



# BRANDON SCHOOL DIVISION

September 25, 2020

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

TO BE HELD MONDAY, SEPTEMBER 28, 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

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## AGENDA

### 1.00 AGENDA/MINUTES:

#### 1.01 Approval of Agenda

#### 1.02 Adoption of Minutes of Previous Meetings

- a) Board Meeting, September 14, 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**

- a) Mr. Rick Oakden, President, Westman Retired Educators' Association (WREA), September 10, 2020, addressed to Dr. Linda Ross, Chairperson, Board of Trustees, extending their expression of support to the members of the Brandon School Division Board of Trustees during these trying times of the COVID-19 pandemic. They recognize that these unprecedented conditions have created varied and excessive challenges for the Board, all BSD staff, and the families and students within the Division and beyond. WREA members all maintain an understanding and heartfelt concern for the thousands of BSD students and staff who are striving to do their best to succeed. (Appendix 'A')  
Receive and File.

**3.03 Communications for Action**

- a) Ms. Karen Tole-Henderson, Past President, and Ms. Virginia Helmer, President, Manitoba Music Educators' Association (MMEA), August 21, 2020, addressed to Dr. Linda Ross, Chairperson, Board of Trustees, and Dr. Marc Casavant, Superintendent/CEO, requesting that the Board of Trustees and Senior Administration reconsider the "pause" to Band and Choral classes for the beginning of the school year. The MMEA understands that extra precautions will need to be taken to ensure that singing and playing wind instruments can be done safely. They note that there are a number of safe alternatives that can be provided to students in choral and band classes, including the proposed "Teacher Focus and Timetabling for High School" (Page 20, BSD Re-Opening Schools Plan).

The MMEA has shared Returning to Manitoba Music Classrooms Recommendations for school reopening with members and with Superintendents across Manitoba. They note that it will be more difficult for students to "fit" Band and Choir back into their timetables if it is not included from the start. There is a huge concern that a "pause" will have long-term negative effects on these programs. The Board of Trustees is encouraged to seriously reconsider the proposed pause and to include Band and Choir classes from the beginning of the fall semester. (Appendix 'B')

Refer Business Arising.

**4.00 REPORT OF SENIOR ADMINISTRATION****- From Report of Senior Administration**

- a) Review Report of Senior Administration – September 28, 2020.

**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

- a) Correspondence from Karen Tole-Henderson, Past President, and Ms. Virginia Helmer, President, Manitoba Music Educators' Association (MMEA), from Communications for Action 3.03 a) regarding Band and Choir classes and asking the Division to reconsider the pause to these programs.

### **- MSBA Issues**

- a) Call for Nominations and Resolutions 2021 (Appendix 'C')

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

### **5.05 Motions**

58/2020 That That the amount of \$600,000 from the Operating Fund Accumulated Surplus be allocated to the School Bus Capital Reserve Fund for future replacement and expansion of the school bus fleet.

59/2020 That the annual Resolution Appointing Signing Officers, be approved as presented.

### **5.06 Bylaws**

### **5.07 Giving of Notice**

### **5.08 Trustee Inquiries**

## **6.00 ANNOUNCEMENTS**

- a) NEXT REGULAR BOARD MEETING/COMMITTEE OF THE WHOLE – Tuesday, October 13, 2020, Boardroom.
- b) TRUSTEE BY-ELECTION:
  - Advance Voting Day – Wednesday, October 28, 2020 – 8:00 a.m. to 8:00 p.m., City Hall
  - Election Day – Wednesday, November 4, 2020 – 8:00 a.m. to 8:00 p.m., various locations

### **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 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, SEPTEMBER 14, 2020.

**TRUSTEES PRESENT:** L. Ross, Chairperson S. Bambridge, Vice-Chairperson  
P. Bartlette K. Fallis  
D. Kejick (arrived at 6:25 p.m.) L. Letain  
J. Murray (by phone)

**ALSO PRESENT:** M. Casavant, Superintendent/CEO  
D. Labossiere, Secretary-Treasurer  
M. Gustafson, Assistant Superintendent  
E. McFadzen, Assistant Superintendent  
K. Rance, Live Streaming Video Operator

The Chairperson called the meeting to order at 6:05 p.m.

## AGENDA

### 1.00 AGENDA/MINUTES:

#### 1.01 Approval of Agenda

Senior Administration added four (4) items to In-Camera.

Trustee Ross added four (4) items to In-Camera.

Trustee Bambridge added one (1) item to In-Camera

Ms. Letain – Ms. Bambridge  
That the agenda be approved as amended.  
Carried.

#### 1.02 Adoption of Minutes of Previous Meetings

a) The Minutes of the Board Meeting held August 24, 2020 were circulated.

Mr. Bartlette – Ms. Letain  
That the Minutes be approved as circulated.  
Carried.

b) The Minutes of the Inaugural Board Meeting held September 8, 2020 were circulated.

Ms. Fallis – Mr. Bambridge  
That the Minutes be approved as circulated.  
Carried.

Ms. Bambridge – Mr. Bartlette  
That the Board do now resolve into Committee of the Whole In-Camera. (6:08 p.m.)  
Carried.

## IN COMMITTEE OF THE WHOLE IN-CAMERA

### **2.00 IN CAMERA DISCUSSION:**

#### **2.01 Student Issues**

##### **- Reports**

- a) Dr. Marc D. Casavant, Superintendent/CEO, Mr. Mathew Gustafson, Assistant Superintendent and Ms. Elaine McFadzen, Assistant Superintendent, provided information on a Student Matter.

##### **- Trustee Inquiries**

#### **2.02 Personnel Matters**

##### **- Reports**

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

##### **- Trustee Inquiries**

#### **2.03 Property Matters/Tenders**

##### **- Reports**

- a) Mr. Denis Labossiere, Secretary-Treasurer, provided an update on a Property Matter.
- b) The Secretary-Treasurer provided information on a Property Matter, answered Trustee questions and received direction from the Board.

##### **- Trustee Inquiries**

#### **2.04 Board Operations**

##### **- Reports**

- a) The Secretary-Treasurer provided an update on a Board Operations Matter.
- b) Trustee Ross provided information on a Board Operations Matter.
- c) Trustee Ross spoke on a Board Operations Matter and received feedback from the Board.
- d) Trustee Ross provided an update on two (2) Board Operations Matters and noted that further discussions and decisions are required.
- e) Trustee Bambridge discussed a Board Operations Matter with Trustees, noting that additional information will be distributed.

##### **- Trustee Inquiries**

Mr. Murray – Ms. Fallis  
That the Committee of the Whole In-Camera do now resolve into Board. (6:56 p.m.)  
Carried.

The Chairperson called the public portion of the meeting to order at 7:05 p.m. with a traditional heritage acknowledgement.

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

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

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

- a) Ms. Karen Tole-Henderson, Past President, and Ms. Virginia Helmer, President, Manitoba Music Educators' Association (MMEA), August 21, 2020, addressed to Dr. Linda Ross, Chairperson, Board of Trustees, and Dr. Marc Casavant, Superintendent/CEO, requesting that the Board of Trustees and Senior Administration reconsider the "pause" to Band and Choral classes for the beginning of the school year. The MMEA understands that extra precautions will need to be taken to ensure that singing and playing wind instruments can be done safely. They note that there are a number of safe alternatives that can be provided to students in choral and band classes, including the proposed "Teacher Focus and Timetabling for High School" (Page 20, BSD Re-Opening Schools Plan).

The MMEA has shared Returning to Manitoba Music Classrooms Recommendations for school reopening with members and with Superintendents across Manitoba. They note that it will be more difficult for students to "fit" Band and Choir back into their timetables if it is not included from the start. There is a huge concern that a "pause" will have long-term negative effects on these programs. The Board of Trustees is encouraged to seriously reconsider the proposed pause and to include Band and Choir classes from the beginning of the fall semester.

Trustee Ross spoke to this item, noting that the primary concern for the Board is the safety of students and staff.

Trustee Murray voiced concern that this matter was included in the agenda under Communications for Information instead of Communications for Action. Mr. Gustafson spoke to this item and reviewed the response he provided at the August 24, 2020 Board meeting regarding the pause in the Band and Choral programs.

Discussion took place and it was agreed that this item would be brought back to the September 28, 2020 Board meeting under 3.03 - Communications for Action.

Referred to Communications for Action - September 28, 2020 Board Meeting.

#### **3.03 Communications For Action**

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

The Superintendent/CEO provided highlights on the following items from the September 14, 2020 Report of Senior Administration:

- Administrative Information
  - Celebrations:
    - 2020 Re-Opening plans created by each school in Brandon School Division
    - Tipi Legacy Tour, Tipi Installation Ceremony - Riverview School - September 30<sup>th</sup>
    - Remote Learning Partnership Announcement - Mr. Mathew Gustafson and Mrs. Elaine McFadzen, Assistant Superintendents, provided background.
  - Information Items:
    - Manitoba Education Correspondence:

- Letter from Honourable Kelvin Goertzen, Minister, Education, and Honourable Cameron Friesen, Minister, Health, Seniors and Active Living, regarding the Manitoba Healthy Schools Initiative.
- Head Teachers 2020-2021
- Information for Discussion and Correspondence
  - Discharge/Appoint Board Committees

Ms. Bambridge – Mr. Murray

That the September 14, 2020 Report of Senior Administration be received and filed.

Carried.

