



BRANDON SCHOOL DIVISION

November 20, 2020

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

TO BE HELD MONDAY, NOVEMBER 23, 2020
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) Special Board Meeting, November 9, 2020.
Adopt.
- b) Board Meeting, November 9, 2020.
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

3.02 Communications for Information

3.03 Communications for Action

4.00 REPORT OF SENIOR ADMINISTRATION

- From Report of Senior Administration

- a) Review Report of Senior Administration – November 23, 2020.

5.00 GOVERNANCE MATTERS

5.01 Reports of Committees

- a) Committee of the Whole:
 - Education and Community Relations
 - Finance and Facilities
 - Personnel and Policy
- L. Letain
L. Ross
J. Murray

5.02 Delegations and Petitions (Max. 15 minutes)

5.03 Business Arising

- From Previous Delegation

- From Board Agenda

- MSBA Issues

- a) Executive Highlights – October 16, 2020 (Appendix 'A')
- b) e-bulletin – November 4, 2020 (Appendix 'B')
- c) e-bulletin – November 18, 2020 (Appendix 'C')
- d) Convention Award Program (Appendix 'D')

5.04 Public Inquiries (Max. 15 Mins)

5.05 Motions

63/2020 That the following guidelines be initiated for the 2021-2022 Preliminary Budget Preparation:

- a) Inflationary increases be provided as advised by suppliers for non-controllable expenditures, e.g.: employee benefits, insurance, fuel/propane for school buses, taxes and utilities;
- b) No increase for controllable services and supplies;
- c) No increase for the school instructional supply budget;
- d) No increase for the Capital and Maintenance Budget;
- e) The 2021-2022 Budget provide for enrollment change.

64/2020 That the Tender from BellMTS in the amount of \$313,733.28 (including taxes) to supply 300 CISCO Wireless Access Points and 300 CISCO software licenses funded through the 2020-2021 Operating Budget, be accepted.

65/2020 That the Trustees be paid the appropriate indemnity for attending the New Trustee Orientation Session on November 6, 2020.

66/2020 That the Trustees be paid the appropriate indemnity for attending the MSBA Fall General and Regional Meetings on November 21 and 23, 2020.

5.06 Bylaws

5.07 Giving of Notice

5.08 Trustee Inquiries

6.00 ANNOUNCEMENTS

- a) NEXT REGULAR BOARD MEETING/COMMITTEE OF THE WHOLE – 6:00 p.m., Monday, December 14, 2020, Boardroom.

Due to COVID-19:

- Brandon School Division Board Meetings will take place with no members of the public present, until further notice. We invite everyone to watch live streaming of the Board meetings on our website: <https://www.bsd.ca/board/meetings/Pages/board-meeting-live-streaming.aspx>

7.00 ADJOURNMENT



BRANDON SCHOOL DIVISION

MINUTES OF THE SPECIAL 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 5:30 P.M., MONDAY, NOVEMBER 9, 2020.

TRUSTEES PRESENT:

L. Ross, Chairperson	S. Bambridge, Vice-Chairperson
C. Ekenna	K. Fallis
B. Foley	J. Gobeil
D. Kejick	L. Letain
J. Murray	

ALSO PRESENT:

M. Casavant, Superintendent/CEO
D. Labossiere, Secretary-Treasurer
B. Sangster, Recording Secretary
K. Rance, Live Streaming Video Operator

The Chairperson called the meeting to order at 5:34 p.m. with a traditional heritage acknowledgement.

CALL:

The Chairperson advised that the Special Meeting of the Board had been called for the purpose of the swearing in of the newly elected Trustees, as set forth in the Agenda.

AFFIDAVITS OF QUALIFICATION AND OATHS OF OFFICE AND ALLEGIANCE:

Judge Hewitt-Michta was present to conduct and witness the completion of the Oath of Office by each Trustee. Judge Hewitt-Michta swore the Trustees in individually following which they signed their Affidavit of Qualification and Oath of Office and Allegiance of Trustee, witnessed by Judge Hewitt-Michta.

STATEMENT OF ASSETS AND INTERESTS:

Mr. Denis Labossiere advised that he had in his custody, as Secretary-Treasurer, the Statements and Assets and Interests filed by the three newly-elected Trustees in accordance with Section 39.3 of The Public Schools Act.

ADJOURNMENT

Mr. Murray – Ms. Fallis
That the Board do now adjourn (5:40 p.m.)
Carried.

Chairperson

Secretary-Treasurer



BRANDON SCHOOL DIVISION

MINUTES OF THE REGULAR MEETING/COMMITTEE OF THE WHOLE OF THE BOARD OF TRUSTEES, THE BRANDON SCHOOL DIVISION, HELD IN THE J. L. MILNE BOARDROOM, ADMINISTRATION OFFICE, 1031 - 6TH STREET, BRANDON, MANITOBA, AT 6:00 P.M., MONDAY, NOVEMBER 9, 2020.

TRUSTEES PRESENT:

L. Ross, Chairperson	S. Bambridge, Vice-Chairperson
C. Ekenna	K. Fallis
B. Foley	J. Gobeil
D. Kejick	L. Letain
J. Murray	

ALSO PRESENT:

M. Casavant, Superintendent/CEO
D. Labossiere, Secretary-Treasurer
B. Sangster, Recording Secretary

REGRETS:

The Chairperson called the meeting to order at 5:51 p.m. with a traditional heritage acknowledgement.

AGENDA

1.00 AGENDA/MINUTES:

1.01 Approval of Agenda

Ms. Letain – Ms. Fallis

That the agenda be approved as circulated.

Carried.

1.02 Adoption of Minutes of Previous Meetings

a) The Minutes of the Board Meeting held October 26, 2020 were circulated.

Ms. Kejick – Mr. Murray

That the Minutes be approved as circulated.

