

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, OCTOBER 22, 2012

**PRESENT:**

Mr. M. Sefton, Chairperson, Mr. J. Murray, Vice-Chairperson, Mr. P. Bartlette, Mrs. P. Bowslaugh, Mr. D. Karnes, Mr. G. Kruck, Dr. L. Ross, Mr. M. Snelling, Mr. K. Sumner.

Secretary-Treasurer, Mr. K. Zabowski and Recording Secretary, Ms. S. Bailey, Live Streaming Video Operator, Ms. K. Boklaschuk.

Senior Administration: Dr. D. M. Michaels, Superintendent/CEO, Mr. G. Malazdrewicz, Associate Superintendent, Mr. Denis Labossiere, Assistant Secretary-Treasurer, Ms. B. Switzer, Director of Human Resources.

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

**AGENDA**

**1.00 AGENDA/MINUTES:**

**1.01 Reference to Statement of Board Operations**

**1.02 Approval of Agenda**

The Board Chairperson noted he had a Board Organizational Matter for In-Camera discussions, together with an additional presentation under Section 2.01 – “Presentation for Information”.

Mr. Murray – Mr. Bartlette

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 October 9, 2012 were circulated.

Mr. Snelling – Mr. Kruck

That the Minutes be approved as circulated.

Carried.

**2.00 GOVERNANCE MATTERS:**

- a) Trustee Indemnities.

Discussions regarding this item were deferred to Section 2.05 – “Business Arising – From Report of Senior Administration”.

**2.01 Presentations For Information**

- a) Presentation to Ms. Linda Dinsdale.

The Chairperson noted Ms. Linda Dinsdale, Grade 1 Teacher at École New Era School, had been nominated by a fellow teaching colleague for her innovative use of technology in the classroom. Ms. Dinsdale received the 2012 Prime Minister's Excellence in Teaching Award and the Board acknowledged this honour by presenting Ms. Dinsdale with a Certificate of Recognition. Ms. Dinsdale thanked the Board of Trustees noting she enjoys her job, the students and the staff she works with. She finds the students an inspiration and looks forward to going to work each day. The Chairperson thanked Ms. Dinsdale stating the Board appreciated the work that she does in the Division.

- b) Auditor's Report

Mr. Todd Birkhan, Auditor and Representative of BDO Dunwoody joined the Board at the table and spoke to the 2011/2012 audited financial statements from Communications for Action 2.04a). Mr. Birkhan noted he had attended the Finance Committee meeting earlier in the day and had spoken to the audit process. He confirmed last year's report had been a qualified report due to a reservation related to employee sick pay benefits that accumulate but do not vest. Mr. Birkhan noted sick pay benefits which accumulate but do not vest are normally paid out only upon the illness or injury related absence of the employee. The Brandon School Division has always treated this expense on a cash basis when the employee becomes ill and utilizes the sick pay benefit. However, under the PSAB rules, the Division is required to determine the obligation based on the expectation of utilization of sick pay benefits. He confirmed this was an issue faced by all school divisions in Manitoba and a formula to address this matter had finally been developed by the Provincial Government, for all school divisions to follow. Therefore, he was pleased to issue a clean unqualified audit report for 2011/2012.

Mr. Birkhan spoke in detail about the accumulated surplus noting it was at 1.97% of the Division's operating budget, or approximately five days' worth of expenses. He spoke about why the Division needed to have a larger surplus noting there is always the fear of making a short term financial decision that is not in the best interest of the school division in the long term.

Mr. Birkhan noted the Division has a very strong Finance Department. The Brandon School Division is one of the few businesses in Brandon where the Division does its own financial statements and the auditors conduct a “textbook” audit. He congratulated the Division's Finance Department noting they have kept up the good work on a very strong note, despite personnel changes over the past year. He felt the Secretary-Treasurer's Department was to be congratulated on their professional work for the Division.