## **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

- a) Executive Highlights – August 10, 2020
- b) E-Bulletin – September 9, 2020
- c) Call for Nominations and Resolutions 2021

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

### **5.05 Motions**

52/2020 Ms. Fallis – Ms. Bambridge

That the following Committees, Sub-Committees and External Board Representatives for the 2019-2020 school year be and are hereby discharged with thanks:

Education and Community Relations  
Finance and Facilities  
Personnel and Policy

MSBA Resolutions

Brandon Community Drug & Alcohol Education Coalition  
Brandon Urban Aboriginal Peoples' Council  
Friends of Education Fund  
Job Evaluation Review  
Parent/Guardian/Division  
Support Personnel Labour Management  
Teacher Liaison  
Workplace Safety & Health

Carried.

53/2020 Ms. Bambridge – Mr. Bartlette

That the Committees of the Board, effective September 14, 2020, be and are hereby approved as follows:

Education and Community Relations: Committee of the Whole

Finance and Facilities: Committee of the Whole

Personnel and Policy: Committee of the Whole

Carried.

54/2020 Ms. Bambridge – Mr. Bartlette

That the Ad-Hoc Committee of the Board, effective September 14, 2020 be and is hereby approved as follows:

MSBA Resolutions: J. Murray, L. Ross

Carried.

55/2020 Mr. Bartlette – Ms. Bambridge

That the Sub-Committees of the Board, effective September 14, 2020 be and are hereby approved as follows:

Brandon Community Drug and Alcohol Education Coalition: K. Fallis

Alternate: D. Kejick

Brandon Urban Aboriginal People's Council: D. Kejick

Alternate: L. Ross

Friends of Education Fund: L. Letain

Alternate: J. Murray

Job Evaluation Review: S. Bambridge, L. Ross

Alternate: L. Letain

Parent/Guardian/Division: Committee of the Whole

Support Personnel Labour Management: J. Murray

Alternate: S. Bambridge

Teacher Liaison: K. Fallis, L. Letain, J. Murray

Alternate: S. Bambridge

Workplace Safety and Health: S. Bambridge

Alternate: K. Fallis

Carried.

56/2020 Ms. Letain – Mr. Bartlette

That the appointment of Danniele Carriere as the Senior Election Official for the Brandon School Division, as chosen by the City of Brandon, with duties as set forth in The Municipal Councils and School Boards Election Act, be approved.

Carried.



**Late Motion:**

57/2020 Ms. Letain – Mr. Bartlette

That the Tender from Powerland Computers Ltd. in the amount of \$838,040 (including taxes) to supply 1,000 Laptop Computers, funded through the 2020-2021 Operating Budget, be accepted.

The Secretary-Treasurer was asked to clarify the breakdown of the 1,000 laptops. He indicated that 500 of the laptops were identified as replacement computers, and 500 laptops were identified to meet the needs presented by COVID-19 to support students in a blended remote-learning environment.

Carried.

**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, September 28, 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>

The Secretary-Treasurer announced that the nomination period for candidates for the Trustee By-Election opens on Monday, September 21 and closes on Friday, September 25. Advance voting is scheduled for Thursday, October 22, and Election Day is Wednesday, November 4. Mr. Labossiere added that there are three (3) Trustee positions to fill.

Those interested in being a candidate should contact Danniele Carriere, Senior Election Official, City of Brandon, at [brandonvotes@brandon.ca](mailto:brandonvotes@brandon.ca). By-Election information can be found on the Brandon School Division website, or by contacting the Office of the Secretary-Treasurer.

**7.00 ADJOURNMENT**

Ms. Fallis – Ms. Letain

That the Board do now adjourn (7:35 p.m.)

Carried.

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Chairperson

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Secretary-Treasurer

## Appendix 'A'

Rick Oakden, President  
Westman Retired Educators' Association  
240 McDiarmid Drive  
Brandon, MB R7B 2H3

September 10, 2020

Dr. Linda Ross, Chairperson  
Brandon School Division Board of Trustees  
14 Magnacca Crescent  
Brandon, MB R7B 2N9

Dear Dr. Ross:

The Westman Retired Educators' Association would like to extend our expression of support to you and all of the members of the Brandon School Division Board of Trustees during these trying times of the COVID-19 pandemic. We recognize that these unprecedented conditions have created varied and excessive challenges for the Board, all BSD staff, and the families and students within the division, and beyond. Most WREA members are no longer physically active in the teaching profession, but we all maintain an understanding and heartfelt concern for the thousands of BSD students and staff who are striving to do their best to succeed when so much is uncertain and unpredictable.

Yours truly,



Rick Oakden

# Appendix 'B'



MANITOBA MUSIC EDUCATORS' ASSOCIATION  
L'ASSOCIATION MANITOBAINE DES ÉDUCATEURS DE MUSIQUE  
191 HARCOURT STREET WINNIPEG MB R3J 3H2  
PHONE (204) 888-7961

August 21, 2020

**Virginia Helmer**  
President

**Les Chalmers**  
Vice-President

**Karen Tole-Henderson**  
Past President

**Amanda Ciavarelli**  
Manitoba Orff Chapter

**Dr. Stuart Sladden**  
Manitoba Choral Association

**Jennifer Shead**  
Manitoba Band Association

**Jordan Laidlaw**  
Manitoba Classroom Guitar  
Association

**Leanne Jensen**  
Board Member

**Tyler Yip**  
Board Member

Dear Dr. Ross, Chairperson and Dr. Casavant, Superintendent/CEO

The Manitoba Music Educators' Association recognizes that planning for the 2020 – 2021 school year is unlike any other. We are aware that the Brandon School Division has chosen to “pause” Band and Choral classes for the beginning of the school year and will ask students to register for other courses in order to meet graduation requirements. While we understand that extra precautions will need to be taken to ensure that singing and playing wind instruments can be done safely, we would request that the Brandon School Board and Senior Administration re-consider and include these courses from the start of the school year. Even if restrictions on singing and playing are deemed necessary, we believe that there are a number of safe alternatives that can be provided students in choral and band classes. We are aware of several school divisions who have made the decision to maintain specialty programming in their schools.

The proposed “Teacher Focus and Timetabling for High School” (Page 20, BSD Re-Opening Schools Plan) would work very well for High School Band and Choral Classes. Music educators are able to adapt their courses to allow students to sing and play asynchronously while online and in-person classes would provide opportunities for studies to go well beyond singing and playing. The Manitoba Music Curriculum for Grades 9 – 12 provides countless opportunities for music students with making, creating, connecting and responding.

The MMEA has shared Returning to Manitoba Music Classrooms Recommendations for school reopening (attached) with members and with Superintendents across Manitoba. We are also supporting Manitoba music educators with Sketches of Practice which provide ideas for a robust music education in across all delivery models.

As you continue planning for the 2020-2021 school year, it is important to note that it will be more difficult for students to “fit” Band and Choir back into their timetables if it is not included from the start. There is a huge concern that a “pause” will have long term negative effects on these programs. We encourage the Brandon School Division Board of Trustees to seriously reconsider the proposed pause and to include Band and Choir classes from the beginning of the fall semester. Thank you for your time and consideration. The MMEA is more than willing to discuss our concerns and to assist Brandon Music educators as they move forward with planning for music learning in Fall 2020.

Sincerely,

Karen Tole-Henderson  
Past President, Manitoba Music Educators' Association

Virginia Helmer  
President, Manitoba Music Educators' Association

CC Ms. Sherilyn Bambridge

Mr. Peter Bartlette

Ms. Kim Fallis

Ms. Delvina Kejick

Ms. Lisa Letain

Mr. Jim Murray

Mr. Mathew Gustafson



# BRANDON SCHOOL DIVISION

## Report of Senior Administration to the Board of Trustees

September 28, 2020

### A. Administrative Information

#### I. CELEBRATIONS

##### **BRANDON POLICE SERVICE**

Students at St. Augustine School recently welcomed two members of Brandon Police Service to their outdoor physical education class. Constable Medwechuk and Constable Huculak had responded to a call in the neighbourhood and asked if they could take part in the activity. This thoughtful gesture resulted in a meaningful connection with students, and we are very appreciative of the community spirit exhibited by Constables Medwechuk and Huculak.

#### II. COMMUNITY CONNECTIONS

The following community connections were made by Dr. Casavant, Superintendent/CEO from September 9 to September 22, 2020.

- September 9, 2020 – Brandon Police Board meeting
- September 10, 2020 – COVID-19 Liaison Meeting with Manitoba School Boards Association, Manitoba Association of School Superintendents, Manitoba Association of School Business Officials
- September 11, 2020 – IBM Data Advisory Team meeting
- September 14, 2020 – COVID Update Meeting with Prairie Mountain Health and Southwest Superintendents Group
- September 14, 2020 – K-12 Weekly Conference Call – Manitoba Association of School Superintendents, Manitoba School Boards Association, Manitoba Association of School Business Officials
- September 14, 2020 – meeting with Chief Wayne Balcaen, Brandon Police Service

*“Accepting the Challenge”*

- September 15, 2020 – Manitoba Association of School Superintendents meeting
- September 15, 2020 – Brandon Chamber of Commerce meeting, featuring Honourable Kelvin Goertzen, Minister of Education
- September 16, 2020 – Westman Consortia Partnership – Remote Learning meeting
- September 15, 2020 – RCA Board of Directors meeting (Central Museum of the Royal Canadian Artillery)
- September 16, 2020 – Brandon School Division / Brandon Teachers' Association Professional Development Fund Committee meeting
- September 17, 2020 – Operational Divisional Leadership Team meeting
- September 17, 2020 - COVID-19 Liaison Meeting with Manitoba School Boards Association, Manitoba Association of School Superintendents, Manitoba Association of School Business Officials
- September 17, 2020 – meeting with Deputy Minister Dana Rudy, Manitoba Education
- September 18, 2020 - Westman Consortia Partnership – Remote Learning meeting
- September 18, 2020 – Brandon Police Board meeting
- September 21, 2020 – K-12 Weekly Conference Call – Manitoba Association of School Superintendents, Manitoba School Boards Association, Manitoba Association of School Business Officials
- September 22, 2020 - Manitoba Association of School Superintendents meeting

### **III. SUSPENSIONS**

There were no suspensions received for the period ending September 22, 2020.

