

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 7:03 P.M., MONDAY, AUGUST 24, 2009.

**PRESENT:**

Mr. G. Buri, Chairperson, Ms. R. Coey, Vice-Chairperson, Mr. P. Bartlette, Mr. D. Karnes, Mrs. B. Jolly, Mr. B. Mayes, Dr. L. Ross, Mr. M. Snelling.

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

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

**REGRETS:**

Mr. J. Murray

The Chairperson welcomed all visitors to the meeting.

**AGENDA**

**1.00 AGENDA/MINUTES:**

**1.01 Reference to Statement of Board Operations**

**1.02 Approval of Agenda**

Mr. G. Barnes, Secretary-Treasurer, noted the following changes to the Agenda:

- a) Revised Personnel Committee Minutes had been circulated at the Board Table which noted the addition of Trustee Coey's comments regarding referring the proposed Pandemic Response Plan to Dr. E. Weiss for review.
- b) The removal of the delegation requested by Ms. L. Dickey.
- c) Correction of a typographical error under Communications for Action 2.04a) changing the word "places" to "plans".
- d) The addition of a verbal report regarding Board Operations, to be discussed In-Camera.

Mr. Barnes also requested the establishment of a date for lap top training for all Board Members as well as a date to meet with the Brandon Chamber of Commerce regarding the Ad-hoc Committee.

Superintendent, Dr. Michaels noted she had circulated at the Board Table a revised handout regarding Religious Diversity which will be discussed under the Report of Senior Administration.

Trustee Mayes, requested the addition of one In-Camera item.

Mrs. Jolly – Dr. Ross

That the agenda be approved as amended.

Carried.

### **1.03 Adoption of Minutes of Previous Meetings**

- a) The Minutes of the Regular Board Meeting held July 13, 2009 were circulated.

Mr. Snelling – Mr. Bartlette

That the Minutes be received and filed.

Carried.

## **2.00 GOVERNANCE MATTERS:**

### **2.01 Presentations For Information**

a) Ms. Debbie Arsenault, Chief Executive Officer, United Way of Brandon & District, shared information with the Board of Trustees regarding programs sponsored by United Way within the Brandon School Division. She specifically highlighted the 2009 Tools for Schools program. A sample of the Tools for School backpack was circulated around the Board Table. Ms. Arsenault spoke about the history of the program, the research conducted, the increase in need for the program as well as the various partnerships throughout the City of Brandon to successfully run the program. Ms. Arsenault thanked the Brandon School Division and employees for their help and support of the Tools for Schools program. The Chairperson thanked Ms. Arsenault for her presentation. Trustees asked various questions for clarification and commended Ms. Arsenault on her work in meeting the needs of the Division's students.

### **2.02 Reports of Committees**

- a) Personnel Committee Meeting

The written report of the Personnel Committee was reviewed as circulated.

Dr. Ross – Ms. Coey

That the Minutes be received and filed.

Carried.

### **2.03 Delegations and Petitions**

**2.04 Communications for Action**

- a) Gary Stelmack, July 10, 2009, writing in regards to the decision to switch Harrison to a French Milieu School. He believes the other two schools affected are in desperate need of upgrading and asks how the Board plans to address these needs? He wonders how the Board can justify these changes and feels that someone has abused their power of authority to get what they want. He feels it leaves him with a very bad taste in his mouth about how he sees the school division is run.

Referred Business Arising.

**2.05 BUSINESS ARISING****- From Previous Delegations****- From Board Agenda**

- a) The correspondence from Gary Stelmack, from Communications for Action 2.02a), writing in regards to the decision to switch Harrison to a French Milieu School was discussed and referred to the Implementation Committee to address.

