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., TUESDAY, MAY 24, 2011.

PRESENT:
Mr. Snelling, Chairperson, Mr. P. Bartlette, Mrs. P. Bowslaugh, Mr. D. Karnes, Mr. J. Murray, Mr. M. Sefton, Mr. K. Sumner.

Secretary-Treasurer, Mr. G. F. Barnes and Recording Secretary, Ms. S. Bailey.

Senior Administration: Dr. D. M. Michaels, Superintendent, Mr. G. Malazdrewicz, Associate Superintendent, Mr. K. Zabowski, Assistant Secretary-Treasurer.

REGRETS:
Mr. G. Kruck, Dr. L. Ross, Vice-Chairperson

The meeting started at 7:00 p.m. The Chairperson welcomed all visitors to the meeting.

AGENDA

1.00 AGENDA/MINUTES:

1.01 Reference to Statement of Board Operations

1.02 Approval of Agenda

Secretary-Treasurer, Mr. Barnes, noted the addition of Confidential #4 from the Personnel Committee regarding the Brandon Teachers' Association Negotiations.

Mr. Karnes – 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 May 9, 2011 were circulated.

Mr. Murray – Mrs. Bowslaugh
That the Minutes be adopted.
Carried.

2.00 GOVERNANCE MATTERS:

2.01 Presentations For Information

2.02 Reports of Committees

a) Divisional Futures and Community Relations Committee Minutes

The written report of the Divisional Futures and Community Relations Committee meeting held May 6, 2011 was circulated.

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

b) Facilities and Transportation Committee Minutes

The written report of the Facilities and Transportation Committee meeting held May 10, 2011 was circulated.

Facilities and Transportation Committee Chairperson, Mr. Karnes, noted since the Committee meeting had taken place, he had received a copy of a letter from the Brandon General Museum and Archives Inc. (BGMA) addressed to Mrs. Bowslaugh as President of the Westman Retired Educators Association (WREA) noting the BGMA had passed a motion on May 17, 2011 to approach the WREA regarding the adoption of their archival collection as soon as possible. The matter was agreed to be referred to motions.

Mr. Karnes also requested a verbal update from the Superintendent, regarding Kirkcaldy Heights move to Brandon University due to the flooding situation in Brandon.

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 May 11, 2011 was circulated.

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

d) Other - NIL

2.03 Delegations and Petitions

a) Mr. Howard Hoy, Retired Teacher, provided the Board of Trustees with an update on the Neelin High School Off-Campus Scholarships provided by Brandon businesses. Trustees thanked Mr. Hoy for his dedication to the Off-Campus programming and work with the Brandon business community to provide scholarships for these students. Trustees also thanked the Brandon business community for recognizing the efforts of these students and taking a step forward into unchartered territory. Mr. Hoy answered questions regarding how students are chosen as scholarship recipients and about the possibility of asking other educators to commit funds for scholarships to this program. Trustee Bartlette noted he would be willing to provide $100.00 a year for three years to start the fund.

2.04 Communications for Action

a) Akapelwa Mweemba, PhD, Manager, ACC – Adult Collegiate, May 5, 2011, noting the Assiniboine Community College's Adult Collegiate will be holding its annual graduation ceremony on June 25, 2011 and requesting the Chairperson's presence at the ceremony which will be held at McDiarmid Alliance Church.

Referred Business Arising.

b) Ray McLachlan, Teacher Advisor for Vincent Massey High School Reach for the Top team, May 9, 2011, noting the National Reach for the Top Tournament organization has invited them to attend the 2011 Tournament in Toronto. The total cost of the trip for one supervisor and six students would be $5,943. They would appreciate any financial help that the Board could provide.

Referred Motions.

c) Sixteen letters from parents representing Betty Gibson, Earl Oxford, George Fitton, Harrison, Meadows, O'Kelly, Riverheights, and Valleyview Schools as follows:

- Betty Gibson School:
  - Kara Flamond
- Earl Oxford School:
  - Jill Simmons
  - Lori Grebinski
- George Fitton School:
  - Cynthia Brown
- École Harrison School:
  - Melissa Turner
  - Jill Martine
  - Ramona Coey
  - Karen Slawinsky
  - Andrea Plante
  - Terry-Lynne Hlady
- Meadows School:
  - Lorie Stutsky
- O'Kelly School:
  - Jeff Coull
  - Marc Lavoie

- Riverheights School:
  - Jerry Lovas
- Valleyview/Earl Oxford Schools:
  - Jill Stewart

and noting that nine schools are currently raising funds for play structures. Collectively they are attempting to raise $659,000 and to date have raised approximately $174,000. They ask the Board to consider supporting the schools efforts by allocating some of the operating surplus to the nine schools presently fundraising for a new play structure.