### **IV. INFORMATION ITEMS**

### **V. PRESENTATIONS**

#### **1. GRADUATION RATE REPORT**

For Information ..... M. Gustafson, M. Wilson

Mathew Gustafson, Assistant Superintendent and Marnie Wilson, Research, Assessment, and Evaluation Specialist, will provide a report (attached Appendix A) on the Brandon School Division graduation rate for 2019/2020.

## **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  
WWW.BSD.CA

# Brandon School Division 2019-2020 Graduation Statistics

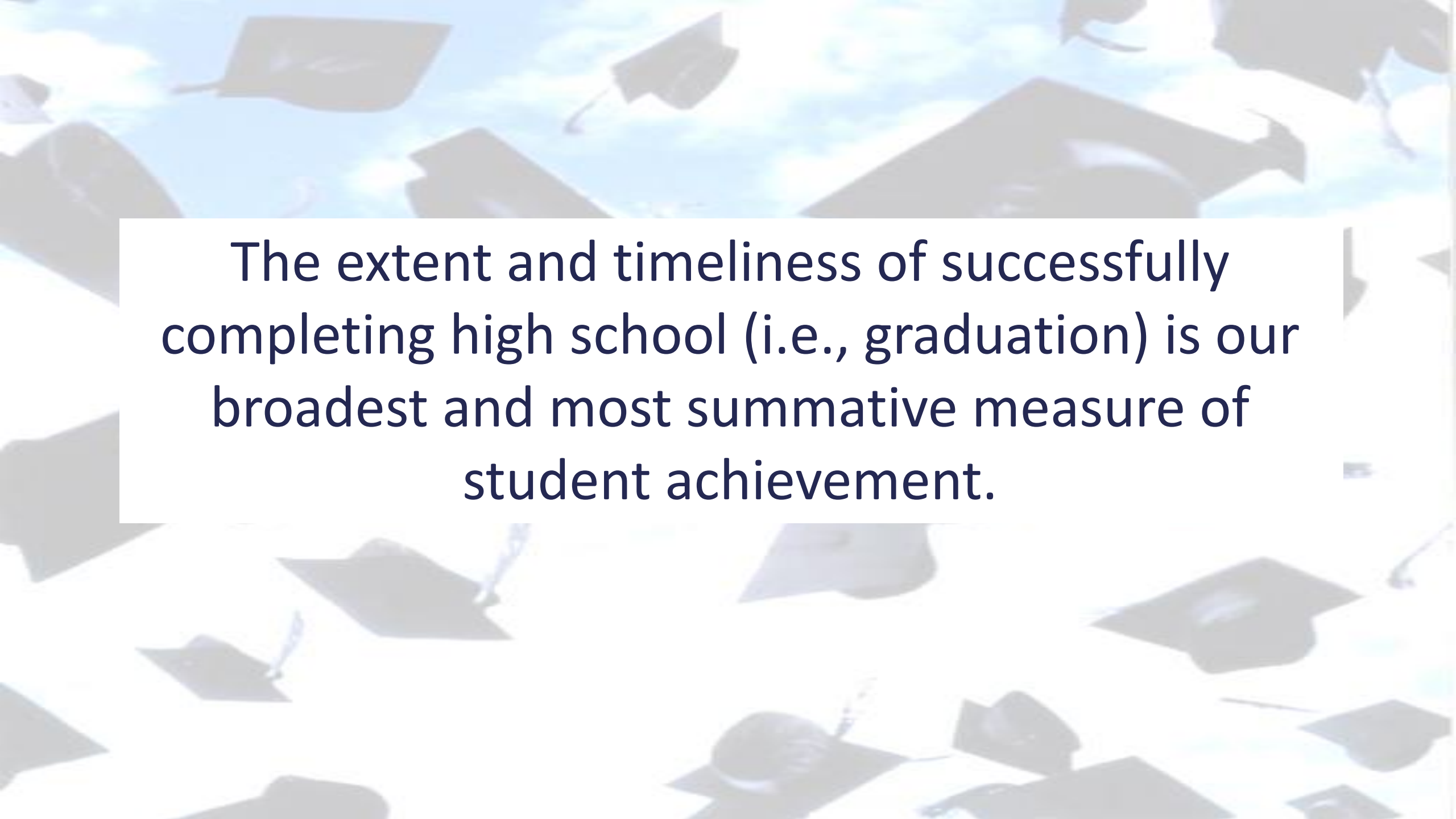
Presented to the Board of Trustees

Presented by: Marnie Wilson, Research, Assessment & Evaluation Specialist

September 28, 2020

*“Accepting the Challenge”*



A background image showing numerous black graduation caps (mortarboards) falling through the air against a bright, cloudy sky. The caps are scattered across the frame, creating a sense of motion and celebration.

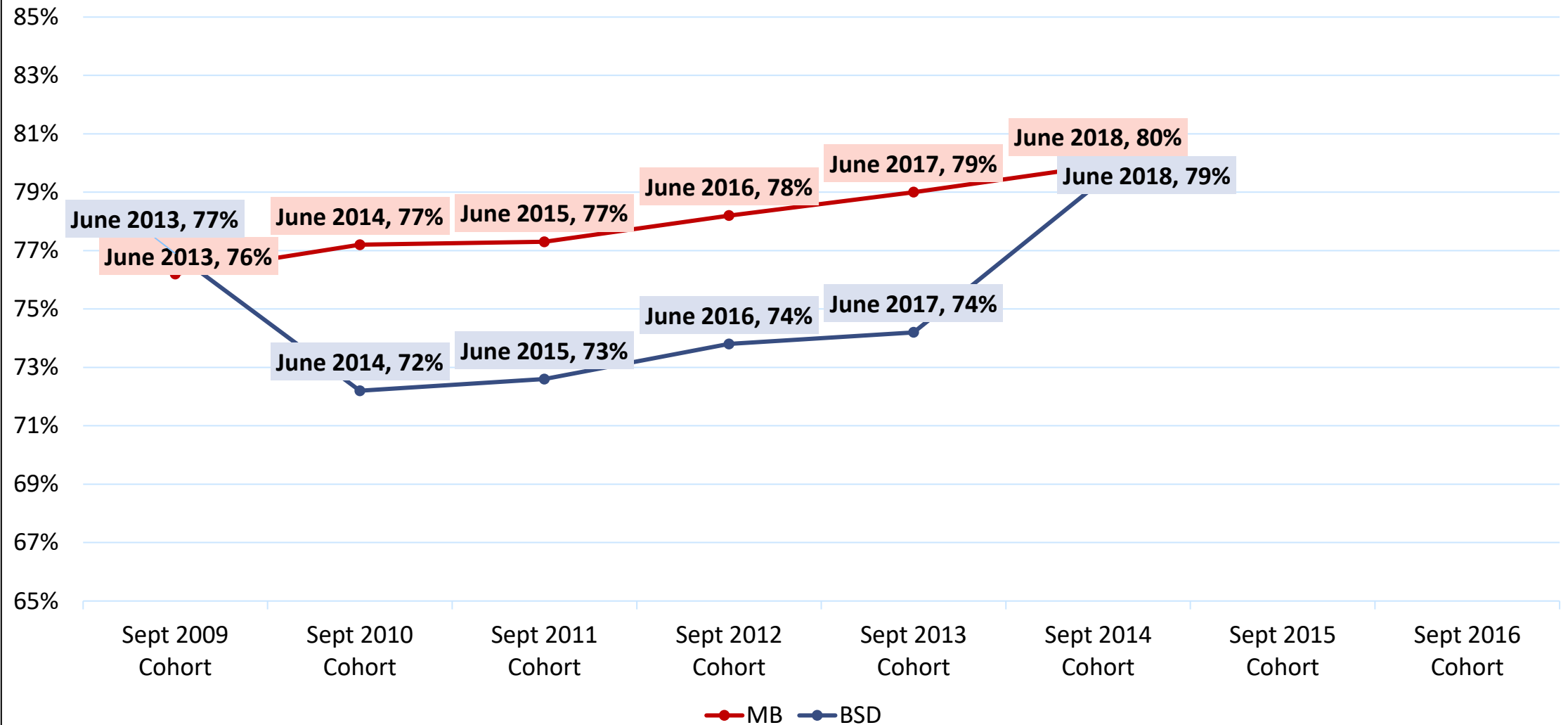
The extent and timeliness of successfully completing high school (i.e., graduation) is our broadest and most summative measure of student achievement.