**- MAST issues (last meeting of the month)****- From Report of Senior Administration**

- a) School Reports – NIL.
- b) Learning Support Services Report – NIL.
- c) Items from Senior Administration Report
- Educational Plan Delivery Agreement – Referred Motions.
  - Service Purchase Agreement – Child and Family Services of Western Manitoba – Referred Motions.
  - Policy Revisions – Referred Motions.
  - Tender – Photocopy Paper – Referred Motions.
  - Big Brothers and Sisters of Brandon Mentoring Program – Referred Motions.
  - Implementation Plan for Establishment of a Single Track French Immersion School – Referred Motions.
  - Motion 6/2009 & 125/2009 – Referred Giving of Notice.

**2.06 Motions**

- 145/2009 Ms. Jolly – Mr. Karnes  
That the Agreement between the Division and Brandon Support Services, providing for Brandon Support Services to deliver to the identified Division student the educational plan provided by the Division for that student and to deliver same in non-divisional premises under the terms and conditions of said Agreement be approved; the Chairperson and Secretary-Treasurer be and are hereby authorized to affix their signatures and the seal of the Division thereto.

Trustees asked questions for clarification with respect to length of agreement and budget implications to implement the agreement.

Carried.

- 146/2009 Dr. Ross – Mrs. Jolly  
That the Service Purchase Agreement between the Division and Children and Family Services of Western Manitoba (Elspeth Reid) providing for the implementation of the Early Learning Canada Program at an annual cost of \$16,000 be approved; and the Secretary-Treasurer be authorized to affix his signature thereto.

Trustees asked questions for clarification with respect to possible budget implications to implement the agreement.

Carried.

- 147/2009 Mrs. Jolly – Dr. Ross  
That Policy and Procedures 5028 – “Employee Service Recognition” be rescinded and replaced with Policy and Procedures 5028 – “Employee Long Service Recognition”.

Carried.

- 148/2009 Dr. Ross – Mrs. Jolly  
That the low tender for Photocopy Paper for the Fall 2009 term in the amount of \$27,808.00 (plus PST & GST) from Coast Paper, F.O.B. Brandon, be accepted.

Carried.

- 149/2009 Mr. Karnes – Mrs. Jolly  
That the Agreement between the Division and Big Brothers and Sisters of Brandon Association Inc., providing a partnership for student mentoring in all early years and middle years schools in Brandon School Division in accordance with the terms and conditions of said Agreement, be approved; and the Chairperson and Secretary-Treasurer be and are hereby authorized to affix their signatures and the seal of the Division thereto.

Carried.

- 150/2009 Mr. Mayes – Mr. Karnes  
That the Implementation Plan for Establishment of a Single Track French Immersion School as presented at this meeting be approved.

Trustee Jolly expressed concern regarding the establishment of the single track French Immersion School at Harrison Middle Years noting a number of questions which she felt still needed to be answered, including: number of students who will attend single track and number of students who will remain at New Era School, as well as class size; the need for larger gyms; the future of the SSP and aboriginal programs currently located at Harrison School; data collection from Baraghar reports. Trustee Snelling noted he had similar concerns and inquired about timelines and the number of students who would be registered in the single track school. Senior Administration answered questions noting that updates regarding the proposed implementation plan will be brought to the Board Table at regular intervals throughout the year.

Carried (7-2, Trustees Jolly and Snelling opposed).

- 151/2009 Mr. Karnes – Mrs. Jolly  
That the Pandemic Response Plan be approved for distribution and implementation in all schools; and further, revisions of the plan be undertaken by Senior Administration in a timely manner.

Carried.

## **2.07 Bylaws**

Mr. D. Karnes

That By-Law No. 5/2009 being a bylaw for the purpose of authorizing the borrowing of the sum of \$245,200.00 upon the credit of the Division by the issue and sale of debentures to meet partial costs for construction of Valleyview Centennial School Grooming Room; Earl Oxford School Roof Replacement and Neelin High School Emergency Roof Replacement be now read for a first time.

Carried.

### THE BRANDON SCHOOL DIVISION

#### BYLAW NO. 5/2009

Bylaw of the Board of Trustees of The Brandon School Division for the purpose of borrowing the sum of \$245,200.00 and issuing debentures therefor.

