



# 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., MONDAY, MAY 25, 2015.

## **PRESENT:**

Mr. M. Sefton, Chairperson, Mr. K. Sumner, Vice Chairperson, Ms. S. Bambridge, Mr. P. Bartlette, Mrs. P. Bowslaugh, Mr. G. Buri, Mr. G. Kruck, Mr. J. Murray.

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

Senior Administration: Dr. D. M. Michaels, Superintendent/CEO, Mr. G. Malazdrewicz, Associate Superintendent, Ms. E. Jamora, Assistant Secretary-Treasurer, Ms. B. Switzer, Director of Human Resources.

## **REGRETS:**

Dr. L. Ross (by phone for In-Camera portion of meeting).

The Chairperson called the meeting to order at 7:00 p.m. He welcomed everyone in attendance and those viewing the proceedings online.

## **AGENDA**

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

#### **1.01 Reference to Statement of Board Operations**

#### **1.02 Approval of Agenda**

The Secretary-Treasurer noted he had one late motion regarding the Green Acres Gymnasium Addition and one item for In-Camera.

Trustee Sefton noted that Dr. Ross would be joining the meeting by phone during the In-Camera portion of the meeting and that she had two items to discuss.

Mr. Bartlette – Mr. Sumner  
That the agenda be approved as amended.  
Carried.

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

- a) The Minutes of the Board Meeting held May 11, 2015 were circulated.  
Mr. Buri – Ms. Bambridge  
That the Minutes be approved.  
Carried

**2.00 GOVERNANCE MATTERS:****2.01 Presentations For Information**

Rashmini Shunmugam, an École secondaire Neelin High School Student, received recognition for receiving the Best of Fair Award at the 2015 Westman Manitoba Regional Science Fair, for her entry titled *"Curry, Spice and Everything Nice"*. Trustee Sefton noted that Rashmini received four other awards also, and recently attended the Canadian National Science Fair in Fredericton, New Brunswick. Trustee Sefton asked Rashmini about her science fair project and she noted that she tested 15 different spices at various concentrations to see which ones would stop the growth of E.coli bacteria. In developing countries E.coli related illnesses are the second leading causes of death. The 3 spices that worked the best were: Garlic, cloves and cinnamon. This was Rashmini's 3<sup>rd</sup> time to Nationals and she explained what she likes about science and research. Trustee Sefton asked what words of encouragement Rashmini would offer to other young women in the Brandon School Division who have an interest in science. Rashmini responded that they should look for their passion and what they like in science, do the research, take their own steps. Find the help they need and they should do what they love. Trustee Sefton thanked Rashmini for attending the meeting and for her words.

**2.01 Reports of Committees****a) Divisional Futures and Community Relations Committee Meeting**

The written report of the Divisional Futures and Community Relations Committee meeting held on May 11, 2015 was circulated.

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

**b) Finance Committee Meeting**

The written report of the Finance Committee meeting held May 20, 2015 was circulated.

Trustees asked questions for clarification regarding the security project.

Trustee Bowslaugh asked questions for clarification regarding the refuse removal yearly rate increase – what amount is considered acceptable. Mr. Labossiere responded that the increase is within budget and that the yearly 5% increase is reasonable for this type of service.

Mr. Sumner – Mr. Bartlette  
That the Minutes be received and filed.  
Carried.

**2.02 Delegations and Petitions****2.04 Communications for Action****2.05 Business Arising**

- From Previous Delegation
- From Board Agenda
- MSBA issues (last meeting of the month)
- From Report of Senior Administration

a) School Reports -

Alexander School:

Ms. Shelley Cords, Principal of Alexander School, provided a presentation to the Board of Trustees regarding their Goals. Highlights of this presentation included:

**Goal #1:**

- Math Blocks
- Interventions
- Collaboration Time
- Bi-Weekly RTI Meetings
- Class Profile Meetings
- Math Charts

**Goal #2:**

- Best Practices
- Balanced Literary Approach
- Interventions
- Bi-Weekly RTI Meetings
- Parent Nights
- Book Swap 'n Shop

**Goal #3:**

- Tell Them From Me Survey
- Infusing the arts program
- Students interviewing other students, writing stories and reporting on their projects.
- Composting, planning, recycling
- Sports programs
- Clubs
- Enrichment clusters
- Technology in learning cluster
- Choir
- UDL (Universal Design Learning)

Trustees asked questions for clarification regarding EAL students, space in the school and writing conventions. Trustee Kruck noted that in February's presentation from Senior Administration, the 2013 numbers regarding incidences of bullying were 31%, and now Alexander has reduced their number by 11%. He asked how the school has achieved this. Ms. Cords responded that there have been quite a few guest speakers come to the school and Youth Revolution plays a key role. There is now a student made pamphlet available, along with a lot of 'students empowering students' happening within the building.