629

# Manitoba Education's Method of Calculating Grad Rates

- On-time graduation, 5-year, and 6-year
- Gr9 Division credited for grad result
- Adjusting for attrition
  - Using Stats Can data (estimated 14-19 yr-old population; # who have moved out of MB and deaths on yearly basis; adjusted # of “expected graduates”)

## Four-Year High School Graduation Rates: MB and BSD (Manitoba Education Calculation)



# Challenges with that Method of Calculation

- **Divisions are unable to replicate the provincial model**
  - Provincial approach to attrition adjustment not doable/appropriate
  - Unable to “credit” grade 9 division as done provincially
- ME grad rate reports have historically been provided in February/March for the previous year
- ME grad rate reports have been unavailable for the past 2 years

*“Accepting the Challenge”*

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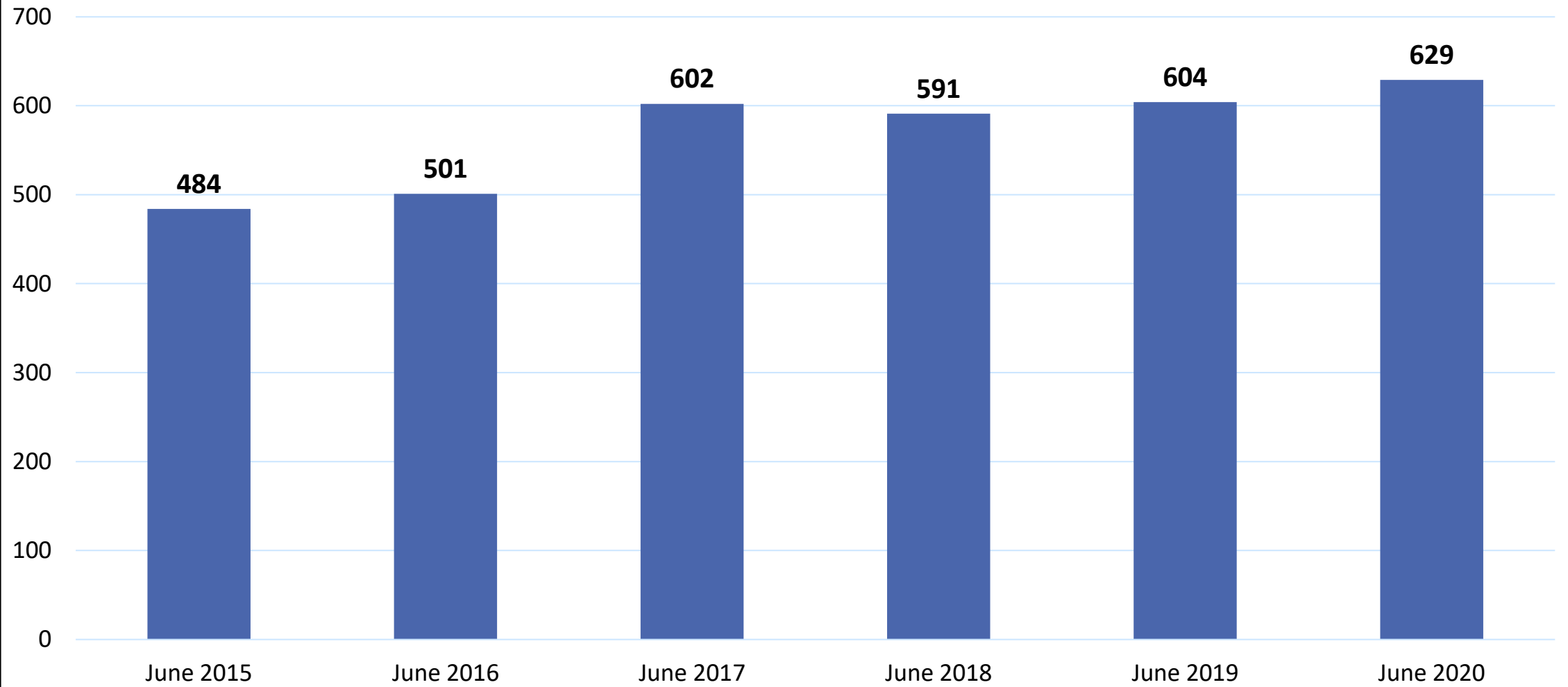
# BSD's Method of Calculating Graduation Rates

- As close to the ME method as possible
- Use grade 9 cohort
- Track individual students rather than approximate
- Students who move into BSD are accounted for in a “Composition of Graduates” statistic

# BSD's Graduation Statistics:

1. Number of grads
2. Composition of grads
3. Current status of BSD 2016 cohort
4. Four-year within-division graduation rate
5. Five-year within-division graduation rate

## Number of BSD Graduates

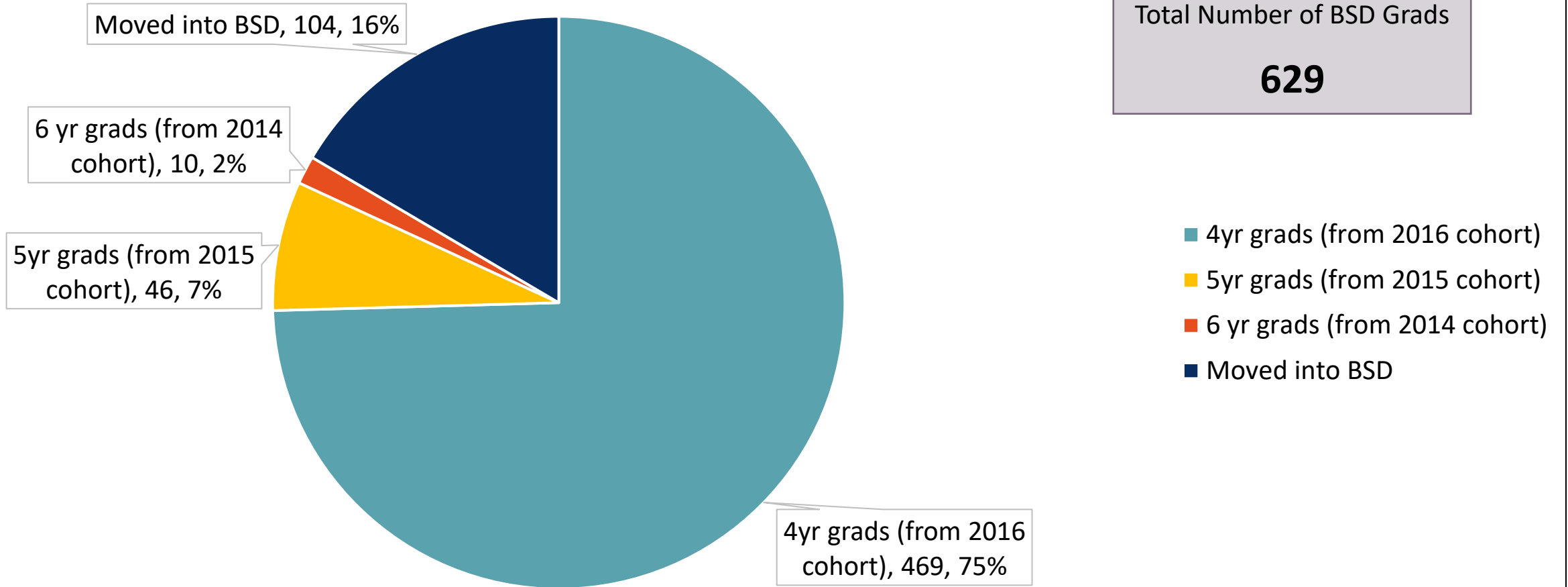




## Composition of 2020 BSD Graduates

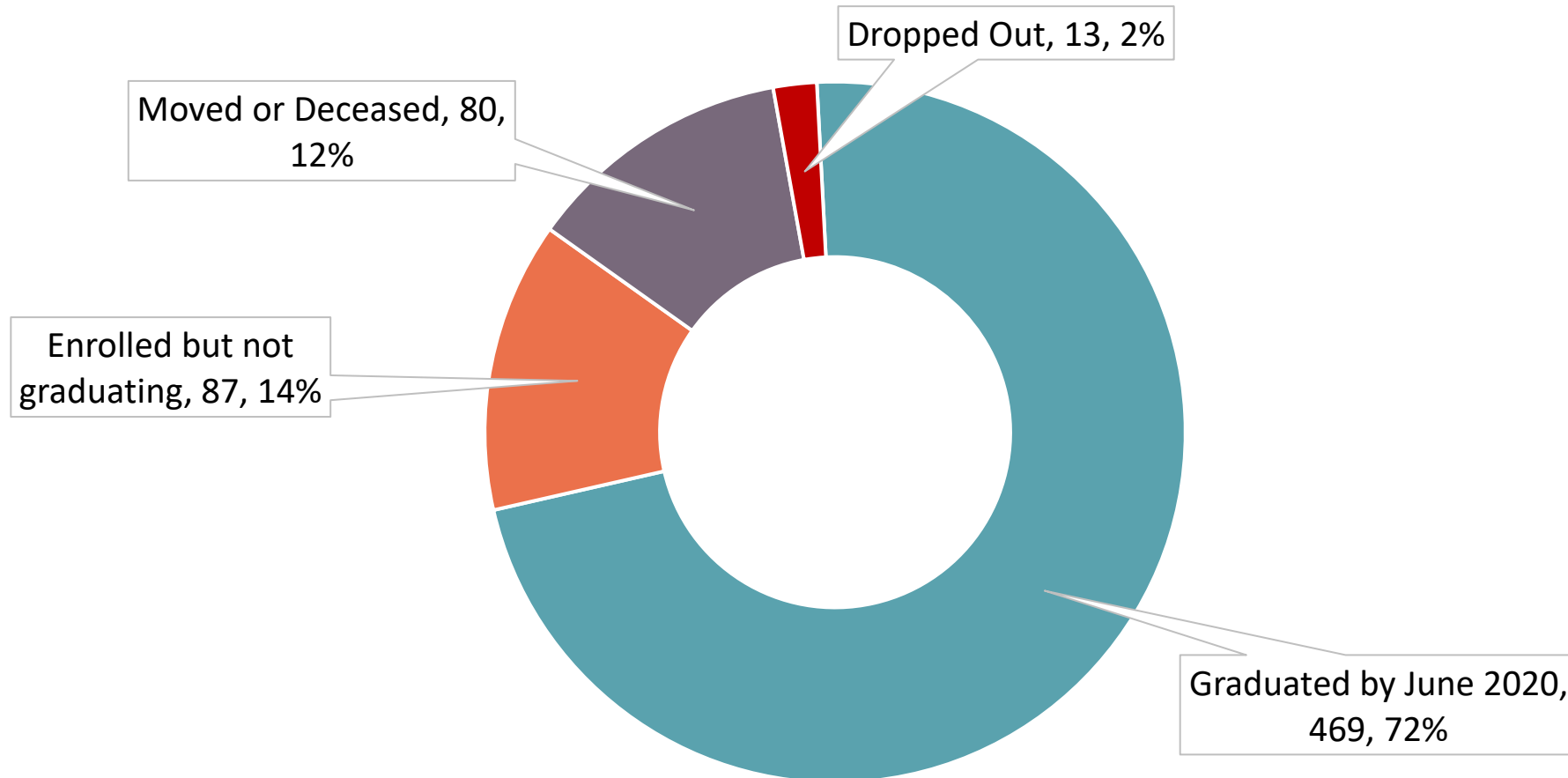
Total Number of BSD Grads

**629**



## Current Status of 2016 Cohort

■ Graduated by June 2020   ■ Enrolled but not graduating   ■ Moved or Deceased   ■ Dropped Out