Carried.

Mr. Gobeil – Mr. Ekenna

That the Board do now resolve into Committee of the Whole In-Camera. (5:53 p.m.)

Carried.

2.00 IN CAMERA DISCUSSION (COMMITTEE OF THE WHOLE):**2.01 Student Issues**

- Reports
- Trustee Inquiries

2.02 Personnel Matters

- Reports
- Trustee Inquiries

2.03 Property Matters/Tenders

- Reports
- Trustee Inquiries

2.04 Board Operations

- Reports
- Trustee Inquiries

Mr. Murray – Ms. Kejick

That the Committee of the Whole In-Camera do now resolve into Board. (7:06 p.m.)

Carried.

3.00 PRESENTATIONS AND COMMUNICATIONS:**3.01 Presentations For Information****3.02 Communications For Information****3.03 Communications For Action****4.00 REPORT OF SENIOR ADMINISTRATION****5.00 GOVERNANCE MATTERS****5.01 Reports of Committees****5.02 Delegations and Petitions****5.03 Business Arising**

- From Previous Delegation
- From Board Agenda
- MSBA Matters

5.04 Public Inquiries (max. 15 minutes)**5.05 Motions**

5.06 Bylaws**5.07 Giving of Notice****5.08 Trustee Inquiries****6.00 ANNOUNCEMENTS**

- a) NEXT REGULAR BOARD MEETING – 7:00 p.m. (Public), Monday, November 23, 2020, Boardroom.

Due to COVID-19:

- Brandon School Division Board Meetings will take place with no members of the public present, until further notice. We invite everyone to watch live streaming of the Board meetings on our website: <https://www.bsd.ca/board/meetings/Pages/board-meeting-live-streaming.aspx>

7.00 ADJOURNMENT

Mr. Murray – Ms. Fallis

That the Board do now adjourn (7:08 p.m.)

Carried.

Chairperson

Secretary-Treasurer



BRANDON SCHOOL DIVISION

Report of Senior Administration to the Board of Trustees

November 23, 2020

A. Administrative Information

I. CELEBRATIONS

1. MARLENE STEPHEN MEMORIAL LEADERSHIP AWARD

Vincent Massey High School student Amaya S. has been selected to receive the Marlene Stephen Memorial Leadership Award. Each year, the Manitoba Band Association selects one Grade 12 student to receive this award. The winning candidate must possess strong leadership skills and contribute to the overall culture of the band program at their school, and to their community. We are very pleased to recognize Amaya's accomplishment and congratulate her on being selected for this prestigious honour.

II. COMMUNITY CONNECTIONS

The following community connections were made by Dr. Casavant, Superintendent/CEO from October 20, 2020 to November 16, 2020.

- October 20, 2020 – Manitoba Learning at Home Circle of Leaders Coordination Meeting
- October 20, 2020 – Manitoba Association of School Superintendents meeting
- October 20, 2020 – Manitoba Learning at Home Steering Committee meeting
- October 21, 2020 – School Board Trustee Virtual Town Hall meeting
- October 22, 2020 – Manitoba Learning at Home Circle of Leaders Coordination Meeting
- October 22, 2020 - COVID-19 Liaison Meeting with Manitoba School Boards Association, Manitoba Association of School Superintendents, Manitoba Association of School Business Officials
- October 22, 2020 – meeting with Cale Dunbar, President, Brandon Teachers' Association

“Accepting the Challenge”

- October 22, 2020 – Community Mobilization Westman Steering Committee
- October 22, 2020 – school visit – École secondaire Neelin High School
- October 22, 2020 – Manitoba Association of School Superintendents meeting
- October 26, 2020 - K-12 Weekly Conference Call – Manitoba Association of School Superintendents, Manitoba School Boards Association, Manitoba Association of School Business Officials
- October 27, 2020 – Manitoba Learning at Home Circle of Leaders Coordination meeting
- October 27, 2020 – Divisional Leadership Team – Continuous Improvement Plan meeting
- October 27, 2020 – Manitoba Association of School Superintendents meeting
- October 27, 2020 – Manitoba Learning at Home Project Management Development
- October 27, 2020 – meeting with Chief Wayne Balcaen, Brandon Police Service
- October 29, 2020 – Manitoba Learning at Home Circle of Leaders Coordination Meeting
- October 29, 2020 - COVID-19 Liaison Meeting with Manitoba School Boards Association, Manitoba Association of School Superintendents, Manitoba Association of School Business Officials
- October 30, 2020 – meeting with Kim Berezka, Numeracy Specialist
- October 30, 2020 – Manitoba Education meeting - Public Health Update
- October 30, 2020 – Chief Provincial Public Health Officer Update
- October 30, 2020 – meeting with K-12 School Leaders and Senior Administration
- October 30, 2020 – Manitoba Association of School Superintendents meeting
- November 2, 2020 – Manitoba Learning at Home Executive Meeting
- November 2, 2020 - K-12 Weekly Conference Call – Manitoba Association of School Superintendents, Manitoba School Boards Association, Manitoba Association of School Business Officials
- November 2, 2020 – meeting with Chief Wayne Balcaen, Brandon Police Service
- November 3, 2020 – meeting with IBM Canada
- November 3, 2020 – Manitoba Association of School Superintendents meeting
- November 3, 2020 – meeting with Government Relations Committee, Brandon Chamber of Commerce
- November 3, 2020 – Manitoba Learning at Home Steering Committee meeting
- November 4, 2020 – meeting with K-12 School Leaders
- November 4, 2020 – meeting with IBM Canada
- November 4, 2020 – meeting with Cale Dunbar, President, Brandon Teachers' Association

