



# BRANDON SCHOOL DIVISION

June 6, 2018

NOTICE IS HEREBY GIVEN OF THE REGULAR MEETING  
OF THE BOARD OF TRUSTEES

TO BE HELD MONDAY, JUNE 11, 2018  
6:00 P.M. (In-Camera) 7:00 P.M. (Public)

J. L. MILNE BOARDROOM, ADMINISTRATION OFFICE

1031 - 6TH STREET, BRANDON, MANITOBA

D. Labossiere  
Secretary-Treasurer

---

## AGENDA

### 1.00 AGENDA/MINUTES:

#### 1.01 Approval of Agenda

#### 1.02 Adoption of Minutes of Previous Meetings

- a) Board Meeting, May 28, 2018.  
Adopt.

### 2.00 IN CAMERA DISCUSSION

#### 2.01 Student Issues

- Reports
- Trustee Inquiries

#### 2.02 Personnel Matters

- Reports
  - a) Confidential #1 – Personnel Report.

- Trustee Inquiries

#### 2.03 Property Matters/Tenders

- Reports
- Trustee Inquiries

**2.04 Board Operations**

- Reports
- Trustee Inquiries

**3.00 PRESENTATIONS AND COMMUNICATIONS**

**3.01 Presentations for Information**

- a) Mr. Don Cuggy, Teacher, Linden Lanes School, being recognized for receiving the *Distinguished Teacher Award* from Brandon University.

**3.02 Communications for Information**

- a) Peter Buehler, President, Brandon Teachers' Association, May 30, 2018, addressed to Dr. Casavant, Superintendent, providing an updated listing of the officers of the Brandon Teachers' Association for the term beginning July 1, 2018 and continuing to June 30, 2019 as follows:

Peter Buehler	President
Cale Dunbar	Vice-President
Lionel Ogg	Treasurer
Alison Johnston	Secretary
Tammy Tutkaluk	Member-at-Large

The Chairs of Standing Committees of the Association are also provided. (Appendix 'A')  
Receive and File.

**3.03 Communications for Action**

**4.00 REPORT OF SENIOR ADMINISTRATION**

**- From Report of Senior Administration**

- a) Review Report of Senior Administration – June 11, 2018.

**5.00 GOVERNANCE MATTERS**

**5.01 Reports of Committees**

**5.02 Delegations and Petitions (Max. 15 minutes)**

**5.03 Business Arising**

**- From Previous Delegation**

**- From Board Agenda**

**- MSBA Issues**

**5.04 Public Inquiries (Max. 15 Mins)**

**5.05 Motions**

46/2018 Whereas the Board of Trustees has completed an evaluation of the Superintendent/CEO in accordance with Policy 9.10; therefore be it resolved that the

Board approve the Superintendent/CEO evaluation for the period July 1, 2017 - June 30, 2018

- 47/2018 That the request involving twenty-four (24) male and one (1) female Crocus Plains Regional Secondary School hockey students in grades 10 to 12 to make a trip to Columbus, Ohio, November 22 to November 26, 2018 be approved and carried out in accordance with Board Policy #9.

**5.06 Bylaws**

**5.07 Giving of Notice**

**5.08 Trustee Inquiries**

**6.00 ANNOUNCEMENTS**

- a) Brandon School Division Retirement Dinner – 6:00 p.m., Thursday, June 14, 2018, Victoria Inn.
- b) Finance and Facilities Committee Meeting – 1:00 p.m., Tuesday, June 19, 2018, Boardroom.
- c) NEXT REGULAR BOARD MEETING – 7:00 p.m. (Public), Monday, June 25, 2018, Boardroom.

**7.00 ADJOURNMENT**



# 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. (Public), MONDAY, MAY 28, 2018.

## **PRESENT:**

Dr. L. Ross, Chairperson, Ms. S. Bambridge, Vice-Chairperson, Mr. P. Bartlette, Mrs. P. Bowslaugh, Mr. G. Buri, Mr. G. Kruck (by phone), Mr. J. Murray, Mr. M. Sefton, Mr. K. Sumner (arrived at 6:12 p.m.)

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

Senior Administration: Dr. M. Casavant, Superintendent/CEO, Mr. M. Gustafson, Assistant Superintendent.

## **REGRETS:**

Mr. G. Malazdrewicz, Assistant Superintendent.

The Chairperson called the meeting to order at 6:06 p.m.

## **AGENDA**

### **1.00 AGENDA/MINUTES:**

#### **1.01 Approval of Agenda**

Trustee Sefton added one (1) item for In-Camera.