Referred Business Arising.

2.05 BUSINESS ARISING

- From Previous Delegations

- From Board Agenda

a) Correspondence from Akapelwa Mweemba, PhD, Manager, ACC – Adult Collegiate, from Communications for Action 2.04a), noting the Assiniboine Community College's Adult Collegiate will be holding its annual graduation ceremony on June 25, 2011 and requesting the Chairperson's presence at the ceremony which will be held at McDiarmid Alliance Church was discussed. Trustee Sefton noted he would volunteer to attend the graduation ceremony should Chairperson Trustee Snelling be unable to attend.

b) Correspondence from parents representing Betty Gibson, Earl Oxford, George Fitton, Harrison, Meadows, O'Kelly, Riverheights, and Valleyview Schools (16 letters in total) noting that nine schools are raising funds for play structures from Communications for Action 3.02c) was discussed at length with Trustees speaking for and against the request. It was agreed to refer the matter, as well as the correspondence received, to the Finance Committee meeting for further discussion. Trustee Snelling asked the Secretary-Treasurer how this direction would be communicated to the parents who wrote letters. Mr. Barnes noted a letter would be forwarded to author of each letter advising them that the matter had been referred to the Finance Committee.

- MSBA issues (last meeting of the month)

- From Report of Senior Administration

a) School Reports – NIL

b) Instructional Reports – Social Workers – B. Bolley, C. Blaine, L. Driedger, B. Howe.

Ms. Lori Driedger and Ms. Barb Howe, two of the Division's Social Workers, spoke to the Board of Trustees regarding the role of the Social Worker in the Brandon School Division. They provided background information on the history of the role of the Social

Worker in the Division as well as information on the current role. They spoke about their key responsibilities and duties; their concerns; and their future role and responsibilities as the needs of the students in the Division changes. Trustees asked a number of questions for clarification, including: the role of the Social Worker with respect to assisting in keeping disengaged students in school until they are 18; the possibility of alternative programming for Grade 7 and 8 students, similar to the Off-Campus program; the effects of deployment on the students of O'Kelly School and the role of the Social Worker in assisting students to deal with the stress this involves for students; and the role of interpreters in assisting Social Workers to perform their duties. The Division Social Workers were invited to speak to the Community Advisory Board for Homelessness regarding the services they provide. Mr. Bill Bolley noted it would be something the Social Workers would be interested in reviewing and discussing further. Superintendent, Dr. Michaels, highlighted the importance of relationships and education of students and noted the Brandon School Division was unique in providing this service as many Divisions across Canada contracted out or did not provide such services.

c) Items from Senior Administration Report

- Student Accident Insurance – Referred Motions.
- Giving of Notice – Policy and Procedures – Referred Motions.
- Trustee Inquiries
  - Scholarships – Trustee Sumner
  - Student Computer Ratios – Trustee Kruck

2.06 Motions

63/2011 Mrs. Bowslaugh – Mr. Bartlette

That the Student Accident Insurance Plan provided by Reliable Life Insurance Company, as carrier, as endorsed by the Manitoba School Boards Association, be approved for distribution to the students of the Division for the 2011/2012 school year.

Carried.

64/2011 Mr. Sefton – Mr. Murray

That the following policies are hereby rescinded:

- Policy 4002 – "Patriotic Exercises" and Reference 4002 – August 2004
- Policy 4003 – "Religious Exercises" and Reference 4003 – August 2004
- Policy 4004 – "Absence from Religious/Patriotic Exercises"
- Policy 4011 – "Spanish Language Program"
- Policy 4019 – "Challenge for Credit Option"
- Policy and Procedures 4020 – "Dual Credit Options – Advanced Credit Enrollment Scheme (ACES) in Partnership with Brandon University

Carried.

65/2011 Mrs. Bowslaugh – Mr. Bartlette
That the request from the Vincent Massey Reach for the Top Team for financial support for six students to attend the National Reach for the Top Tournament in Toronto be approved in the amount of $2,400.00.

