



BRANDON SCHOOL DIVISION

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES, THE BRANDON SCHOOL DIVISION, HELD IN THE J. L. MILNE BOARDROOM, ADMINISTRATION OFFICE, 1031 - 6TH STREET, BRANDON, MANITOBA, AT 7:00 P.M., MONDAY, APRIL 11, 2016.

PRESENT:

Mr. M. Sefton, Chairperson, Mr. P. Bartlette, Mrs. P. Bowslaugh, Mr. G. Buri, Mr. G. Kruck, Mr. J. Murray, Mr. K. Sumner.

Mr. D. Labossiere, Secretary-Treasurer, Ms. B. Sangster, Recording Secretary, Ms. T. Curtis, Live Streaming Video Operator.

Senior Administration: Mr. M. Gustafson, Assistant Superintendent, Mr. G. Malazdrewicz, Assistant Superintendent (arrived at 7:29 p.m.), Ms. E. Jamora, Assistant Secretary-Treasurer, Ms. B. Switzer, Director of Human Resources.

REGRETS:

Dr. L. Ross, Vice-Chairperson, Ms. S. Bambridge, Dr. D. M. Michaels, Superintendent/CEO.

The Chairperson called the meeting to order at 7:00 p.m. and welcomed everyone in attendance.

AGENDA

1.00 AGENDA/MINUTES:

1.01 Reference to Statement of Board Operations

1.02 Approval of Agenda

Mr. Denis Labossiere, Secretary-Treasurer, noted he had one Property matter for In-Camera.

Mr. Mathew Gustafson, Assistant Superintendent, noted he had one Student matter for In-Camera.

Mr. Bartlette – Mr. Sumner

That the agenda be approved as amended.

Carried.

1.03 Adoption of Minutes of Previous Meetings

- a) The Minutes of the Regular Board Meeting held March 21, 2016 were circulated.

Trustee Sumner indicated he was listed as both in attendance and absent at this meeting, when he was in fact absent. The Minutes will be amended.

Mr. Buri – Mr. Murray
That the Minutes be approved as amended.
Carried.

2.00 GOVERNANCE MATTERS:

2.01 Presentations For Information

2.02 Reports of Committees

- a) Joint Meeting with City of Brandon
Trustee Sefton provided a verbal report from the Joint meeting with the City of Brandon held on March 22, 2016.

Mrs. Bowslaugh – Mr. Kruck
That the Report be received.
Carried.

- b) Trustee Sefton provided a verbal report on the Brandon School Division being presented with a plaque and certificate from the Interprovincial Association of Native Employment.

Mr. Kruck – Mrs. Bowslaugh.
That the Report be received.
Carried.

2.03 Delegations and Petitions

2.04 Communications for Action

- a) Ms. Hope Switzer, Energy Efficiency Coordinator, Brandon Neighbourhood Renewal Corporation (BNRC), April 5, 2016, addressed to Board Chair Mark Sefton and the Board of Trustees, noting that the BNRC would like to propose that Brandon School Division (BSD) work with BNRC and Brandon Transit to come up with a very low rate annual pass for high school students. Ms. Switzer added that Assiniboine Community College and Brandon University student unions have facilitated this process and have agreements for all of their students. The BNRC is proposing that BSD discontinue to provide busing to high school students within the city of Brandon, and use the savings to fund a far superior service through Brandon Transit. Ms. Switzer added that Brandon Transit is safe and reliable and is already successfully used by BSD to fulfill a number of its programming needs. She indicated that these passes would significantly increase flexibility, decrease the use of greenhouse gases, increase access to the community, and benefit all high school students particularly those of lower income.

Referred to Facilities & Transportation Committee

Trustee Kruck asked that this item be referred to the May 17, 2016 Facilities and Transportation Committee meeting as he is unable to attend the April 12, 2016 Facilities and Transportation Committee Meeting and he would like to be in attendance. Committee Chair Trustee Buri indicated that this item will be added to the May 17th meeting agenda.