The Chairperson thanked Mr. Birkhan for his presentation and words regarding the high quality of the work which takes place in the Secretary-Treasurer's Department. He also thanked the Secretary-Treasurer and his team for the work and dedication in overseeing the Division's finances.

## **2.02 Reports of Committees**

### **a) Divisional Futures & Community Relations Committee Minutes**

The written report of the Divisional Futures & Community Relations Committee meeting held on October 3, 2012 was circulated.

Mrs. Bowslaugh – Mr. Kruck  
That the Minutes be received and filed.  
Carried.

### **b) Facilities & Transportation Committee Minutes**

The written report of the Facilities & Transportation Committee meeting held on October 4, 2012 was circulated.

Trustee Snelling requested discussions regarding the HUB Zoning be added to the agenda for the joint meeting with City Council to take place in November. The Board agreed to add this item to the agenda.

Mr. Karnes – Mr. Murray  
That the Minutes be received and filed.  
Carried.

### **c) Personnel Committee Minutes**

The written report of the Personnel Committee meeting held on October 9, 2012 was circulated.

Dr. Ross – Mr. Snelling  
That the Minutes be received and filed.  
Carried.

### **d) School Division Parent Guardian Advisory Committee Minutes**

The written report of the School Division Parent Guardian Advisory Committee meeting held on October 10, 2012 was circulated.

Trustee Kruck asked if the letter in the Board Agenda from MHSAA regarding uniforms had been presented to the Committee yet. Trustee Sumner noted the letter had only recently been received and was brought to the Board tonight under Communications for Action.

Mr. Sumner – Mrs. Bowslaugh  
That the Minutes be received and filed.  
Carried.

## e) Education Committee

The written report of the Education Committee meeting held on October 15 2012 was circulated.

The Chairperson of the Committee, Trustee Bartlette, also spoke to the consultation regarding human rights and equality which had been held with high school students on October 15, 2012.

Mr. Bartlette – Mrs. Bowslaugh  
That the Minutes be received and filed.

Carried.

## f) Other

- Trustee Sefton reviewed Phase 2 of the Growth and Sustainability Consultations noting the Board of Trustees had met on October 15, 2012 to review the data collected at the public consultations on September 17, 19, 26, 2012 along with the survey results. He confirmed the Board will be consulting with the community on November 5, 2012 before considering the adoption of the plan during the regular public meeting of the Board of Trustees on Monday, November 12, 2012. Mr. Sefton reviewed the tentative plan and confirmed the Division will continue to lobby the Provincial Government and the Public Schools Finance Board regarding the need for a new school. He invited all Brandon School Division constituents to the consultation to take place on November 5, 2012.

Mr. Sefton – Mr. Karnes  
That the written report be received and filed.

Carried.

**2.03 Delegations and Petitions**

NIL

**2.04 Communications for Action**

- a) Carolyn Duhamel, Executive Director, Manitoba School Boards Association, October 17, 2012, noting the Resolutions and Policy Committee is seeking proposed 2013 convention resolutions. Resolutions, along with supporting rationale, should be submitted to the Manitoba School Boards Office no later than Friday, December 7, 2012. This deadline allows them to include all proposed resolutions in the regional meeting booklet which is distributed to boards in time to allow them to review the entire package prior to regional meetings.

Referred to Business Arising.