Trustee Bowslaugh requested clarification as to the date of the National Reach for the Top Tournament in Toronto.
Carried.

66/2011 Mr. Karnes – Mr. Murray
That the school division archival material maintained by the Westman Retired Educators Association be transferred to the Brandon General Museum and Archives Inc. for possession as part of the museum collection.
Carried. (Trustee Bowslaugh abstained).

2.07 Bylaws

Mr. Sumner – Mr. Murray
That By-Law 4/2011 being a by-law of the Board of Trustees of the Brandon School Division for the purpose of amending By-Law 1/2011 which regulates the proceedings of the Board of Trustees of the Brandon School Division, originally passed January 24, 2011, as follows:

In Section 3.01, Clause 2.09a – remove the words “last meeting of each month”.

Add 6.7 – Any resident, employee, student or parent of the Division shall have the right to, without prior notice, ask a single question of the Board. The question must pertain to an item to the agenda of the current meeting.

Add 6.8 – Public Inquiries will be limited to 15 minutes unless extended by a majority vote of the board members present.

Move Clause 2.09 – Public Inquiries to Clause 2.06 and the following clauses be renumbered.

Be now read for the third and final time, taken as read and approved.
Carried.

Mr. Sefton – Mr. Murray
That By-Law 5/2011 being a by-law authorizing the borrowing of moneys upon the credit of the Brandon School Division to meet current expenses for the fiscal year, July 1, 2011 to June 30, 2012 in the amount of $10,000,000 be now read for the first time.
Carried.

THE BRANDON SCHOOL DIVISION

BYLAW NO. 5/2011

A Bylaw of the Board of Trustees of The Brandon School Division in Manitoba, providing for the borrowing of moneys upon the credit of the said School Division to meet current expenses for the fiscal year, July 1, 2011 to June 30, 2012.

WHEREAS the estimates of the said School Division for the above-mentioned fiscal period have been made and the budget of the Division for the fiscal year of July 1, 2011 to June 30, 2012 was the sum of **SEVENTY-TWO MILLION, SEVEN HUNDRED AND THIRTY-SIX THOUSAND, NINE HUNDRED ($72,736,900) DOLLARS.**

AND WHEREAS the Board of Trustees of the said School Division have not yet received any moneys on account of School Taxes for the year 2011/2012 from Municipalities nor any moneys from the Provincial Government by way of grant for the year 2011/2012 SAVE THE SUM OF *nil* Dollars ($ --) from MUNICIPALITIES and THE SUM OF *nil* Dollars ($ --) from the PROVINCIAL GOVERNMENT.

AND WHEREAS no moneys have been previously borrowed to meet the expenditures of the 2011/2012 fiscal period SAVE AS SET OUT IN THE FOLLOWING SCHEDULE, THAT IS TO SAY: Nothing previously borrowed.

AND WHEREAS the amount (if any) heretobefore borrowed and the amount hereby authorized to be borrowed do not exceed the amount of the said estimate after deducting therefrom such sums (if any) as have been paid over by Municipalities or by the Provincial Government on account of the amount required for July 1, 2011 to June 30, 2012 expenses of the School Division.

NOW THEREFORE the Board of Trustees of The Brandon School Division, in session assembled enacts as follows:

(1) THAT the Board of Trustees of the said School Division do borrow up to the sum **TEN MILLION ($10,000,000) DOLLARS** from THE CANADIAN IMPERIAL BANK OF COMMERCE upon the credit of the said School Division, and do pay or agree to pay interest thereon either in advance or at maturity, and in either case after maturity, at the rate of PRIME less 0.6 per centum per annum.

(2) THAT the said borrowing may be by means of (a) an overdraft on the account of the School Division with the Bank by cheques signed by the Chairperson or Vice-Chairperson & Secretary-Treasurer or Assistant Secretary-Treasurer of the said School Division, or (b) a promissory note or notes of the said School Division, such note or notes to be attested by the signatures of the Chairperson and Secretary-Treasurer of the said School Division.

