



# 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, MARCH 7, 2016.

## **PRESENT:**

Mr. M. Sefton, Chairperson, Dr. L. Ross, Vice-Chairperson, Ms. S. Bambridge (arrived at 7:44 p.m.), Mr. P. Bartlette, Mrs. P. Bowslaugh, Mr. G. Buri, Mr. G. Kruck, Mr. J. Murray, Mr. K. Sumner.

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

Senior Administration: Mr. M. Gustafson, Assistant Superintendent, Mr. G. Malazdrewicz, Assistant Superintendent, Ms. E. Jamora, Assistant Secretary-Treasurer, Ms. B. Switzer, Director of Human Resources.

## **REGRETS:**

Dr. D. M. Michaels, Superintendent/CEO.

The Chairperson called the meeting to order at 7:00 p.m. and welcomed everyone in attendance.

## **AGENDA**

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

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

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

Mr. Mathew Gustafson, Assistant Superintendent, noted he had one Personnel item for In-Camera.

Trustee Kruck noted he had one item for In-Camera.

Mr. Denis Labossiere, Secretary-Treasurer, noted he had two Personnel items for In-Camera.

Trustee Sefton recommended that Motion 28 be looked at before Motion 27 so that the Budget motion would be at the end of motions.

Mr. Kruck – Mr. Bartlette  
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 February 22, 2016 were circulated.

Dr. Ross – Mr. Buri  
That the Minutes be approved.  
Carried.

- b) The Minutes of the Special Meeting – Public Presentations, held February 29, 2016 were circulated.

Mrs. Bowslaugh – Mr. Buri  
That the Minutes be approved.  
Carried.

## **2.00 GOVERNANCE MATTERS:**

### **2.01 Presentations For Information**

### **2.02 Reports of Committees**

- a) Personnel Committee Meeting  
The written report of the Personnel Committee meeting held on February 18, 2016 was circulated.

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

- b) Policy Review Committee Meeting  
The written report of the Policy Review Committee meeting held on February 18, 2016 was circulated.

Trustee Bowslaugh asked what was decided in reference to the child's artwork in the hallway. Mr. Malazdrewicz will be following up with this as it is unsure whether the corridor is considered a public space and will speak to this during an upcoming meeting with school Principals.

Trustees asked questions for clarification regarding the policy on lice.

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

- c) Facilities and Transportation Committee Meeting  
The written report of the Facilities and Transportation Committee meeting held on February 23, 2016 was circulated.

Trustee Bartlette asked questions for clarification regarding school bus prices.

Mr. Buri – Mr. Kruck  
That the Minutes be received and filed.  
Carried.

## d) Education Committee Meeting

The written report of the Education Committee meeting held on February 25, 2016 was circulated.

Trustees asked questions for clarification regarding a music teacher at Spring Valley Colony School, how the graduation rate is calculated and tracking of students from grade 9 to grade 12. Mr. Malazdrewicz, Assistant Superintendent, responded that cohort data has been problematic and a target is to go back and look at Student's Achieve to see if this information can be layered in. Trustee Ross added that grad rates have always been reported this way. It was suggested that the Education Committee come back with a definition of a grade 12 student.

Mr. Buri – Mrs. Bowslaugh

That the Minutes be received and filed.

Carried.

## e) Finance Committee Meeting

The written report of the Finance Committee meeting held on March 1, 2016 was circulated.

Mr. Sumner – Mrs. Bowslaugh

That the Minutes be received and filed.

Carried.

**2.03 Delegations and Petitions****2.04 Communications for Action**

- a) Trustee Linda Ross, February 28, 2016, advising that she will be taking an unpaid leave of absence from her duties as a Trustee for the Brandon School Division for the period March 20, 2016 – April 19, 2016 inclusive. Dr. Ross noted she is a candidate in the upcoming Manitoba provincial election.

Referred Motions.

- b) Mr. Trevor Maguire, Western Manitoba Science Fair, undated, noting this year's Western Manitoba Science Fair is to be held on Tuesday, March 15, 2016 at the Keystone Centre. Donations from school divisions and corporate and private sponsors, allows for the provision of awards and assists in sending students to the Canada Wide Science Fair. They are asking for the Division's continued support of this event. The letter, Balance Sheet Summary and Profit and Loss Statement are attached for information.

Referred Motions.

**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:

▪ NIL

## b) Learning Support Services Presentation:

- NIL

## c) Items from Senior Administration Report:

- 2016-2017 Final Budget – Refer Motions.
- Trustee indemnities – 2016 MSBA Convention – Refer Motions.