2.05 Business Arising

- From Previous Delegation

- From Board Agenda**- MSBA issues (last meeting of the month)****- From Report of Senior Administration**

- a) School Reports:
 - NIL
- b) Learning Support Services Presentation:
 - NIL
- c) Items from Senior Administration Report:
 - Assiniboine Community College Comprehensive Health Care Aide Program – Memorandum of Understanding – Refer Motions.
 - École secondaire Neelin High School Off-Site Activity Request (Vancouver) – Refer motions.
 - Audit Engagement Letter – Refer Motions.

The Secretary-Treasurer spoke to the motions regarding the updated Memorandum of Understanding from Assiniboine Community College for approval and delivery of the Comprehensive Health Care Aide Program 2016-2017, and the Audit Engagement Letter.

2.06 Public Inquiries (max. 15 minutes)**2.07 Motions**

40/2016 Mr. Bartlette – Mr. Sumner
That the Memorandum of Understanding (MOU) between The Brandon School Division and Assiniboine Community College (ACC) to facilitate the delivery of ACC's Comprehensive Health Care Aide (CHCA) program at Crocus Plains Regional Secondary School (CPRSS) for the 2016-2017 Academic/School year be approved; and that the Chairperson and Secretary-Treasurer be and are hereby authorized to affix their signatures and the seal of the Division thereto.

Trustee Bowslaugh indicated she had shared this information with the Brandon Urban Aboriginal People's Council and they were very impressed and pleased as many of the students who participated in this program last year were indigenous students. She noted she is happy to see this program continue.

Carried.

41/2016 Mr. Buri – Mr. Murray
That the trip involving twenty-one (21) female and male Neelin choir students in grades 9, 10, 11 and 12 to make a trip to Vancouver, BC from May 19 to May 25, 2016 be approved and carried out in accordance with Board Policy/Procedures 4001: Off-Site Activities.

Trustee Kruck indicated that there were no costs listed on the trip form and indicated that he had brought up this matter in the past.

Mr. Gustafson, Assistant Superintendent, indicated that the fees are included later in the document and that Senior Administration will ensure in the future that the information is transferred into the summary portion of the submission.

Trustee Murray responded that the information is on page 3 and read out the breakdown of costs for the trip.

Trustee Kruck indicated that he understands that if he goes through the whole report he can find the amounts, but noted that the costing information was not filled out on the summary sheet for quick reference.

Trustee Kruck asked a procedural question for clarification.

Carried.

42/2016 Mr. Sumner – Mr. Bartlette

That the Auditor Letter regarding the audit engagement for the March 31, 2016 year end between the Division and BDO Canada LLP, Chartered Accountants, be approved and that the Chairperson and Secretary-Treasurer be authorized to affix their signatures thereto.

Carried.

2.08 By-Laws

2.09 Giving of Notice

2.10 Trustee Inquiries

Trustee Kruck asked when the Tell Them From Me survey results would be provided to the Board.

Mr. Gustafson, Assistant Superintendent, responded that he anticipates this information will be presented in early May.

3.00 ADMINISTRATIVE INFORMATION:

3.01 Report of Senior Administration

Mr. Mathew Gustafson, Assistant Superintendent, provided a review 2016-2017 French Immersion Kindergarten Registration Summary.

Trustees asked questions for clarification regarding the École Harrison waitlist and applications received from outside the Brandon School Division catchment area.

Trustee Sumner asked if, out of 73 applications received from BSD catchment students, only 12 did not get their school of first choice in their first selection, and 3 of those have since been accommodated through the wait list. He noted that therefore there are only 9 students who did not receive their first choice.

Trustee Sefton indicated that, after being through the process one time, one of the questions from the community was to review the process. He asked if there are any tweaks, modifications, alterations for next year that would allow the process to run more smoothly.

Mr. Gustafson noted that at this point there are no modifications or changes to the process. He added that one thing that was highlighted was the changing residency for some of the applicants,

which meant their office had to ensure they were checking all the demographic information on the applications.

Trustee Sefton asked what was done to verify the applicant's home addresses.

Mr. Gustafson responded that the registration process is the same throughout all the Division schools, where the applicant is required to bring in a proof of residence which would be checked to ensure they live within city boundaries.