(3) THAT the amount so borrowed shall be a first charge upon any moneys to be received by the Board of Trustees on account of the estimate for July 1, 2011 to June 30, 2012 for the purposes of the said School Division whether from the Municipality or from the Provincial Government or from any other source and as the same are received

the said School Division shall deposit them with the said Bank for payment of the amount so borrowed with interest thereon but the said Bank shall not be restricted thereto for payment of the sum or sums so borrowed nor shall it be bound to wait for repayment of the moneys so borrowed until the Municipality or the Provincial Government has discharged its obligation to the School Division nor be obliged to see that moneys paid to the School Division are deposited or applied as aforesaid

(4) THAT this Bylaw shall extend to and cover borrowings by the said Board of Trustees for the period commencing the 1st day of July, 2011**,** and to the extent necessary, this Bylaw shall have retroactive effect so as to be deemed in full force and effect at the commencement of said term.

(5) THAT nothing herein contained shall waive, prejudicially affect or exclude any right, power, benefit or security by statute, common law or otherwise given to or implied in favor of the said Bank.

DONE AND PASSED at a duly assembled and constituted meeting of the said Board of Trustees held this _____ day of, _____ 2011.

_____
Chairperson

_____
Secretary-Treasurer

I, Gerald F. Barnes, Secretary-Treasurer of The Brandon School Division DO HEREBY CERTIFY the above to be a true copy of Bylaw No. 5/2011.

_____
Secretary-Treasurer

2.08 Giving of Notice

NIL

2.09 Inquiries

2.09a) Public Inquiries (last meeting of each month – max. 15 minutes)

1) Ms. Deb Arpin, CUPE President, congratulated Secretary-Treasurer, Mr. Gerald Barnes on his pending retirement. She spoke of his support and work with CUPE Local 737 and presented him with a floral arrangement from the Union.

2) Ms. Ramona Coey, parent and Chair of the École Harrison Community Playground Committee, asking the Board of Trustees to consider providing financial support, from the operating surplus, to the nine schools currently attempting to raise funds for new school playgrounds. She also inquired as to who the Finance Chair was so that she could contact the Chair regarding their request.

3) Ms. Karen Slawinsky, parent and volunteer grant writer, noting the feedback she has been receiving as a grant writer regarding requests for financial assistance to support the École Harrison Community Playground and asking the Board of Trustees to consider providing financial support, from the operating surplus, to the nine schools currently attempting to raise funds for new school playgrounds.

4) Mr. Darren Hardy, President, Brandon Teachers' Association noting although he respects the efforts of the parents raising funds for playgrounds and understands their need for support from the Board of Trustees, he asks the Board to look at all priorities and needs before making any final decisions regarding the operating surplus.

5) Ms. Andrea Plante, parent and Chair of the École Harrison Parent Council, asking the Board of Trustees to consider providing financial support to the nine schools currently attempting to raise funds for new school playgrounds from the Division's operating surplus.

   Chairperson, Mr. Snelling, confirmed that the matter has been referred to the Finance Committee for discussion. He noted the Finance Committee would consider all requests and asked any interested party to submit their requests to the Finance Committee before Thursday, May 26, 2011.

6) Deb Arpin, President, CUPE Local 737, requested clarification that anyone can put forth a request to the Finance Committee regarding disbursement of the operating surplus.

2.09b) Trustee Inquiries

1) Trustee Murray asked Senior Administration for a follow-up report regarding the use of flashing crossing guard signs that had been brought back from the NSBA Conference in Chicago by Trustee Snelling. Secretary-Treasurer, Mr. Barnes, confirmed that Supervisor of Facilities had looked after the matter, including contact MPIC and the Brandon Police Service. It was felt that the flashing signs were not worthwhile.

Mr. Murray exited the meeting at 9:25 p.m. and returned at 9:30 p.m.

Mr. Bartlette exited the meeting at 9:32 p.m. and returned at 9:36 p.m.

Mr. Sefton exited the meeting at 9:35 p.m. and returned at 9:37 p.m.

3.00 ADMINISTRATIVE INFORMATION:

3.01 Report of Senior Administration

Dr. D. Michaels, Superintendent, noted the response to Trustee Kruck's inquiry regarding the student/computer ratio. Trustees requested clarification regarding disposal of computers, whether or not the technology was meeting the needs of the students, the computer replacement plan, and the number of computers at the Neelin Off-Campus site.

Dr. Michaels also highlighted the Steering Committee meeting for proposed student learning and assessment centre held on April 29, 2011. She provided further information regarding the RTI model and asked the Board of Trustees if they would like a more detailed presentation on this item at a future Board meeting. Trustees inquired about the role of the resource teacher and possible strategies to address the need to use resource teachers more effectively. It was agreed a further presentation on this information would take place in the 2011/2012 school year.