- b) BDO Canada LLP, Chartered Accountants, undated, advising that they have audited the accompanying financial statements of Brandon School Division, which comprise the consolidated statement of financial position and the consolidated statements of revenue, expenditures and accumulated surplus, change in net debt and cash flow for the year then ended, and a summary of significant accounting policies and other explanatory information; that management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian Public Sector Accounting Standards, and for such internal control as management determines is necessary to enable the preparation of the financial statements that are free from material misstatement, whether due to fraud or error; that their responsibility is to express an opinion on these financial statements based on their audit conducted in accordance with Canadian generally accepted auditing standards requiring that they comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement; that an audit involves performing procedures to obtain audit evidence about the amounts and disclosures included in the financial statements, the procedures selected depend on the auditor's judgments, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error; in making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control with an audit also including evaluating the appropriateness of accounting policies used and reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements; that they believe the audit evidence they have obtained is sufficient and appropriate to provide a basis for their qualified audit opinion; these consolidated financial statements present fairly, in all material respect, the financial positions of the Brandon School Division as at June 30, 2012 and the results of its operations and its cash flows for the year then ended in accordance with Canadian Public Sector Accounting standards; that the financial information presented in the schedules to the consolidated financial statements was derived from the accounting records tested by us as part of the auditing procedures followed in their examination of the financial statements and, in their opinion, they are fairly presented in all material respects in relation to the financial statements taken as a whole.

Referred Motions.

**2.05 Business Arising**

**- From Previous Delegation**

**- From Board Agenda**

- a) The correspondence from Carolyn Duhamel, Executive Director, Manitoba School Boards Association, from Communications for Action 2.04a), noting the Resolutions and Policy Committee is seeking proposed 2013 convention resolutions was discussed. The matter was referred to the MSBA Resolutions Committee for further discussion and review.

**- MSBA issues (last meeting of the month)**

NIL

**- From Report of Senior Administration**

- a) School Reports – Earl Oxford School and École Harrison.

Earl Oxford School

Mr. Rick Stallard, Principal, Earl Oxford School, provided information regarding the school's development plan. He noted various highlights and upcoming events which would assist the school in meeting the goals of the school development plan, including: research and development with the RTI Model; Early Years PD sessions to address differentiated instruction; use of Fountas and Pinnel in student assessment; and Community Building activities such as a Christmas Dinner for students. Mr. Stallard circulated detailed information on the school's profile as well as the RTI model and professional development. The Chairperson thanked Mr. Stallard for his presentation. Trustees asked questions for clarification regarding Fountas and Pinnel assessment; whether or not the school had participated in the "Tell Them From Me" survey; transiency rate; and the RTI model.

École Harrison

Mr. Craig Laluk, Principal, École Harrison School, noted the Single Track French Immersion Program was now in year 3 at the school. He reviewed the school's demographic profile highlighting the school's strong belief in the value of the arts and cultural programming to support the development of a second language. Mr. Laluk noted the school is addressing student needs in two primary goal areas: improving student achievement in French Language Arts; and developing more relevant instructional practices in order to promote excellence into the 21<sup>st</sup> century. He highlighted various activities both in and out of the school which are assisting the school in meeting these goals. Mr. Laluk also identified specific programming to support student achievement and spoke briefly to the school's participation in French radio programming, music, culture, the Science Fair and the French Speech Arts. The Chairperson thanked Mr. Laluk for his presentation. Trustee Bowslaugh congratulated the school on participating in the Science Fair noting the École Harrison student who had moved on to the Canadian National Science Fair and won a bronze medal. Mr. Bartlette requested clarification on the "Bistro" model for increasing a student's French language capability. Mr. Laluk noted students sit together with a snack and talk about a theme in the French language, similar to a "bistro setting". Trustees asked Mr. Laluk how he felt about the direction the French Immersion Single Track program was taking. He confirmed he was very pleased and noted a will and confidence amongst the early year students in their command of the language.

- b) Learning Support Services Presentation – NIL
- c) Items from Senior Administration Report
- School Speed Zones – Referred Motions.
  - Trustee Indemnities – Referred Motions.
  - Auditor's Report and Financial Statements – Referred Motions.

Secretary-Treasurer, Mr. Zabowski spoke to the motion regarding the school speed zones, confirming he had now heard back from all schools.

Mr. Zabowski also spoke to the motion regarding Trustee Indemnities providing information from the Board By-Law and Board Past Practice.