WHEREAS it is deemed necessary and expedient to raise by loan the sum of \$245,200.00 upon the credit of the Division by the issue and sale of debentures to meet partial costs for construction of Neelin High School Emergency Roof Replacement, Valleyview Centennial School Grooming Room and Earl Oxford Middle School Roof Replacement;

NOW THEREFORE, pursuant to the provisions of The Public Schools Act, the Board of Trustees of The Brandon School Division, duly assembled, enacts as follows:

- 1) That it shall be lawful for the said School Trustees to borrow the sum of \$245,200.00 by the issue and sale of debentures of the said School Division as set out below.
- 2) That the said debentures shall be issued at Brandon, Manitoba and shall be dated the 30<sup>th</sup> day of September, 2009 and shall be payable to the Registered Holder at the Office of the Minister of Finance, Winnipeg, Manitoba as follows: the debenture shall be so issued that the amount thereby borrowed shall be repayable in twenty (20) equalized consecutive annual installments of \$20,518.17 each, including principal and interest at the rate of 5.5000 per cent per annum, payable annually on the 30<sup>th</sup> day of September as per Schedule "A" attached.
- 3) That the first installment shall be payable on the 30th day of September, 2010.
- 4) That each debenture shall be signed by the Chairperson of the Board and the Secretary-Treasurer of the said School Division and the coupons, if any, attached thereto, shall be signed by the Secretary-Treasurer, whose signature may be lithographed thereon.
- 5) That provisions shall be made for the payment of the said debentures, and such provision shall form part of, and be included in, the annual statements of monies required for the purpose of the School Division.

GIVEN FIRST READING by the said Board of Trustees of The Brandon School Division assembled at Brandon, in the Province of Manitoba, this \_\_\_\_\_ day of \_\_\_\_\_ A.D., 2009.

SECOND READING: \_\_\_\_\_

THIRD READING: \_\_\_\_\_

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Secretary-Treasurer

CERTIFIED a true copy of Bylaw  
No. 5/2009 of The Brandon School Division  
given first reading on the \_\_\_\_\_ day of  
\_\_\_\_\_ A.D. 2009.

\_\_\_\_\_  
Secretary-Treasurer

**2.08 Giving of Notice**

Ms. R. Coey

I hereby give notice at the next Regular meeting of the Board, I or someone in my stead, will introduce a motion to rescind motion 125/2009 regarding changing the words "Assistant Superintendent(s)" to now be "Associate Superintendent" throughout all policies.

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

a) Ms. Amy Buehler, Harrison Middle Years School staff member, expressed concerns regarding the process followed in implementing the proposed single track French Immersion School at Harrison. She noted there had not been an opportunity for public input and asked if the Board finds, through public input, negativity regarding placement of the single track French Immersion at Harrison, will the Board reconsider implementing the program at that school? She noted it appeared that Harrison School had been treated differently during this process. Ms. Buehler was advised the decision for a single track school had been made and it was input on the implementation process that would be undertaken.

b) Ms. Debra Boschman, concerned citizen, asked the Board to reconsider the implementation of the single track French Immersion School until after the next election. She warned that constituents are concerned and would express their displeasure at the voting booth should the Board of Trustees continue to push the issue of implementing a single track French Immersion School.

To clarify for the public, Trustees noted the all French School in Shilo is not part of the Brandon School Division, but is part of the Division Scolaire Francophone Manitoabaine. It was also noted that O'Kelly School in Shilo is part of the Brandon School Division and is currently a dual track school.

c) Mr. Brent Lowrie, parent, expressed concern about the process which had been followed to place the single track French Immersion School in Harrison Middle Years School. He noted that 10% of the student population was enrolled in French Immersion and wondered if the three schools affected by the proposal to move the program to Harrison involved 10% or more of the Division population. He asked what percentage of the 10% who were currently enrolled in French Immersion would be moving children to the single track French Immersion. He stated it was hard to oppose something that had not been presented to the public in the first place. He inquired about the possibility of using Fleming School for the single track French Immersion School which was currently occupied by the Sioux Valley Educational Authority.