Mr. Malazdrewicz, Associate Superintendent, highlighted the Crocus Plains Water Festival which would be taking place on May 25, 2011.

Trustee Murray, requested the non-student accident report regarding a Division staff member's injury by a student be reviewed by the Workplace Safety and Health Officier and a follow-up report provided.

Mr. Bartlette – Mr. Karnes
That the report be received and filed.
Carried.

3.02 Communications for Information

a) Carolyn Duhamel, Executive Director, Manitoba School Boards Association, May 11, 2011, acknowledging receipt of the Board's correspondence dated April 25, 2011 requesting that the MSBA Labour Relations Department undertake a comprehensive review of particular aspects of collective bargaining and school operations and noting that the correspondence will be forwarded to the Provincial Executive for its consideration at the upcoming June 6, 2011 meeting.
Ordered Filed.

b) Lynne Mavins, Acting Director, Schools' Finance Branch, May 12, 2011, enclosing the *Public Schools Enrolment and Categorical Grants report for the 2011/2012 School Year* instruction booklet. The booklet is available on line at www.edu.gov.mb.ca/k12/finance/index.html and will assist school divisions in meeting the requirements for the reporting of enrolment and categorical grant information for the 2011/2012 school year.
Ordered Filed.

3.03 Announcements

a) Facilities and Transportation Committee consultation with school principals – 3:30 p.m., Wednesday, May 25, 2011, Board Room.

b) Personnel Committee - CUPE Negotiations – 6:00 p.m., Wednesday, May 25, 2011, Board Room.

c) Finance Committee Meeting – 2:00 p.m., Thursday, May 26, 2011, Board Room.

d) Policy Review Committee Meeting – 7:00 p.m., Thursday, May 26, 2011, 113 Lynx Cres., Brandon.

e) Scholarship Committee Meeting – 9:00 a.m., Tuesday, May 31, 2011, Conference Room.

f) Brandon School Division Employee Long Service Recognition Evening – 7:00 p.m., Tuesday, May 31, 2011, Brandon City Hall Foyer.

g) Friends of Education Committee Meeting – 11:30 a.m., Wednesday, June 1, 2011, Conference Room.

h) Brandon Teachers Association Retirement Dinner – 6:00 p.m., Thursday, June 2, 2011, Victoria Inn.

i) Divisional Futures & Community Relations Committee Meeting - 11:30 a.m., Friday, June 3, 2011, Green Acres School

j) Personnel Committee Meeting – BTA Negotiations – 7:00 p.m., Monday, June 6, 2011, McLaren Room.

k) Policy Review Committee Meeting – 11:30 a.m., Tuesday, June 7, 2011, Board Room.

l) Divisional Futures & Community Relations Committee Meeting – 7:00 p.m., Tuesday, June 7, 2011, École New Era School.

m) Finance Committee Meeting – 2:00 p.m., Thursday, June 9, 2011, Board Room.

n) Brandon School Division Employee Long Service Dinner – 6:00 p.m., Thursday, June 9, 2011, Victoria Inn.

o) Divisional Futures & Community Relations Committee Meeting – 11:30 a.m., Friday, June 10, 2011, École Harrison.

p) NEXT REGULAR BOARD MEETING – 7:00 p.m., Monday, June 13, 2011, Board Room.

Mr. Sumner – Mrs. Bowslaugh
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

a) Dr. Michaels reported verbally on a student/teacher matter.

- Trustee Inquiries

4.02 Personnel Matters

- Reports

a) Confidential #1 – Personnel Report was noted.
b) Confidential #2 – BTA/MTS Teacher Negotiations was reviewed by the Secretary-Treasurer.
c) Confidential #4 regarding BTA negotiations was reviewed and discussed in detail. The information was agreed to for further processing and final consideration.

- **Trustee Inquiries**

4.03 Property Matters/Tenders

- Reports

- Trustee Inquiries

4.04 Board Operations

- Reports

a) Confidential #3 – Board Operations/Legal matter was received for information.

- Trustee Inquiries

Mr. Murray – Mr. Snelling
That the Committee of the Whole In Camera do now resolve into Board.
Carried.

IN BOARD

5.00 ADJOURNMENT

Mr. Karnes – Mrs. Bowslaugh
That the meeting do now adjourn (11:00 p.m.).
Carried.

Chairperson

Secretary-Treasurer