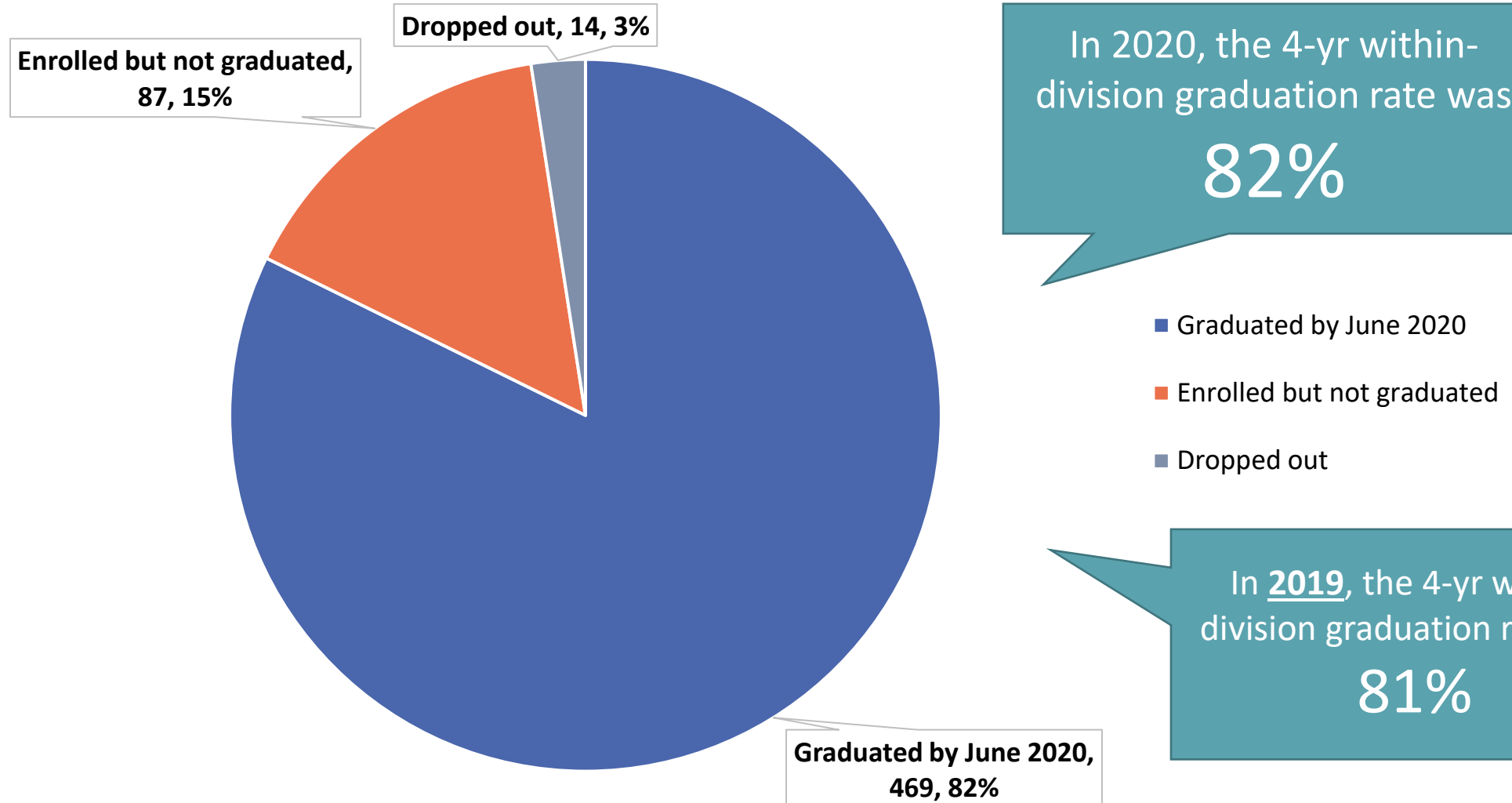
## 4-year within-division graduation rate:

$$\left( \frac{\text{\# of 2016 cohort who graduated by June 30, 2020}}{(\text{\# registered in BSD on Sept 30, 2016} - \text{\# moved or deceased})} \right) * 100$$

$$= \left( \frac{469}{(650 - 80)} \right) * 100$$

$$= \mathbf{82\%}$$

## 4-Year Within-Division Graduation Results (2016 Cohort)



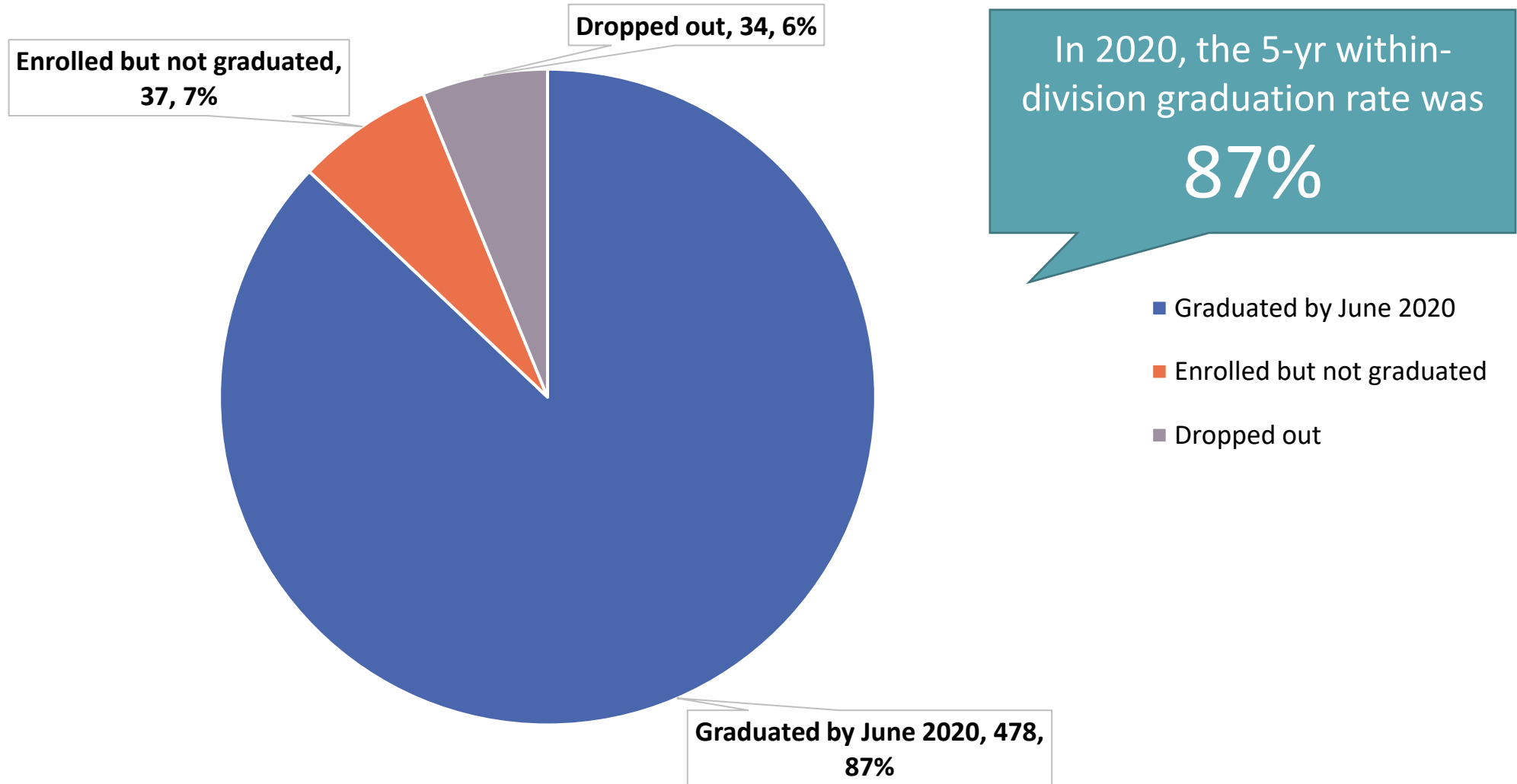
## 5-year within-division graduation rate:

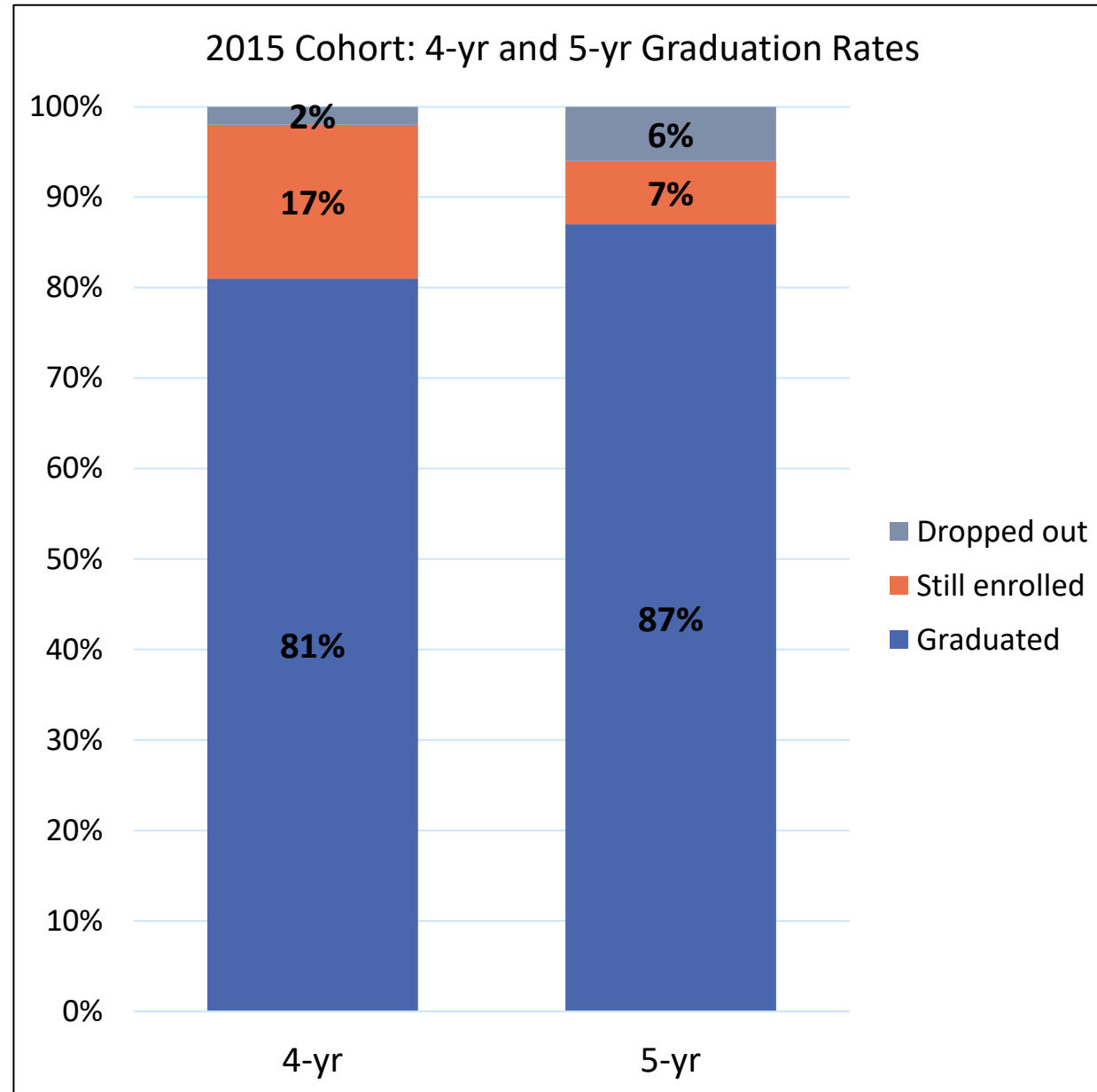
$$\left( \frac{\text{\# of 2015 cohort who graduated by June 30, 2020}}{(\text{\# registered in BSD on Sept 30, 2015} - \text{\# moved or deceased})} \right) * 100$$

$$= \left( \frac{478}{(612 - 63)} \right) * 100$$

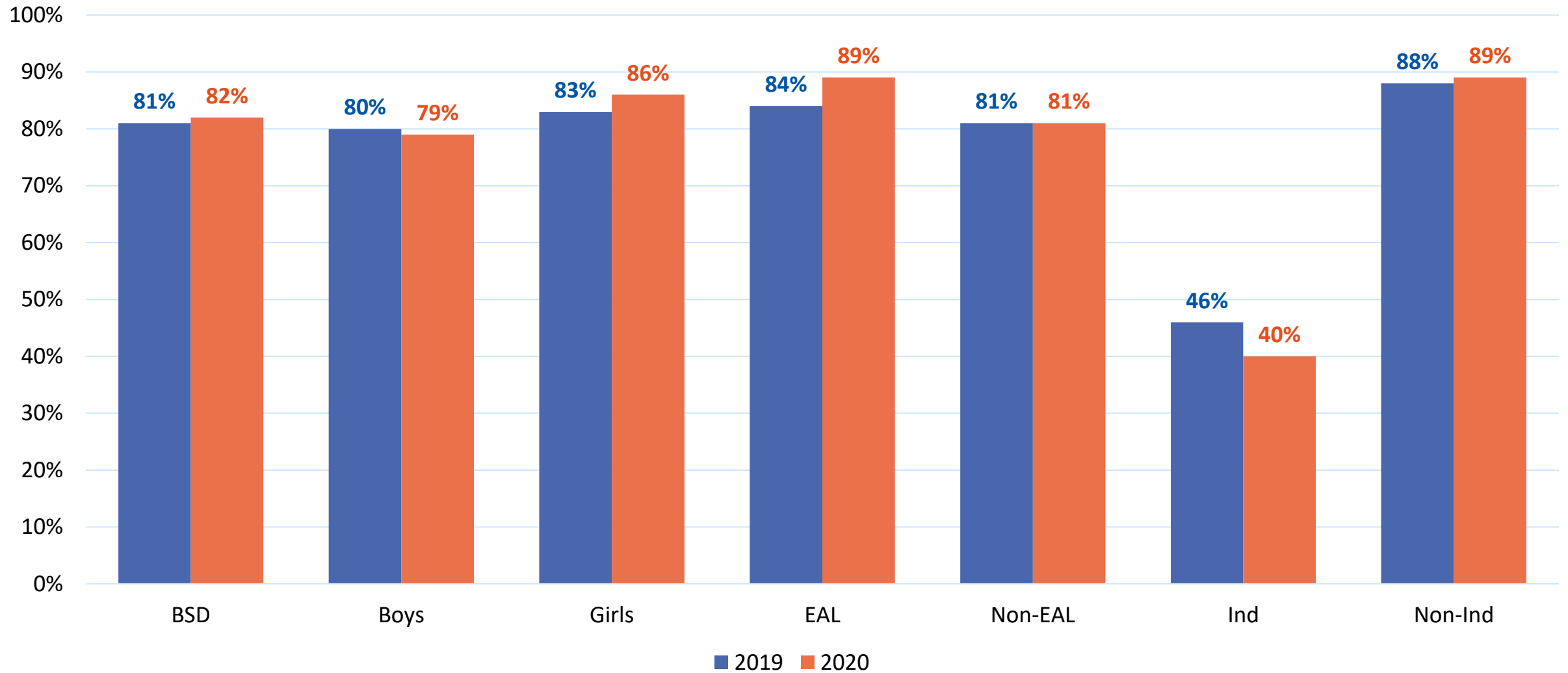
$$= \mathbf{87\%}$$

## 5-Year Within-Division Graduation Results (2015 Cohort)



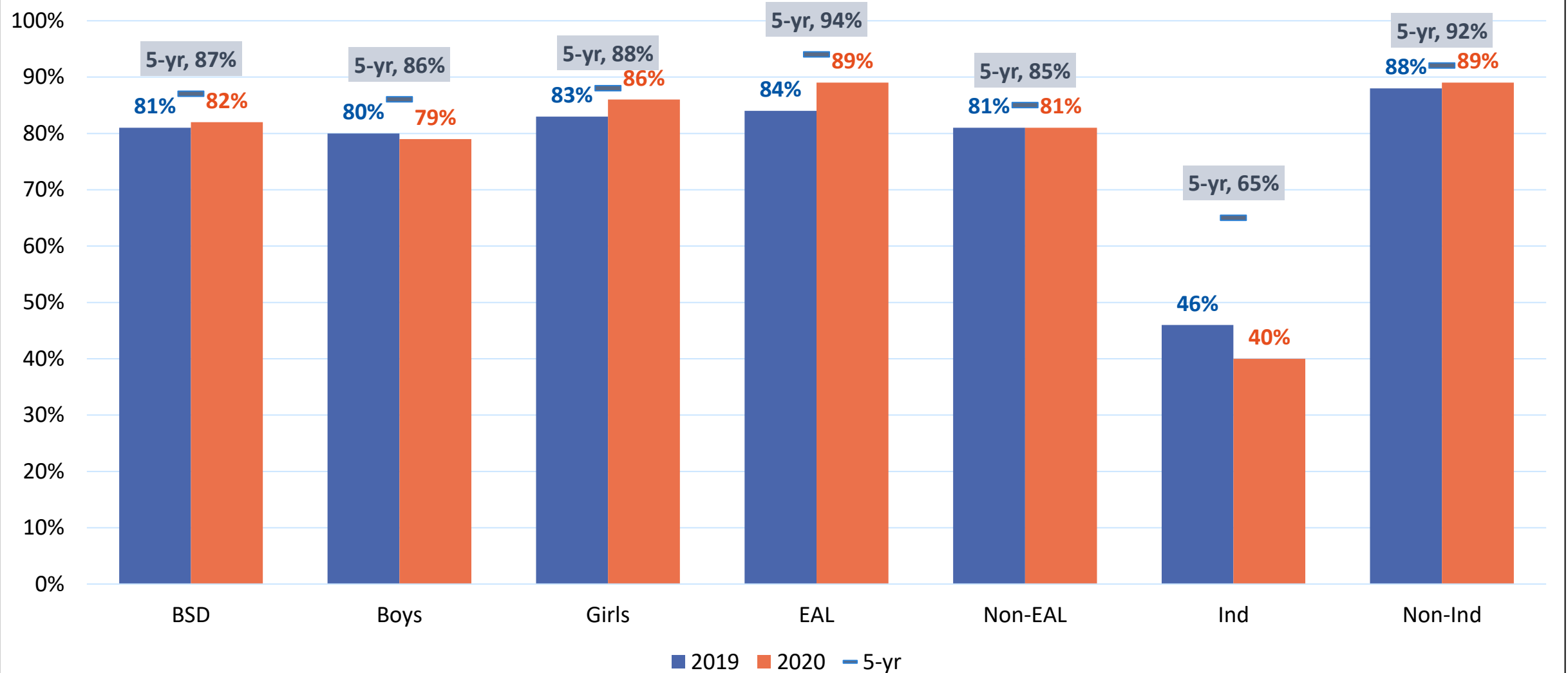


## Within-Division Graduation Rate by Group





## Within-Division Graduation Rate by Group



# Summary

- In 2020, BSD's 4-yr within-division grad rate was **82%**.
  - 469 4yr grads
  - 46 5yr grads
  - 10 6yr grads
  - 104 moved in
- In 2020, BSD's 5-yr within-division grad rate was **87%**.