Mr. Zabowski provided detailed information regarding the Auditor's Report and Financial Statement. He spoke to the Summary of Overexpenditures which had been added to the Report of Senior Administration. He also reviewed the balance sheets and financial statements contained in the Audit Report, including details regarding the accumulated surplus. Trustees asked questions for clarification regarding the Policy 5026 costs and whether or not the Division should include a maximum amount in the policy in order to assist in building a budget line. Anything over the maximum amount to be placed in policy would then need to be approved by the Board. It was noted that the Division was required by law to provide for the costs associated with Policy 5026 and the new Workplace Violence policy as well.

## **2.06 Public Inquiries (max. 15 minutes)**

1. Mr. Darren Hardy, President, Brandon Teachers Association, referencing the costs associated with implementation of Policy 5026 – “Harassment”, inquired as to what the Division was doing to help prevent these types of issues from developing into a major incident? He asked if there was anyway the Brandon Teachers Association could assist in this area. Superintendent, Dr. Michaels, confirmed continual education for all staff in how these matters are to be brought forward and reported with respect and honesty is required. She noted bad behavior will not be tolerated and appreciates the support received from the BTA and MTS in this area. She confirmed the Division would be pleased to continue to work the with BTA in this area. Mr. Hardy asked the Board to remember this conversation if something should come up in budget discussions noting it is better for the Division to be proactive and put money forward at the beginning then to payout even more money should investigations and hearings be required.
2. Ms. Deb Arpin, President, CUPE Local 737, referencing the Personnel Committee Minutes and noting the Committee would be meeting with the Union regarding implementation of the Joint Use Agreement, inquired as to when this meeting would take place. She noted she hoped the meeting would take place before the Board's meeting with City Council on November 8, 2012. Director of Human Resources, Ms. Switzer, confirmed a date had not yet been set but would be prior to November 8, 2012. The Chairperson confirmed the official signing of the Joint Use Agreement had been postponed until the Division had the opportunity to meet with members of CUPE Local 737.

## **2.07 Motions**

133/2012 Mr. Sumner – Mr. Kruck

That the Brandon School Division write a letter of support to the National Crime Prevention Strategy supporting the application of the Brandon Police Services for funding to deploy an additional School Resource Officer.

Carried.

## 134/2012 Mrs. Bowslaugh – Mr. Kruck

That the information received from school administrators, parent councils and trustees regarding speed zones around schools be forwarded to the City of Brandon and the Province of Manitoba for their review.

Trustee Murray requested a friendly amendment to include forwarding the information to the Province of Manitoba, as some of the information received concerned provincial trunk highways.

Trustee Bowslaugh noted Parent Councils had also provided information regarding speed zones around schools and she was also concerned with areas on Richmond Avenue and 3<sup>rd</sup> Street and Brandon Avenue and 1<sup>st</sup> Street.

Trustee Sefton proposed a friendly amendment to include information received from parent councils and trustees in addition to school administrators.

Carried.

## 135/2012 Mrs. Bowslaugh – Mr. Karnes

That all previous indemnities paid to Trustees for the period of October 2010 through August 2012 be approved.

Trustee Sumner:

"I am going to speak against this motion. I am really disappointed in this motion and the fact that we even have to be seeing it. It may seem trivial but the fact of the matter is we are in contravention of The Public Schools Act not just for the last two years of this Board, but as far as I can tell from looking at a previous file going all the way back to 2001, in that we have been granting Trustee Indemnities without the proper authorization. And however innocently there is a considerable sum of money over the years, over the last 11 years that have been released in such a manner. And the other part that is disappointing is that this is the second time I have flagged something - we only have two by-laws that we have to abide by that we have ownership over and this is the second time in the last two years since this Board started their term that there has been a necessity for a correction whether it be the misapplication or the failure to not comply with the allowances for the chair indemnities. And in this day and age with the scrutiny of our spending locally and from the Ministry of Education in Winnipeg that we are all too aware of, I am just really leery of now passing a motion that essentially goes back over two years with very little scrutiny of individuals and the approvals. You know we are doing a blanket approval of our failure to abide by the proper procedures and there is no transparency or very little transparency on motions that come forward tonight in terms of telling the public exactly what we are authorizing ourselves to receive in terms of retroactive indemnities. It was such a concern to me I have actually requested the Secretary-Treasurer to deduct it from my indemnities for the upcoming month the full value of what I have received up to this date for the last two years. It is not something that I take great pleasure in doing, but it is something that I feel I must do and abide



by my own values as they relate to this and for that reason, for those reasons, I am going to be voting against this motion tonight.”