- November 5, 2020 – Manitoba Learning at Home Circle of Leaders Coordination Meeting
- November 5, 2020 - COVID-19 Liaison Meeting with Manitoba School Boards Association, Manitoba Association of School Superintendents, Manitoba Association of School Business Officials
- November 5, 2020 – Brandon Police Board meeting
- November 6, 2020 – Manitoba Association of School Superintendents Fall Meeting
- November 9, 2020 – Manitoba Education Press Conference re: Remote Learning
- November 9, 2020 - K-12 Weekly Conference Call – Manitoba Association of School Superintendents, Manitoba School Boards Association, Manitoba Association of School Business Officials
- November 9, 2020 – Members of the Legislative Assembly (Brandon) COVID meeting
- November 9, 2020 – school visit with Board of Trustees – Waverly Park School
- November 10, 2020 – Manitoba Learning at Home Circle of Leaders Coordination Meeting
- November 10, 2020 – Manitoba Association of School Superintendents meeting
- November 10, 2020 – meeting with Dr. Linda Ross, Board Chair and Sherilyn Bambridge, Vice Chair
- November 12, 2020 - COVID-19 Liaison Meeting with Manitoba School Boards Association, Manitoba Association of School Superintendents, Manitoba Association of School Business Officials
- November 12, 2020 – Southwest Superintendents meeting
- November 12, 2020 – Manitoba Education – K-12 COVID-19 conference call
- November 12, 2020 – Manitoba Association of School Superintendents meeting
- November 13, 2020 – Manitoba Remote Learning Framework Advisory Committee
- November 13, 2020 – Manitoba Education meeting
- November 13, 2020 – meeting with Cale Dunbar, President, Brandon Teachers' Association; Ashleigh Deeley Michaluk, The Manitoba Teachers' Society; Dr. Linda Ross, Board Chair
- November 13, 2020 – meeting with K-12 School Leaders and Senior Administration
- November 16, 2020 - K-12 Weekly Conference Call – Manitoba Association of School Superintendents, Manitoba School Boards Association, Manitoba Association of School Business Officials

III. SUSPENSIONS

<u>SCHOOL</u>	<u>NO./STUDENTS</u>	<u>INAPPROPRIATE BEHAVIOUR</u>	<u>ASSAULTIVE BEHAVIOUR</u>	<u>DRUGS AND ALCOHOL</u>
High School	7 total	3	-	4
		* 0 vaping	* 0 weapons	

* Infractions may fall under more than one category.

IV. INFORMATION ITEMS

1. MANITOBA EDUCATION CORRESPONDENCE

LETTER FROM HONOURABLE KELVIN GOERTZEN, MINISTER, EDUCATION

For Information Dr. Casavant

Correspondence was received from Honourable Kelvin Goertzen, Minister, Education proclaiming October 26, 2020 as Manitoba School Library Day. This proclamation was made in recognition of the important role school libraries play in the academic and cultural lives of students. School libraries foster student achievement as well as collaboration and connectivity within schools. The theme of the day was “A Day in the Library Learning Commons”. In celebration of Manitoba School Library Day, schools were encouraged to participate in the “Drop Everything and Read” challenge sponsored by the Manitoba School Library Association. All students and educators were challenged to read for twenty minutes at 11:00am on October 26.

LETTER FROM HONOURABLE KELVIN GOERTZEN, MINISTER, EDUCATION

For Information Dr. Casavant

Correspondence was received from Honourable Kelvin Goertzen, Minister, Education proclaiming November 2020 as Financial Literacy Month in Manitoba. This proclamation was made in recognition of the importance of ongoing education for Manitoba’s Kindergarten to Grade 12 students about consumer awareness and financial literacy. Teaching financial concepts to young people lays the foundation of knowledge, provides a safe environment in which to practice their skills, and empowers them with awareness and capabilities to deal with financial matters as they navigate their future.

B. Business Arising for Board Action

I. INFORMATION FOR DISCUSSION AND CORRESPONDENCE

1. PERSONNEL REPORT

For Information T. Mendel

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.

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**



BRANDON SCHOOL DIVISION

Education and Community Relations Committee Minutes

Monday, November 9, 2020 – 6:00 p.m.
Boardroom, Administration Office

Present: S. Bambridge C. Ekenna
 K. Fallis B. Foley
 J. Gobeil D. Kejick
 L. Letain J. Murray
 L. Ross

Also Present: D. Labossiere M. Casavant

1. COMMITTEE ITEMS

A. Sub-Committee Reports – Received for Information

Trustee Fallis reviewed the Community Drug and Alcohol Education Coalition meeting Minutes from the meeting held on October 29, 2020.

Trustees asked questions for clarification.

2. OPERATIONS INFORMATION

NEXT MEETING: Monday, December 14, 2020, 6:00 p.m., Boardroom.

Respectfully submitted,

L. Letain



BRANDON SCHOOL DIVISION

Finance and Facilities Committee Minutes

Monday, November 9, 2020 – 6:00 p.m.
Boardroom, Administration Office

Present: S. Bambridge C. Ekenna
K. Fallis B. Foley
J. Gobeil D. Kejick
L. Letain J. Murray
L. Ross

Also Present: D. Labossiere M. Casavant

1. COMMITTEE ITEMS

A. 2021-2022 Budget Preparations

Consumer Price Index (CPI)

Mr. Denis Labossiere, Secretary-Treasurer, reviewed the Manitoba CPI rate for the months of September 2019 to August 2020 (1.3%). Mr. Labossiere also reviewed the CPI rate from January 2020 to September 2020, which resulted in an average of 0.7%.

Factors That Will Affect the 2020-2021 Budget

Mr. Labossiere spoke to this item and reviewed the memo provided to the Committee. He noted that factors such as:

- Enrollments;
- COVID-19;
- Tax Incentive Grant (TIG) reduction/phase out;
- Provincial Legislation and Guidelines;
- Administration Cap Limits;
- and, Special Requirement Limits

will have an impact on revenues, expenditures and the development of the 2021-2022 Budget.