To clarify for the public, Trustees and Senior Administration confirmed that the PSFB had determined they would not provide funds to repair Fleming School. They reviewed the history of the school closure process, the structural report, and the current sale process taking place.

The Board noted the decisions made were not easy with respect to this process. It was noted that capacity was becoming an issue at New Era School and needed to be addressed. It was also stated that enrollment in the French Immersion Program was increasing and decisions regarding over-crowding needed to be made. Trustee Ross noted she was pleased to see the proposed implementation plan would be looking at numbers. She extended her apologies to the public regarding the process but stated the Board had made the best decision possible given the circumstances.

### **2.09b) Trustee Inquiries**

1. Trustee Mayes inquired as to when the Home Economic Curriculum had been revisited given the current nutrition policy and other such issues as diabetes, etc.

Superintendent, Dr. Michaels confirmed that the current curriculum has been in place for a number of years, however, all Grade 7 and 8 electives have been under review for approximately three years. She recommended referring the matter to the Education Committee for familiarization. Trustee Jolly also recommended follow up with the appropriate government department.

2. Trustee Mayes inquired about the issue of safety in the increasingly diverse schools for various minority groups including race, religion and sexual orientation. Senior Administration was asked to provide a report on this matter.

3. Trustee Coey asked for the following information from Senior Administration :

“Was a 25% in timetable/75% out of timetable option for grade 11 and 12 physical education program offered for the 2009/2010 school year? What was the breakdown for the enrollment?”

4. Trustee Jolly, referring to the suspension report in the Report of Senior Administration inquired as to what is being done to deal with the schools that have higher problems in this area. Superintendent, Dr. Michaels, confirmed there are several programs in place from teacher intervention to specialists who work with the children and families in this regard.

5. Trustee Mayes noted there are only 193 school days in the 2009/2010 school year and that this will be the status quo for the next three years. He asked if this matter could be referred to the Division/BTA Liaison Committee for discussion and review.

**POINT OF PRIVILEGE:** Trustee Ross, referring to the suspension report in the Report of Senior Administration, found the information interesting noting that single parent families on average, have a lower suspension rate than dual parent families, stating there had been a recent article in the media which had suggested otherwise.

Trustee Coey exited the meeting at 8:30 p.m. and returned at 8:35 p.m.

Trustee Snelling exited the meeting at 8:40 p.m. and returned at 8:43 p.m.



**3.00 ADMINISTRATIVE INFORMATION:****3.01 Report of Senior Administration**

Secretary-Treasurer, Mr. Barnes, noted the Board had requested the implementation of a paperless agenda however, no formal motion had been approved by the Board of Trustees for such implementation and inquired as to whether or not he should prepare a motion. The Board of Trustees agreed that a motion was not required to implement a paperless agenda. It was further agreed that a general training date would be set to follow the Inaugural Meeting, to train all Trustees and Senior Administration on the use of the laptops prior to the first Regular Board Meeting for September, 2009.

Trustee Bartlette requested clarification regarding the report on the meeting of the Multi-Agency Preventive Program for High Risk Youth (MAPP). Superintendent, Dr. Michaels responded to Mr. Bartlette's inquiries.

Superintendent, Dr. Michaels highlighted information in the Report of Senior Administration regarding the Principal Prep Program and the Religious Diversity Pamphlet.

**POINT OF PRIVILEGE:** Trustee Mayes stated for the purpose of full disclosure, that Professor Alison Marshall, noted in the Religious Diversity Pamphlet, was his wife and he was not receiving any monetary gain from this matter.

Trustee Coey, referencing the EAL report, asked Senior Administration to provide details regarding how many EAL students left the Division over the summer, including through graduation.

Mr. Snelling – Ms. Coey

That the report be received and filed.

Carried.

**3.02 Communications for Information**

- a) Lizzy Symons, undated, thanking the Board for the English Languages Arts award she received upon her graduation. It is greatly appreciated and will help tremendously in her journey to become a journalist.

Ordered Filed.