Senior Administration added eleven (11) items for In-Camera.

Mr. Sefton – Mr. Bartlette

That the agenda be approved as amended.

Carried.

#### **1.02 Adoption of Minutes of Previous Meetings**

- a) The Minutes of the Board Meeting held May 14, 2018 were circulated.

Mr. Murray – Mr. Sumner

That the Minutes be approved.

Carried.

Mr. Bartlette – Mrs. Bowslaugh

That the Board do now resolve into Committee of the Whole In-Camera. (6:10 p.m.)

Carried.

IN COMMITTEE OF THE WHOLE IN CAMERA**2.00 IN CAMERA DISCUSSION:****2.01 Student Issues****- Reports**

- a) Dr. Marc Casavant, Superintendent/CEO and Mr. Denis Labossiere, Secretary-Treasurer provided information on a Student Matter.
- b) The Superintendent/CEO provided information on a Student Matter
- c) The Secretary-Treasurer requested feedback on a Student Matter.

**- Trustee Inquiries****2.02 Personnel Matters****- Reports**

- a) Confidential #1 – Personnel Report was presented.
- b) The Superintendent/CEO advised the Board on a Personnel Matter.
- c) The Secretary-Treasurer provided information and an update on a Personnel Matter.
- d) The Secretary-Treasurer provided an update on a Personnel Matter and received direction from the Board.

**- Trustee Inquiries****2.03 Property Matters/Tenders****- Reports**

- a) The Secretary-Treasurer provided information on a Property Matter.
- b) The Secretary-Treasurer discussed information on a Property Matter and received Board direction.
- c) The Secretary-Treasurer provided information on a Property Matter and will gather additional information to be shared at a future Board meeting.

**- Trustee Inquiries****2.04 Board Operations****- Reports**

- a) The Superintendent/CEO requested clarification on a Board Operations Matter and received direction from the Board.
- b) Trustee Sefton requested information on a Board Operations Matter.
- c) The Superintendent/CEO and Ms. Terri Curtis, Communications Coordinator/Executive Secretary, provided information on a Board Operations Matter.

**- Trustee Inquiries**

Mr. Murray – Mrs. Bowslaugh

That the Committee of the Whole In-Camera do now resolve into Board. (6:58 p.m.)

Carried.

The Chairperson called the public portion of the meeting to order at 7:02 p.m. with a traditional heritage acknowledgement and welcomed everyone in attendance.

### **3.00 PRESENTATIONS AND COMMUNICATIONS:**

#### **3.01 Presentations For Information**

- a) The Board recognized the students from Crocus Plains Regional Secondary School who participated and placed in the Provincial Skills Canada Competition. Trustee Ross also noted that there were winners from École secondaire Neelin High School who placed in the GIS competition but were unable to attend the meeting. Mr. Chad Cobbe, Principal, Crocus Plains Regional Secondary School, introduced the students from Crocus Plains who were successful at the competition and noted several of the students will be going to the Skills Canada Competition in Edmonton. Trustee Ross thanked the students for attending and wished them the best in the upcoming Skills Canada Competition in Edmonton.
- b) Spartan Travel Club, École secondaire Neelin High School, presented to the Board on their recent trip to Italy. Kerri Malazdrewicz, École secondaire Neelin High School teacher, spoke on the travel club and the four trips taken over the past eight years. Katie Wilson, École secondaire Neelin High School student, spoke on the places they visited, experiences and highlights of the trip. Trustee Ross thanked Ms. Malazdrewicz and Ms. Wilson for attending the meeting.

#### **3.02 Communications For Information**

- a) Letter to MSBA Executive from Cindy Cassils, Board Chairperson, Southwest Horizon School Division (SHSD), April 27, 2018, advising that the Southwest Horizon School Division Board of Trustees Supports Turtle Mountain School Division's letter dated April 20, 2018 regarding MSBA membership fees and MUST Fund annual Fees. Ms. Cassils notes that Southwest Horizon is in a similar position to Turtle Mountain School Division in that their MSBA fees make up roughly 4% of their total Administration budget. Ms. Cassils adds that SHSD has had to make several reductions to their Administration budget to comply with the provincial government's directive to meet the administration cap and maintain an accumulated surplus no greater than 4%. SHSD supports Turtle Mountain's letter requesting MSBA find operating efficiencies and to consider decreasing fees especially once MSBA meets its target of having an unrestricted accumulate surplus balance equivalent to six months of its annual operating budget.

Ordered Filed.