Discussions took place regarding existing bills and new bills introduced by the Province. Mr. Labossiere reviewed the Inflationary Impact on Budget for 2021-2022 and how it affects the Special Requirement.

2021-2022 Budget Preparation

Mr. Labossiere reviewed the 2021-2022 Budget Preparation memo provided to the Committee. Trustees asked questions for clarification.

Mr. Labossiere also noted that the deadline for Trustee Budget Requests is December 15, 2020, which is a day after the December Board meeting. He suggested that the deadline date be moved to Friday, December 11, 2020. This will allow the Board to review Trustee Budget Requests at the Committee of the Whole Board Meeting on Monday, December 14th.

The Committee agreed to bring forward the following recommendation for the 2021-2022 Preliminary Budget Preparation:

Recommendation

That the following guidelines be initiated for the 2021-2022 Preliminary Budget Preparation:

- a) Inflationary increases be provided as advised by suppliers for non-controllable expenditures, e.g.: employee benefits, insurance, fuel/propane for school buses, taxes and utilities;
- b) No increase for controllable services and supplies;
- c) No increase for the school instructional supply budget;
- d) No increase for the Capital and Maintenance Budget;
- e) The 2021-2022 Budget provide for enrollment change.

B. RFP – Supply of CISCO Wireless Access Points

The Secretary-Treasurer reviewed the Tender regarding the Supply of 300 CISCO Wireless Access Points and 300 CISCO software licenses.

The Committee agreed to the recommendation as presented.

Recommendation:

That the Tender from BellMTS in the amount of \$313,733.28 (including taxes) to supply 300 CISCO Wireless Access Points and 300 CISCO software licenses funded through the 2020-2021 Operating Budget, be accepted.

C. Ameresco Report

The Secretary-Treasurer spoke to this item and noted that this year's Ameresco (facility) report shows \$53.3M in deferred costs required in the next five years. He reviewed the report and the items listed as high priority in the next five years, which amount to \$7.6M, of which \$1.7M would be funded by Brandon School Division and \$5.9M funded by Public Schools Finance Branch (PSFB). He indicated that several of the large capital projects such as roof and heating system replacements are on the Division's 5-Year Capital Plan submitted to PSFB.

D. Confirm Payments of Account (October)

The payments of account for the month of October were provided for information.

The reports were accepted as circulated.

E. Review Monthly Reports (September)

The Monthly Reports for the month of September were provided for information.

The reports were accepted as circulated.

COVID-19 update:

The Secretary-Treasurer provided an update on additional COVID-19 Expenditures that have already been incurred or will be incurred going forward. The Province has requested that divisions keep track of COVID expenditures, and provide monthly reports to the Province. Last year the Division's net savings due to COVID was approximately \$2.1M. That amount must be spent before the Division will receive additional funds from the Province. The Division currently has approximately \$2.2M in undesignated accumulated surplus for which the majority will be used for COVID expenditures.

Trustees asked questions for clarification regarding teachers and students in remote learning. Dr. Marc Casavant, Superintendent/CEO, discussed how the Division is addressing the winter months and mental health, along with initiatives such as the CalmConnect subscription service.

F. Sub-Committee Reports – Received for Information

- Workplace Safety & Health – October 13, 2020

2. OPERATIONS INFORMATION

- The Secretary-Treasurer provided updates on the following:
 - Maryland Park School - Progress
 - YMCA Daycare – at Maryland Park School
 - Earl Oxford – Boiler Repair

NEXT MEETING: Monday, November 9, 2020, 6:00 p.m., Boardroom.

Respectfully submitted,

L. Ross



BRANDON SCHOOL DIVISION

Personnel and Policy Committee Minutes

Monday, November 9, 2020 – 6:00 p.m.

Boardroom, Administration Office

Present: S. Bambridge C. Ekenna
K. Fallis B. Foley
J. Gobeil D. Kejick
L. Letain J. Murray
L. Ross

Also Present: D. Labossiere M. Casavant

1. COMMITTEE ITEMS

A) Personnel Matter – In-Camera

Mr. Denis Labossiere, Secretary-Treasurer, provided information on a Personnel Matter and answered Trustee questions.

2. OPERATIONS INFORMATION

The Committee received as information and discussed the following:

- MSBA – CPI, Unemployment Rate, Regional Trends update:
 - September 2020

NEXT MEETING: Monday, December 14, 2020, 6:00 p.m., Boardroom.

Respectfully submitted,

J. Murray

Executive Highlights

Friday, October 16, 2020

Alan Campbell
President
204-886-7121

Sandy Nemeth
Vice-President
(6,000 students or more)
204-230-6475

Floyd Martens
Vice-President
(fewer than 6,000 students)
204-572-5374

Vacant
Past President

Sherilyn Bambridge
Director Region 1
204-724-7841

Leah Klassen
Director Region 2
204-325-8093

Lena Kublick
Director Region 3
204-406-4889

Vaughn Wadelius
Director Region 4
204-623-3073

Sandra Lethbridge
Director Region 5
204-951-9686

Julie Fisher
Director Region 5
204-261-7963

Chris Broughton
Director Region 6
204-509-8642

1. The Executive approved the re-appointment of Arlene Reid, Winnipeg SD to the Student Services Inclusive Education committee.
2. Further discussion concerning the logistics of the upcoming virtual Fall General and Regional meetings was held. Detailed information will be forthcoming to all boards, ensuring trustees and administrators are prepared and provided instructions on attending this virtual event.
3. Additional conversations were held around the virtual annual general meeting for March. The Fall General and Regional meetings will serve as a good first run for hosting a large virtual event. Takeaways from that event will inform planning for the AGM in March.
4. Josh Watt highlighted the important items arising from the Speech from the Throne, as they directly relate to education matters.
5. Arising out of the implementation of Departmental Amendments under Budget 2020, Josh shared that a number of bills that were previously tabled, have been re-introduced. One of the bills formalized was the dissolution of the Public Schools Finance Branch. That mandate will now fall to Crown Services and be separate from the Dept. of Education.
6. Josh Watt provided an overview of the launch of the Newcomer Education Coalition and the Winnipeg Indigenous Executive Circle's first annual *State of Equity in Education Report*. The report calls for greater equity and diversity in Winnipeg's education system. The report will be a focal point of the Fall General Meeting.
7. Executive considered varying ways to engage with member boards for the remainder of the school year, including both virtual and in-person (where safe to do so).