Trustee Kruck:

“Well one...a couple of aspects, one is I have already paid back funds because I did not feel it was proper when there wasn't a statement brought forward. And it was confirmed that those funds have been paid back. Now I am concerned with the transparency with regards to this motion because there is not much detail in regards to this motion. I was wondering if Kevin can just go ahead and read the detail behind this motion please – just for the public record. It's in the Superintendent's Report, it's just the amounts is what it is.”

Chairperson:

“It is all included in the Senior Admin Report which is part of the public record.”

Trustee Kruck:

“Okay, I just thought if it was attached to the motion it would be easier, that's all.”

Trustee Ross:

“I feel compelled to speak because I feel that my fellow Trustees are accusing me of stealing money from the public. These indemnities were paid in good faith. Trustees put in a lot of hours, in good faith. These indemnities have been paid, not just since 2001, but I daresay through the history of the Brandon School Division and perhaps we would like to go back 40 years and try to collect this money back. Nobody tried to cheat anybody. Nobody tried to do anything dishonest. It was an innocent oversight and we are talking about what - \$10,000 roughly? And I will certainly vote in favour of this motion and I don't think that anything untoward has been done here and I think it is really important to emphasize that in light of the previous comments.”

Trustee Bartlette:

“I feel compelled to echo what Dr. Ross has said. The process has been corrected. There was certainly nothing that was hidden from the public in any way, shape or form, over the history of this school division. And as Dr. Ross has said, having been made aware of the change that was needed, we are so doing. But the process, the application of it, the service rendered and the indemnities given – none of that was inappropriate in any way, shape or form in my mind and I will certainly be voting in favour of the motion that is given here tonight.”

Trustee Snelling:

“I am going to agree with the last two speakers as well. As a Trustee for a number of years as you pointed out, I felt that I have never done anything illegal. Everything I have done has been through the Secretary-Treasurer's Office and has been according to the by-laws of the Division, so I think anything that has been paid to me and any indemnity has been because I've done what I was supposed to do as a Trustee so I am kinda confused by this. But I think it is good that we are discussing this and I think it is good that we are clarifying it. But I am going to vote in favour.”

Trustee Murray:

"I agree with what previous Trustees have said – in particular Marty. I have never been paid for anything I didn't attend. Everything I have attended I participated in fully. And never was money taken under false pretenses or in bad faith. We always agreed at this Board Table when we were going to have planning sessions or what we were going to be attending as Trustees, so those were always agreed to. I noticed on the list that there were things for like for a Vice-Principal interviews and that sort of thing. Those are all committees that are struck by the Board – by motion of the Board - so those indemnities obviously were within our by-law to be paid. Many years ago the MAST convention, which I notice is also on there, was also agreed in our by-laws, would not be part of our regular trustee indemnities because all trustees were expected to be at that. So that MAST convention is covered in our by-laws as a legitimate expense for trustees. All the rest are legitimate expenses as well, regardless of whether or not the by-law said there had to be a motion on the table or not. Those were things that Trustees agreed to. I would daresay that those planning sessions and the rest of it were attended 100% by trustees because if they couldn't be we moved the date so they could be. So like I said I have never taken money for an event I didn't attend to and all the Trustees were at the ones we were at. And I too kinda resent the fact that it sounds like we are trying to do something shady or backhanded in this because that was not the case at all. And I will be supporting this motion as well."

