All leaders, regardless of their level of experience, will need to continually cultivate and develop the skills needed to model leadership. Our members show leadership in the roles they play in supporting public education daily.

The Publications Committee coordinates the content and oversees the publishing of the annual MASBO News publication in cooperation with Naylor Association Solutions. The committee met virtually four times and earlier in the year, we discussed and selected appropriate content and sourced articles from our membership and from other sources knowledgeable on the selected topics.

In addition to relevant content, the committee also uses the publication to highlight our membership, those coming in new and those retiring members who have served the association. We also use the magazine as a vehicle to share the goals of the association and highlight professional learning opportunities. It is a great opportunity to showcase and promote our association and the work of our members.

I would like to thank the committee members for their support, providing their input in the publication development stage and for identifying and finding topics and content for the magazine resulting in a publication we can be proud of. We would also like to thank our vendors who commit resources annually in support of the magazine.

The committee encourages members to bring forward ideas for articles they feel would benefit the membership and consider providing content for use in future publications.

Respectfully submitted,
Paul Ilchena, on behalf of the Publications Committee



**Manitoba Association of School Business Officials Inc.
Manitoba Public School Employee Benefits Trust Committee Report**

MSBA (Employing School Boards)

Yolande Dupuis (DSFM)
Morgan Whiteway (MSBA)
Keith Morrison (RETSD)
Irene Nordheim (LRSD)

MTS (Teaching Employees)

Kristen Fallis (WTA)
Lillian Klausen (RETTA)
Dan Mitchell (PTTA)
Glen Anderson (MTS)

Non-Teaching Employees

Andre Freynet (CUPE)

MASBO Representative

Jonathan Hyman (PLPSD)

Retiree Representative: George Coupland

Consultants (Mercer): Jane Emslie, Heather Carriere, Nolan Friesen

The Manitoba Public School Employees Benefits Trust Committee met on December 12, 2022, and on May 8, 2023.

The meeting agenda included the following topics:

- Investment Reports
- Dental, Health and Group Life Experience Reports
- Benefits Plan Annual Renewal Presentation
- 2022 MPSE Benefits Trust Financial Statements and Auditor’s Report (Tim Cook, BDO Canada)

Due to changes in Federal Legislation the trust will be moving from a Health and Welfare Trust (HWT) to an Employee Life and Health Trust (ELHT). This will be for the 2022 Financial Statement. The financial statements will be changing along with payment of income taxes.

The committee heard reports from Chris Quigley, CFA, Investment Counsellor with Canada Life IIS. The investment rates of return on the reserve funds as of October 31, 2022 were as follows:

RESERVE ACCOUNT	31-Oct-22	31-Oct-21	31-Oct-20	31-Oct-19	31-Oct-18
Group Life	-2.45%	7.77%	2.45%	8.21%	1.72%
Group Life Claims Fluctuation	-2.50%	8.16%	2.74%	8.06%	1.79%
Dental	-2.58%	7.86%	2.41%	8.03%	1.80%
Health	-2.52%	7.86%	2.46%	8.05%	1.79%

The committee heard an update from Mercer regarding the group life insurance plan experience for the year ending 2022. Overall, the Manitoba Public Schools Employees' benefit plans continue to be in sound financial positions.

The life plan will be increasing by \$0.023 from \$0.149 to \$0.172 per \$1,000 of Life Insurance coverage as of October 1, 2023.

There were several health plan benefit enhancements approved, which became effective January 1, 2023. These include an increase for Mental Health Practitioners from \$850.00 to \$1,500 per person per calendar year.

Other benefits which were approved and coming into effect on January 1, 2024 include an increase in dispensing fees maximum from \$7.00 to \$10.00 per prescription and an increase in Retiree Drug Maximums from \$2,500 to \$2,750.

Health Plan rates will be increasing on September 1, 2023.

Active Employees \$3.00 (single) and \$6.00 (family) per month.

Current rate \$68.00/\$136.00 (single/family)/month will increase to \$71.00/\$142.00

Retirees \$4.95 (single) and \$9.90 (family)

Current rate \$112.00/\$224.00 (single/family)/month will increase to \$116.95/\$233.90

Newsletters: The MPSE Benefits Trust continues to issue newsletters to all members twice per year with updates, reminders, and other timely information.

Administration Seminars: Mercer conducted a seminar (in-person) in October 2022 and will continue annually.

Respectfully submitted,

Jonathan Hyman, CPA, CMA
Manager of Business and Finance
Portage la Prairie School Division



**Manitoba Association of School Business Officials Inc.
MSBA Pension Plan for Non-Teaching Employees Committee Report**

The Manitoba School Boards Association (MSBA) Non-teaching Defined Contribution Pension Plan was highly ranked in our universe again in 2022. This year was a challenging one in the market, with the large majority of plans experiencing significant losses.

The change in investment strategy in the past year, including the movement of some investments from active to passive management, increased our diversification and assisted in hedging some of our losses. The board intends to continue evaluating this change in strategy with the end goal of the best growth for the plan while also managing the administrative fees at a level that is tenable for Divisions. The Plan’s one year performance for 2022 was -9.18%. Our investments in real estate and infrastructure offset the losses that we experienced in equity, fixed income, and mortgages. Our Plan continues to be a prime example of why diversification of investments is an excellent strategy.