Trustee Sefton thanked Ms. Cords for her presentation and for attending the Board meeting.

### St. Augustine School

Mr. Chris Czarnecki, Principal of St. Augustine School, provided the School Student Achievement Report to the Board of Trustees, highlighting the following:

- **SDP Initiative #1 Literacy**
  - Words Their Way Study Program
  - Guided reading
  - Future Considerations
  - Reading Recovery – Grades 1 & 2
  - Empower Reading Program
  - Guided Reading
  - Writing
  - Future Considerations
- **SDP Initiative #2 Ethical Citizenship**
  - Tell Them From Me Results
  - Initiatives
- **SDP Initiative #3 – Physical Health**
  - Tell Them From Me Results
  - Physical Health Initiatives
- **Individual Student Achievements**
  - Gr 4 Student Abby Johnson –winner of the BSD Oratorical Competition
  - Festival of the Arts
  - Science Fair – 13 Medalists from St. Augustine School
  - Makerspace
  - Robotics/Makerspace Clubs for Grade 5/6 and 7/8
  - Genius Hour
  - Artist in the School
  - Musician with Music Teacher

Mr. Czarnecki brought some of the items that were purchased with the grant money and allowed the Board to pass them around and see how they work.

Trustee Bowslaugh asked Mr. Czarnecki to remind the Board of the Future Shop grant they received. Mr. Czarnecki responded that three (3) grants were received and the major one was a \$20,000 one through Future Shop. St. Augustine was the only school in Manitoba to receive this grant. Trustee Bowslaugh asked how the school plans to maintain the items purchased through this grant. Mr. Czarnecki responded that the items would be secured, but that one day they are hoping to be able to send them for home visits.

Trustee Sefton thanked Mr. Czarnecki for his report and for attending the meeting and for allowing the Trustees to 'play' with the items he brought.

Learning Support Services Presentation -

### Multi-Age Education

Chad Cobbe, Principal, École New Era School, Sandy Harrison, Principal, Valleyview Centennial School, and Cory Neville, Literacy Specialist, gave a presentation to the Board of Trustees on Multi-Age Education.

Sandy Harrison spoke on the context of Multi-Level classrooms, which is different that a split class. Multi-level means a merging of the classroom and offers a more diverse group, which

fosters student learning instead of curriculum coverage. Students need to learn what is important to them. Multi-level science and social studies has been questioned in the past. As teachers teach for 2 years with multi-level, they can track with those students. Skills and strategies is the focus and interest drives learning. With the wider age group, the younger students look to their older peers for experience.

Cory Neville spoke on Multi-Age Education being student centred as opposed to curriculum centred. Students can be working where they are comfortable or just beyond, but not too far advanced to be comfortable. Initiatives are promoting these best practices. Technology in learning is promoting what we need teachers to think about in multi-age.

Chad Cobbe spoke on the realities of Multi-Age – it is a management tool to structure the school as there are more options for school leaders regarding classroom configurations.

Trustee Sumner noted that it is good to have this information out in the public so people understand the benefits of Multi-Age Education. Trustee Sumner asked the group if they see potential to move beyond this in the future? Mr. Cobbe responded that Multi-Age classrooms are a mirror to real life and there is a push for planning to work smarter, not harder.

Trustee Bambridge thanked the group for their work. Mr. Kruck noted he was inspired and impressed by what the group is doing, especially the student focus.

Trustee Bartlette asked how multi-Age Education will impact the national numbers? Ms. Harrison responded that the results will speak for themselves in interest and engagement. Ms. Neville stated the results will rise in time as more work is done with initiatives.

Dr. Michaels spoke to this item and noted we have everything we need in the Brandon School Division regarding schools that can develop 5 year olds to 18 years olds in one place or in satellite classrooms.

Trustee Sefton thanked the group and noted the Board's appreciation of their time and clarity of the presentation.

b) Items from Senior Administration Report –

- Kinette Club of Brandon Scholarship – Refer Motions.
- P.E.O. Chapter R Scholarship – Refer Motions.

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

## **2.07 Motions**

62/2015 Mr. Kruck – Mr. Buri

That the Agreement for establishment of an award for a student graduating from the Neelin High School Off-Campus program to be known as the "Kinette Club of Brandon Award" in the amount of \$100.00 for the 2014-2015 school year 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.

63/2015 Mr. Buri – Mr. Kruck

That the Agreement for establishment of a scholarship for a female student graduating from the Neelin High School Off-Campus program to be known as "The P.E.O. Chapter R Scholarship" in the amount of \$275.00 for the 2014-2015 school year 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.