- b) Peggy Wojnarski, undated, thanking the Board for the lovely dinner and presentation on June 11, 2009. The watch she received will be a nice reminder of the years she spent teaching in Brandon.

Ordered Filed.

- c) Marie Pearce, undated, thanking the Board for the Boulova frame and clock. She enjoyed her many years working for the Division.

Ordered Filed.

- d) Anthony Ramos, Board Chair, The Winnipeg School Division, addressed to The Honourable Chuck Strahl, Minister of Indian and Northern Affairs, dated July 7, 2009, noting the School Division commended the Council of Ministers of Education for developing the Learn Canada 2020 Aboriginal Action Plan and declaring Aboriginal Education a priority. The Winnipeg School Division is the largest division in Manitoba with approximately 25% of the families in the Division of Aboriginal ancestry and approximately 40% of families in the Division living in poverty. Consequently the Division has developed many programs, supports and services to strengthen and enhance Aboriginal Education. These programs are funded through grants from the Minister of Education, Citizenship and Youth and through tax revenues. They are hopeful that the Department of Indian & Northern Affairs will make the necessary resources available to assist with initiatives and work collaboratively with representatives from the provinces, territories and Aboriginal organizations.

Trustee Jolly asked Senior Administration if they are looking at the information referenced in Mr. Ramos' letter to The Honourable Chuck Strahl. Superintendent, Dr. Michaels confirmed that they have reviewed the material and forwarded same to the schools.

Ordered Filed.

- e) Kyle McKinstry, Chair, MTS Education Finance Standing Committee, July 14, 2009, forwarding an invitation to attend a seminar entitled "How the Black Box Works: Making the Most of the Funding of Schools Program", to be facilitated by representatives of the Manitoba Teachers' Society. The seminar will be held from noon to 3 p.m. on Saturday, September 26, 2009, at the Holiday Inn Winnipeg Airport West, in Winnipeg.

Secretary-Treasurer, Mr. Barnes noted the guest speaker for the workshop would be Mr. Glen McRuer.

Ordered Filed.

- f) Doug Carmichael, Dave Lewis and Darren Duncafe, the current Physical Education staff at Harrison Middle School, August 14, 2009, attaching a letter they sent to the Brandon Sun regarding major safety concerns with the recent Milieu decision that will move future Harrison Middle School students into current gym spaces that were not designed for these maturing students.

Ordered Filed.

POINT OF PRIVILEGE: Trustee Coey thanked the choir students from Neelin High School who forwarded postcards to Trustees from their overseas trip.

### **3.03 Announcements**

- a) Personnel Committee – CUPE Negotiations, 8:30 a.m., Wednesday, August 26, 2009, McLaren Room.
- b) Welcome Back, Pancake Breakfast, 7:30 a.m., Tuesday, September 8, 2009, Victoria Inn.

- c) Inaugural Board Meeting – 10:00 a.m., Thursday, September 10, 2009, Board Room.
- d) Laptop Training for paperless agendas – 11:30 a.m., Thursday, September 10, 2009, Board Room.
- e) NEXT REGULAR BOARD MEETING – 7:00 p.m., Monday, September 14, 2009, Board Room.

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

Mr. Karnes – Mr. Bartlette

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

Carried.

#### **IN COMMITTEE OF THE WHOLE IN CAMERA**

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

###### **- Reports**

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

##### **4.02 Personnel Matters**

###### **- Reports**

- a) Confidential #1 – Personnel Report, was noted.
- b) Confidential #2 on a Senior Administration Personnel matter was received for information.

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

##### **4.03 Property Matters/Tenders**

###### **- Reports**

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

- a) A trustee inquiry on a property matter was discussed.

##### **4.04 Board Operations**

###### **- Reports**

- a) G. Barnes, Secretary-Treasurer, reported verbally on a Board operations matter for information.

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

Mr. Snelling – Ms. Coey

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

Carried.

IN BOARD

**5.00 ADJOURNMENT**

Mr. Snelling – Mr. Karnes

That the meeting do now adjourn (9:35 p.m.)

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Chairperson

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Secretary-Treasurer