Level of transiency is reflected in  
- 80 (out)  
+ 104 (in)



**BRANDON**  
SCHOOL DIVISION  
[WWW.BSD.CA](http://WWW.BSD.CA)

Brandon School Division 2019-2020 Graduation Statistics

PRESENTED TO: BSD BOARD OF TRUSTEES

PRESENTED BY: MARNIE WILSON

THIS PRESENTATION IS AVAILABLE IN OTHER FORMATS UPON REQUEST

PLEASE EMAIL: [WILSON.MARNIE@BSD.CA](mailto:WILSON.MARNIE@BSD.CA)

*“Accepting the Challenge”*

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M A N I T O B A

Appendix 'C'

# School Boards

A S S O C I A T I O N

## Call for Nominations and Resolutions 2021



## Manitoba School Boards Association 2021-2022 Provincial Executive First Call for Nominations

Member school boards and trustees are now invited to nominate candidates for the 2021-2022 Manitoba School Boards Association Provincial Executive. The following positions will be elected for two-year terms in 2021:

- President
- Vice-President (Boards with fewer than 6,000 students)<sup>1</sup>
- Directors for Regions 2, 4, and 5 (one position)

<sup>1</sup> all boards save and except the following: Brandon, Hanover, Louis Riel, Pembina Trails, River East Transcona, Seven Oaks, St. James-Assiniboia, and Winnipeg

Nominations may be made in any of three ways:

1. A trustee may be nominated for office by his or her school board by way of motion duly passed by that school board, and submitted in writing to the association's Nominating Committee.
2. A trustee may be nominated for office by submitting in writing an expression of intent, accompanied by the supporting signatures of five (5) trustees from member school boards.
3. A trustee may be nominated for office from the floor of a regional meeting, the fall general meeting, or the annual convention by a single trustee from a member school board, with the consent of the nominee.

As outlined in Association by-laws, the responsibility of the Nominating Committee is to ensure that:

1. there is at least one candidate for each Executive position;
2. none of the committee's nominees is a member of the Nominating Committee; and
3. nominations received respect the term limits established in Association by-laws (two consecutive two-year terms).

This written notice is the **first call** for nominations. A **second call** will be made during the November regional meetings or general meeting, and the **third and final call** at the morning call to order at the Annual convention.

Sincerely,

Nominating Committee  
c/o Manitoba School Boards Association  
191 Provencher Blvd.  
Winnipeg, MB R2H 0G4  
Phone: 204-233-1595 or 1-800-262-8836  
Fax: 204-231-1356  
Email: [akehler@mbschoolboards.ca](mailto:akehler@mbschoolboards.ca)

## Manitoba School Boards Association Call for 2021 Convention Resolutions

The Resolutions and Policy Committee is now inviting member boards to submit resolutions for consideration at the Association's 2021 Annual Convention. The deadline for receipt of resolutions and supporting rationale at the Manitoba School Boards Association office is **Friday, November 6, 2020**. Resolutions received on or before that deadline will be deemed **regular resolutions**.

### ***Content and form of resolutions***

As described in By-law 5 (11) (c), resolutions must take the form of a by-law amendment, a policy amendment, or a request for action.

- **By-law amendment or new by-law:** Both regular and emergent (see below) resolutions in this category require a minimum of one-month notice to members. Existing by-laws can be found in Section B of the Executive Manual at [http://www.mbschoolboards.ca/documents/exManualFOR\\_WEB.pdf](http://www.mbschoolboards.ca/documents/exManualFOR_WEB.pdf).
- **Policy addition or amendment:** Resolutions in this category seek to amend the association's existing policy statements, or create a policy statement in an area not previously addressed. Existing association policies can be found at <http://www.mbschoolboards.ca/documents/c2020/Policies%20and%20Requests%20for%20Action%202020.pdf>
- **Request for Action:** Resolutions in this category are action items that direct the association to do something, either directly or through its lobbying efforts. Requests for action should align with existing association policy. Requests for action are time-limited to three years or the completion of the requested action.

### **General information**

- Resolution must be presented at the appropriate regional meeting and be passed by the majority of trustees in attendance at that meeting in order to go forward for consideration at a general meeting.
- Each region may adopt a maximum of five resolutions for forwarding as regular resolutions. Resolutions presented but not adopted at the regional meeting may be forwarded, upon a majority vote in the affirmative at the regional meeting, to the provincial executive as a request for action.
- **Emergent resolutions** are those resolutions that are received in the period between the deadline for receipt of resolutions and the conclusion of the last executive meeting prior to the membership meeting at which resolutions will be considered, and which relate to an issue which was not evident prior to that deadline. The provincial executive will assess each such resolution to determine whether it is truly emergent in nature, and if so, will direct that the resolution in question be included among those being considered at the general meeting. If the resolution is determined not to be emergent, it may still be considered at the AGM, at the request of the sponsoring board, if such consideration is supported by two-thirds of voting trustees.

Information that will help you develop clear and relevant resolutions can be found in the resolutions primer enclosed.

Sincerely,

Resolutions and Policy Committee  
c/o Manitoba School Boards Association  
191 Provencher Blvd.  
Winnipeg, MB R2H 0G4  
Phone: 204-233-1595 or 1-800-262-8836  
Fax: 204-231-1356  
Email: [akehler@mbschoolboards.ca](mailto:akehler@mbschoolboards.ca)

# Be it resolved

## A resolutions primer for Manitoba school boards



### Introduction

This document has been compiled to answer some of the most common questions about the Manitoba School Boards Association resolution process. It provides a roadmap for school boards that are developing resolutions to take forward to regional meetings, as the first step in getting them on the convention floor.

A resolution is any motion that comes before the annual general meeting (the convention) of the Manitoba School Boards Association. A resolution may be a new by-law or by-law amendment, a new policy or policy amendment, or a request for action. Any resolution related to a by-law has some special rules attached to it, which are explained below. Whether a resolution is a policy or request for action is determined by the content of the resolution; the process for dealing with either of these two types of resolutions on the convention floor is the same.



### Getting started

Most school boards start thinking about possible resolutions to bring to convention when the call for resolutions goes out in early fall. But the right time to think of submitting a resolution is any time—whenever a matter comes to your board's attention that has implications for other boards throughout the province.

When that time comes, your first step should be checking out what's already on the books. To do that, refer to the association's current *Policies and Requests for Action* or by-laws (part of the Executive Manual), as applicable. These can be found as downloads under About—Governance at [www.mbschoolboards.ca](http://www.mbschoolboards.ca).

If you are asking the association to do something, either directly or indirectly, any resolution you develop will be considered a **request for action**. Direct requests are those things that are within the association's own control—something like providing a specific type of professional development for trustees. Indirect requests for action usually include words such as "lobby" or "advocate." The association is unable to achieve the ultimate goals of the resolution on its own, but is being directed to work with other organizations, frequently government, to achieve it. If a request for action already exists, there is no benefit in bringing it back before the membership, unless the upcoming convention will mark three years since its original adoption. Requests for action have a three-year life-span, and will fall from the books after that time unless they are once again adopted by the membership. This will only happen if a board initiates that process.

M A N I T O B A

**School Boards**  
ASSOCIATION



The association currently has **policy** in eight broad areas:

1. School Boards and Trustees;
2. Funding and Financial Matters;
3. Education Programming;
4. Students;
5. Human Resources;
6. Transportation;
7. Facilities and Materials; and
8. External Organizations.

If your proposed resolution deals more with fundamental beliefs rather than a specific action, review the existing policies and consider some questions. Does the resolution relate to one of these eight areas? If so, does it add something new, or contradict something that the policy already contains? In either of those cases, your resolution should take the form of an amendment to the existing policy. Or does the resolution reflect some fundamental belief in an area that is not covered off by the existing policies? If that's the case, then your resolution should take the form of a brand new policy statement.

**By-law** changes are most commonly introduced by the association's provincial executive, but they can be initiated by a school board. So if your school board thinks the association should be doing something differently in regard to elections, the conduct of convention, the structure of regions, or any other matter that is governed by one or more of its ten by-laws, you can submit a by-law amendment for consideration. Unlike regular resolutions, proposed by-law amendments are decided by board ballots, and require an affirmative vote of two-thirds to be adopted. Other than that, they are treated as any other resolutions.