Mr. Mathew Gustafson, Assistant Superintendent, provided highlights on the following items from the April 11, 2016 Report of Senior Administration:

- Academic Preparedness – Riverheights School
 - Little PEEPS (Programming Enrichment and Engagement for Pre-School Success)
- Global Citizenship – Betty Gibson School
 - Cultural Day – May 19, 2016
 - Student Achievements
 - Daniel Lourenco – Silver Medal at the Westman Science Fair,
 - Betty Gibson Y-Revolution group collected 252 pounds of pasta and rice for the Samaritan House
 - Math Blast and Math Night
- Health and Wellbeing – King George School
 - Respectful climate and bullying prevention
 - Survey developed by the student leadership team
 - Cultural activities and cultural evening
 - Grades 7 & 8 Wellness Day
 - Riverview School Transition day
- Administrative and Statistical Information:
 - Suspensions

Trustee Sumner asked questions for clarification regarding the Suspension Information. Mr. Malazdrewicz noted he would respond to questions on this topic In-Camera, and added that this is an example of a one-off activity that the Division sees from time to time in the K-8 schools.

Mr. Buri – Mr. Kruck

That the April 11, 2016 Report of Senior Administration be received and filed.

Carried.

3.02 Communications for Information

- a) Mr. Mark Wasyliv, Board Chair, Winnipeg School Division, March 24, 2016, addressed to Mark Sefton, Board Chair, noting that the Winnipeg School Division approved a motion on March 21, 2016 which supports the Indigenous Teacher Education Coalition. Mr. Wasyliv notes that the Indigenous Teacher Education Coalition (ITEC) has requested the Winnipeg School Division Trustees' support of their endeavors to facilitate the implementation of the ITEC 5 Point Plan to increase the number of Indigenous Bachelor of Education graduates in Manitoba. He encourages school divisions including the Manitoba School Boards Association to join this campaign and pledge their support for this initiative. Additional information on the initiative is enclosed.

Ordered filed.

3.03 Announcements

- a) Facilities & Transportation Committee Meeting – 11:30 a.m., Tuesday, April 12, 2016, Conference Room.
- b) Friends of Education Committee Meeting – 11:30 a.m., Thursday, April 14, 2016, Conference Room.
- c) Divisional Futures & Community Relations Committee luncheon visit at Riverheights School – 11:45 a.m., Thursday, April 14, 2016.
- d) Personnel Committee Meeting – 10:00 a.m., Tuesday, April 19, 2016, Conference Room.
- e) Policy Review Committee Meeting – 12:00 p.m., Thursday, April 21, 2016, Boardroom.
- f) Divisional Futures & Community Relations Committee luncheon visit at Neelin High School Off-Campus and Upper Deck – 12:00 p.m., Monday, April 25, 2016.
- g) NEXT REGULAR BOARD MEETING – 7:00 p.m., Monday, April 25, 2016, Boardroom.

Mr. Murray – Mr. Buri

That the Board do now resolve into Committee of the Whole In-Camera. (7:38 p.m.)

Carried.

IN COMMITTEE OF THE WHOLE IN CAMERA

4.00 IN CAMERA DISCUSSION:

4.01 Student Issues

- Reports

- a) Mr. Greg Malazdrewicz, Assistant Superintendent, provided information on a Student matter.
- b) Trustee Sumner requested information on a Student matter.

- Trustee Inquiries

4.02 Personnel Matters

- Reports

- a) Confidential #1 – Personnel Report was presented.
- b) Mr. Greg Malazdrewicz, Assistant Superintendent, provided information on a Personnel matter.
- c) Trustee Murray requested information on a Personnel matter.

- Trustee Inquiries

4.03 Property Matters/Tenders

- Reports

- a) The Secretary-Treasurer provided information on a Property matter.

- Trustee Inquiries

4.04 Board Operations

- Reports

- Trustee Inquiries

Mr. Buri – Mrs. Bowslaugh

That the Committee of the Whole In-Camera do now resolve into Board.

Carried.

43/2016 Mr. Sumner – Mr. Bartlette

That the tender from Brandon Heating and Plumbing in the amount of \$100,439.75 (plus applicable taxes and consulting fees) for the supply and installation of DDC Controls for the nine (9) air handling units at Vincent Massey High School be approved.

Carried.

5.00 ADJOURNMENT

Mr. Murray – Mr. Sumner

That the meeting does now adjourn (8:15 p.m.)

Carried.

Chairperson

Secretary-Treasurer