- b) Letter to MSBA Executive from Garry Draper, Board Chairperson, Fort La Bosse School Division, May 15, 2018, advising that the Fort La Bosse School Division supports Turtle Mountain School Division's letter dated April 20, 2018 regarding MSBA membership fees and accumulated surplus. Mr. Draper indicates that due to the Provincial government's directive on the administration cap many school divisions have had to significantly reduce their administration budgets including restructuring their governance model resulting in a reduction in the number of trustees. MSBA services such as labour relations and the schools' insurance program are critical to school divisions' operations. Fort La Bosse urges the Provincial Executive to review the value of other services offered to school divisions and as part of the review, they would like the Executive to include the accumulated surplus policy.

Ordered Filed.

- c) Letter to Derek Dabee, Chair, Board of Trustees, Seven Oaks School Division, from the Honourable Ian Wishart, Minister of Education and Training, May 14, 2018, responding to the request for a review of cameras mounted on school buses for the purpose of capturing imagery of motorists who fail to stop when the exterior stop arm of a school bus has been extended and the bus lights are flashing while drivers load and unload students. Mr. Wishart

confirms that school divisions have the option of installing exterior stop arm cameras on school buses through the Menu Based Bidding purchasing process introduced in March 2018. By-pass traffic violations captured by the exterior stop arm cameras on school buses and accompanied by the prescribed school bus driver report, enable local law enforcement to charge motorists who commit this violation. Those charged are subject to a fine and face the additional consequence of losing merit points on their driver's license. Mr. Wishart notes that school divisions are best positioned to make determinations about installing exterior cameras on school buses on routes that would further support the safety of students, adding that driver's license demerits applied to motorists who commit by-pass violations remains an important deterrent in contributing to this goal.

Ordered Filed.

### **3.03 Communications For Action**

- a) Ms. Robyn Romeril, Recording Secretary, CUPE Local 737, May 12, 2018, addressed to Mr. Denis Labossiere, Secretary-Treasurer, requesting permission for Jamie Rose, School Bus Driver/Utility Worker – Maintenance/Transportation to be absent three days per week from his workplace starting September 4, 2018 to June 28, 2019. As President of CUPE Local 737, Mr. Rose will be conducting union business on the days he is booked off. CUPE Local 737 will reimburse the Division for loss of wages, benefits, etc.

Referred Motions.

### **4.00 REPORT OF SENIOR ADMINISTRATION**

Dr. Marc Casavant, Superintendent/CEO, provided highlights on the following items from the May 28, 2018 Report of Senior Administration:

- Administrative Information
  - Celebrations
    - 2018 Provincial Junior and Intermediate Honour Band
    - Oratorical Events
    - Crocus Plains Regional Secondary School Dinner Theatre – Footloose, May 10-12, 2018
- Information Items
- Presentations
  - Gay Straight Alliance
  - Continuous Improvement at King George School – Ms. Barb Miller, Principal, Ms. Kalia Shamanski, early Years Teacher, Ms. Cynthia Kelly, Middle Years Teacher, Mr. Devin Foord, Continuous Improvement Coach, Ms. Jackie Gudnason, Social Emotional Coach, and Ms. Denise Rochelle, Literacy Coach/Intervention.

Dr. Casavant requested clarification from the Board regarding the Administrative Procedure for the Naming and Renaming of Division Facilities in regards to the Selection Committee.

Trustees thanked the GSA's for their work in the schools and for their advocacy for the students in general and for their advocacy on behalf of the LGBTQ+ community.

Ms. Bambridge – Mr. Murray

That the May 28, 2018 Report of Senior Administration be received and filed.

Carried.

(Trustee Bowslaugh exited at 7:52 p.m. and returned at 7:55 p.m.)

## **5.00 GOVERNANCE MATTERS**

### **5.01 Reports of Committees**

- a) Finance and Facilities Committee Meeting  
The written report of the Finance and Facilities Committee meeting held on May 22, 2018 was circulated.

Mr. Sefton – Ms. Bambridge  
That the Report be received and filed.  
Carried.

#### **Point of Privilege:**

Trustee Bowslaugh spoke on school events she recently attended, including the École New Era School Violin Recital and the Riverheights School Multicultural Day.