JW/ak

*Questions about the items above? Contact any member of the MSBA Executive or Josh Watt, Executive Director.
The official minutes will be posted to the MSBA website once approved at the Executive's next meeting on November 16, 2020.*

Appendix 'B'

e-bulletin

November 4, 2020

191 Provencher Blvd. Winnipeg, MB R2H 0G4
Phone: 204-233-1595 Toll Free: 1-800-262-8836www.mbschoolboards.caFollow us on Twitter [@MBSchoolBoards](https://twitter.com/MBSchoolBoards)FALL MEETINGS &
PROFESSIONAL DEVELOPMENT

At the upcoming [virtual fall general meeting](#) on November 21, MSBA is offering a session on the topic of *Representation on School Boards* and pre-recorded *Conversations with the Community* moderated by **Rob Santos**, former Director of the Provincial Healthy Child Office and Assistant Deputy Minister for K-12 education.

Discussions will centre on representation and inclusivity of marginalized groups on school boards, as well as within the school division. We will also look at what school boards, as governors and leaders of local school divisions, may consider as short-term and long-term achievable measures to provide for all voices to be heard.

Guests include: **Jerome Cranston**, Ph.D., Professor and the Dean in the Faculty of Education at the University of Regina; **Darren Googoo**, Chair of the CEA/EdCan Network, the Chair of the Council on Mi'kmaq Education and former Chair of the Cape Breton-Victoria Regional School Board; and **Tom Gentzel**, retired NSBA Executive Director (2012-2020).

An October 28 memo in divisional mail provides parameters and scope for questions boards can submit in advance. Please submit questions for guests by emailing [Janis Arnold](#) by November 10, 2020. The conversations will be broadcast online using the same Zoom link and following the business portion of the program.



- Teachers and staff who move across cohorts of students, including substitute teachers, are required to wear medical masks. Medical-grade disposable masks have been issued to all schools. N95 masks are not required.
- Indoor choir and the use of wind instruments are not permitted.
- All field trips must be postponed or cancelled.

All other public health measures are still in effect. All affected school divisions are aware of which schools are impacted, and plans have already been set to address the establishment of orange level restrictions for all schools across all communities of Manitoba. To learn how your school community is impacted by the latest restrictions, visit the [Province of Manitoba's website](#).

CYBER SECURITY AWARENESS MONTH



Did you know that October was Cyber Security Awareness Month? CSAM is an internationally recognized campaign held each October to inform the public of the importance of cyber security. This campaign focused on helping all Canadians be more secure online by being

informed and knowing the simple steps to protect themselves, their families, their workplace, and their devices. The month was divided into weekly themes that highlighted different aspects of cyber security. To view topics covered and to get tips on protecting your phone, computer, network and smart devices, check out the [CSAM website](#)!

CODE ORANGE FOR ALL SCHOOLS



Effective November 2, Manitoba moved to orange level response restrictions at **ALL** schools in Manitoba. What changes are happening as a result of moving to "orange - restricted" level under Manitoba's pandemic response system, across all schools in our province?:

- K-8 students may be offered temporary remote learning for the duration of the restricted level (orange) to create additional space, where required.
- Blended learning (in-class and online) for grades 9 to 12 where distancing cannot be achieved will continue as per status quo.
- Schools must ensure two meters of physical distancing to the greatest extent possible, and adjust classroom space as necessary; excess furniture must be removed from classrooms to create additional space; other spaces within schools must be repurposed to accommodate more distancing (e.g., multipurpose rooms, empty rooms, shared spaces, common areas, and libraries).
- Extracurricular activities are only permitted if all learning and distancing requirements have been met. If these activities continue, established guidelines must be followed and, in the case of sports, participants should maintain distance when not active.

LEST WE FORGET

Remembrance Day ceremonies will look a bit different at legions, community centres and schools around Manitoba this year.

Due to the pandemic and the absence of traditional school assemblies, Wendy Bloomfield, Chair of Seine River SD, has arranged that the pre-recorded St. Norbert Remembrance Day ceremony will be available to all Manitoba schools. The video will be broadcast live on November 11th, starting at 10:45 a.m. Visit the [event page](#) for more details.

MANITOBA INDIGENOUS YOUTH
ACHIEVEMENT AWARDS (MIYAA)

The MIYAA honour the accomplishments of Indigenous youth in academics, athletics, community involvement and more. The application deadline is November 23, 2020. [Nominate](#) an outstanding individual for the 2020 awards today!

follow us [@MBSchoolBoards](https://twitter.com/MBSchoolBoards)



Appendix 'C'

e-bulletin

November 18, 2020

MANITOBA
School Boards
ASSOCIATION

191 Provencher Blvd. Winnipeg, MB R2H 0G4
Phone: 204-233-1595 Toll Free: 1-800-262-8836

www.mbschoolboards.ca

Follow us on Twitter [@MBSchoolBoards](https://twitter.com/MBSchoolBoards)

NOMINATIONS ARE OPEN

Information about and nomination forms for our awards and recognition programs were distributed in divisional email on November 4. The package has also been posted to our [website](http://www.mbschoolboards.ca). The association sponsors three specific programs.