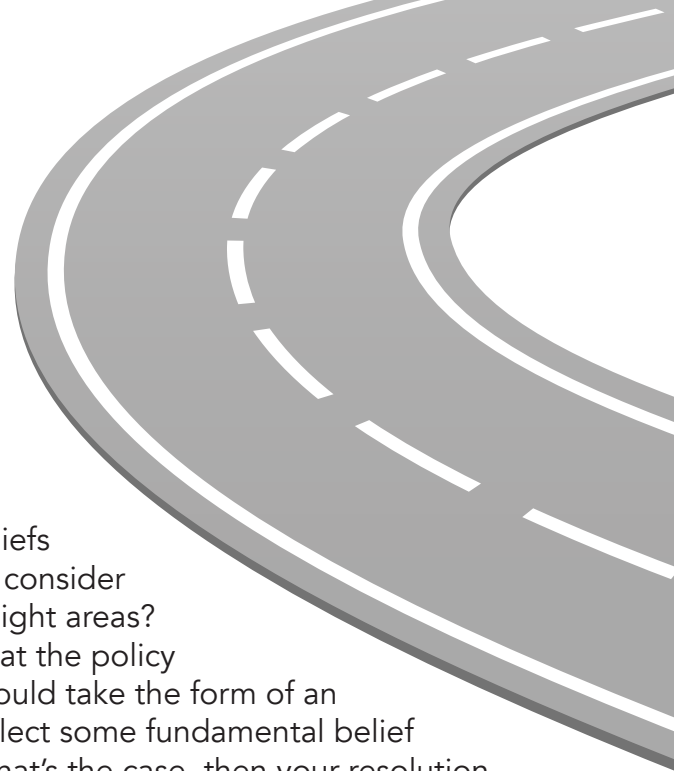


### Drafting a resolution

Once a school board has decided to submit a resolution—and it has to be a board decision, not the decision of an individual trustee—the next step is actually drafting the resolution.

Resolutions that come before the membership of the Manitoba School Boards Association have a very specific, two-part format. The first part is the resolution proper. This always begins with the same wording: "Be it resolved that the Manitoba School Boards Association . . . ." Those words are followed by some direction, such as that they advocate for, lobby, amend, or review. This first part of the resolution is the part that endures after the convention is over, so it must be clear, preferably concise, and able to stand on its own. This last point—able to stand alone—is especially important, because after convention, the resolution will be separated from the comments when it is incorporated into the association's policy manual. Resolutions should also be free from grammatical and spelling errors, and contain the correct names of any entities it includes, such as government departments.

The second part of the resolution is the comments. In some organizations this may be referred to as the rationale. The comments provide an opportunity for school boards to explain why they think their proposed resolution should be supported. Depending on the nature of the resolution, comments may include research, precedents, or even anecdotal evidence from the sponsoring school division. Comments are often used by school boards to open debate when the resolution reaches the convention floor, and that can be a useful way of thinking of them while they are being drafted.







## Timelines and procedures

While school boards may consider what resolutions they would like to submit to convention on a year round basis, there are some strict timelines when it comes to actually making that submission.

The call for resolutions is sent to all school boards each fall, and that document contains a deadline. If a resolution is going to be considered at regional meetings—the first step in it getting to the convention floor—it must be received at the association office by that deadline. If it is not, it will not be considered by the region. If that happens, the sponsoring school board can ask the provincial executive to accept the resolution as an emergent resolution. If the executive agrees that the resolution deals with an emergent issue, it will go before the membership at convention. If it does not consider the matter to be emergent and declines to take it forward, the sponsoring board may still ask that it be considered at convention, but that will only happen if consideration is supported by two-thirds of voting delegates at convention.

Meeting the submission deadline and being included on a regional meeting agenda does not guarantee that a resolution will make it to convention. First (and perhaps obviously), it needs to be adopted by the region. Second, each region is limited to the number of resolutions that it can take forward to convention—a maximum of five. Most years, each region considers fewer than five resolutions, so this by-law provision does not come into play. When a region has more than five resolutions under consideration, it needs to prioritize them, and submit the five most important to the entire province, or truly requiring provincial support (such as a by-law amendment). But that doesn't mean that any remaining resolutions simply disappear. The region has the option of adopting them as requests for action that will go directly to the provincial executive for consideration. While such requests for action do not have the endorsement of the entire membership, this can be a good option for straight-forward resolutions that clearly align with existing association policies.

One final note on procedures. The association's Policy and Resolutions Committee reviews all resolutions prior to convention. It has the authority to edit submitted resolutions, and to identify any conflicts with existing by-laws or policy. Sponsoring school boards do have the right to decline to accept any proposed amendments, but they are strongly encouraged to work with the committee to address any identified concerns or issues.

## Questions?

If you have questions about the resolutions process that are not answered in this document, please contact one of the following people at the association office:

- Josh Watt, Executive Director ([jwatt@mbschoolboards.ca](mailto:jwatt@mbschoolboards.ca))
- Andrea Kehler, Executive Assistant ([akehler@mbschoolboards.ca](mailto:akehler@mbschoolboards.ca))





# Appendix 'D'

## e-bulletin

September 23, 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](http://www.mbschoolboards.ca)

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

### CLIMATE ACTION INCENTIVE FUND

The Climate Action Incentive Fund (CAIF) program was launched in May 2019. CAIF returns funds collected through federal carbon pricing to the jurisdictions from which they originated. In Manitoba, the injection of over \$5 million is assisting school boards to undertake projects to update ageing infrastructure, increase efficiencies, lessen schools' environmental footprint and improve the environment for teaching and learning. Details on the impact of the program in Manitoba, where it is administered by the Manitoba School Boards Association, can be found in Environment and Climate Change Canada's September 17 [news release](#).



### COLOUR US ORANGE

Just a reminder that September 30 is Orange Shirt Day. The movement officially began in 2013, but it draws its name from an event that took place 40 years earlier, in 1973. That year, a six-year old girl entering a residential school in Williams Lake, BC had her new orange shirt taken from her, to be replaced with the school's institutional uniform. Today, Orange Shirt Day is an opportunity to set the stage for anti-racism and anti-bullying policies for the coming school year. It is also an opportunity for First Nations, local governments, schools and communities to come together in the spirit of reconciliation and hope for generations of children to come.



### UPDATE: ELECTRONIC MEETINGS

Since the last issue of this e-bulletin was published, there have been further changes to requirements around the electronic meeting of school boards. These changes, which were communicated to board chairs in a September 10 memo, enable the transition to fully electronic meetings of the board, if and when the public health situation warrants. Specifically, the government has suspended:



- until March 16, 2021, the requirement that trustees physically attend a board meeting at least every three months; and
- for the duration of the 2020-21 school year, the requirement that the board chair, a trustee, the superintendent and the secretary-treasurer (or designates) be present in the board's meeting room during an electronic board meeting.

### SCHOOL LOCKDOWN HANDBOOK

The Manitoba School Boards Association Risk Management Department has recently produced a new resource for school divisions—[School Lockdown Handbook: A Reference Guide for Schools](#). This handbook is intended to help schools ensure their lockdown plans meet basic requirements, and also to ensure a degree of consistency among plans across the province.

The handbook includes:

- definitions of terms such as lockdown, hold and secure, and shelter in place;
- details of legislative requirements;
- information about planning processes;
- recommendations for controlling visitor access; and
- security strategies for school facilities.

### ONLINE LEARNING

Did you know that October is Learning Disabilities Awareness Month? To celebrate, the Learning Disabilities Association of Manitoba (LDAM) is hosting a virtual Learning Summit entitled *The Right to Learn, the Power to Achieve*. This free half-day event, which will run from 9:00 a.m. to 1:00 p.m. on Saturday, October 17, will feature talks from experts in the fields of learning disabilities and ADHD. For more details or to register, visit the [LDAM website](#).

### O CANADA

While students and staff may not be joining in the singing of our national anthem at present, the start of each school day is still being marked by the playing of O Canada. If you are looking to introduce some musical variety to this patriotic exercise, why not check out the Sultans of String? This three-time JUNO Award-nominated and CFMA-winning group recorded several versions—English, bilingual, and instrumental—to celebrate the recent adoption of the anthem's gender-neutral lyrics. Individuals and schools are invited to listen, [download](#), and use the recordings royalty-free.



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## ANNUAL RESOLUTION APPOINTING SIGNING OFFICERS

WHEREAS Board Policy #16 provides that the Board of Trustees shall annually appoint its signing officers;

AND WHEREAS the Board of Trustees has elected a Chairperson and Vice-Chairperson pursuant to the *Public Schools Act*;

BE IT RESOLVED THAT pursuant to Policy #16 the Board hereby appoints the following as signing officers to exercise the authority associated with their title and office in accordance with Policy #16:

1. Linda Ross, Chairperson, shall be appointed a Trustee signing officer for a one (1) year term, or until a new Chairperson is elected pursuant to the *Public Schools Act*;
2. Sherilyn Bambridge, Vice-Chairperson, shall be appointed a Trustee signing officer for a one (1) year term, or until a new Vice-Chairperson is elected pursuant to the *Public Schools Act*;
3. Denis Labossiere, Secretary-Treasurer, shall be appointed a signing officer for so long as he holds office as Secretary-Treasurer;
4. Eunice Jamora, Assistant Secretary-Treasurer, shall be appointed a signing officer to act in the absence of the Secretary-Treasurer, for so long as she holds office as Assistant Secretary-Treasurer;
5. Dr. Marc Casavant, Superintendent/CEO, shall be appointed a signing officer for so long as he holds office as Superintendent/CEO; and
6. Mathew Gustafson, Assistant Superintendent, shall be appointed a signing officer to act in the absence of the Superintendent/CEO, for so long as he holds office as Assistant Superintendent; and
7. Elaine McFadzen, Assistant Superintendent, shall be appointed a signing officer to act in the absence of the Superintendent/CEO, for so long as she holds office as Assistant Superintendent.

APPROVED by the Board of Trustees at a duly constituted meeting this \_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

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Chairperson

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Secretary-Treasurer