### **5.02 Delegations and Petitions**

#### **5.03 Business Arising**

##### **- From Previous Delegation**

##### **- From Board Agenda**

##### **- MSBA Matters**

- a) eBulletin – May 23, 2018
- b) Election Resource Memo
- c) Candidate Information Sessions
- d) School Boards and Trusteeship Document
- e) Advocacy Communications Plan Workshop

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

- a) Mr. Tom Wenham spoke to the Board in support of naming the new school after former École secondaire Neelin High School Principal, Mike Adamski. Mr. Wenham brought books for Trustees which contained letters of support for naming the new school after Mr. Adamski. Trustee Ross thanked Mr. Wenham for attending and indicated the books will be forwarded to the School Naming Committee.

### **5.05 Motions**

42/2018 Mr. Bartlette – Mr. Sefton

That the request involving thirty-six (36) female Vincent Massey High School basketball students in grades 9 to 12 to make a trip to Minneapolis, Minnesota, November 23 to November 25, 2018 be approved and carried out in accordance with Board Policy #9 – Board and Superintendent/CEO Relationship, as per the Board Governance Decision-Making Matrix.

Carried.

43/2018 Mrs. Bowslaugh – Mr. Bartlette

That the request involving twenty-four (24) male and one (1) female Vincent Massey High School hockey students in grades 10 to 12 to make a trip to Columbus, Ohio, November 22 to November 26, 2018 be approved and carried out in accordance with Board Policy #9



– Board and Superintendent/CEO Relationship, as per the Board Governance Decision-Making Matrix.

Carried. (7-1, Kruck opposed)

44/2018 Mr. Sefton – Mr. Bartlette

That the Tender from Waste Management, in accordance with the conditions and specifications, for Refuse Removal and Recycling Services at Brandon School Division schools, the Administration Office, and the Maintenance / Transportation Building, in the following amounts (taxes included) be accepted.

<u>2018-2019</u>	<u>2019-2020</u>	<u>2020-2021</u>	<u>Total</u>
\$53,187.75	\$54,783.39	\$56,426.88	\$164,398.02

Carried.

45/2018 Mr. Murray – Ms. Bambridge

That the request of CUPE Local 737, that the President of the Association for the 2018-2019 school year, Mr. Jamie Rose, be seconded from the Division for three days per week starting September 4, 2018 to June 28, 2019, subject to the Division being reimbursed by the Association for all salary and benefit costs for the period of the secondment.

Carried.

## **5.06 Bylaws**

Ms. Bambridge

### **By-Law 2/2018**

#### **3<sup>rd</sup> Reading:**

That By-law 2/2018 being a by-law providing for the borrowing of moneys upon the credit of the said School Division to meet current expenses for the fiscal year, July 1, 2018 to June 30, 2019 be now read for a third time, having been read for a second time on May 14, 2018.

Carried.

## **5.07 Giving of Notice**

## **5.08 Trustee Inquiries**

## **6.00 ANNOUNCEMENTS**

- a) Brandon School Division Long Service Employee Recognition Evening – 7:00 p.m., Thursday, May 31, 2018, Clarion Hotel and Suites.
- b) NEXT REGULAR BOARD MEETING – 7:00 p.m. (Public), Monday, June 11, 2018, Boardroom.

## **7.00 ADJOURNMENT**

Mr. Sumner – Mrs. Bowslaugh

That the Board do now adjourn. (8:44 p.m.)

Carried.



# BRANDON TEACHERS' ASSOCIATION

## Appendix 'A'

The Town Centre  
Unit D4 – 800 Rosser Avenue  
Brandon, MB R7A 6N5  
Ph: (204)729-3141  
Email: [Office@btateach.com](mailto:Office@btateach.com)  
Website: [www.btateach.com](http://www.btateach.com)

May 30, 2018

Dr. Marc Casavant, Superintendent  
Brandon School Division  
1031 – 6<sup>th</sup> Street  
Brandon MB R7A 4K5

Dear Dr. Casavant:

The following is for your information:

The officers of the Brandon Teachers' Association for the term beginning July 1, 2018 and continuing to June 30, 2019 are:

Peter Buehler	- President
Cale Dunbar	- Vice President
Lionel Ogg	- Treasurer
Alison Johnston	- Secretary
Tammy Tutkaluk	- Member-at-Large

The Standing Committees of the Association will be chaired by:

BTA CoSL	- Sandra Harrison/Angela Voutier
Budget Committee	- Lionel Ogg
Collective Bargaining	- Tammy Tutkaluk
Constitution Committee	- Cale Dunbar
Education Finance	- Mary Louise Davis
Employee Benefits	- Angela McGuire-Holder
Equity & Social Justice	- Lynn Nicol/Allisa Denbow
Nominations	- Kevin Chambers
Professional Development	- Jenna Sambrook/Krista Adams
Public Relations	- Jodi Armour
Resolutions	- Regina Derewianchuk
Thinking of You	- Jodie Stapleton
Workplace Safety & Health	- Erik Been