64/2015 Mr. Buri – Ms. Bambridge

That the Proposal from AAA Security in the total amount of \$990,037.61 (including taxes) for the Augmentation to Existing Security Management Systems be accepted.

Carried.

65/2015 Ms. Bambridge – Mr. Sumner

That the tender from Powerland Computers in the amount of \$238,560.00 (plus applicable taxes) for the supply of 400 Desktop Computers Funded from the Computer Replacement Budget be accepted.

Carried.

66/2015 Mr. Sumner – Mrs. Bowslaugh

That the Tender from Overland Waste, in accordance with the conditions and specifications, for Refuse Removal and Recycling Service at Brandon School Division schools, the Administration Office, and Maintenance/Transportation Building, in the following amounts be accepted:

<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>Total</u>
\$65,417.66	\$68,688.62	\$72,123.04	\$206,229.32

Carried.

67/2015 Mr. Murray – Mr. Kruck

That the tender for School Furniture for 2015-2016, based on the unit tender prices stated and in the approximate total amounts (applicable taxes extra), be accepted.

Accent Workplace Environments	\$ 47,841.05
Christie's Office Plus	\$ 846.00
Supreme Office Products Ltd.	\$ 4,068.66
School Specialty	\$ 2,141.59

Carried.

68/2015 Mrs. Bowslaugh – Mr. Sumner

That the Auditor Letter regarding the audit engagement for the March 31, 2015 year end between the Division and BDO Canada LLP, Chartered Accountants, be approved and that the Chairperson and Secretary-Treasurer be authorized to affix their signatures thereto.

Carried.

69/2015 Mr. Sumner – Mrs. Bowslaugh

That the appointment of MCM Architects Inc. to design and tender the Green Acres School – Gymnasium Addition project, be approved, subject to approval by the Public Schools Finance Board.

Carried.

## **2.08 Bylaws**

Mr. Kruck - Mr. Buri

1<sup>st</sup> Reading

That By-law 5/2015 being a by-law providing for the borrowing of moneys upon the credit of the said School Division to meet current expenses for the fiscal year, July 1, 2015 to June 30, 2016 be now read for a first time.

Carried.

**THE BRANDON SCHOOL DIVISION****BYLAW NO. 5/2015**

A Bylaw of the Board of Trustees of The Brandon School Division in Manitoba, providing for the borrowing of moneys upon the credit of the said School Division to meet current expenses for the fiscal year, July 1, 2015 to June 30, 2016.

WHEREAS the estimates of the said School Division for the above-mentioned fiscal period have been made and the budget of the Division for the fiscal year of July 1, 2015 to June 30, 2016 was the sum of **NINETY-THREE MILLION, EIGHT HUNDRED AND THIRTY-NINE THOUSAND, SEVEN HUNDRED (\$93,839.700) DOLLARS.**

AND WHEREAS the Board of Trustees of the said School Division have not yet received any moneys on account of School Taxes for the year 2015/2016 from Municipalities nor any moneys from the Provincial Government by way of grant for the year 2015/2016 SAVE THE SUM OF *nil* Dollars (\$ -- ) from MUNICIPALITIES and THE SUM OF *nil* Dollars (\$ -- ) from the PROVINCIAL GOVERNMENT.

AND WHEREAS no moneys have been previously borrowed to meet the expenditures of the 2015/2016 fiscal period SAVE AS SET OUT IN THE FOLLOWING SCHEDULE, THAT IS TO SAY: Nothing previously borrowed.

AND WHEREAS the amount (if any) heretobefore borrowed and the amount hereby authorized to be borrowed do not exceed the amount of the said estimate after deducting therefrom such sums (if any) as have been paid over by Municipalities or by the Provincial Government on account of the amount required for July 1, 2015 to June 30, 2016 expenses of the School Division.

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

(1) THAT the Board of Trustees of the said School Division do borrow up to the sum **TWENTY MILLION (\$20,000,000) DOLLARS** from THE CANADIAN IMPERIAL BANK OF COMMERCE upon the credit of the said School Division, and do pay or agree to pay interest thereon either in advance or at maturity, and in either case after maturity, at the rate of PRIME less 0.6 per centum per annum.

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

(3) THAT the amount so borrowed shall be a first charge upon any moneys to be received by the Board of Trustees on account of the estimate for July 1, 2015 to June 30, 2016 for the purposes of the said School Division whether from the Municipality or from the Provincial Government or from any other source and as the same are received the said School Division shall deposit them with the said Bank for payment of the amount so borrowed with interest thereon but the said Bank shall not be restricted thereto for payment of the sum or sums so borrowed nor shall it be bound to wait for repayment of the moneys so borrowed until the Municipality or the Provincial Government has discharged its obligation to the School Division nor be obliged to see that moneys paid to the School Division are deposited or applied as aforesaid

(4) THAT this Bylaw shall extend to and cover borrowings by the said Board of Trustees for the period commencing the 1st day of July, 2015, and to the extent necessary, this Bylaw shall have retroactive effect so as to be deemed in full force and effect at the commencement of said term.