The Secretary-Treasurer spoke to the motion regarding the 2016-2017 Budget.

**2.06 Public Inquiries (max. 15 minutes)****2.07 Motions**

22/2016 Mr. Sumner – Mrs. Bowslaugh

That Senior Administration be authorized to change the title “Associate Superintendent” to “Assistant Superintendent” in all Brandon School Division policies.

Carried.

23/2016 Mrs. Bowslaugh – Mr. Sumner

That a three (3) year land use agreement for community garden use of the property located at 5 Hummingbird Lane be approved effective April 1, 2016, and that the Board continue to engage in ongoing conversation with the City of Brandon with regard to the tax status of the land or a grant in lieu of.

Carried.

(Trustee Ross exited at 7:43 p.m.)

24/2016 Mr. Kruck – Mrs. Bowslaugh

That the request of Trustee Linda Ross for an unpaid Leave of Absence from March 20, 2016 to April 19, 2016, inclusive, to run as a candidate in the April 19, 2016 Provincial Election, be approved.

Carried.

Mrs. Bowslaugh spoke on this matter and noted that the Manitoba School Boards Association policy has no necessity for a Trustee to ask for a leave of absence.

(Trustee Ross returned at 7:44 p.m.)

25/2016 Mr. Buri – Mr. Murray

That the request of the Western Manitoba Science Fair for financial support be approved in the amount of \$1,500.

Carried. (Trustee Bowslaugh abstained)

26/2016 Mr. Murray – Mr. Buri

That the Trustees be paid the appropriate indemnity for attending the Manitoba School Boards Association 2016 Convention to be held March 17 to 19, 2016 at the Delta inn, Winnipeg, Manitoba.

Carried.

Trustee Sefton asked that the rules be suspended to allow Trustees to speak more than once in regards to the Final Budget motion. The Board agreed to this request.

27/2016 Mr. Bartlette – Mrs. Bowslaugh

That the Final Budget for 2016-2017 and the 2016 Special Levy be approved as follows:

Total Operating Expenditures	\$ 98,629,500
Total Capital Expenditures	<u>\$ 4,075,300</u>
Total Expenditures	<u>\$102,704,800</u>
2016-2017 Special Requirement	<u>\$ 47,267,334</u>
2016 Special Levy to be raised from Municipalities	<u>\$ 44,396,241</u>

Trustee Sumner indicated he would be moving a series of amendments to the proposed budget, representing a deduction of \$997,100. Trustee Sumner detailed these amendments for the purpose of the Motion:

- 1) 0.1% decrease to inflationary increases (from 2.0% and 3.0% to 1.9% and 2.9%), reflecting that the annual CPI increase is proving to be less than we projected in the fall.
- 2) Elimination of transfer to new school reserve of \$350,000, to be reconsidered if any future funds become available.
- 3) Reduction of increase to cover deferred needs identified in Ameresco Report.
- 4) Use one of 13 new proposed FTE from ratio to staff all-day every day Kindergarten at King George.
- 5) Eliminate proposed all-day every-day Kindergarten at Valleyview and return to previous practice of introducing all-day every-day Kindergarten at schools with the highest identified need.
- 6) Remove \$8,000 for supplies from support to Food for Thought.
- 7) Eliminate video surveillance on school buses, to be implemented as any future funds become available.
- 8) Transfer additional \$11,300 from bus reserve (now becomes \$200,000 transfer)
- 9) Reduce the ratio positions by 2 FTE as 2 “20K3” positions have been added to the non-ratio positions.
- 10) Eliminate vehicle from new electrician budget, to be implemented as any future funds become available.

Trustee Sefton asked Trustee Sumner if he was suggesting that he will introduce this as one big amendment, or if he was suggesting that he will introduce one item at a time. Trustee Sumner indicated he would like to introduce the items as a single amendment. Trustee Sefton recommended that Trustee Sumner reconsider that decision and introduce the items one at a time. Trustee Sumner responded that the proposed amendment can be amended.

Mr. Murray – Ms. Bambridge

That the motion be divided into individual parts.

Trustee Sumner spoke to his amendment, indicating that he was left feeling uneasy after the all-day Budget meeting and has given the results of that meeting much thought. The root of the uneasiness is the lack of sustainability in the budget. He spoke on the 12 Board Governance Goals and noted there is no context in which he felt the budget was sustainable. He felt that a hard look at these items was needed to get the budget down to where it can be sustainable. He added that if the Board implements the changes recommended, that would reduce the tax increase to 4.4% this year, and

the starting increase next year would be 2.4% instead of 3.7%.