Sincerely,

Peter Buehler

President

Brandon Teacher's Association

Copies: BSD Secretary Treasurer's Office, Chair of the Board of Trustees



# BRANDON SCHOOL DIVISION

## Report of Senior Administration to the Board of Trustees

June 11, 2018

### A. Administrative Information

#### I. CELEBRATIONS

##### 1. **2018 CANADIAN LEAN CONFERENCE – JUNE 4 – 7, 2018**

A team from Brandon School Division was invited to present at the 2018 Canadian LEAN Conference in Winnipeg from June 4 – 7, 2018. The focus of the presentation was on Brandon School Division's use of LEAN strategies to improve the selection and interview process for hiring teaching staff. The following staff took part in this event: Ms. Becky Switzer, Director of Human Resources; Ms. Barbara Miller, Principal, King George School; Mr. Chris Czarnecki, Principal, St. Augustine School; Mr. Dave Lim, Principal, Meadows School; Ms. Sandy Harrison, Principal, Valleyview Centennial School; and Mr. Ken Seekings, Principal, École secondaire Neelin High School.

##### 2. **YOUTH REVOLUTION - LETTER OF RECOGNITION FROM MINISTER OF EDUCATION AND TRAINING**

Brandon School Division's Youth Revolution "Beyond the Hurt" Bullying Prevention Teams received the 2018 Youth Leadership Award.

##### 3. **INDIGO LOVE OF READING LITERACY FUND GRANT**

Riverview School has received a \$30,000 grant from the Indigo Love of Reading Literacy Fund. The school will partner with the local Coles store in Brandon over the next three years to purchase new books for their school library and classrooms. This is the third successful Indigo grant application submitted by Riverview School.

*"Accepting the Challenge"*

#### **4. CANADIAN ASSOCIATION OF PHYSICISTS HIGH SCHOOL PRIZE EXAMINATION**

Ethan Z. from Vincent Massey High School finished 1<sup>st</sup> in Manitoba on the Canadian Association of Physicists High School Prize Examination.

## **II. COMMUNITY CONNECTIONS**

The following community connections were made by Dr. Casavant, Superintendent/CEO from May 23, 2018 to June 5, 2018.

- May 24, 2018 – Brandon Urban Aboriginal Peoples’ Council
- May 25, 2018 – Brandon School Division Research Advisory Committee
- May 25, 2018 – meeting with Mr. Matt Goerzen, Editor, and Mr. Michael Lee, Education Reporter, The Brandon Sun; Dr. Linda Ross, Chair, Brandon School Division Board of Trustees; and Ms. Terri Curtis, Communications Coordinator
- May 29, 2018 – Waverly Park School track and field event
- May 29, 2018 – High School Program Review meeting
- May 31, 2018 – nine school visits/meetings with School Leaders re: School of Choice
- May 31, 2018 – Long Service Employee Recognition Event
- June 4, 2018 – meeting with Mr. Kevin Tacan, Indigenous Elder, Brandon School Division
- June 4, 2018 - Royal Canadian Artillery Board of Directors meeting

## **III. SUSPENSIONS**

<u>SCHOOL</u>	<u>NO./STUDENTS</u>	<u>NO./DAYS</u>	<u>REASON</u>
High Schools	16 total	1 – 3 day	Drug and Alcohol Policy
		2 – 3 day	Assaultive Behaviour
		1 – 3 day	Cyberbullying
		3 – 3 day	Unacceptable Behaviour
		2 – 5 day	Drug and Alcohol Policy
		2 – 5 day	Assaultive Behaviour
		3 – 5 day	Unacceptable Behaviour
		1 – 10 day	Assaultive Behaviour
		1 – 15 day	Unacceptable Behaviour

#### **IV. INFORMATION ITEMS**

##### **1. MANITOBA EDUCATION AND TRAINING CORRESPONDENCE**

###### **LETTERS OF RECOGNITION**

For Information ..... Dr. Casavant

Correspondence has been received from Darryl Gervais, Director, Instruction, Curriculum and Assessment Branch, expressing thanks for contributions made to Test Development Committees during the 2017/2018 school year.

Specifically, Mr. Sukhminder Bath, Vincent Massey High School, was recognized for his outstanding contribution to the Grade 12 Pre-Calculus Mathematics Test Development Committee for the 2017/2018 school year.