Period	<i>Average Annualized Rate of Return</i>
1 Year	-9.18%
3 Years ending 2022	6.05%
5 Years ending 2022	6.52%
10 Years ending 2022	7.84%
20 Years ending 2022	7.04%

Plan demographics include:

	2022	2021
Active and Deferred Membership – January 1	11,944	11,732
New Members	2,010	962
Withdrawals/Adjustment	(258)	(474)
Retirements/Deaths	(289)	(276)
Active and Deferred Membership – December 31	13,407	11,944

Age	Active and Deferred Members	Percentage 2022	Percentage 2021
Under 35	2,076	15.5%	13.6%
35 – 44	2,934	21.9%	21.1%
45 – 54	3,981	29.7%	31.2%
55 – 64	3,680	27.4%	29.0%
65 +	736	5.5%	5.1%

Respectfully submitted,

Amanda Senkowski, CPA, CA
 Secretary-Treasurer
 Evergreen School Division

Vice-Chair
 MSBA Pension Plan



Manitoba Association of School Business Officials Inc. MSBA General Insurance Management Committee Report

Committee Members:

Derek Dabee, Seven Oaks SD

Yolande Dupuis, DSFM

Fred Kelesnik, Red River Valley SD (Chair)

Caroline Cramer, Brandon SD

Kent Reid, Fort la Bosse SD (MASBO)

Mile Rendulic, Winnipeg SD (MASBO)

Rey Toews, Beautiful Plains SD

The committee met on June 7, 2022, October 18, 2022 and March 15, 2023

2022 Renewal

Arch Insurance now leading property program at 32.5%. AIG, Aviva, Wawanesa, Mutual Fire, Zurich, and Red River Mutual are all subscribing as well. Commercial general liability and excess/umbrella policies renewed at same limits with only moderate inflationary increases to premium. Market still hard and renewal not easy, with total insurance costs increase of 20% (includes \$2 million increase to property loss pool (now \$6 million) and inflationary increases applied to property values). Cyber Insurance policy was renewed as stand-alone policy and 36 of 38 school divisions qualified for cyber coverage with \$1 million liability coverage limit.

2023 Renewal

Arch Insurance advised they would like to either be replaced or have their participation significantly reduced on the program due to challenges in the reinsurance market and their actuarial projections. There are ongoing discussions, by Milnco Insurance, with all remaining subscribers on increasing their participation, as well as a few new potential markets about joining the program. The goal is to aim for as close to “as is” rates as possible, while holding the loss pool deductibles as is. This may be challenging as it depends heavily on both reinsurance challenges and year to date claims. Milnco is also in discussion with their insurance markets with respect to competitive renewal terms on the general liability, cyber liability, professional liability and equipment breakdown policies as well.

Claims Update

There are 33 open property claims, 39 open liability claims. Majority of property claims relate to water damage, vandalism uptick, a large fire and a roof collapse claim. With respect to liability, we are seeing more gender and sexual health related files from the Human Rights Commission, along with the continued trend of historical sexual abuse allegations. No cyber claims to report since MFA implementation.

- **Financial Statements**

KPMG reviewed the financial statements and audit finding report with the Committee. The financial statements for the 2021-2022 fiscal year were approved as presented.

- **Other Topics**

(a) The Manitoba Physical Activity Safety in Schools website as is now live at www.MPASS.school. It is a comprehensive safety and risk management resource around sports programs and the guidelines/awareness/management of them. Website is split between K-8 and 9-12 where you can select different activities and obtain information on safe instructional practices, planning and minimizing risk associated with the activity. There is a “Tools & Resources” tab that contains sample tools and resource referenced within the activity safety pages.

(b) Commissionaires Patrolling Program: Summer 2022 saw some vandalism, issues with large congregations on school grounds and people parking overnight on sites.

(c) All school divisions are reminded to submit their renewal questionnaires and “Statement of Values” (SOV) for updated property values to HUB.

(d) All school divisions are reminded to submit all historical abuse incidents of their knowledge to Hub/MSBA ASAP.

Respectfully submitted,
Mile Rendulic, P.Eng., CCCA
Director of Buildings, Winnipeg School Division



**Manitoba Association of School Business Officials Inc.
Central Bus Tender Committee Report**

Central Bus Tender Committee Report:

The menu-based bus tender process has been in use for the last few years. The committee reviewed the current base bus specifications in early November and the completed tender. The completed tender was posted on MERX December 15, 2022. Qualified vendors provided submissions which were reviewed and circulated to all school divisions on February 3, 2023. Bus orders needed to be submitted by April 11, 2023. There were 71 buses ordered, down approximately 25% from previous years. There have been dramatic price increases and delivery delays, new buses are expected late 2023 or early 2024. Committee members include Steven Karalash (LRSD), Burke Okrainec (LRSD) Curtis Basso (RETSD), Jason Ziprick (Sunrise), Lori Couling (SHSD), Chris Hagen (PTU) Rick Penner (PTU), Ali Jafri (PTU), Paul Ilchena (MASBO), and Robert Warkentin (HSD). If you have any questions, feel free to reach out to any committee members.

Submitted by:
Robert Warkentin
MASBO Provincial Transportation Director