Carried.

AMENDMENT ONE:

Mr. Murray – Ms. Bambridge

0.1% decrease to inflationary increases (from 2.0% and 3.0% to 1.9% and 2.9%), reflecting that the annual CPI increase is proving to be less than we projected in the fall. Reduction of \$7,300.

Trustee Bartlette spoke and thanked Trustee Sumner for the work that he has done in bringing us to the place where the Board was now sitting. He spoke on the previous decision by the Board to make sustainable budgets and the February 16, 2016 budget day deliberations. He indicated he was in favour of Amendment One.

Trustee Ross asked Mr. Labossiere what this means in terms of work, time and whether there are any real savings with this reduction. Mr. Labossiere responded that 1,759 budget lines would be affected. He suggested taking this money from the bus reserve as it would save a lot of time.

Trustees Sefton, Murray, Buri, Bartlette and Bambridge spoke against this motion. Trustee Ross suggested removing the item altogether.

Defeated 7-1 (Trustee Murray abstained)

AMENDMENT TWO:

Mr. Murray – Ms. Bambridge

Elimination of transfer to new school reserve of \$350,000 to be reconsidered if any future funds become available.

Trustees spoke in favour of this reduction.

Carried 9-0

AMENDMENT THREE:

Mr. Murray – Ms. Bambridge

Reduction of increase to cover deferred needs identified in the Ameresco Report. \$50,000.

Trustee Sumner spoke in favour of this reduction. Dr. Ross suggested an increase in the amount of the reduction to \$150,000.

Dr. Ross – Mr. Bartlette

That the amendment to reduce the increase to cover deferred needs identified in the Ameresco Report be increased from \$50,000 to \$150,000.

Trustee Buri and Sefton spoke in favour of this amendment.

Carried 9-0

AMENDMENT FOUR:

Mr. Murray – Ms. Bambridge

Use one of the 13 new proposed FTE from ratio to staff all-day every-day Kindergarten at King George. \$85,800.

Trustee Bambridge spoke against this amendment, noting that she does not want to consider anything that touches the Division ratio.

Trustee Sumner spoke in favour of this amendment.

Trustee Murray spoke against this amendment and noted that he will support reductions that occur the furthest from the classroom.

Trustee Bartlette asked if \$85,800 was the amount approved on budget day. Mr. Labossiere responded that it was.

Trustee Sumner clarified that this would not jeopardize Kindergarten at King George and it would continue to be implemented as planned. He indicated it is just where the Board would find the budget for the FTE's that is being decided on.

Trustee Bartlette asked questions for clarification regarding staffing and class sizes and the impact of this amendment.

Defeated 6-3

#### AMENDMENT FIVE:

Mr. Murray – Ms. Bambridge

Eliminate proposed all-day every-day Kindergarten at Valleyview and return to previous practice of introducing all-day every-day Kindergarten at schools with the highest identified need. \$76,200.

Trustee Kruck indicated that since the last budget meeting, he had requested more information and he was provided with the Phonological Awareness Screening Test data. The results in regards to that test showed that Valleyview School is tied in 2<sup>nd</sup> place in the lowest scores. King George had the lowest scores, with Valleyview tied with Earl Oxford, which already has all-day every-day Kindergarten. Trustee Kruck stated he would be voting against this amendment.

Trustees Murray, Buri, Sefton, and Bowslaugh spoke against this amendment. Trustee Bartlette spoke in favour of this amendment.

Defeated 7-2

#### AMENDMENT SIX:

Mr. Murray – Ms. Bambridge

Remove \$8,000 in supplies from support to Food for Thought.

Trustee Sumner spoke in favour of this amendment.

Trustee Bambridge confirmed that the amount approved during the all-day budget deliberations for Food for Thought was \$41,000. She indicated that she had spoken against putting any money into Food for Thought and had noted there were many charitable organizations in the community and where does the Division draw the line. Her recommendation would be to change the amendment from \$8,000 to the full \$41,000. Trustee Sefton asked if there was a seconder for this amendment and there was none.

Carried 8-1

#### AMENDMENT SEVEN:

Mr. Murray – Ms. Bambridge

Eliminate video surveillance on school buses, to be implemented as any future funds become available. \$188,700.

Trustees spoke for and against this amendment.