- Long service trustee recognition honours trustees who have served for 12, 16, or 20 years on a public school board in Manitoba.
- The Presidents' Council Award recognizes exemplary service and outstanding achievement, innovative thinking, personal initiative, and lasting and pervasive impact in the field of public education. In 2021, nominations for this award will be accepted in the category of professional educators.
- The Manitoba School Boards Association Student Citizenship Awards recognize six outstanding young people and one student group who are active participants in their communities and schools.



All awards will be presented virtually at the association's March convention. The deadline for receipt of nominations for all awards is Wednesday, January 20, 2021.

WOMEN IN STEM

The Women in STEM webinar series introduces young women in high school to career opportunities in STEM. This virtual Canada-wide, panel series features inspiring speakers from industry and academia who will share success stories, information and resources about careers in STEM. The [free webinars](#) are open to educators, students and parents.

The Women in STEM webinar series is presented by [The Prosperity Project](#) and Ontario Power Generation. Conceived by 63 female visionaries earlier this year, The Prosperity Project is a not-for-profit organization that is working to combat the impact of COVID-19 on women and girls in Canada.

Although the first set of webinars has already taken place, a second webinar event is scheduled for November 21 at 1:00 PM (ET).

[Click here](#) to learn more about the panel series or [here](#) to register for the November 21 webinar sessions.



CELEBRATE NATIONAL CHILD DAY

Celebrating [National Child Day](#) is about celebrating children as active participants in their own lives and in communities, as active citizens who can and should meaningfully contribute to decision-making.



On November 20 of each year, National Child Day commemorates the United Nations' adoption of two documents centred on children's rights: the *United Nations Declaration of the Rights of the Child* on November 20, 1959, and the *United Nations Convention on the Rights of the Child* on November 20, 1989.

The Government of Canada's [National Child Day website](#) provides information and resources about National Child Day and the United Nations Convention on the Rights of the Child to help promote awareness of children's rights and ways to celebrate National Child Day.



NOMINATIONS FOR PROVINCIAL EXECUTIVE POSITIONS

To date, two nominations have been received for positions to be elected at the association's March convention. Alan Campbell has been nominated by Interlake S.D. for President and Julie Fisher has been nominated by Pembina Trails S.D. for Director, Region 5. Other positions that are up for election in 2021 are Vice-President (boards serving <6000 students) and Directors for Regions 2, 4 and 6. The first call for nominations was made in writing.



The second call will be made on the morning of Saturday, November 21, at the association's fall general meeting, while the third and final call will come at the call to order of the annual convention, on March 19, 2021. Nominations may also be made at any time by submitting them by email to the Nominating Committee, c/o [Andrea Kehler](#).

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LEADERSHIP, ADVOCACY AND SERVICE FOR MANITOBA PUBLIC SCHOOL BOARDS

November 4, 2020

TO: The Board Chair and Superintendent
All School Divisions and Districts

FROM: Janis Arnold, Interim Director
Education and Communication Services

RE: 2021 Recognition & Award Programs

**VIRTUAL
PRESENTATIONS
IN 2021**

The 2021 Manitoba School Boards Association annual convention will be a virtual experience on Friday, March 19. Our re-imagined event will contain the traditional components of the convention, including recognizing long-serving trustees, exemplary educators and inspirational students, but using a virtual platform.

The attached 2021 Recognition & Awards package contains an overview of each award along with criteria for eligibility and the selection process. Nomination forms for all awards can be found at the end of this package. These form-fillable PDFs can be filled out electronically, or printed off for completion and submission. This package will also be posted to the association [website](#).

Student Citizenship Award Recipients and Presidents' Council Recipient



Each award will be presented virtually at an agreed upon time before the convention, and the presentations will be recorded for playback at the convention. Karen Harrington, MSBA's Communications Officer, will contact recipients to coordinate a production schedule and to provide detailed instructions about how to log in and utilize any needed features of the conferencing software (Zoom). The virtual ceremony will remain available for viewing after convention on the association website.

Complete nominations should be submitted by email only (please do not mail or fax) to the individual identified with each award, by **Wednesday, January 20, 2021**. These same individuals can also answer any questions you may have about the various awards.

Thank you for your attention to this important matter.

JA/je
Attachments



Presidents' Council Award



Student
Citizenship
Award





**VIRTUAL
PRESENTATIONS
IN 2021**

Recognition and Award Programs Information and Forms

Nomination deadline for all recognition and award programs is January 20, 2021.

www.mbschoolboards.ca

Recognition and Award Programs

Background

Each year at its annual convention, the Manitoba School Boards Association recognizes long-serving trustees, exemplary educators and inspirational students.

An overview of each award, along with the criteria for eligibility and the selection process, can be found in this Recognition and Award Programs package. Nomination forms for each category can be found at the end of this information package or on the association's [website](#).

Awards

Long-Service Trustee Recognition
Presidents' Council Award
Student Citizenship and George Harbottle Memorial Award

At-a-Glance Deadlines and Contact Information

Recognition or Award

Long-Service Trustee Recognition
Presidents' Council Award
Student Citizenship and George Harbottle Memorial Award

Staff contact

Andrea Kehler
Andrea Kehler
Jennifer Esau

Email

akehler@mbschoolboards.ca
akehler@mbschoolboards.ca
jesau@mbschoolboards.ca

Nomination deadline for all recognition and award programs is **January 20, 2021**.