Trustee Bowslaugh:

"I am going to just make note that in many cases, and Mr. Murray has already mentioned some of the examples, where people who are employed on a daily basis by another employer, regardless of who it may be, are in fact away from their work and are bearing the cost of losing the income from their daily, in many cases, their daily remuneration from their original jobs. So I think that is one thing that enters into the discussion and the consideration. Thank-you."

Trustee Ross:

"I wanted to address a slightly different point – regarding to the other issue about the by-law that Mr. Sumner raised."

Chairperson:

"I will give you a little latitude, same as I gave Trustee Bowslaugh last meeting."

Trustee Ross:

"Trustee Sumner also referenced another part of the by-law that we apparently had violated and that was in the by-law it says that an indemnity should be paid to the Chairman of every Committee and that is something we haven't done for many, many, years and I notice that no one sitting around this table is asking for that money back."

Chairperson – Trustee Sefton:

"I will speak to close the debate. I also will be supporting the motion. We made a mistake. And it was a mistake of omission. We thought that, as a group, by approving these events by consensus at the table we believe that

we were fulfilling our responsibilities. We announced those events, they were in the announcements, they were in the Board meetings, that whole thing. It was just a matter of process and we missed a step in the process. So that's unfortunate. It happens. But there was absolutely no intent other than to do the best we could to serve the citizens of Brandon. So I will be voting in favour. That closes debate and I will call the question now."

Carried (6-2-1 – Trustee Sumner opposed and Trustees Bowslaugh and Kruck abstained).

136/2012 Mr. Snelling – Mr. Bartlette

That the Auditor Letters regarding the audit engagement for the fiscal year ending June 30, 2012 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.

137/2012 Mr. Snelling – Mr. Bartlette

That the Auditor's Report and Financial Statements for the twelve month fiscal period ended June 30, 2012 be and are hereby accepted, and that the Chairperson be authorized to affix his signature and seal of the Division thereto.

Carried.

## **2.08 Bylaws**

NIL

## **2.09 Giving of Notice**

Mr. Sumner

I hereby give notice that at the next regular meeting of the Board of Trustees, I, or someone in my stead, will introduce a motion to rescind Policy 9052 – "School Vandalism Watch".

Mr. Karnes

I hereby give notice that at the next regular meeting of the Board of Trustees, I, or someone in my stead, will introduce a motion to rescind the following policies:

- Policy 6012 – "Transportation/Facilities Assistant";
- Policy 6013 – "Payroll/Benefits Officer";
- Policy 6014 – "Payroll/Benefits Clerk";
- Policy 6016 – "Information Technology Coordinator";
- Policy 6026 – "Administrative Officer – Crocus Plains Regional Secondary School";
- Policy 6027 – "Work Education Partnerships Coordinator".

## **2.10 Inquiries**

NIL

## **3.00 ADMINISTRATIVE INFORMATION:**

### **3.01 Report of Senior Administration**

Trustee Kruck inquired as to the status of the communications of Policy 4044.1. He asked how it was advertised. Superintendent, Dr. Michaels, confirmed it was in the parent handbook and a brochure was also available.

Mr. Kruck asked what steps were being taken regarding implementation of an anti-bullying campaign. Superintendent, Dr. Michaels, confirmed a report would be coming to the next Board meeting as per Mr. Kruck's previous Trustee Inquiry on the matter.

Mr. Murray – Mr. Snelling

That the report be received and filed.

Carried.

### **3.02 Communications for Information**

- a) Morris Glimcher, Executive Director, Manitoba High Schools Athletic Association (MHSAA), October 9, 2012, addressed to Dr. Donna Michaels, Superintendent, noting they received the Division's letter of July 12, 2012 expressing concern over Volleyball uniforms. He notes the MHSAA uniform rules only relate to consistency of style and colour. Therefore, if a school or Division does not think the uniforms worn by their school are appropriate, then they have the right to work with the school administration to ensure that an appropriate uniform is worn. School Division policy in this regard definitely prevails over MHSAA.