Trustee Bambridge asked what the cost would be for five (5) bus monitors. Mr. Labossiere responded that the cost would be approximately \$128,500.

Trustee Murray indicated he was reluctantly in favour of this amendment, but added that he thinks the Division needs to take a look at some EA positions to be riding the buses and that the monitors would need Professional Development to ensure they are properly trained.

Carried 8-1

AMENDMENT EIGHT:

Mr. Murray – Ms. Bambridge

Transfer additional \$11,400 from bus reserve (now becomes \$200,000 transfer)

Mr. Sumner spoke in favour of this item and noted that during the budget deliberations, the Board approved the transfer of \$188,700 from the Bus Reserve and Board policy limits how much the Division can transfer from the Bus Reserve. This further \$11,300 would move it to the maximum that can be transferred under Board policy and make it an even \$200,000 being transferred.

Carried 9-0

AMENDMENT NINE:

Mr. Murray – Ms. Bambridge

Reduce the ratio positions by 2 FTE as 2 “20K3” positions have been added to the non-ratio positions.

Trustee Ross asked if these are positions that the Division provided extra funding for in the past.

Mr. Labossiere responded that the government gave the Division an additional seven (7) positions. Five (5) positions were removed from the ratio as the Division was previously paying for the positions. These are two (2) additional positions that the Board was not previously paying for. Mr. Labossiere explained that there is an additional cost to the Board for these positions as the Province provides \$60,000 per position and our average teacher cost is \$85,800. He stated that the additional cost is \$25,800 per position.

Trustees spoke for and against this amendment.

Carried 5-4

AMENDMENT TEN:

Mr. Murray- Ms. Bambridge

Eliminate vehicle from new electrician budget, to be implemented as any future funds become available. \$48,000.

Trustee Ross suggested that the electrician vehicle be funded from surplus.

Trustee Sumner noted the importance of hiring an electrician, which will happen for the new school year, and will give time to find alternate sources to fund the vehicle. He added that the worst case scenario is that the Board could look at surplus at a future date to purchase the vehicle.

Carried 9-0

Mr. Labossiere indicated that with the approved amendments, there would be an increase in property taxes for the average home at 4.44% and the carryover for next year at 2.52%. The overall increase for budget requests is \$747,100 and 22.0 FTE.



POINT OF PRIVILEGE:

Trustee Ross spoke on Amendment Nine. She indicated that the Division has complained that the Province has not funded these extra 20K3 positions, and so now that they have, the Board is not going to take advantage of that. She added that she thinks that's very hypocritical of the Board.

AMENDED MOTION 27/2016:

That the Final Budget for 2016-2017 and the 2016 Special Levy be approved as follows:

Total Operating Expenditures	\$ 98,099,900
Total Capital Expenditures	<u>\$ 3,677,100</u>
Total Expenditures	<u>\$101,777,000</u>
2016-2017 Special Requirement	<u>\$ 46,339,534</u>
2016 Special Levy to be raised from Municipalities	<u>\$ 43,987,386</u>

Subject to final review by the Office of the Secretary-Treasurer.

Trustee Bartlette indicated that he is happy that the Board has made this much of a reduction, and although it's not as much of a reduction as he would have liked to support, it's a move in the right direction.

Trustee Sumner thanked Trustees for considering the recommendations he brought forward and recognizing the situation the Division was in and the importance of planning for the future and more importantly the planning to allow the Board the flexibility it needs as a Board financially in the future. This puts the Division in a more advantageous position likely next year and will make next year a lot easier. He added that the Division will still be a significant distance from sustainability and while he still has reservations he can support where the Board has ended up.

Mr. Labossiere provided information on the staffing adjustments based on the final budget. He indicated that the regular instruction ratio will not change, it remains at 17.2. The educator ratio will improve to 12.7 for 2016-2017 (12.8 – 2015-2016).

Carried 8-1 (Bartlette opposed).

28/2016 Mr. Buri – Mr. Murray

That the Division purchase three (3) propane powered school buses for the 2016-2017 school year as part of the 2016-2017 School Bus Tender Purchase.

Carried.

**2.08 By-Laws**

Mr. Bartlette

3<sup>rd</sup> Reading

That By-law 1/2016, being a by-law of the Board of Trustees of the Brandon School Division for the purpose of amending By-law 4/2014 to make changes under "Section 56(3) 2." to amend the statement regarding meeting absences and resulting loss of indemnity, to align the By-law with Policy 2019 – "Electronic Meetings", be now read for the third time, have been first read on February 8, 2016 and read for a second time on February 22, 2016.