Presidents' Council Award



Student
Citizenship
Award



191 Provencher Boulevard, Winnipeg, Manitoba R2H 0G4
Phone: 204-233-1595 | Toll Free: 1-800-262-8836 | Fax: 204-231-1356
website: www.mbschoolboards.ca twitter: [@MBSchoolboards](https://twitter.com/MBSchoolboards)

Long-Service Trustee Recognition

This recognition honours those individuals whose dedication to trusteeship and the betterment of education in Manitoba has qualified them for this distinction. Awards are presented to trustees who have served for 12, 16 or 20 years on a public school board in Manitoba.

Submissions for the Long-service Trustee Recognition are verified by the nominating division/district and reviewed by the association administration.

In 2021, Trustee Long-service Awards will be presented virtually at an agreed upon time, and the presentations will be recorded for play-back at the convention virtually on Friday, March 19. The recordings will remain available for viewing after convention on the association [website](#).

In 2021, the deadline for Long-service Trustee Recognition nominations is **January 20, 2021**. Nomination forms can be found at the end of this package or on the association's website.

Presidents' Council Award

The Presidents' Council Award recognizes exemplary service and outstanding achievement, innovative thinking, personal initiative, and lasting and pervasive impact in the field of public education.



Presidents' Council Award

Professional educators, support staff and community members all contribute to successful student learning. Each year, on an alternating basis, nominations for this award will be accepted in one of two categories:

- Professional educators: teachers (classroom, resource, itinerant specialist teachers) or administrators (principals, divisional coordinators, senior administrators); or
- Support staff and community members: support staff (educational assistants, bus drivers, clerical, custodial and maintenance personnel) or community members (volunteers, parents, trustees, post-secondary and civil service personnel).

In 2021, nominations will be accepted in the category of professional educators.

Nominations for the Presidents' Council Award are evaluated and ranked by a selection committee. The selection committee consists of the association's president and vice-presidents along with the three most recent (active) past presidents.

In 2021, the Presidents' Council Award will be presented virtually at an agreed upon time, and the presentations will be recorded for play-back at the convention virtually on Friday, March 19.

The deadline for Presidents' Council Award nominations is **January 20, 2021**. Nomination forms can be found at the end of this package or on the association's website.

Student Citizenship and AMM George Harbottle Memorial Award



Student
Citizenship
Award



The Manitoba School Boards Association Student Citizenship Awards program for public school students in Manitoba recognizes outstanding young people throughout Manitoba who are active participants in their communities and schools. Seven awards are given annually, one to a student in each of the association's six geographic regions, and one provincial award to a student group.

Each award winner will receive a certificate and monetary prize of \$1000. Students or groups nominated but not selected to receive an individual award will receive a certificate. There are no age or grade restrictions on this award; all students in regular attendance in the K-12 program at a Manitoba public school are eligible.

The Association of Manitoba Municipalities (AMM) will further recognize one of the association's individual award winners by way of the AMM George Harbottle Memorial Award, in recognition of outstanding contributions at the community level. This award consists of \$1000.

The Manitoba School Boards Association Student Citizenship Award recognizes students from Manitoba schools who demonstrate their commitment to the values of citizenship through activities such as:

1. volunteer service to the community (i.e. service to health care facilities, senior citizen groups, shelters, day care centres)
2. involvement in citizenship or character building organizations
3. participation in student government programs or activities
4. leadership ability to motivate others to actions to benefit the community

The AMM George Harbottle Memorial Award focuses specifically on those contributions that a student has made in the greater community, beyond the school walls.

The seven regionally-based directors who serve on the association's provincial executive will act as the selection committee for the Student Citizenship Awards. Representatives of AMM will select from among the individual winners of the Manitoba School Boards Association Student Citizenship Awards one student to receive the AMM George Harbottle Memorial Award.

In 2021, the student awards will presented virtually at an agreed upon time, and the presentations will be recorded for play-back at the convention virtually on Friday, March 19. The recordings will remain available for viewing after convention on the association [website](#).

In 2021, the deadline for Student Citizenship Award nominations is **January 20, 2021**. Nomination forms can be found at the end of this package or on the association's [website](#).

Long-Service Trustee Recognition Nomination Form



Eligibility:

This recognition honours the milestone periods of time that the recipients have devoted to serving as a school trustee and advancing the interests of public education within Manitoba. Twelve year Long-service recipients receive a special association pin, 16 year recipients a certificate, and 20 year recipients a sculpture. Long-service awards will be acknowledged virtually at the convention on Friday, March 19 and remain listed for viewing after convention on the association [website](#).

Division/District: _____

Recipient	Years of Service*

*Service does not have to be continuous - i.e. there can be breaks in service.

Please use this space to provide any additional information or to list additional names.

Contact Name (please print)

Deadline for nominations is January 20, 2021.

Please return completed form to:

Andrea Kehler (akehler@mbschoolboards.ca)

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Student Citizenship Award Nomination Form



Each school board in Manitoba is invited to nominate one student and one student group from its division or district for these awards. The Winnipeg School Division, constituting the Manitoba School Boards Association's Region 6, may nominate up to four students for the individual award, plus one student group. A nomination must take the form of a complete application, as follows:

A. Student Application

- completed application form (including activity summary page)
- an essay (maximum 500 words) from the student or group that defines what citizenship means to them, and/or describes how the student or group has tried to live out the concept of good citizenship in school and community

B. Two Sponsoring Letters as follows:

1. A letter from an official at the student's or group's school that:
 - describes the context in which the sponsoring official has known or worked with the student or group
 - describes how the student's or group's actions at school demonstrate good citizenship
2. A letter from a representative of a community organization that:
 - indicates the individual's relationship with the student or group
 - describes how the student's or group's actions in the community demonstrate good citizenship



Each award will be presented virtually at an agreed upon time before the convention, and the presentations will be recorded for playback at the convention. Karen Harrington, MSBA's Communications Officer, will contact recipients to coordinate a production schedule and to provide detailed instructions about how to log in and utilize any needed features of the conferencing software (Zoom). The virtual ceremony will remain available for viewing after convention on the association website.