Also, Mr. Christopher Cliplef, Vincent Massey High School, was recognized for his outstanding contribution to the Grade 12 English Language Arts Test Development Committee for the 2017/2018 school year.

##### **2. BUS/VEHICLE ACCIDENT**

For Information ..... D. Labossiere

Correspondence has been received from the Supervisor of Transportation advising of an accident on Thursday, May 24, 2018. At approximately 5:30 p.m., while the bus driver was training on regular route Orange 2, Bus 40-02 was involved in a collision. While turning into the bus's parking spot in the bus compound it came into contact with a parked school bus. There were no students on board the bus at the time. There were no injuries to any of the occupants of the vehicle or to anyone outside the vehicle. There was damage to the other bus's side rear corner and no significant damage to bus 40-02. The accident has been reported to Manitoba Public Insurance. This is provided as information.

##### **3. MEMORANDUM OF UNDERSTANDING – BRANDON FRIENDSHIP CENTRE: THE UPSTREAM PROJECT AND NEELIN HIGH SCHOOL OFF CAMPUS**

For Information ..... Dr. Casavant

A memorandum of understanding (attached as Appendix A for Board of Trustees information) between the Brandon Friendship Centre: The Upstream Project and Brandon School Division has been developed and signed.

The goal of this memorandum of understanding is to provide wrap-around case management support to youth at Neelin High School Off Campus identified through needs assessments and by school staff as being at risk of school disengagement and homelessness. It is hoped that the successful collaboration of the Brandon

Friendship Centre: The Upstream Project and Neelin High School Off Campus will decrease school dropout rates and prevent the occurrence of homelessness.

## **V. PRESENTATIONS**

### **1. HUMANS OF NEELIN HIGH**

For Information .....K. Seekings, K. Malazdrewicz, B. Wyzlic

École secondaire Neelin High School student Hannah B. will present her project, Humans of Neelin High. Also presenting with Hannah will be Mr. Ken Seekings, Principal, Ms. Kerri Malazdrewicz, Teacher, and Mr. Brian Wyzlic, Education Technology Specialist.

### **2. EDUCATION TECHNOLOGY SPECIALIST**

For Information .....B. Wyzlic

Mr. Brian Wyzlic, Education Technology Specialist, will provide an update on his portfolio.

### **3. CONTINUOUS IMPROVEMENT AT ÉCOLE O'KELLY SCHOOL**

For Information ..... M. Thomson, L. Featherstone, K. Cullen, S. Hainstock, C Green

Ms. Marcy Thomson, Principal, Ms. Lee-Anne Featherstone, Continuous Improvement Coach, Ms. Kimberly Cullen, Literacy Support/Coach, Ms. Stacey Hainstock, Teacher and Numeracy Support/Coach, and Ms. Cathy-Jane Green, Teacher, will present on Continuous Improvement initiatives in progress at École O'Kelly School.

## **B. Business Arising for Board Action**

### **I. INFORMATION FOR DISCUSSION AND CORRESPONDENCE**

#### **1. PERSONNEL REPORT**

For Information ..... B. Switzer

Included in the agenda package as Confidential #1 is the Personnel Report, a listing of resignations and employment approved by the Superintendent/CEO and Secretary-Treasurer since the last meeting.

## **2. CROCUS PLAINS REGIONAL SECONDARY SCHOOL OFF-SITE ACTIVITY REQUEST**

For Action .....G. Malazdrewicz

Crocus Plains Regional Secondary School has submitted an off-site activity request (attached as Appendix B for Board of Trustees consideration) for twenty-four (24) male and one (1) female hockey student in grades 10 to 12 to make a trip to Columbus, Ohio, November 22 to November 26, 2018.

Mr. Chad Cobbe, School Leader, Crocus Plains Regional Secondary School; Mr. Greg Malazdrewicz, Assistant Superintendent; and Dr. Marc D. Casavant, Superintendent/CEO have given approval for this trip. Approval from the Board of Trustees is respectfully requested.

### ***RECOMMENDATION:***

*That the request involving twenty-four (24) male and one (1) female Crocus Plains Regional Secondary School hockey students in grades 10 to 12 to make a trip to Columbus, Ohio, November 22 to November 26, 2018 be approved and carried out in accordance with Board Policy #9.*

## **II. SENIOR ADMINISTRATION RESPONSE TO TRUSTEE INQUIRIES**

**This report from members of the Brandon School Division Senior Administration is submitted respectfully for your consideration, action, and information.**

**Dr. Marc D. Casavant  
Superintendent/Chief Executive Officer**