Referred to School Division Parent Guardian Advisory Committee.

- b) Naomi Kruse, Executive Director, Manitoba Association of Parent Councils (MAPC), October 4, 2012, addressed to Dr. Donna Michaels, Superintendent, and expressing their appreciation to the Division for the 2012-2013 membership. This membership includes access to valuable support, skills and resources offered by the organization.

Ordered Filed.

- c) Karen Sabine, Scheduling Coordinator for Honourable Kevin Chief, Minister of Children and Youth Opportunities, October 9, 2012, thanking the Board for the invitation to attend one of the student consultations on human rights and responsibilities. Unfortunately, Minister Chief is unable to attend.

Ordered Filed.

- d) Pearl Domienik, Scheduling Coordinator for Honourable Nancy Allan, Minister of Education, October 12, 2012 advising that the Minister is unable to attend the student consultation meetings.

Ordered Filed.

### **3.03 Announcements**

- a) Finance Committee Meeting with CUPE Local 737 – 2013-2014 Budget preparations – 4:30 p.m., Tuesday, October 23, 2012, Board Room.

- b) Education Committee Consultation with Grade 7 and 8 Students – 12:00 noon, Wednesday, October 24, 2012, McLaren Room.
- c) B.J. Hales Ad-Hoc Committee Meeting – 5:00 p.m., Wednesday, October 24, 2012, Board Room.
- d) Finance Committee Meeting with BTA Executive – 2013-2014 Budget preparations - 4:00 p.m., Monday, October 29, 2012, Board Room.
- e) Finance Committee Meeting with Parent Councils – 2013-2014 Budget preparations – 7:00 p.m., Tuesday, October 30, 2012, McLaren Room.
- f) Facilities and Transportation Committee Meeting – 11:30 a.m., Thursday, November 1, 2012, Board Room.
- g) Finance Committee Meeting with School Administrators – 2013-2014 Budget preparations – 4:00 p.m., Monday, November 5, 2012, McLaren Room.
- h) Board of Trustees Growth and Sustainability of Facilities – Public Consultation – Phase 2 – 7:00 p.m., Monday, November 5, 2012, North End Community Centre, 1313 Stickney Avenue, Brandon.
- i) Education Committee Consultation with Grade 7 and 8 Students – 12:00 noon, Tuesday, November 6, 2012, McLaren Room.
- j) Divisional Futures & Community Relations Committee Meeting – 11:30 a.m., Wednesday November 7, 2012, McLaren Room.
- k) Meeting with City of Brandon – 6:00 p.m., Thursday, November 8, 2012, McLaren Room.
- l) Personnel Committee Meeting – 12:00 noon, Monday, November 12, 2012, Board Room.
- m) NEXT REGULAR BOARD MEETING – 7:00 p.m., Monday, November 12, 2012, Board Room

Dr. Ross – Mr. Bartlette

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

Carried.

#### IN COMMITTEE OF THE WHOLE IN CAMERA

#### **4.00 IN CAMERA DISCUSSION:**

##### **4.01 Student Issues**

**- Reports**

**- Trustee Inquiries**

**4.02 Personnel Matters**

**- Reports**

- a) Confidential #1 – Personnel Report was noted.

**- Trustee Inquiries**

**4.03 Property Matters/Tenders**

**- Reports**

**- Trustee Inquiries**

**4.04 Board Operations**

**- Reports**

- a) Trustees discussed the presentation and process to be undertaken with respect to the consultation to take place on November 5, 2012.

**- Trustee Inquiries**

Mr. Snelling – Dr. Ross

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

Carried.

IN BOARD

**5.00 ADJOURNMENT**

Dr. Ross – Mr. Bartlette

That the meeting does now adjourn (9:50 p.m.)

Carried.

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Chairperson

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Secretary-Treasurer