Deadline for nominations is January 20, 2021.

Please return completed form to:

Jennifer Esau (jesau@mbschoolboards.ca)

Student Citizenship and George Harbottle Memorial Awards Application Form

This application is for the ☐ individual student award ☐ student group award

Student or Group

Name: _____

Address: _____

Phone Number: _____

School Name: _____

Division/District: _____

All supporting documents attached. Please check ☒

- ☐ Completed application form
- ☐ Citizenship essay
- ☐ School sponsor letter
- ☐ Community sponsor letter

Sponsoring letters are being supplied by:

A. School-based sponsor(s)

Sponsor's Name	Sponsor's Title
_____	_____
Sponsor's Name	Sponsor's Title
_____	_____

B. Community-based sponsor(s)

Sponsor's Name	Sponsor's Title	Sponsor's Organization
_____	_____	_____
Sponsor's Name	Sponsor's Title	Sponsor's Organization
_____	_____	_____

Student or designated group member signature	Date
_____	_____

To be completed by school division for applications for individual student awards only!

Signed release form:

☐ is enclosed ☐ will follow within the 14 days of nomination deadline

To be completed by applicants of Individual student awards:

School-based activities/clubs:

Activity	Nature of Involvement	Time Commitment

Community-based activities/clubs:

Activity	Nature of Involvement	Time Commitment

To be completed by applicants for Student Group award:

Please use the space below to provide a brief description of the goals of your group, and of the activities you undertake to further those goals.

Submission Deadlines:

For applications to the school/school board: As determined by the school board

For school board nominees to the Manitoba School Boards Association office: January 20, 2021

Student Citizenship and George Harbottle Memorial Awards

Instructions for School-Based Sponsor

You are being asked to provide a letter to support the application of _____ for the *Manitoba School Boards Association Student Citizenship and the Association of Manitoba Municipalities (AMM) George Harbottle Memorial Awards*.

Description:

Six individual awards and one group award are given annually by the Manitoba School Boards Association to recognize outstanding young people throughout Manitoba who are active participants in their communities and schools. One additional award is presented by AMM to one of these award winners, in recognition of outstanding contributions at the community level.



The award will be presented virtually at an agreed upon time, and the presentation will be recorded for play-back at the convention virtually on Friday, March 19. The recordings will remain available for viewing after convention on the association [website](#).

Submission Deadlines:

For applications to the school/school board: As determined by the school board

For school board nominees to the Manitoba School Boards Association office: January 20, 2021

Criteria:

- Students must have demonstrated exemplary citizenship in their schools and in their communities.
- Students must be selected as their school board's nominee for this award, and submit a completed application by the deadline(s).

Your letter of support should:

- describe the contexts in which you have known the student or group.
- describe how the student or group has indicated an appreciation of good citizenship, and has **demonstrated** this through actions in the **school setting**.

Thank you for your support of student citizenship and community leadership!

Student Citizenship and George Harbottle Memorial Awards

Instructions for Community-Based Sponsor

You are being asked to provide a letter to support the application of _____ for the *Manitoba School Boards Association Student Citizenship and the Association of Manitoba Municipalities (AMM) George Harbottle Memorial Awards*.

Description:

Six individual awards and one group award are given annually by the Manitoba School Boards Association to recognize outstanding young people throughout Manitoba who are active participants in their communities and schools. One additional award is presented by AMM to one of these award winners, in recognition of outstanding contributions at the community level.



Each award will be presented virtually at an agreed upon time before the convention, and the presentations will be recorded for playback at the convention. Karen Harrington, MSBA's Communications Officer, will contact recipients to coordinate a production schedule and to provide detailed instructions about how to log in and utilize any needed features of the conferencing software (Zoom). The virtual ceremony will remain available for viewing after convention on the association website.

Submission Deadlines:

For applications to the school/school board: As determined by the school board
For school board nominees to the Manitoba School Boards Association office: January 20, 2021

Criteria:

- Students must have demonstrated exemplary citizenship in their schools and in their communities.
- Students must be selected as their school board's nominee for this award, and submit a completed application by the deadline(s).

Your letter of support should:

- describe the contexts in which you have known the student or group.
- describe how the student or group has indicated an appreciation of good citizenship, and has **demonstrated** this through actions in the **community**.

Thank you for your support of student citizenship and community leadership!

Student Citizenship and George Harbottle Memorial Awards Release Form

This form must accompany or follow all divisional nominations for individual *Manitoba School Boards Association Student Citizenship/AMM George Harbottle Memorial Awards*.

The Manitoba School Boards Association is a voluntary association of public school boards in Manitoba. The Association of Manitoba Municipalities (AMM) represents local government bodies from across Manitoba. Each year, the Manitoba School Boards Association sponsors six Student Citizenship Awards, and AMM one George Harbottle Memorial Award. The intent of these awards is to honour the efforts of Manitoba students at modeling and promoting good citizenship within both their schools and their broader communities.

The awards are presented each March in conjunction with the Annual Convention of the Manitoba School Boards Association. To promote this ceremony, and to assist us in recognizing the award recipients and all nominees, the Manitoba School Boards Association asks that the parents/guardians of each nominee (or the nominees themselves, if they are 18 years of age or older) complete this release form.

Personal information that may be used:

- student's name, school, and grade level;
- a synopsis of his or her community and school involvement; and
- photos and videos of the nominees.

Purposes for which this information may be used:

- promotional materials for awards, including but not limited to news releases and programs;
- Association print and electronic publications; and
- congratulatory messages in non-Association publications.

Parent/Student permission:

I hereby consent that the information identified in this release form may be used for the identified, non-commercial purposes.

Name of Student

Signature of parent (or student if 18 years of age or older)

Date