Carried.

**2.09 Giving of Notice**

## a) Mr. Sumner

I hereby give notice that at the next Regular Meeting of the Board of Trustees, I, or someone in my stead will introduce a motion to rescind Policy Procedures 1022 – “Aboriginal Education Advisory Committee” and replace same with Policy 1022 – “Aboriginal Education Advisory Committee”.

## b) Mr. Sumner

I hereby give notice that at the next Regular Meeting of the Board of Trustees, I, or someone in my stead will introduce a motion to rescind Policy 9030 – “Replacement of School Buses” and replace same with Policy 9030 – “Replacement of School Buses”.

**2.10 Trustee Inquiries****3.00 ADMINISTRATIVE INFORMATION:****3.01 Report of Senior Administration**

Mr. Greg Malazdrewicz, and Mr. Mathew Gustafson, Assistant Superintendents, provided highlights on the following items from the March 7, 2016 Report of Senior Administration:

- Academic Preparedness – École New Era School
  - Phonological Awareness Project
- Global Citizenship – Waverly Park School
  - Global Citizenship Grant – money gave opportunity to bring in presenters for the student body; planning is in process for four different groups to enter into the school for dance routines or musical presentations, including Aboriginal drummers, Ukrainian dancers, and Martial Arts demonstrations.
  - Student Achievement:
    - Tell Them From Me Survey data has been collected
      - 92% of students from grades 4 to 6 feel they are involved in the community
      - 87% of grades 7 and 8 students feel they have connected with student community activities
- Health and Wellbeing – École Harrison
  - Physical Education – students are offered many opportunities to improve their overall health outside of their Physical Education classes
  - Intramural sports are a significant component of school life for École Harrison students
  - Grades 7 and 8 students have been to the skating oval, snowshoeing, bowling at Thunderbird Bowl and visiting the Healthy Living Centre walking track at Brandon University
  - Roots of Empathy
  - Bullying Prevention week and Day of Pink
  - Student Achievement:
    - Mackenzie Clark, grade 7, has received the Governor General's Caring Award and was in the spotlight at We Day in Winnipeg

Divisional Initiatives:

- Counsellor tours to Elspeth Reid Family Resource Centre, Westman Immigrant Services, the City of Brandon Youth Centre and the Brandon Aboriginal Youth Activity Centre.
- Administrative and Statistical Information:
  - Suspensions
  - Community Connections:
    - First Nations, Metis, and Inuit Studies: BSSAP (Building Student Success with Aboriginal Parents) – Regional Two Day Anti-Racism Education Symposium – February 18 and 19, 2016.
    - Walking With Our Sisters Pipe Ceremony – February 19, 2016.

Dr. Ross – Mrs. Bowslaugh

That the March 7, 2016 Report of Senior Administration be received and filed.

Carried.

**3.02 Communications for Information****3.03 Announcements**

- a) Workplace Safety and Health Committee Meeting - 1:00 p.m., Tuesday, March 8, 2016, Boardroom.
- b) Teacher Liaison Committee Meeting – 4:30 p.m., Wednesday, March 9, 2016, Brandon Teachers' Association Office.
- c) Divisional Futures & Community Relations Committee – 12:00 p.m., Thursday, March 10, 2016, lunch visit with Vincent Massey High School Students.
- d) Policy Review Committee Meeting – 12:00 p.m., Monday, March 14, 2016, Boardroom.
- e) NEXT REGULAR BOARD MEETING – 7:00 p.m., Monday, March 21, 2016, Boardroom.

Mr. Kruck – Dr. Ross

That the Board do now resolve into Committee of the Whole In-Camera. (9:03 p.m.)

Carried.

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

- a) Trustee Kruck requested information on a Student matter.

**- Trustee Inquiries****4.02 Personnel Matters****- Reports**

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

- b) The Secretary-Treasurer provided information on two Personnel matters.

**- Trustee Inquiries**

**4.03 Property Matters/Tenders**

**- Reports**

**- Trustee Inquiries**

**4.04 Board Operations**

**- Reports**

- a) Mr. Mathew Gustafson, Assistant Superintendent, provided information on a Board Operations Matter.

**- Trustee Inquiries**

Ms. Bambridge – Mr. Buri

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

Carried.

**5.00 ADJOURNMENT**

Mr. Kruck – Dr. Ross

That the meeting does now adjourn (9:18 p.m.)

Carried.

---

Chairperson

---

Secretary-Treasurer