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

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. 2015.

SECOND READING: \_\_\_\_\_ day of \_\_\_\_\_ A.D. 2015.

THIRD READING: \_\_\_\_\_ day of \_\_\_\_\_ A.D. 2015.

\_\_\_\_\_  
Chairperson

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

I, Denis Labossiere, Secretary-Treasurer of The Brandon School Division DO HEREBY CERTIFY the above to be a true copy of Bylaw No. 5/2015.

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

## **2.09 Giving of Notice**

## **2.10 Trustee Inquiries**

Trustee Kruck asked Dr. Michaels for an update as to what it would take to bring up test scores.

Dr. Michaels responded that to give Trustee Kruck's request justice, this is something that will have to be thought about and she will have something ready in September.

Trustee Sumner stated that he is disappointed in the amount of garbage left after soccer games on BSD school grounds. He asked if someone could open dialogue to look at the shared services agreement and costs of the damage. This request was addressed to the Secretary-Treasurer's Department. Trustee Sefton asked if this is the will of the Board? The Board agreed they would like Denis Labossiere, Secretary-Treasurer, to look into this matter and contact Brandon Youth Soccer League to discuss this matter with them.

## **3.00 ADMINISTRATIVE INFORMATION:**

### **3.01 Report of Senior Administration**

Dr. Michaels, Superintendent of Schools, asked to defer her report until the June 8, 2015 Regular Meeting of the Board of Trustees. Trustee Sefton asked if it was the will of the Board that Dr. Michaels defer her report until the next Board Meeting and the Trustees agreed to this request.



**3.02 Communications for Information**

- a) Correspondence from James Allum, Minister of Education and Advanced Learning, May 12, 2015, announcing that funding the amount of \$57,821.68 has been approved to provide direct support to the Crocus Plains Regional Secondary School Culinary Arts Program. Mr. Allum encourages Brandon School Division to share program outcomes and experience with other interested educators, and expressed appreciation for Brandon School Division's cooperation and collaboration in working to enhance technical vocation education and provide young Manitobans with the knowledge and skills necessary for living, learning, and working in a competitive global economy.

Ordered filed.

Trustee Bowslaugh asked questions for clarification.

**3.03 Announcements**

- a) Facilities & Transportation Committee Meeting – 10:00 a.m., Monday, May 25, 2015, Boardroom.
- b) Policy Review Committee Meeting – 9:00 a.m., Tuesday, May 26, 2015, Boardroom.
- c) Brandon Community Drug and Alcohol Education Coalition – 9:00 a.m., Thursday, May 28, 2015, Boardroom.
- d) Brandon School Division Long Service Pin Recognition – 7:00 p.m., Thursday, May 28, 2015, Riverbank Discovery Centre.
- e) Divisional Futures & Community Relations – 10:00 a.m., Tuesday, June 2, 2015, Boardroom.
- f) NEXT REGULAR BOARD MEETING – 7:00 p.m., Monday, June 8, 2015, Boardroom.

Mr. Murray – Mr. Buri

That the Board do now resolve into Committee of the Whole In Camera. (9:16 p.m.)

Carried.

**IN COMMITTEE OF THE WHOLE IN CAMERA****4.00 IN CAMERA DISCUSSION:****4.01 Student Issues**

- Reports
- Trustee Inquiries

**4.02 Personnel Matters**

- Reports
  - a) Confidential #1 – Personnel Report was presented.
  - b) Confidential #2 – Trustee Bambridge discussed the report and answered questions for clarification.
  - c) Confidential #3 – Trustee Bambridge discussed the report and answered questions for clarification.
  - d) Trustee Ross provided an update on two Personnel matters.

- Trustee Inquiries

**4.03 Property Matters/Tenders**

- Reports
- Trustee Inquiries

**4.04 Board Operations**

**- Reports****- Trustee Inquiries**

Mr. Murray - Ms. Bambridge

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

Carried.

70/2015 Mr. Murray – Mr. Kruck

The Confidential #2 and the recommendations therein be approved.

Carried.

71/2015 Mr. Kruck – Mr. Murray

The Confidential #3 and the recommendations therein be approved.

Carried.

**5.00 ADJOURNMENT**

Mr. Kruk – Mr. Buri

That the meeting does now adjourn (9:57 p.m.)

Carried.

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Chairperson

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Secretary-Treasurer